



LA MESA CITY COUNCIL AGENDA

A Regular Meeting

Date: Tuesday, July 22, 2025, 6:00 p.m.
Location: City Council Chambers, 8130 Allison Avenue
La Mesa, California

Elected Officials: Mayor Mark Arapostathis
Vice Mayor Patricia N. Dillard
Councilmember Lauren Cazares
Councilmember Laura Lothian
Councilmember Genevieve Suzuki
City Treasurer Matthew Strabone

Staff: City Manager Greg Humora
City Attorney Glenn Sabine
City Clerk Megan Wiegelman

The City Council meeting may be viewed in-person or live on Cox Cable Channel 24 (within La Mesa City limits), AT&T U-Verse Channel 99 (in the San Diego Region), the City's website (www.cityoflamesa.us), Facebook Live (www.facebook.com/lamesaca) or using the following Zoom Webinar options:

The public may view the meeting live using the following remote options:

Teleconference Meeting Webinar

<https://us06web.zoom.us/j/84472650722>

Telephone (Audio only)

(669) 900-6833 or (253) 215-8782 Webinar ID: 844 7265 0722

Copy and paste the webinar link into your internet browser if the webinar link does not work directly from the agenda.

PUBLIC COMMENTS

- **In-Person comments during the meeting:** Join us for the City Council meeting at the time and location specified on this agenda to make your comments. Please complete a “Request to Speak” card and submit it to the Council Hostess. When the Mayor calls your name, step to the podium and state your name for the record. Comments will be limited to three (3) minutes.
- **How to submit eComments:** eComments are available once an agenda is published. Locate the meeting in "upcoming meetings" and click the comment bubble icon. Click on the item you wish to comment on. eComments can be submitted when the agenda is published and until **24 hours prior** to the meeting. eComments are limited to 3700 characters (approximately 500 words). eComments may be viewed by the City Council and members of the public following the close of the eComment submission period (24 hours prior to the meeting). Email your comment to cityclrk@cityoflamesa.us if you have difficulty submitting an eComment. eComments will not be read aloud as a regular meeting item; however any member of the Council or member of the public may do so during their respective comment time.

PLEASE NOTE: Public Comment will be limited to 3 minutes per item. The timer begins when the participant begins speaking. Time cannot be combined or yielded to another speaker.

***Live Remote Public Comment ONLY permitted during Councilmember teleconferencing pursuant to California Government Code Section 54953 (AB 2449).**

- ***Zoom Audio Comments:** To provide oral public comments during the meeting, join the Zoom meeting by computer, mobile phone, or dial in number. On Zoom video conference by computer or mobile phone, use the “Raise Hand” feature. This will notify the moderator that you wish to speak during a specific item on the agenda or during non-agenda Public Comment. Members of the public will not be shown on video but will be able to speak when called upon. If joining the meeting using the Zoom dial-in number, you may raise your hand by pressing *9. Comments will be limited to three (3) minutes. No further comments will be entertained after the Mayor closes public comment.

Citizens who wish to make an audio/visual presentation pertaining to an item on the agenda, or during Public Comments, should contact the City Clerk’s office at 619.667.1120, no later than 12:00 p.m., the Monday prior to the meeting day. Advance notification will ensure compatibility with City equipment and allow Council meeting presentations to progress smoothly and in a consistent and equitable manner. Please note that all presentations/digital materials are considered part of the maximum time limit provided to speakers.

Agenda reports for items on this agenda are available for public review at the City Clerk's Office, 8130 Allison Avenue, during normal business hours.

Materials related to an item on this agenda submitted to the Council after distribution of the agenda

packet are available for public inspection in the City Clerk’s Office, 8130 Allison Avenue, during normal business hours.

ACCESSIBILITY: The City of La Mesa encourages the participation of disabled individuals in the services, activities and programs provided by the City. Individuals with disabilities, who require reasonable accommodation in order to participate in the City Council meetings, should contact the Administrative Services Department 48 business hours prior to the meeting at 619.667.1175, fax 619.667.1163, or GSpaniol@cityoflamesa.us.

Hearing assisted devices are available for the hearing impaired. A City staff member is available to provide these devices upon entry to City Council meetings, commission meetings or public hearings held in the City Council Chambers. A photo i.d. or signature will be required to secure a device for the meeting.

Pages

1.	<u>CALL TO ORDER</u>	
1.1	INVOCATION - COUNCILMEMBER CAZARES	
1.2	PLEDGE OF ALLEGIANCE	
2.	<u>REPORT FROM CLOSED SESSION</u>	
3.	<u>CITY MANAGER COMMENTS</u>	
4.	<u>COMMUNITY BULLETIN REPORTS</u>	
5.	<u>ADDITIONS AND/OR DELETIONS TO THE AGENDA</u>	
6.	<u>PRESENTATIONS</u>	
6.1	PRESENTATION BY THE 22ND DISTRICT AGRICULTURAL ASSOCIATION ON THE FAIRGROUNDS 2050 PROJECT	
6.2	2024 CLIMATE ACTION PLAN ANNUAL REPORT	1
7.	<u>PUBLIC COMMENTS – (TOTAL TIME – 15 MINUTES)</u>	
	NOTE: In accordance with state law, an item not scheduled on the agenda may be brought forward by the general public for comment; however, the City Council will not be able to discuss or take any action on the item at this meeting. If appropriate, the item will be referred to Staff or placed on a future agenda.	
8.	<u>CONFLICT DISCLOSURES</u>	
9.	<u>BOARD AND COMMISSION APPOINTMENTS</u>	
9.1	RESOLUTION APPOINTING AND/OR REAPPOINTING MEMBERS TO CITY OF LA MESA BOARDS AND COMMISSIONS	32

Recommended Motion:

Appoint and/or reappoint members to fill the openings on the City's Boards and Commissions, and adopt Resolution confirming the appointments and/or reappointments.

10. PUBLIC COMMENTS ON CONSENT CALENDAR

This is the time in which members of the Council or audience may pull items from the CONSENT CALENDAR for discussion. Public Comments are also invited on Consent Calendar items.

11. CONSENT CALENDAR

(Items 11.1 through 11.12)

The Consent Calendar includes items considered to be routine. Unless discussion is requested by members of the Council or audience, all Consent Calendar items may be approved by one motion.

*If a public hearing item is part of the Consent Calendar, the public hearing shall be deemed held if the item is not removed from the Consent Calendar for discussion and possible action (Item 11.12).

Recommended Motion:

Approve Consent Calendar Items 11.1 through 11.12.

11.1 APPROVAL OF MOTION TO WAIVE THE READING OF THE TEXT OF ALL ORDINANCES AND RESOLUTIONS AT THIS MEETING

Recommended Motion:

Approve.

11.2 APPROVAL OF THE MINUTES FOR THE CITY COUNCIL REGULAR MEETING HELD TUESDAY, JUNE 24, 2025

38

Recommended Motion:

Approve.

11.3 APPROVAL OF THE MINUTES FOR THE CITY COUNCIL REGULAR MEETING HELD TUESDAY, JULY 8, 2025

46

Recommended Motion:

Approve.

11.4 RESOLUTION AUTHORIZING A TASK ORDER WITH RICK ENGINEERING COMPANY TO PROVIDE AS-NEEDED STAFF AUGMENTATION SERVICES FOR THE PLANNING DIVISION

57

Staff Reference: Ms. Santos

- Recommended Motion:**
Adopt Resolution.
- 11.5 RESOLUTION AUTHORIZING CONTRACT CHANGE ORDER NO. 6 WITH S.C. VALLEY ENGINEERING, INC. FOR BID 24-16, BOULEVARD DRIVE STORM DRAIN IMPROVEMENT PROJECT (CAPITAL IMPROVEMENT PROJECT NO. 8506)** 65
- Staff Reference: Mr. Throne
- Recommended Motion:**
Adopt Resolution.
- 11.6 RESOLUTION APPROVING A SEWER SYSTEM MANAGEMENT PLAN UPDATE PER STATE WATER RESOURCES CONTROL BOARD ORDER 2022-0103-DWQ** 71
- Staff Reference: Mr. Throne
- Recommended Motion:**
Adopt Resolution.
- 11.7 RESOLUTION AUTHORIZING A TASK ORDER WITH COMPASS ROSE GIS FOR AS-NEEDED MAPPING AND GEOGRAPHIC INFORMATION SYSTEM SERVICES FOR FISCAL YEAR 2026** 203
- Staff Reference: Mr. Throne
- Recommended Motion:**
Adopt Resolution.
- 11.8 RESOLUTION AUTHORIZING A TASK ORDER WITH BWE, INC. FOR DESIGN SERVICES FOR THE NANCY DRIVE STREET DRAINAGE IMPROVEMENTS (CAPITAL IMPROVEMENT PROJECT NO. 8323)** 212
- Staff Reference: Mr. Throne
- Recommended Motion:**
Adopt Resolution.
- 11.9 RESOLUTION AUTHORIZING A TASK ORDER WITH ARDURRA GROUP, INC. FOR ON-CALL ENCROACHMENT PERMIT INSPECTION SERVICES** 224
- Staff Reference: Mr. Throne
- Recommended Motion:**
Adopt Resolution.

- 11.10 **RESOLUTION AUTHORIZING A TASK ORDER WITH ARDURRA GROUP, INC. FOR STORMWATER COLLECTION SYSTEMS SERVICES FOR THE LA MESITA PARK DRAINAGE IMPROVEMENTS PROJECT (CAPITAL IMPROVEMENT PROJECT NO. 8502)** 230

Staff Reference: Mr. Throne

Recommended Motion:

Adopt Resolution.

- 11.11 **RESOLUTION AUTHORIZING CONTRACT CHANGE ORDER NO. 1 WITH AMERICAN ASPHALT SOUTH, INC. FOR BID 25-16, 2025 SLURRY SEAL PROJECT (CAPITAL IMPROVEMENT PROJECT NO. 8305)** 255

Staff Reference: Mr. Throne

Recommended Motion:

Adopt Resolution.

- 11.12 ***RESOLUTION CONFIRMING THE SEWER SERVICE CHARGES FOR FISCAL YEAR 2026** 261

RESOLUTION CONFIRMING THE REPORT WITH THE FINAL DETERMINATION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2026 TO BE COLLECTED ON THE COUNTY PROPERTY TAX ROLL AND DIRECTING THE CITY CLERK TO FORWARD A CERTIFIED COPY OF THE RESOLUTION, TOGETHER WITH A COPY OF THE REPORT TO THE OFFICE OF THE SAN DIEGO COUNTY AUDITOR

Staff Reference: Mr. Throne

Recommended Motion:

Adopt Resolution.

12. ORDINANCES: SECOND READING

**12.1 ORDINANCE RENAMING COMMUNITY SERVICES DEPARTMENT
AND COMMISSION AND UPDATING SUPERVISORY
RESPONSIBILITY OF THE LANDSCAPING AND MAINTENANCE OF
PARK AREAS**

267

CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING THE LA MESA MUNICIPAL CODE (INCLUDING CHAPTER 2.32, SECTION 2.16.15(D)(6), CHAPTERS 9.04, 9.05, AND 9.06) TO DO THE FOLLOWING: (1) RENAME (A) "COMMUNITY SERVICES DEPARTMENT" TO "PARKS AND RECREATION DEPARTMENT," (B) "COMMUNITY SERVICES COMMISSION" TO "PARKS AND RECREATION COMMISSION," AND (C) "DIRECTOR OF COMMUNITY SERVICES" TO "DIRECTOR OF PARKS AND RECREATION;" AND, (2) SHIFT THE SUPERVISORY RESPONSIBILITY OF LANDSCAPING AND MAINTENANCE OF PARK AREAS TO THE CITY MANAGER OR HIS OR HER DESIGNEE

Staff Reference: Ms. Lee

Recommended Motion:

Approve the second reading and adoption of the Ordinance.

**12.2 CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF LA MESA AMENDING CHAPTER 17.12 OF THE LA
MESA MUNICIPAL CODE TO ADJUST THE SCHEDULE OF SEWER
SERVICE CHARGES FOR FISCAL YEARS 2026 AND 2027**

270

Staff Reference: Mr. Throne

Recommended Motion:

Approve the second reading and adoption of the Ordinance.

13. COUNCIL INITIATED

**13.1 CONSIDERATION OF REINSTATING AND APPOINTING MEMBERS
TO THE COUNCIL CLIMATE ACTION PLAN UPDATE AD HOC
SUBCOMMITTEE TO REVIEW AND RECOMMEND UPDATES TO
THE CLIMATE ACTION PLAN - VICE MAYOR DILLARD AND
COUNCILMEMBER CAZARES**

274

14. COUNCIL COMMITTEE REPORTS (3 MINUTE LIMIT)

15. AB 1234 REPORTS (GC 53232.3 (d))

16. CITY ATTORNEY REMARKS

17. ADJOURNMENT



CITY OF
LA MESA

JEWEL of the HILLS

INTEROFFICE MEMO

DATE: July 22, 2025

TO: Mayor and Members of the City Council

FROM: Hilary Ego, Environmental Sustainability Manager *HE*
Serena Lee, Environmental Program Coordinator *SL*

VIA: Greg Humora, City Manager *GH*

SUBJECT: 2024 Climate Action Plan Annual Report

In March 2018, City Council approved the Climate Action Plan (CAP) to reduce community-wide greenhouse gas (GHG) emissions and updated the CAP in November 2024. The City of La Mesa prepared the CAP and established targets consistent with State goals and guidance. The CAP provides a roadmap by which the City can reduce its contributions of GHG emissions in energy, transportation and land use, solid waste, water, and green infrastructure. The CAP requires annual reports and regular updates to City Council on CAP progress. A progress report to City Council occurs every six months.

The City of La Mesa's 2024 CAP Annual Report (Attachment A) contains a high-level overview of accomplishments since the City Council adopted the CAP. More details on each measure are outlined in the 2024 CAP Annual Report Appendix to document additional implementation details on a measure-by-measure basis to track progress (Attachment B).

Attachments: A – 2024 Climate Action Plan Annual Report
B – 2024 Climate Action Plan Annual Report Appendix

City of La Mesa Climate Action Plan

Annual Report 2024



CITY OF
LA MESA
JEWEL of the HILLS

Table of Contents

Letter From the Mayor.....	PAGE 3
About the Annual Report.....	PAGE 4
Greenhouse Gas Emissions Inventory.....	PAGE 4
2018 Climate Action Plan.....	PAGE 5
Climate Action Plan Update.....	PAGE 6
Progress Update By Strategy	
Energy.....	PAGE 8
Transportation and Land Use.....	PAGE 10
Solid Waste.....	PAGE 12
Green Infrastructure.....	PAGE 14
Water.....	PAGE 16
Education and Outreach.....	PAGE 18
CivicSpark and College Corps Fellows.....	PAGE 20



LETTER FROM THE MAYOR

Dear La Mesa Community,

As we reflect on 2024, I am proud to share the continued progress the City of La Mesa has made in advancing the goals set forth in our Climate Action Plan (CAP). Since its adoption in 2018, the CAP has guided the City's efforts to reduce greenhouse gas (GHG) emissions and build a more sustainable, resilient, and equitable future for all who live, work, and visit La Mesa.

In 2024, we celebrated a major milestone: the completion of a comprehensive update to the Climate Action Plan. Informed by extensive community engagement throughout 2023 and 2024, the updated CAP includes strengthened targets and refined strategies that align with State targets set in Senate Bill 32 and Assembly Bill 1279 and respond to the evolving needs of our community and climate. It continues to serve as a qualified GHG reduction plan under CEQA Guidelines Section 15183.5, reaffirming our commitment to local and regional climate leadership.

The 2024 CAP Annual Report highlights key achievements in strategy areas of Energy, Transportation and Land Use, Solid Waste, Water, and Green Infrastructure. In 2024, we expanded our community outreach, deepened partnerships, and launched new initiatives to further foster sustainability throughout the La Mesa community. Efforts such as free bike education classes, Litter Free La Mesa community clean-up events, and staff trainings helped amplify community engagement and environmental stewardship.

La Mesa was once again recognized for being at the forefront of sustainability in the region. The city received the SANDAG Diamond Award Gold Level, and Tree City USA for the 44th consecutive year, and was awarded grant funding to implement CAP projects.

I am honored to share the sixth CAP annual report as a reflection of our shared commitment to environmental action. As we look ahead, let us stay united in our efforts to protect and preserve our environment for future generations. Together, we will continue to lead by example and shape a liveable La Mesa for all.

Dr. Mark Arapostathis



ABOUT THE ANNUAL REPORT

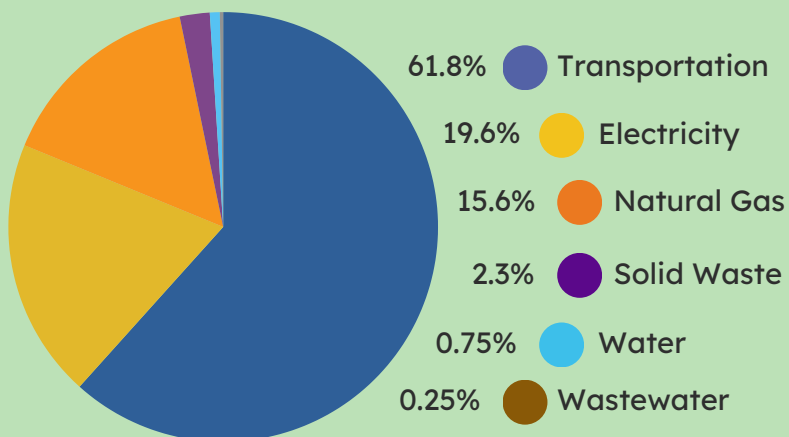
In alignment with La Mesa's 2018 Climate Action Plan (CAP), the City continues to publish annual reports and provide biannual updates to the City Council. This 2024 Annual Report outlines progress made on CAP measures and actions, while also identifying key priorities for the year ahead.

The report incorporates the most current greenhouse gas (GHG) emissions data available from the San Diego Association of Governments (SANDAG) ReCAP, along with project highlights and relevant updates. Detailed information on each CAP measure is available in the Appendix and on the City's Climate Action Plan webpage.

La Mesa remains committed to transparency and community involvement, striving to keep residents informed and engaged as we work together toward achieving our GHG reduction goals. The five prior Annual Reports are listed on the City's website.

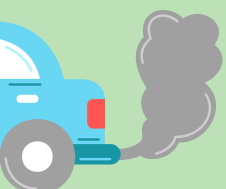


GREENHOUSE GAS EMISSIONS INVENTORY



The City has received GHG inventories from the SANDAG ReCAP to monitor progress. The City's 2016 ReCAP Snapshot GHG emissions inventory is 383,800 MT CO₂e, a 10.93% decrease from the 2010 baseline. GHG emissions were calculated for electricity, natural gas, solid waste, water and wastewater. The 2016 GHG inventory is the best available data the City has received.

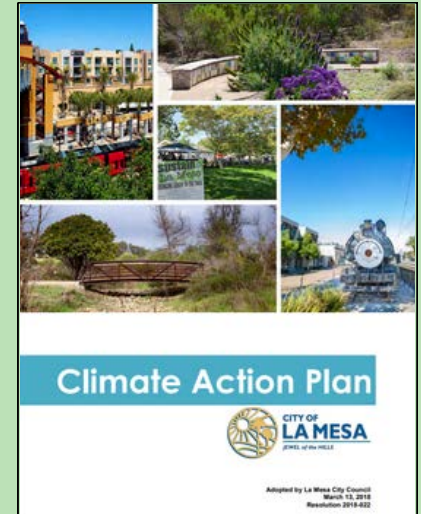
Transportation remains the leading source of greenhouse gas emissions in La Mesa. Most emissions come from gas-powered vehicles used by residents, workers, and visitors. Additionally, on-road travel from cars and trucks passing through the city contributes significantly to local emissions



2018 CLIMATE ACTION PLAN

Since the adoption of La Mesa's first Climate Action Plan (CAP) in 2018, the City has remained committed to reducing community-wide GHG emissions by 35% from the 2010 baseline by 2020 and 53% from the 2010 baseline by 2035. The CAP outlines 23 measures with specific key actions to guide this work in the CAP strategies listed below.

In 2021, the City Council adopted a Climate Emergency Resolution and Climate Emergency Resolution Response in January 2022. This reaffirmed the City's commitment to climate action and supports existing CAP implementation efforts. These foundational efforts continue to shape the City's approach to sustainability and have laid the groundwork for the 2024 CAP Update.



CLIMATE ACTION PLAN STRATEGIES:



CLIMATE ACTION PLAN UPDATE

COMMUNITY ENGAGEMENT

From May 2022 to November 2024, community input played a vital role in shaping the CAP Update. Through surveys, workshops, and meetings, residents helped ensure the updated measures and actions reflect equitable and community-driven priorities.



 **850**
Total people engaged

 **22**
Presentations to Commissions

 **266**
Survey responses

UPDATED STRATEGIES



Clean and Renewable Energy



Clean and Efficient Transportation



Building Energy Efficiency



Waste Reduction



Water Efficiency



Urban Natural Environment

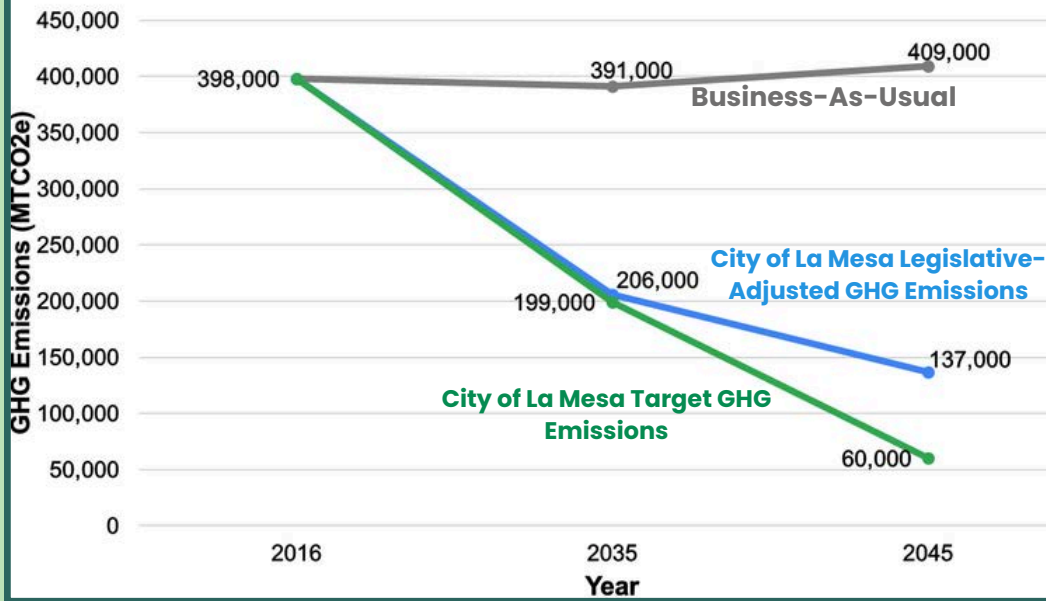


CLIMATE ACTION PLAN UPDATE

In 2024, the City of La Mesa finalized its Climate Action Plan Update, building on work from 2022 and 2023. Staff and consultants updated emissions projections, aligned targets with State goals, and refined key measures based on current data and community input. The CAP Update was approved by the City Council in November 2024 and will guide La Mesa's climate efforts moving forward.



Greenhouse Gas Emissions Inventory



The 2024 CAP Update's GHG targets were developed to align with the statewide GHG reduction targets established by Senate Bill (SB) 32 and Assembly Bill (AB) 1279. Estimating equivalent reductions needed from the 2016 baseline, the City aims to reduce community-wide GHG emissions in the 2024 CAP Update with new updated GHG targets:

50 percent below 2016 levels by 2035 (aligned with and extrapolated from SB 32), and 85 percent below 2016 levels by 2045 (aligned with AB 1279).

2024 CAP UPDATE HIGHLIGHTS



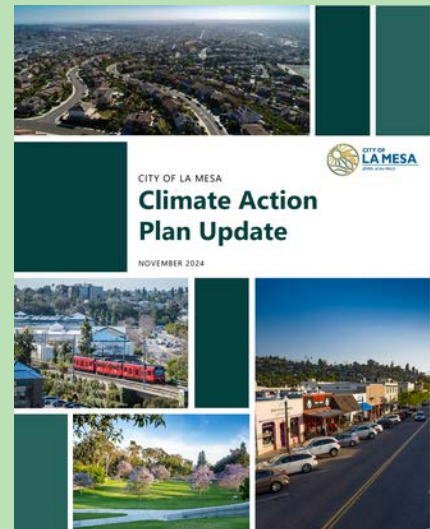
Equity: The CAP Update incorporates data tools to identify communities most vulnerable to climate impacts, ensuring that strategies and actions prioritize those disproportionately affected.



Adaptation: The CAP Update includes strategies to build resilience and prepare for local climate risks like extreme heat, flooding, wildfire, and drought.



Co-Benefits: The CAP Update highlights co-benefits that extend beyond GHG emission reductions



Livability



Air Quality



Public Health
and Safety



Resilience



Reduced Cost
of Living



Jobs and
Economy

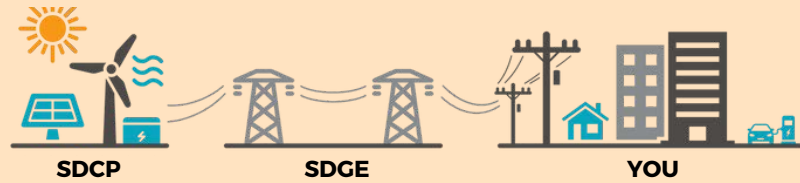




ENERGY



San Diego Community Power (Community Power) supplies renewable electricity to La Mesa residents and businesses, and all municipal accounts are enrolled in Power100, a program that provides 100% of electricity from renewable sources. The City continues to partner with Community Power at events to develop and support community-focused energy programs.



Accounts

Opt-ups to Power100

Participation Rate

27,928

12

95.1%

SOLAR & BATTERY STORAGE

Solar Permits Issued

Megawatts (MW) of Solar Installed

Battery Storage Permits Issued

392

2.7
MW

12

The rollout of California's Net Energy Metering (NEM) 3.0, in 2023, has reduced incentives making new solar installations less financially attractive. As a result, La Mesa has seen a decline in residential solar permit applications from last year.

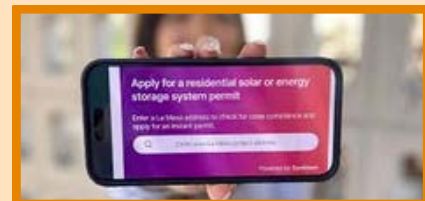
DIY ENERGY SAVING & SUSTAINABILITY TOOLKIT

The City continues to encourage residents to monitor energy use at home through the DIY Energy Saving and Sustainability Toolkit program.



Toolkits that were checked out by residents

La Mesa launched an Instant Residential Solar Permit Program using the Symbium platform. This program reduces permitting costs and accelerates solar adoption by allowing homeowners to apply for and receive permits through a streamlined process. By improving access to solar installations, the City is helping residents transition to generating more renewable energy.



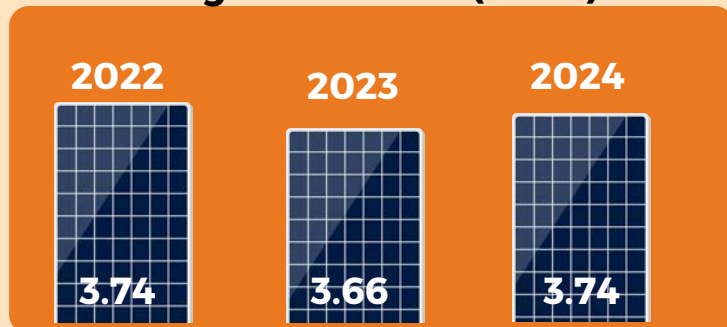


ENERGY

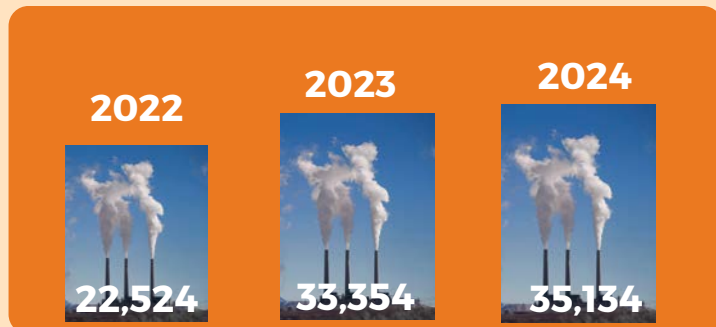
MUNICIPAL ENERGY USE

In 2024, the City of La Mesa experienced an increase in natural gas consumption compared to the previous year, largely due to the completion of repairs at the municipal pool, which resumed normal operations. However, overall natural gas usage in 2024 remained 40% lower than in 2021 levels. Since March 2021, all municipal electricity accounts have been powered by 100% renewable energy through San Diego Community Power's Power100 program.

Municipal Electricity Usage Megawatt Hours (MWh)



Municipal Natural Gas Usage (Therms)



ENERGY UPGRADES AT MUNICIPAL FACILITIES

In 2023, the City kicked off the Energy Services Company (ESCO) Project to implement a comprehensive energy program that will include projects for energy efficiency, onsite renewable energy and storage, and electric vehicle charging infrastructure for City fleet vehicles at City facilities. In 2024, building analyses were conducted and project recommendations were reviewed.



GRANTS AWARDED

San Diego Community Power Member Agency Grant

\$50,000

Developed an E-Bike Incentive Pilot Program in 2024 to reduce car trips and lower GHG in La Mesa. The program is planned to launch in 2025.

La Mesa Park and Recreation Foundation Grant

\$100,000

Partnered with the Foundation to host education events and purchased mobile solar light towers and electric utility vehicles for parks and events.

Department of Energy: Energy Efficiency and Conservation Block Grant

\$120,000

Developed strategies to reduce energy consumption and to improve energy efficiency in municipal operations and throughout the community.





TRANSPORTATION & LAND USE

TRANSPORTATION DEMAND MANAGEMENT (TDM)

TRANSIT-ORIENTED DEVELOPMENT

Transit-Oriented Development (TOD) refers to residential development within walking distances of transit and other services, encouraging the reduction of personal vehicle trips. TOD has the highest potential GHG reduction. In 2024, two TOD projects were completed. Construction progressed at 8181 Allison Avenue and 7385 Colony Drive.



From 2023 to 2024, La Mesa experienced a notable reduction in overall traffic volumes alongside an increase in bike use and pedestrian trips.

↓ 39%

Decrease in vehicle volumes on weekdays from 2023

↑ 37%

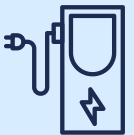
Increase in pedestrian volumes on weekdays from 2023

SANDAG SUSTAINABLE TRANSPORTATION SERVICES PROGRAM UPDATES



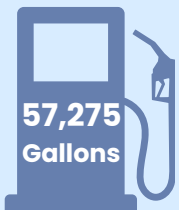
ELECTRIC VEHICLE FLEET

In 2024, the City acquired three fully-electric vehicles, bringing the fleet to a total of six electric vehicles used by City staff. The City has a total of 18 hybrid vehicles.



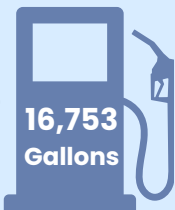
CITY VEHICLE FLEET GAS CONSUMPTION

GAS



↓ 8%
Decrease from 2023

DIESEL



↑ 4%
Increase from 2023

The City reduced municipal gas consumption through the addition of new EVs and lower vehicle miles traveled. The City transitioned its diesel fleet to renewable diesel, a nonpetroleum fuel made from food waste and agricultural byproducts. This switch is expected to reduce greenhouse gas emissions from the City's diesel fleet by approximately 65%.

ELECTRIC VEHICLE CHARGING STATION MASTER PLAN



135 survey responses

In 2024, La Mesa began developing an Electric Vehicle Charging Station Master Plan to expand access to EV infrastructure citywide. The plan will identify priority locations for charging stations, address equity and accessibility, and support a connective network. The City is prioritizing community input through surveys, tabling events, and working groups.





TRANSPORTATION & LAND USE

ACTIVE TRANSPORTATION & VISION ZERO

732

**LA MESA WALKS
PARTICIPANTS**

**22%
increase from 2023**

La Mesa has been a Vision Zero City since 2018, aiming to eliminate traffic fatalities and increase safety and accessibility for all road users, including pedestrians and bicyclists. The City has received transportation-related grants to help redesign streets to make it safer to bike and walk.



Segment 1 of the La Mesa Boulevard Complete Streets Plan, covering 4th Street to Jackson Dr. and University Ave. from Spring St. to Memorial Dr., was accepted by City Council on April 23, 2024. This plan provides a road map to secure funding, obtain environmental approvals, and continue community outreach on active transportation.



The City was awarded a \$400,000 Sustainable Communities Grant to develop the La Mesa Boulevard Complete Streets Plan, Segment 2. In 2024, City Staff gathered additional input from the community and presented findings to Staff and commissions.

61

**MILES OF BIKEWAYS
IN LA MESA**

**0%
increase from 2023**

In April 2024, the City completed construction of a High-Intensity Activated Crosswalk (HAWK) at the intersection of El Cajon Blvd. and Jesse Ave. to address a gap in pedestrian crosswalks and provide a safe place for pedestrians to cross the street.



270

**MILES OF SIDEWALKS
IN LA MESA**

**0%
increase from 2023**

SAN DIEGO COUNTY BICYCLE COALITION PARTNERSHIP

In 2024, The City of La Mesa launched a free bicycle education series in collaboration with San Diego County Bicycle Coalition. The series includes ten in-person and virtual classes to teach residents about rules of the road, traffic laws, bike maintenance, bike and helmet fitting, electric bikes (e-bikes), skills drills, lane positioning, commuting to work, biking to school, and more.

10

FREE EVENTS

**350%
increase from 2023**



139

PARTICIPANTS

**289%
increase from 2023**





SOLID WASTE

RECYCLING COMPLIANCE

In compliance with SB 1383 (Mandatory Organics Recycling) and AB 341 (Mandatory Recycling), all single-family homes, multi-family residences, and commercial businesses have recycling and organics recycling services.

TOTAL CITYWIDE DIVERSION RATE

26.9%



WASTE COLLECTED BY EDCO

52,927 tons



SCHOOL ORGANICS AND RECYCLING IMPLEMENTATION

The City partnered with I Love A Clean San Diego to implement organics and recycling programs at local schools. Through comprehensive trainings, customized implementation plans, and hands-on support, the program equipped schools with the infrastructure and knowledge needed to meet state recycling requirements and foster long-term environmental stewardship.



7,408

Students Trained



10

Schools

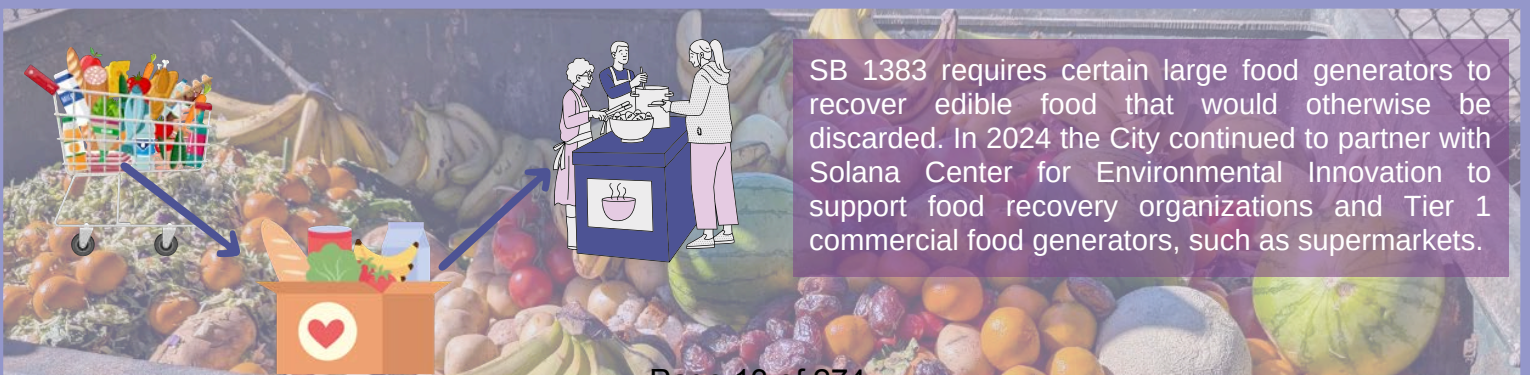


467

School Staff Trained



EDIBLE FOOD RECOVERY AND PROCUREMENT



SB 1383 requires certain large food generators to recover edible food that would otherwise be discarded. In 2024 the City continued to partner with Solana Center for Environmental Innovation to support food recovery organizations and Tier 1 commercial food generators, such as supermarkets.



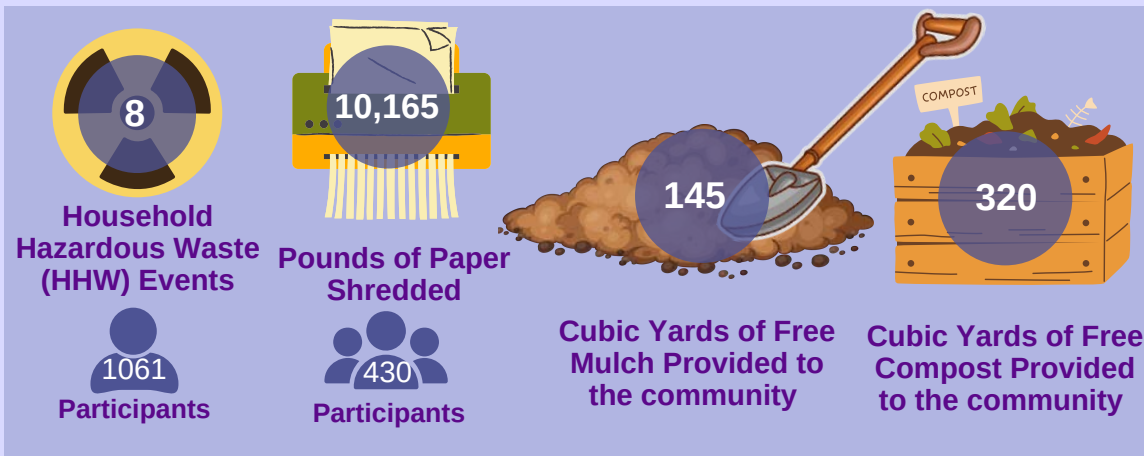
SOLID WASTE

LITTER FREE LA MESA CLEANUP SERIES

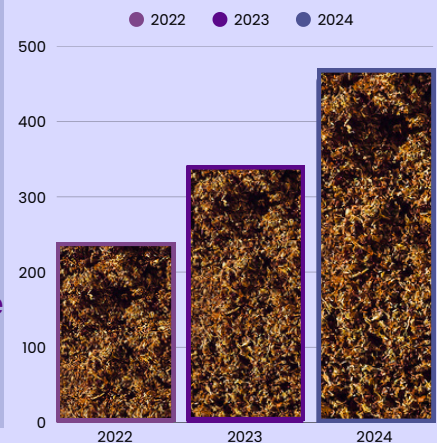
In partnership with I Love A Clean San Diego, the City continued its volunteer-driven Litter Free La Mesa Clean-Up Series to reduce litter and protect waterways. In 2024, the City began the process to hire a Community Cleanup Coordinator to lead and grow the program.



SOLID WASTE EVENTS



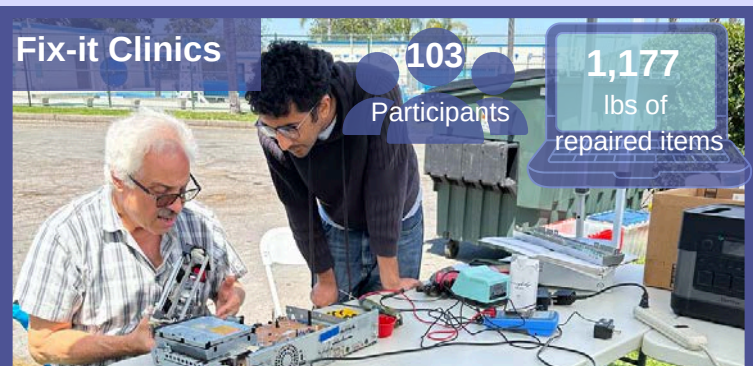
MULCH/COMPOST PROVIDED TO COMMUNITY IN CUBIC YARDS



NEW COMMUNITY WASTE REDUCTION EVENTS



The City partnered with I Love A Clean San Diego to host clothing swaps where residents donate clothes and pick up new finds, promoting reuse and sustainable fashion.



The City partnered with Zero Waste San Diego to host Fix-It Clinic events, helping community members repair and prevent waste from reaching the landfill.



GREEN INFRASTRUCTURE

LA MESA'S URBAN TREE CANOPY



La Mesa has been a Tree City USA for 44 years. With support from a 2019 CAL Fire Grant, the City conducted inventories, planted trees, and engaged the community. Efforts to expand and maintain the City's urban forest are ongoing through the recommendations in the La Mesa Urban Forest Management Plan approved in 2022.



PARTNERSHIP WITH TREE SAN DIEGO



The City of La Mesa partners with Tree San Diego to educate the community about the value of the urban tree canopy through outreach events and tree planting demos. Tree San Diego planted its 10,000th tree in La Mesa, highlighting the strength of the partnership and the City's commitment to climate resilience and expanding green spaces.



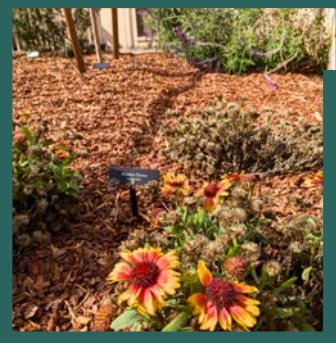
TREE CITY USA AWARD

The City received its 44th designation as a Tree City USA by the Arbor Day Foundation, recognizing the efforts by City staff to maintain the existing urban tree canopy throughout La Mesa.





GREEN INFRASTRUCTURE



City Hall



WATER CONSERVATION GARDEN

Completed in 2024, the La Mesa City Hall Water Conservation Garden showcases drought-tolerant and pollinator plants. Informative signage throughout the garden helps visitors identify species and learn about sustainable landscaping practices. The space serves as an educational resource for water-wise gardening in the community.

PUBLIC WORKS PARKS DIVISION



La Mesa's Public Works Department maintains the Water Conservation Garden at City Hall along with all 14 city parks, playing a vital role in preserving the City's green infrastructure.



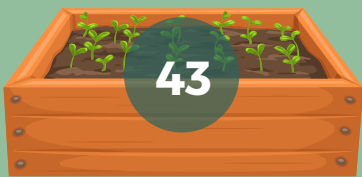
LA MESA PARK AND RECREATION FOUNDATION



The City partners with the La Mesa Park & Recreation Foundation on events like Park Appreciation Day and Earth Day to engage community members with La Mesa's green infrastructure.



COMMUNITY GARDEN



43

Garden Beds



100

Garden Participants



80

Volunteers



10

Workshops



150

Workshop
Participants

RENOVATIONS AND NEW DEVELOPMENT

Collier Park reopened to the public in 2024 following major renovations. The updated park features low-water and native plants, stormwater bioswales, a nature-themed play area and new trees throughout the parking lot, creating a more sustainable and inviting community space.





WATER

WATER CONSERVATION

City Facilities used

gallons of water

62,213,404

67

Water device rebates were given to residents through Helix Water District

4

La Mesa residents participated in in-home water use evaluations by Helix Water District

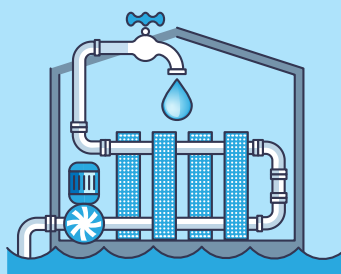
La Mesa Residents used on average

91.9

gallons of water a day per person

PURE WATER PROJECT

In 2024, Phase 1 of the Pure Water Program advanced with 12 projects to convert recycled wastewater into 30 million gallons per day of purified water, reducing the City's reliance on imported water. Construction of pipelines, pump stations, and treatment facilities was a key focus.



GRASS TURF REPLACEMENT

5,778

sq ft of turf replaced with less water intensive landscaping



CITY FACILITY UPGRADES

In 2024, the City made water-saving upgrades in its facilities, including City Hall. These improvements highlight La Mesa's commitment to conservation through features like mulch, rainwater collection, permeable pavement, drip irrigation, and drought tolerant landscaping.

City Hall Water Conservation Garden

Rainwater collection

Mulch

Permeable Pavement

Drip Irrigation

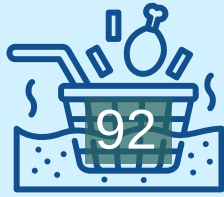
Drought Tolerant Plants

WATER

STORMWATER



Inspections for
stormwater compliance



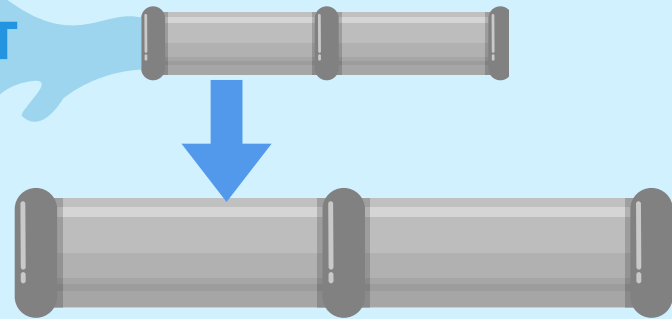
FOG checks of
restaurants



The City of La Mesa conducts regular inspections of restaurants to ensure proper management of fats, oils, and grease (FOG) and compliance with stormwater regulations. These efforts help prevent pollution from entering the storm drain system and protect local waterways.

STORM DRAIN PIPE ENHANCEMENT

Following the January 2024 heavy rainfall event, the City launched a project to widen storm drain pipes to improve flood resilience and protect the community from future storm events.



BIOSWALES

The City installs bioswales in street medians as part of its efforts to manage stormwater runoff and improve water quality. These vegetated, landscaped features help slow and capture rainwater, filter out pollutants like oil and debris, and allow water to soak into the ground, recharging local groundwater supplies and supporting cleaner waterways.

Benefits of Bioswales



EVENTS AND EDUCATION





EDUCATION AND OUTREACH

Community engagement is the cornerstone of La Mesa's Climate Action Plan, and the City is continually exploring new and meaningful ways to connect with and learn from the community, both online and in person.

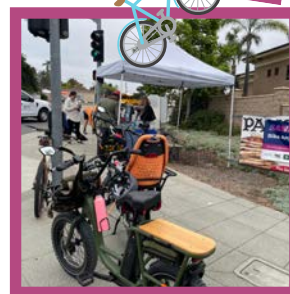
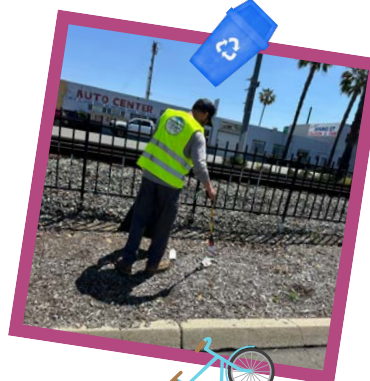
THE CAP TEAM HOSTED...

5,049
PARTICIPANTS

AT

50
EVENTS

COMMUNITY EVENTS



YOUTH ENGAGEMENT



Working with Helix Charter High School Volunteers



Youth Advisory Commission Presentations

CAP SOCIAL MEDIA ENGAGEMENT

108,302

Accounts Reached

117

Total Social Media Posts

As part of the Climate Emergency Resolution, the City expanded youth outreach through school partnerships, workshops, and support for organics recycling, while also engaging the La Mesa Youth Advisory Commission. The CAP team also advised student-led sustainability projects at Helix Charter High School.



EDUCATION AND OUTREACH

STAFF ENGAGEMENT

The CAP is a collaborative effort that spans across all City departments. The City continues to engage staff through interactive events and trainings to integrate CAP measures into all projects and programs, supporting the goals of the Climate Emergency Resolution.



Encouraging Reusables at Events



Proper Waste Sorting at Events



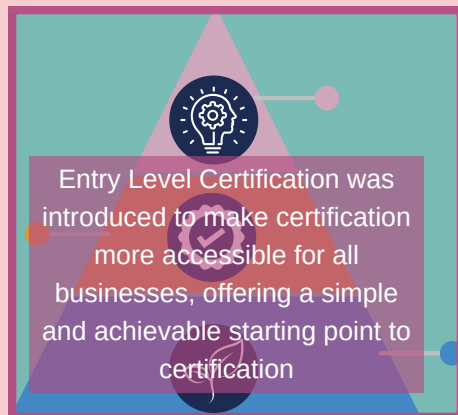
9

Newsletters Sent Out

THE LA MESA GREEN BUSINESS NETWORK

Launched in August 2022, the La Mesa Green Business Network promotes eco-friendly practices through a free local certification program in partnership with the U.S. Green Building Council California USGBC-CA. All participating businesses gain access to sustainability resources, events, a monthly newsletter, and networking opportunities.

2024 MILESTONES



Certified Green Businesses were recognized at a City Council meeting with a presentation honoring their commitment to sustainability and environmental leadership in La Mesa.



The City led by example by achieving Green Business Certification for City Hall and celebrated with a green ribbon-cutting event, joined by other certified green businesses in La Mesa

31

Members of the La Mesa Green Business Network

8

Certified Green Businesses



The La Mesa Library



Four Fin Creative



Homes With MY Realty



The Dental House



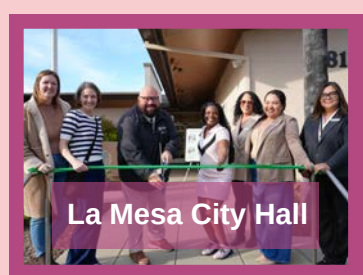
Kai's Refills



Scisters Salon & Apothecary



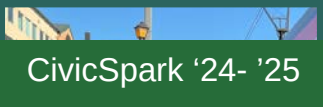
Helix Soap Co

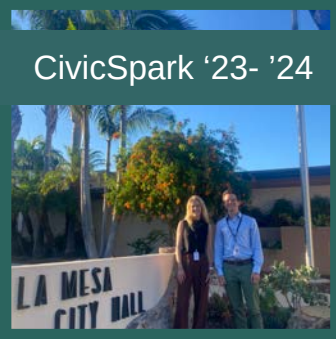


La Mesa City Hall

CIVICSPARK AND COLLEGE CORPS FELLOWS

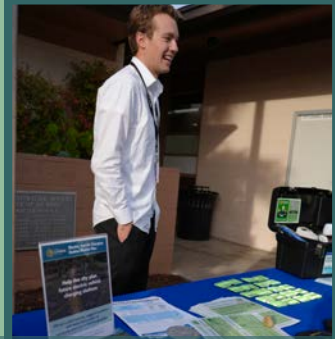
The City of La Mesa continued its involvement in the CivicSpark program, welcoming its fourth cohort of two new fellows in September 2024 following the completion of the previous cohort in July. Additionally, the City brought on its third cohort of College Corps Fellows from the University of San Diego, with two new fellows starting in September to support further CAP initiatives.

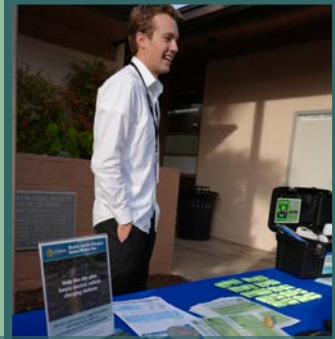






Fellow Projects Include:








The City of La Mesa is committed to addressing climate change and fostering a sustainable and resilient community for generations to come.

envirosvcs@cityoflamesa.us

LA MESA

ID	Measure Description	2020 Target	2035 Target	Status	2024 Updates
Energy					
E-1	Building Retrofit Program Reduce residential and commercial energy use	Reduce electricity consumption by 36.4 million kilowatts (kWh) /yr. Reduce natural gas consumption by 260,000 therms from the 2010 baseline	Reduce electricity consumption by 91.6 million kilowatts (kWh)/yr. from the 2010 baseline Reduce natural gas consumption by 962,500 therms from the 2010 baseline	On-Track	Education and Outreach • In September 2019, the City launched the DIY Energy and Sustainability Toolkit. The DIY Toolkit gives residents the tools and resources they need to complete an at home DIY energy audit. The toolkit contains no-cost giveaways including showerheads, LED light bulbs, and weather stripping, and teaches users the importance of energy, water, and waste efficiency. In 2024, 7 residents checked out a toolkit, and over 145 toolkits have been checkout since the toolkit was launched. • The Toolkit program was made possible thanks to a grant from SDG&E's Emerging Cities program and in October 2020, the City received an additional \$29K to replenish toolkit supplies and increase education and outreach. This included two videos and social media posts about an updated sanitized and contactless checkout process and resident testimonial. • The City seeks feedback through the toolkit survey and continues to update the website to include information and resources to encourage energy conservation efforts and promote rebate and incentive programs.
E-2	Shade Tree Program Develop a shade tree program	250 new shade trees planted	1,575 new shade trees planted	On-Track	Community Forestry Plan • The City was awarded a \$385,000 grant from Cal Fire in 2019 to fund the development of a Community Forestry Plan. The City completed and City Council adopted the La Mesa Urban Forest Management Plan (UFMP) in June 2022, which the City continued to implement in 2024. This will guide municipal policies and efforts for the next 40 years to ensure the continued growth of a healthy urban forest. The City also works with Tree San Diego and other community partners to provide education and outreach to the public on key urban forestry concepts and hosted tree planting education events for City Staff and La Mesa residents. Tree Planting • In partnership with Urban Corps and Tree San Diego, the City continued the Cal Fire grant-funded tree planting program and communicated with residents to plant trees in the public right of way throughout the City. Residents sign a tree watering agreement to assist in watering the tree and are also encourage to participate in a Tree Steward Training provided by Tree San Diego. In 2024, 123 trees were planted. Tree Canopy Analysis • Through the CalFire grant, the City continues to evaluate the City's tree canopy to better understand opportunities for enhanced growth for years to come. Education and Outreach • The City hosted a staff tree training program in 2024 on proper tree planting and maintenance. • The City partnered with Helix Charter High School to host a Tree Trek where 20 participants learned about tree planting, tree benefits, and tree care. • Urban forestry information continues to be updated and been added to the City's website. • A "Tree Interest Form" is on the City's website to encourage residents to share their interest in expanding the urban canopy and are provided information on upcoming tree planting workshops and volunteer opportunities.
E-3	Municipal Energy Efficiency Reduce municipal energy use.	Reduce electricity consumption at municipal facilities by 124,000 kWh from 2005 municipal inventory levels Reduce natural gas consumption at municipal facilities by 1,275 therms from the 2004 municipal inventory Implement all improvements recommended in the La Mesa Energy Roadmap	Reduce electricity consumption at municipal facilities by 248,000 kWh from 2005 municipal inventory levels Reduce natural gas consumption at municipal facilities by 2,550 therms from the 2004 municipal inventory	On-Track	Energy Efficiency Upgrades • The City continues to change indoor lighting fixtures to efficient LED's as they burn out. Municipal Energy Use • Electricity consumption in municipal facilities continues to be monitored to identify saving opportunities, with 3.74 million kWh in 2024. This was a 1.5% increase from 2023 consumption. • Natural gas consumption in municipal facilities continue to be monitored to identify saving opportunities, with 35,134 Therms in 2024. In 2024, natural gas usage increased by 9.5%. Overall, municipal gas usage has decreased by 23.5% from 2021 due to savings from the municipal pool repairs and upgrades. • Since March 2021, all municipal accounts use 100% renewable electricity through Power100. Comprehensive Energy Program • In 2023, the City kicked off the Energy Services Company (ESCO) Project, selecting ENGIE to implement a comprehensive energy program that will include projects for energy efficiency, onsite renewable energy and battery storage, and electric vehicle charging infrastructure for City fleet vehicles at City facilities. In 2024, building analyses were conducted and project recommendations were reviewed.

E-4	Public Lighting Reduce energy consumption in the City's traffic signals, street lights, and park lighting	Retrofit all City-owned traffic and street lights to energy efficient alternatives	Reduce public lighting energy consumption by 50% from 2005 levels	On-Track	Exterior Lighting - All City-maintained street lights were retrofitted to high-efficiency induction street lights in 2011. - Streetslights continued to be switched out to LED lights when a light burns out. - All City-owned street and park lighting are monitored to track outages, upgrades, and other efficiency opportunities. - The City's park/athletic field lights, street lights and traffic lights were added to a scope of work for a comprehensive energy program that began in 2023 and continued in 2024.
E-5	Solar Photovoltaic Program Install solar PV systems on residential and non-residential property, and identify opportunities for municipal installations	6.4 MW solar capacity installed community wide	12.9 MW solar capacity installed community-wide	On-Track	Solar Installations - A total of 392 photovoltaic solar permits were issued in 2024. 2.7 MW (DC) of solar capacity was installed in La Mesa in 2024. Battery Storage Installations - A total of 12 battery permits were issued in 2024. Education & Outreach - The City website continues to be updated with information and resources on solar programs and incentives to encourage increased adoption of distributed renewable energy. Permitting Process - The City is reducing permitting costs and is accelerating solar installations through an Instant Residential Solar Permit Program, enabling homeowners to apply for and receive permits online through a streamlined platform. City Facilities - The City continued to develop the Energy Services Company (ESCO) Project, a comprehensive energy program that will develop a plan to install renewable energy and battery storage.
E-6	Solar Hot Water Heater Program Install solar water heaters in new construction and building retrofits	5,100 therms/yr. saved	6,300 therms/yr. saved	Ahead	Solar Hot Water Installations - There were x solar hot water heater permits issued in 2024. Education - The City website continues to be updated with information and resources on solar hot water heating programs. City Facilities - The City continues to explore adding solar hot water heating at City facilities, especially at the Municipal Pool and Spa, and is under consideration to be added to the scope of work for a comprehensive energy project.
E-7	Solar-Ready Construction Incorporate solar-ready design into new construction.	-	-	On-Track	Green Building Standards The City continued to implement Chapter 14.13 of the La Mesa Municipal Code, which adopts the 2023 Green Building Standards Code that defines zero net energy and renewable energy building requirements. Staff will continue monitoring State building code updates and ensure the City's building code provides for Green Building Standards consistent with updated regulations.
E-8	Zero Net Energy Construction Implement California's zero net energy building standards for new residential construction starting in 2020 and new non-residential construction starting in 2030	-	14,800 MWh of new residential electricity demand is off-set 708,450 therms of new residential natural gas demand is off-set 5,800 MWh of new non-residential natural gas demand is off-set 83,000 therms of new non-residential natural gas demand is off-set	On-Track	Green Building Standards The City continued to implement Chapter 14.13 of the La Mesa Municipal Code, which adopts the 2023 Green Building Standards Code that defines zero net energy and renewable energy building requirements. Staff will continue monitoring State building code updates and ensure the City's building code provides for Green Building Standards consistent with updated regulations. Additionally, the City continued to implement the 2022 California Energy Code and participate in the the California Statewide Codes & Standards Program, Reach Codes Subprogram.

E-9	100% Clean Energy Partner with other San Diego County jurisdictions to develop a regional Community Choice Aggregation program with 100% renewable energy	-	80% of La Mesa residents and businesses participate in a CCA or similar program that provides 100% renewable electricity	On-Track	Community Choice Aggregation (CCA) • In October 2018, the cities of Chula Vista, La Mesa, and Santee partnered on a CCA Feasibility Study. The Study was completed in July 2019 and found that a community choice program could offer competitive rates to La Mesa residents and business and support the City's CAP goals. • In September 2019, La Mesa City Council approved community choice through a regional program in partnership with Chula Vista, Encinitas, Imperial Beach, and San Diego. The regional program, called San Diego Community Power (SDCP), began serving municipal customers in 2021 and business and residential customers in 2022. SD Community Power's founding documents also commit the agency to serve customers with 100% renewable electricity by 2035. • SDCP offers renewable electricity to residents and businesses through PowerOn (55%) and Power100 (100%). As of 2021, All municipal accounts opted up are Power100. • Throughout 2024, SDCP engaged with residents through educational community events and tablings. • In 2024, there was a 95.1% participation rate and 12 new opt-ups to Power100 with a total of 27,928 SDCP accounts. Grants • The City supported the La Mesa Park and Recreation Foundation, who received \$100,000 from the Community Clean Energy Innovation Grant Program awarded by SDCP. The City partnered with the Foundation to host free solar education events and purchased mobile solar lighting stations and electric utility vehicles for use at parks and events. • The City was awarded a \$50,000 San Diego Community Power Member Agency Grant. In 2024, The City developed an E-Bike Incentive Program with the goal of lowering La Mesa's vehicle miles traveled (VMT). The City is planning to launch the program in 2025.
-----	---	---	---	----------	---

Transportation and Land Use					
T-1	Bicycle and Pedestrian Infrastructure Continue to plan for and construct safe, attractive bicycle and pedestrian paths and facilities.	Install 3 miles of new Class II bike lanes (in addition to existing 12.8 miles)	Install 10 miles of new Class II bike lanes (in addition to existing 12.8 miles) Increase percentage of bike commuters by 0.3% from 2010 levels	On-Track	Bike Lanes and Sidewalks - To date, the City has 33 miles of Class 2 bike lanes and 28 miles of Class 3 bike lanes. - To date, the City has 277 miles of sidewalk. - The City is in the process of installing a Class 4 bike Lane along Murry Avenue. It is planning to be completed in 2025 with the goal of helping to keep cyclists safer. Infrastructure Improvements - In 2024, the City completed construction of its first High-intensity Activated CrossWalk at the intersection of El Cajon Blvd. and Jesse Ave. to address a gap in pedestrian crosswalks along the corridor and provide a safe place for pedestrians to cross the street. - The City continues to make use of grant funding received in 2022 to install pedestrian crossings in locations across the City. - The City continues to apply for grant funding for sidewalk and bike lane improvements. - As streets and intersections are repaired, the City adds bike lanes and traffic and safety improvements if feasible. Grants - The City was awarded a Smart Growth Incentive Program (SGIP) grant from SANDAG to prepare a Complete Streets Integrated Design Manual. The Manual was published in 2023 and provides a roadmap, making it easier to implement Smart Growth policies on future projects requiring street and sidewalk improvements, ensuring all types of road users are safely accommodated. After extensive engagement and outreach, on April 23, 2024, La Mesa City Council adopted a resolution accepting the La Mesa Boulevard Complete Streets Plan, Segment 1. - The City was awarded a \$400,000 Sustainable Communities Grant from the State of California to prepare a Complete Streets Plan Segment 2 for La Mesa Boulevard from Jackson Drive, under the I-8 freeway, and connecting to Grossmont Center Drive. La Mesa Boulevard Complete Streets Plan Segment 2 kicked off in January 2023 and included multiple community engagement opportunities throughout the year to involve residents in the corridor redesign. In 2024, City Staff gathered additional input from the community and presented findings to Staff and commissions. In 2025, La Mesa Boulevard Complete Streets Plan Segment 2 will continue looking for funding for the project. - The City continued to use funds from a \$250,000 from the Federal Highway Safety Improvement Program Grant with a local match in funds exceeding 100% for 12 new pedestrian crossings across the City. - The City continued to use funds from a \$189,000 grant for pedestrian signal updates in across the City. The purpose of the updates is to increase pedestrian accessibility.
T-2	Bicycle Safety Program Implement a bicycle program to advance community-wide bikeability through safety programs, bicycle tune-up clinics, and partnerships with bicycle advocacy groups, local school, and cycling clubs.			On-Track	Vision Zero - In September 2018, City Council adopted a Vision Zero Policy. The policy strives to reduce traffic fatalities to zero by 2035 through infrastructure improvements, data analysis, education, and planning. In support of this initiative, the City: - The City applied for and was rewarded a Smart Growth Incentive Program (SGIP) grant from the San Diego Association of Governments to prepare a Complete Streets Integrated Design Manual. The Manual is a comprehensive Complete Streets planning and design guide that provides a toolbox of engineering elements, making it easier to implement Smart growth policies on future projects requiring street and sidewalk improvements. On April 23, 2024, La Mesa City Council adopted a resolution accepting the La Mesa Boulevard Complete Streets Plan, Segment 1. - The City was awarded a \$400,000 Sustainable Communities grant from the State of California to prepare a Complete Streets Plan for La Mesa Boulevard from Jackson Drive, under the I-8 freeway, and connecting to Grossmont Center Drive. La Mesa Boulevard Complete Streets Plan Segment 2 kicked off in 2023. In 2024, City Staff gathered additional input from the community and presented findings to Staff and commissions. - Continues to implement the Neighborhood Traffic Management Program, which allows residents to petition for traffic calming measures on their streets. - The City has an internal Vision Zero team that meets quarterly. San Diego County Bicycle Coalition Partnership - In 2024, The City of La Mesa launched the free bicycle education series in collaboration with San Diego County Bicycle Coalition. The 2024 series includes ten in-person and virtual classes to teach residents about rules of the road, traffic laws, bike maintenance, bike and helmet fitting, skills drills, lane positioning, commuting to work, biking to school, and more. La Mesa Walks! - La Mesa Walks! is a community walking group that meets Wednesday mornings. The walks are used as a forum to educate residents of City projects, programs and events while also promoting walking as a fun means of transportation. In 2024, La Mesa Walks had 734 participants. Safe Routes to School - The City continued to educate students and parents on safe biking and walking habits as a way to commute to and from school.

T-3	Transportation Safety and Demand Management Program Utilize SANDAG's iCommute program to reduce single-occupancy vehicle trips community-wide	-	Reduce vehicle miles traveled (VMT) per capita by 6% compared to 2010 levels (25.1 daily VMT per capita in 2010)	On-Track City of La Mesa + Sustainable Transportation Services Collaboration • The City was awarded the Gold Award for the SANDAG Diamond Awards, which recognizes employers in San Diego region who have made strides to promote alternative commute choices in the workplace Education and Outreach • The City website includes information and resources about SANDAG's Sustainable Transportation Services (STS) program to make residents aware of the free programs and incentives available. For example SANDAG offers programs like Guaranteed Ride Home program, Try Transit and the Youth Opportunity Pass. • The City shares STS information and resources with City staff. SANDAG Sustainable Transportation Program Updates • The City was recognized as a Diamond Gold Award recipient for efforts in championing sustainable transportation options. • Events in 2024 included: Bike Anywhere Day, Clean Air Day, and a Bike Maintenance Event. Traffic Data and Transportation Trends • From 2023 to 2024, La Mesa experienced a notable reduction in overall traffic volumes alongside an increase in bike use and pedestrian trips. • On weekdays, total traffic volumes declined by approximately 39%, dropping from 205,152 in 2023 to 126,862 in 2024. This reduction was driven primarily by a 39% decrease in vehicle volumes, while pedestrian volumes rose by 37% and bicycle volumes remained relatively stable. • On Saturdays, total traffic volumes declined by 35%, from 166,896 in 2023 to 109,248 in 2024. Vehicle traffic dropped by 35%, pedestrian volumes increased by 37%, and bicycle volumes remained relatively unchanged. • On weekdays, the percentage of trips made by car in La Mesa decreased from 99.13% in 2023 to 98.15% in 2024, while the share of trips made by pedestrians increased from 0.74% to 1.65%, and the share of trips made by bicycles rose slightly from 0.12% to 0.20%. • On Saturday, the percentage of car users decreased from 99.23% in 2023 to 98.47% in 2024, while the share of pedestrians rose from 0.62% to 1.30% and the share of bicycles increased from 0.15% to 0.23%.
-----	---	---	---	--

T-4	Mixed-Use and Transit-Oriented Development Continue to encourage mixed-use and transit-oriented development through land use and zoning designations to support alternative transportation opportunities.	-	Reduce vehicle miles traveled (VMT) per capita by 6% compared to 2010 levels (25.1 daily VMT per capita in 2010)	On-Track	Transit Oriented Development (TOD) Projects - Transit-Oriented Development (TOD) refers to residential development within walking distances of transit and other services, lessening the need for personal vehicle trips. - In 2024, two TOD projects were finished. - Construction is progressing on TOD projects at 8181 Allison Avenue and 7385 Colony Drive and more projects are currently undergoing review. Development - The City issued ADU permits in 2024, providing more efficient housing options for La Mesa residents. Applications are continuously being reviewed and approved. - In 2024 the City began the creation of Objective Design Standards in efforts of streamlining housing projects under the State's Housing Crisis Act. The standards are to be adopted in 2025.
T-5	Alternative Refueling Infrastructure Development Support community-wide use of alternative fuel vehicles through expansion of alternative vehicle refueling infrastructure.	-	Reduce VMT per capita by 6% compared to 2010 levels (25.1 daily VMT per capita in 2010)	On-Track	Electric Vehicle Charging Stations 18 residential electric vehicle (EV) charging station permits were issued in 2024. 0 permitted commercial EV charging ports were issued in 2024. - The City continued to reduce permitting costs and is accelerating solar installations through an Instant Residential Solar Permit Program, enabling homeowners to apply for and receive permits online through a streamlined platform. Electric Vehicle Charging Station Master Plan - In 2024, La Mesa began developing an Electric Vehicle Charging Station Master Plan to expand access to EV infrastructure citywide. The plan will identify priority locations for charging stations, address equity and accessibility, and support a connective network. The City is prioritizing community input through surveys, tabling events, and working groups. Education and Outreach - The City's website was updated with information on EV incentives and resources.
T-6	Municipal Fleet Continue to transition the municipal vehicle fleet from gasoline- and diesel-powered vehicles to alternative-fuel or other low-emissions vehicles.	220 gallons of gasoline/yr. saved from passenger vehicle replacement	340 gallons of gasoline/yr. saved from light-duty truck replacement	On-Track	Fleet Upgrades - In 2024, the City acquired three full-electric vehicles, bringing the fleet to a total of 6 electric vehicles to be used by City staff. - Alternative fuel vehicles continued to be explored for fleet replacement, with technical assistance support from a CEC-funded Empower Procurement program. - The City acquired new hybrid vehicles, bringing the total number up to 18. - The City partnered with SDG&E to install 10 Power Your Drive electric vehicle charging stations at City Hall. These chargers are available to all Civic Center Complex staff and the new electric vehicles. The units were available for workplace and fleet charging starting January 2019. Grossmont Union High School District Fleet - In September 2022, GUHSD unveiled their first 17 all-electric buses and new Transportation Services Center, which features 9 bus maintenance bays, a drive-through bus wash, rooftop solar panels, and electric charging infrastructure to support further fleet electrification. As of 2024, the GUHSD is up to 24 electric school buses. - This work is based on a fleet electrification roadmap which charts a course to a fully electric school bus fleet over the next 20 years. Transition to Renewable Diesel - In 2019 the City transitioned its diesel fleet to renewable diesel, an environmentally sustainable, nonpetroleum fuel sourced from food waste and agricultural products. The change to renewable diesel will reduce GHG emission from the City's diesel fleet by approximately 65%.

Water					
W-1	Urban Water Management Plan Programs Support Helix Water District in outreach and community education	Achieve water use levels of 103 gallons per capita per day	Achieve water use levels of 89 gallons per capita per day	On-Track	Community-Wide Consumption • In 2024, La Mesa's average residential gallons per capita per day (GPCD) was 91.9. This surpasses the 2020 CAP Target of 103 GPCD. • The City website includes information and resources on water conservation opportunities. • The City continues to share it's water conservation fact sheets, published in 2022, promoting Helix rebates and incentives. • The City also continues to cross promote Helix Water District educational opportunities via social media and other communication strategies. • Helix Water District continues to offer numerous programs to La Mesa residents and businesses, including in-home water use evaluations, student education programs, and local rebates and incentives. These efforts are cross-promoted where feasible. • Helix Water District has a demonstration landscape garden at their La Mesa office, available for residents to learn more about the types of water saving plants and trees to plant in La Mesa's environment. • Public Works engages the community through outreach efforts that promote water-saving landscaping techniques and sustainable yard practices.
W-2	Water wise Landscape Design and Irrigation Conserve water through efficient landscaping design and irrigation	-	-	On-Track	Education and Outreach • City Building staff continue to promote water conservation measures. Additional resources have been made available on the City's website for residents and businesses. • In 2024, the City continued to share its indoor and outdoor water conservation fact sheets with best practices and rebates and incentives. These fact sheets are available on the City website, and physical copies are available at City tabling events. • The City hosted a Rainwater Harvesting Workshop to share with residents best tips on saving water runoff and caring for low-water native plants. Municipal Conservation and Demonstration • The City completed construction of a demonstration garden at City Hall, incorporating low-water plants, a rock-lined swale, and a rainwater collection barrel to collect runoff from the City Hall roof for use in the garden.
W-3	Pure Water Program Participate in the Pure Water Program to convert wastewater to potable drinking water	-	-	On-Track	• City Council approved La Mesa's participation in the Pure Water San Diego program in July 2018. Pure Water San Diego is a phased, multi-year program that will use proven water purification technology to clean recycled water to produce safe, high-quality drinking water locally by 2035. This is a key initiative to provide reliable, sustainable water supply to the region. • The Pure Water Project aims to convert a minimum of 83 million gallons of wastewater each day into potable drinking water, providing nearly 50% of the City's drinking water by 2035. • Phase I construction continued in 2024. It includes 11 construction projects, including the North City Pure Water Facility and Pump Station, which is being built across the road from the North City Water Reclamation Plant.

Solid Waste					
SW-1	Food Scrap and Yard Waste Diversion Work with local waste hauler to develop residential organics collection program	Household and businesses divert 5% of food scraps and compostable paper Households and businesses divert 85% of yard waste	See Measure SW-3	On-Track	Recycling Compliance •As of January 2022, Senate Bill (SB) 1383 (Mandatory Organics Recycling) and Assembly Bill (AB) 341 (Mandatory Recycling) requires all single family homes, multi-family residential dwellings, and commercial businesses to subscribe to recycling services. • 26.9% of the waste generated by La Mesa residents was diverted from landfill in 2024. • 52,927 tons of waste were collected by EDCO in 2024. Organic Waste Recycling •The City worked with their waste hauler franchiser, EDCO, to continue providing organics recycling services to all La Mesa businesses and multi-family housing in 2024. • In collaboration with I Love A Clean San Diego, the City rolled out organics and recycling sorting stations and signage as well as comprehensive trainings on proper waste disposal at 10 schools in La Mesa. 7408 students and 467 staff were trained on proper waste sorting in 2024. Edible Food Recovery & Procurement • In 2024, the City continued to partner with consultant Solana Center for Environmental Innovation to provide assistance to food recovery organizations and Tier 1 commercial food generators, which includes supermarkets. Education and Outreach • The City and EDCO continue to conduct education and outreach to the public and large waste generators. EDCO continues to conduct on-site and virtual site visits to educate multi-family complexes and businesses on best management practices. Community Mulch and Compost • The City and EDCO continues their program providing free mulch to La Mesa community members. In 2024, the City provided 145 cubic yards of mulch to the community. •In 2024, the City began providing free compost to the community to support sustainable gardening and waste reduction. A total of 320 cubic yards of compost were distributed to residents throughout the year.
SW-2	Construction & Demolition Waste Diversion Continue to enforce the City's construction and demolition waste diversion ordinance.	Projects divert 75% of construction and demolition waste from landfill, per City ordinance	See Measure SW-3	On-Track	Construction and Demolition Ordinance Implementation • The City continues to implement the 75% C&D diversion requirement for applicable projects. • Additional resources and information on C&D are available on the City's website, including resource recovery information.
SW-3	Divert 75% Waste from Landfill Maximize waste diversion efforts community-wide with particular focus on organic and recyclable waste	-	12,500 tons or less of solid waste disposed in landfills (75% waste diversion)	On-Track	Water Refill Stations • The City used grant funding to order and install water refill stations at City facilities to encourage the reuse of water bottles and prevent the use of single-use plastics. Recycling Compliance •As of January 2022, Senate Bill (SB) 1383 (Mandatory Organics Recycling) and Assembly Bill (AB) 341 (Mandatory Recycling) requires all single family homes, multi-family residential dwellings, and commercial businesses to subscribe to recycling services. • In 2023, the City had 99.7% residential and commercial compliance. • 26.9% of the waste generated by La Mesa residents was diverted from landfill in 2024. • 52,927 tons of waste were collected by EDCO in 2024.

Green Infrastructure					
GI-1	Urban Forest Master Plan Support the development and maintenance of a healthy urban forest	500 net new trees planted from 2015 onward	See measure GI-2	On-Track	Community Forestry Plan • The City's Urban Forestry Management Plan (UFMP) was adopted in 2022 and continues to be implemented and utilized by the City as it maintains and grows its urban tree canopy. • The City is actively analyzing the UFMP recommendations to determine feasible next steps to increase urban canopy cover, including exploring options to adopt a comprehensive tree protection ordinance for public and private trees and implementing a private property tree planting program. • The City continues to work with Tree San Diego and other community partners to provide education and outreach to the public on key urban forestry concepts. City Tree Inventory Update • The City continues to add to the 2019 inventory of all City-maintained trees. The City maintains 10,037 trees across the City as of the end of 2024. • 155 trees were planted in 2024, which was a 260% increase from 2023. • The City received its 44th designation as a Tree City USA by the Arbor Day Foundation.
GI-2	Expanded Urban Forestry Increase La Mesa's urban forest canopy coverage	-	Increase tree canopy by 1,400 acres from 2014 baseline	On-Track	Tree Planting • In partnership with Urban Corps and Tree San Diego, the City continued coordinating the Cal Fire grant funded tree planting program and has communicated with residents to plant trees in public rights-of-way throughout the City. • In exchange for the tree, residents sign a tree watering agreement, committing to watering the tree for a period of 4+ years. Residents are also encouraged to participate in Tree Steward Trainings provided by Tree San Diego. • In 2024, 155 new trees were planted in La Mesa. • To ensure the health of the existing canopy, the City has had to remove trees due to pest and diseases. Tree Canopy Analysis • Through the CalFire grant, the City continued to evaluate the City's tree canopy to better understand opportunities for enhanced growth for years to come. Education and Outreach • Urban forestry information is continually updated on the City's website. • A "Tree Interest Form" is on the City's website to encourage residents to share their interest in expanding the urban canopy. Residents are provided with information on upcoming tree planting workshops and volunteer opportunities. • The City conducted outreach for the 2019 CAL Fire Grant free street tree program through social media, the City Manager newsletter, and tabling at events. • The City hosted resident and staff tree training events in 2023 on proper tree planting and maintenance.



DATE: July 22, 2025

TO: Mayor and Members of the City Council

FROM: Megan Wiegelman, CMC, City Clerk *MW*

VIA: Greg Humora, City Manager *GH*

SUBJECT: RESOLUTION APPOINTING AND/OR REAPPOINTING MEMBERS TO
CITY OF LA MESA BOARDS AND COMMISSIONS

On July 8th, the City Council interviewed applicants who were interested in being appointed or reappointed to the City's boards and commissions. At the Council meeting on July 22nd, the Mayor and City Council will nominate and confirm the appointments. With the exception of the Community Services Commission and Planning Commission, the Mayor will make the appointments to the City's boards and commissions with the approval of the City Council.

For the appointments to the Community Services Commission and Planning Commission, nomination forms will be distributed at the meeting. Each Councilmember will indicate his or her nominations on the form. The forms will be passed to the City Clerk who will read each nomination aloud. The nomination process will continue until there is a majority nomination by the Council.

Attached is a list of the boards and commissions with a brief description of the requirements for each one, the number of openings, and the names of each applicant seeking to be appointed.

Staff recommends the City Council appoint members to fill the openings on the City's boards and commissions, and adopt the attached resolution confirming the appointments.

Attachments



A number of applicants listed more than one board or commission of interest.

Arts and Culture Commission: Two (2) positions – four-year terms

- One position represents the Art Educator (Kindergarten through 8th Grade) (AE-K-8th)
- One position represents the Art Educator (9th Grade through College) (AE -9th-C)

*Pursuant to La Mesa Municipal Code Chapter 2.87, Arts and Culture Commission: “If these particular appointments cannot be made and consequently vacancies occur, the remaining vacancies may be appointed at large.”

At-Large (A)
Visual Arts (VA)

Performing Arts (PA)
Musical Arts (MA)

The Commission shall consist of seven appointed members as follows:

- Two members to be art educators (one kindergarten through 8th grade, one 9th grade through college)
- One member to represent the visual arts; one member to represent the performing arts
- One member to represent the musical arts
- Two members to be at large.

Members shall be either a La Mesa resident, employed at a place of business in La Mesa with a direct relationship to the Arts and Culture Commission membership categories, OR serve in a volunteer capacity at a non-profit organization in La Mesa with a direct relationship to the arts and Culture Commission membership categories

	<u>First Appointed</u>	<u>Number of Terms</u>
Renee Bareno (A)(VA)		
Patrick R. de la Torre (A)		
Alison Lindsay (AE – K-8 th)(A) – incumbent	01-25-22	Partial
Brittany Morrow (A)		
Tristan Reed (A)(VA)		
Stacey Turner (AE – K-8 th)(A)(VA)(MA)		

Community Services Commission: Two (2) positions – four-year terms

Members must be resident electors of City of La Mesa and are subject to the Conflict of Interest Code. One appointee shall be nominated by the Grossmont Union High School District.

	<u>First Appointed</u>	<u>Number of Terms</u>
Robin Ellam		
Cassandra Neel		
Marc Regier		

Design Review Board: One (1) position – three-year term

Members shall be design professionals, which are defined as registered architect or landscape architect, building designer, urban designer or urban planner. Members are subject to the Conflict of Interest Code.

	<u>First Appointed</u>	<u>Number of Terms</u>
Patrick R. de la Torre		

Environmental Sustainability Commission: One (1) position – four-year terms

- One position represents the professional category (P).

Seven of the members shall be residents of the City of La Mesa and be comprised as follows: two members from the general populous; three members with professional experience related to environmental sustainability; one member representing the senior adult population (at time of appointment shall be not less than fifty-five years of age); and one member representing the youth population (at the time of appointment shall be not more than 21 years of age).

	<u>First Appointed</u>	<u>Number of Terms</u>
Michael Bourton (P) – incumbent	01-14-20	1+partial
Lara Dickens (P)		
Robin Ellam (P)		

La Mesa Community Parking Commission: One (1) position – four-year term

- One position represents the general population (G).

Two members shall be at-large members and three members shall be business representatives, property owners, or residents residing in the CD/D Downtown Commercial Zone. Members are subject to the Conflict of Interest Code.

	<u>First Appointed</u>	<u>Number of Terms</u>
Patrick R. de la Torre		
Stacey A. Turner		

Mobility Commission: Two (2) positions – four-year terms

Members must be resident electors of the City of La Mesa and are subject to the Conflict of Interest Code.

	<u>First Appointed</u>	<u>Number of Terms</u>
Mike Calandra - incumbent	07-09-13	3
Philip Cavello		
Patrick R. de la Torre		
Emma McClees		
Brittany Morrow		
Stacey A. Turner		

Personnel Appeals Board: One (1) position – three-year terms

Members shall be resident electors of the City of La Mesa and are subject to the Conflict of Interest Code.

	<u>First Appointed</u>	<u>Number of Terms</u>
Jocelyn Watkins	07-28-20	1+partial

Planning Commission: Two (2) positions – four-year terms

Members must be resident electors of the City of La Mesa and are subject to the Conflict of Interest Code.

	<u>First Appointed</u>	<u>Number of Terms</u>
Patrick R. de la Torre		
Robin Ellam		
David Harris – incumbent	07-25-23	Partial
Tristan Reed		
Marc Regier		

APPLICATIONS ARE AVAILABLE FOR REVIEW IN THE CITY CLERK'S OFFICE

RESOLUTION NO. 2025-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA APPOINTING
AND/OR REAPPOINTING MEMBERS TO CITY OF LA MESA BOARDS AND
COMMISSIONS

WHEREAS, terms on the following City of La Mesa Boards and Commissions have either expired or been vacated; and

WHEREAS, the list of persons below has been either recommended to or by the City Council for appointment or reappointment to said City of La Mesa Board and Commission.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the following are hereby appointed and/or reappointed as members of the City of La Mesa Boards and Commissions, with their terms to commence after the oath or affirmation of allegiance for public officers or employees is executed as required by Article XX, Section 3 of the Constitution of the State of California, and to expire on the dates stated below, or until their successors are appointed and qualified:

Arts and Culture Commission: 2 appointments

(Name) is appointed/reappointed as the art educator (Kindergarten - 8th grade) representative for term ending June 30, 2029.

(Name) is appointed as the general population representative for term ending June 30, 2029.

Community Services Commission: 2 appointments

(Name) is appointed for term ending June 30, 2029.

(Name) is appointed for term ending June 30, 2029.

Design Review Board: 1 appointment

(Name) is appointed for term ending June 30, 2028.

Environmental Sustainability Commission: 1 appointment

(Name) is appointed/reappointed as the professional representative for term ending June 30, 2029.

La Mesa Community Parking Commission: 1 appointment

(Name) is appointed as the general population representative for term ending June 30, 2029.

Mobility Commission: 2 appointments

(Name) is appointed/reappointed as the general population representative for term ending June 30, 2029.

(Name) is appointed as the general population representative for term ending June 30, 2029.

Personnel Appeals Board: 1 appointment

(Name) is reappointed for term ending June 30, 2028.

Planning Commission: 2 appointments

(Name) is appointed/reappointed for term ending June 30, 2029.

(Name) is appointed for term ending June 30, 2029.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



La Mesa City Council

Minutes of a Regular Meeting

Date: June 24, 2025, 6:00 pm
Location: City Council Chambers, 8130 Allison Avenue
La Mesa, California

Present: Vice Mayor Patricia N. Dillard
Councilmember Lauren Cazares
Councilmember Laura Lothian
Councilmember Genevieve Suzuki

Absent: Mayor Mark Arapostathis

Staff: City Manager Greg Humora
Assistant City Manager Amanda Lee
City Attorney Glenn Sabine
City Clerk Megan Wiegelman

1. **CALL TO ORDER**

The City Council minutes are prepared and ordered to correspond to the City Council Agenda. Agenda Items can be taken out of order during the meeting.

The Agenda Items were considered in the order presented.

Vice Mayor Dillard called the meeting to order at 6:00 p.m.

1.1 INVOCATION - COUNCILMEMBER LOTHIAN

1.2 PLEDGE OF ALLEGIANCE

2. **CITY MANAGER COMMENTS**

There were no comments.

3. **COMMUNITY BULLETIN REPORTS**

The Vice Mayor, Council and staff made announcements and reported on various events taking place in the City. No action was taken.

4. **ADDITIONS AND/OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

5. **PUBLIC COMMENTS – (TOTAL TIME – 15 MINUTES)**

Martha Bakkedahl provided suggestions on where the City should focus its efforts and funding instead of prioritizing the expansion of bike lanes, and shared concerns about the impact the recently approved 73-unit development on Jericho Road may have on the surrounding neighborhood and the City overall.

Brenda Hammond spoke about anger management and expressed her excitement for the Sundays at Six Concerts series.

6. **CONFLICT DISCLOSURES**

There were no conflicts of interest disclosed.

7. **PUBLIC COMMENTS ON CONSENT CALENDAR**

There were no comments on Consent Calendar items.

8. **CONSENT CALENDAR**

(Items 8.1 through 8.4)

Moved By Councilmember Cazares

Seconded By Councilmember Suzuki

Approve Consent Calendar Items 8.1 through 8.4.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

8.1 **APPROVAL OF MOTION TO WAIVE THE READING OF THE TEXT OF ALL ORDINANCES AND RESOLUTIONS AT THIS MEETING**

Approve.

8.2 **APPROVAL OF THE MINUTES FOR THE CITY COUNCIL REGULAR MEETING HELD TUESDAY, MAY 13, 2025**

Approve.

8.3 RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF LA MESA AND THE SAN DIEGO HUMANE SOCIETY AND S.P.C.A TO CONTINUE TO PROVIDE ANIMAL SHELTER AND FIELD SERVICES

Resolution No. 2025-069

Adopt Resolution.

8.4 RESOLUTIONS APPROVING THE 2025-2028 MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LA MESA AND LA MESA CITY EMPLOYEES' ASSOCIATION AND CORRESPONDING CLASSIFICATION AND SALARY SCHEDULE FOR FISCAL YEAR 2025-2026

Adopt Resolutions.

a. RESOLUTION APPROVING THE 2025-2028 MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LA MESA AND THE LA MESA CITY EMPLOYEES' ASSOCIATION

Resolution No. 2025-070

Adopt Resolution.

b. RESOLUTION APPROVING THE AMENDED BENEFIT PLAN FOR UNREPRESENTED MANAGEMENT EMPLOYEES

Resolution No. 2025-071

Adopt Resolution.

c. RESOLUTION APPROVING THE REVISED FISCAL YEAR 2025-2026 SALARY AND CLASSIFICATION SCHEDULE FOR LMCEA AND UNREPRESENTED CONFIDENTIAL AND MANAGEMENT EMPLOYEES

Resolution No. 2025-072

Adopt Resolution.

9. HEARINGS

9.1 CONSIDERATION OF RESOLUTIONS AND AN ORDINANCE TO ANNEX THE PROPERTY LOCATED AT 9365 CARMICHAEL DRIVE (APN 495-335-05-00) (PROJECT 2022-0492) INTO THE CITY OF LA MESA, SUBJECT TO LOCAL AREA FORMATION COMMISSION ("LAFCO") APPROVAL OF THE ANNEXATION

Notice of the hearing was given in accordance with legal requirements, and the hearing was held on the date and at the time specified in the notice.

Vice Mayor Dillard opened the hearing for Item 9.1.

Director of Community Development Santos provided a PowerPoint presentation outlining the proposed detachment of the property at 9365 Carmichael Drive from the County of San Diego and the San Miguel Consolidated Fire District, and its annexation into the City of La Mesa. The presentation detailed a General Plan Amendment and a Zoning Ordinance Amendment to designate the site as Suburban Residential, allowing one dwelling unit on the 11,986-square-foot lot. Director of Community Development Santos further stated that the project was found to be exempt from CEQA.

Council questions and comments ensued.

Moved By Councilmember Cazares

Seconded By Councilmember Lothian

Close the hearing.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

- a. **RESOLUTION AUTHORIZING THE APPLICATION TO LAFCO TO DETACH FROM THE COUNTY OF SAN DIEGO AND THE SAN MIGUEL CONSOLIDATED FIRE DISTRICT AUTHORIZING THE ANNEXATION OF 9365 CARMICHAEL DRIVE (APN 495-335-05-00) INTO THE CITY OF LA MESA JURISDICTIONAL BOUNDARY**

Resolution No. 2025-073

Moved By Councilmember Lothian

Seconded By Councilmember Cazares

Adopt Resolution.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

- b. **RESOLUTION APPROVING A GENERAL PLAN AMENDMENT FOR PROJECT 2022-0492 ASSIGNING THE PROPERTY ADDRESSED 9365 CARMICHAEL DRIVE (APN 495-335-05-00) A LAND USE DESIGNATION OF SUBURBAN RESIDENTIAL**

Resolution No. 2025-074

Moved By Councilmember Cazares

Seconded By Councilmember Lothian

Adopt Resolution.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

- c. **SUBURBAN RESIDENTIAL/SCENIC PRESERVATION OVERLAY (R1S-P) ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING THE ZONING MAP OF TITLE 24 OF THE LA MESA MUNICIPAL CODE TO DESIGNATE THE PROPERTY ADDRESSED 9365 CARMICHAEL DRIVE (APN 495-335-05-00) SUBURBAN RESIDENTIAL/SCENIC PRESERVATION OVERLAY (R1S-P)

City Attorney Sabine read the title of the Ordinance.

Moved By Councilmember Suzuki

Seconded By Councilmember Lothian

Approve the introduction and first reading of the Ordinance.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

**9.2 CONSIDERATION OF RESOLUTION AUTHORIZING RATE
ADJUSTMENTS FOR EDCO DISPOSAL CORPORATION, A
CALIFORNIA CORPORATION, TO BECOME EFFECTIVE JULY 1, 2025**

Notice of the hearing was given in accordance with legal requirements, and the hearing was held on the date and at the time specified in the notice.

Vice Mayor Dillard opened the hearing for Item 9.2.

Environmental Sustainability Manager Ego gave a report on the rate proposal from EDCO, the Proposition 218 notification process, and the number of protest letters received. Environmental Sustainability Manager Ego also discussed the final report from an independent accounting firm that reviewed the rate increase request.

Council questions and comments ensued.

Moved By Vice Mayor Dillard

Seconded By Councilmember Cazares

Close the hearing.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

Resolution No. 2025-075

Moved By Vice Mayor Dillard

Seconded By Councilmember Cazares

Approve the two-year EDCO rates for refuse, recycling, and organic waste collection for the period July 1, 2025, through June 30, 2027, and adopt Resolution.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

10. COUNCIL INITIATED

10.1 CONSIDERATION OF IMPLEMENTING A TEMPORARY SPEED BUMP PROGRAM AS PART OF LA MESA'S NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM - COUNCILMEMBER LOTHIAN

Barbie Wheeler expressed support for implementing a temporary speed hump program as part of the Neighborhood Traffic Management Program.

Jerry Jones spoke in support of the item but recommended implementing low-impact traffic calming measures, rather than relying solely on speed humps or bumps.

Councilmember Lothian explained the purpose of implementing a temporary speed hump program as part of the Neighborhood Traffic Management Program, clarified the difference between a speed hump and a speed bump, and noted that the agenda item should have referred to a speed hump program rather than a speed bump program.

Council questions and comments ensued.

Moved By Councilmember Lothian

Seconded By Councilmember Cazares

Direct staff to study the feasibility, legality, logistics, and other considerations associated with implementing a temporary speed hump program.

For (4): Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Absent (1): Mayor Arapostathis

Approved (4 to 0)

11. COUNCIL COMMITTEE REPORTS (3 MINUTE LIMIT)

The Vice Mayor and Council reported on various outside boards, commissions and committee meetings they attended. No action was taken.

12. AB 1234 REPORTS (GC 53232.3 (d))

There were no reports.

13. CITY ATTORNEY REMARKS

There were no remarks.

14. ADJOURNMENT

Vice Mayor Dillard adjourned the meeting at 6:49 p.m.

City Clerk



La Mesa City Council

Minutes of a Regular Meeting

Date: July 8, 2025, 6:00 pm
Location: City Council Chambers, 8130 Allison Avenue
La Mesa, California

Present: Mayor Mark Arapostathis
Vice Mayor Patricia N. Dillard
Councilmember Lauren Cazares
Councilmember Laura Lothian
Councilmember Genevieve Suzuki

Staff: City Manager Greg Humora
Assistant City Manager Amanda Lee
City Attorney Glenn Sabine
City Clerk Megan Wiegelman

1. **CALL TO ORDER**

The City Council minutes are prepared and ordered to correspond to the City Council Agenda. Agenda Items can be taken out of order during the meeting.

The Agenda Items were considered in the order presented.

Mayor Arapostathis called the meeting to order at 6:00 p.m.

1.1 INVOCATION - COUNCILMEMBER CAZARES

1.2 PLEDGE OF ALLEGIANCE

2. **CITY MANAGER COMMENTS**

There were no comments.

3. **COMMUNITY BULLETIN REPORTS**

The Mayor, Council and staff made announcements and reported on various events taking place in the City. No action was taken.

4. **ADDITIONS AND/OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

5. PRESENTATIONS

5.1 PROCLAIMING THE MONTH OF JULY 2025 AS PARKS AND RECREATION MONTH

Mayor Arapostathis read and presented the proclamation declaring the month of July 2025 as Parks and Recreation Month to Director of Community Services Thompson, Community Services Manager Gomez, Recreation Supervisor Howell, and Recreation Supervisor Walsh.

5.2 PROCLAIMING JULY 8, 2025, AS METROPOLITAN AREA ADVISORY COMMITTEE ON ANTI-POVERTY (MAAC) DAY

Councilmember Cazares read and presented the proclamation declaring July 8, 2025, as Metropolitan Area Advisory Committee on Anti-Poverty Day to Austin Foye, Vice President and Chief Financial Officer, and Susan Arias, Chief Growth Officer, of the MAAC leadership team.

5.3 PRESENTATION OF THE LA MESA COMMUNITY PARKING COMMISSION'S RECOMMENDATION TO UPDATE PARKING METER RATES, PARKING PERMIT PRICING, AND PARKING PERMIT PROGRAM GUIDELINES IN PARKING DISTRICT ONE

Assistant to the City Manager Dedmon presented an overview of the Parking Commission's recommendation to update parking meter rates, permit pricing, and program guidelines in Parking District One. The Commission recommended increasing meter rates to \$1.50 per hour, eliminating permit tiers in favor of a single permit priced at \$80 per quarter, and reducing the maximum number of permits per business from 25 to 5. The purpose of the presentation was to gather feedback from the Council and public; no formal action was requested. Staff indicated they would return at a future meeting with a recommended action based on the input received.

Council questions and comments ensued.

Jack Shu spoke in support of the La Mesa Community Parking Commission's recommendations and also addressed topics such as expanding the size of the parking district and parking as it relates to the City's Climate Action Plan.

Jason Meram commented on the recommended changes to the parking permit program.

Brenda Leek commented on the recommended changes to the parking permit program.

Christopher Glenn submitted a comment urging the City to explore creating a Parking Benefit District around City Hall to regulate and monetize parking, fund local improvements, and avoid missing a valuable revenue opportunity.

6. PUBLIC COMMENTS – (TOTAL TIME – 15 MINUTES)

Jack Shu spoke about single-use plastics and emphasized the importance of following through on policies originally introduced by previous councilmembers.

7. CONFLICT DISCLOSURES

There were no conflicts of interest disclosed.

8. BOARD AND COMMISSION INTERVIEWS

8.1 ANNUAL INTERVIEW OF APPLICANTS FOR OPENINGS ON THE CITY'S BOARDS AND COMMISSIONS

City Clerk Wiegelman briefly explained the interview process and noted that Cassandra Neel was unable to attend the City Council meeting due to a prior commitment, but submitted a written statement expressing her continued interest in being considered for appointment to the Community Services Commission. Additionally, City Clerk Wiegelman noted that Jocelyn Watkins was unable to attend the meeting but had expressed continued interest in being reappointed to the Personnel Appeals Board.

The following applicants spoke about their qualifications and interest in appointment or reappointment to a City board or commission:

Patrick R. de la Torre

Emma McClees

Brittany Morrow

Tristan Reed

Robin Ellam

Marc Regier

Michael Bourton

Lara Dickens

Mike Calandra

Following the interviews, no action was taken.

9. BOARD AND COMMISSION APPOINTMENTS

**9.1 RESOLUTION APPOINTING A MEMBER TO FILL THE
UNSCHEDULED VACANCY ON THE COMMUNITY POLICE
OVERSIGHT BOARD**

Mayor Arapostathis nominated Todd McCully for appointment to the Community Police Oversight Board to fill the unscheduled vacancy for the Police Beat 4 representative.

Resolution No. 2025-076

Moved By Mayor Arapostathis

Seconded By Councilmember Cazares

Approve the appointment of Todd McCully to the Community Police Oversight Board as the Police Beat 4 representative, and adopt Resolution confirming the appointment.

For (5): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Approved (5 to 0)

10. PUBLIC COMMENTS ON CONSENT CALENDAR

There were no comments on Consent Calendar items.

11. CONSENT CALENDAR

(Items 11.1 through 11.13)

Councilmember Lothian requested staff provide a presentation on Item 11.9.

Assistant Director of Community Development Chavez delivered a brief presentation outlining the scope and key components of Phase 1 of the Grossmont Shopping Center project.

Council questions and comments ensued.

Moved By Mayor Arapostathis

Seconded By Councilmember Cazares

Approve Consent Calendar Items 11.1 through 11.13.

For (5): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Approved (5 to 0)

11.1 APPROVAL OF MOTION TO WAIVE THE READING OF THE TEXT OF ALL ORDINANCES AND RESOLUTIONS AT THIS MEETING

Approve.

11.2 APPROVAL OF THE MINUTES FOR THE CITY COUNCIL SPECIAL MEETING HELD TUESDAY, MAY 27, 2025

Approve.

11.3 APPROVAL OF THE MINUTES FOR THE CITY COUNCIL REGULAR MEETING HELD TUESDAY, MAY 27, 2025

Approve.

11.4 APPROVAL OF THE MINUTES FOR THE CITY COUNCIL REGULAR MEETING, LA MESA PUBLIC FINANCING AUTHORITY SPECIAL MEETING, AND CITY OF LA MESA SUCCESSOR AGENCY SPECIAL MEETING HELD TUESDAY, JUNE 10, 2025

Approve.

11.5 RESOLUTION AWARDED A TASK ORDER TO CHEN RYAN ASSOCIATES, INC. FOR TRAFFIC ENGINEERING SERVICES FOR THE INDUSTRIAL AREA ROADWAY IMPROVEMENTS PROJECT (WALKABILITY STUDY)

Resolution No. 2025-077

Adopt Resolution.

11.6 RESOLUTION APPROVING A CONTRACT AMENDMENT TO NV5 TO PERFORM APPRAISAL REVIEW SERVICES FOR THE GROSSMONT CENTER DRIVE REHABILITATION AND WIDENING PROJECT (CIP NO. 8309)

Resolution No. 2025-078

Adopt Resolution.

11.7 RESOLUTIONS AWARDED CONTRACTS FOR THE 2025 PAVING PROJECT

Adopt Resolutions.

- a. **RESOLUTION ACCEPTING THE LOW BIDDER FOR BID 25-17 AND AWARDING A CONSTRUCTION CONTRACT FOR THE 2025 PAVING PROJECT TO HAZARD CONSTRUCTION ENGINEERING, INC. (CIP NO. 8304)**

Resolution No. 2025-079

Adopt Resolution.

- b. **RESOLUTION APPROVING A TASK ORDER TO ARDURRA TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE 2025 PAVING PROJECT (CIP NO. 8304)**

Resolution No. 2025-080

Adopt Resolution.

11.8 RATIFICATION OF DESIGN REVIEW APPROVAL OF PROJECT 2024-1135 (4200 LOWELL STREET)

A PROPOSED WIRELESS COMMUNICATION FACILITY CONSISTING OF A 185 SQUARE FOOT 8 FOOT HIGH EQUIPMENT SHELTER AND ASSOCIATED ANTENNAE MOUNTED ON A LIGHT POLE AT 4200 LOWELL STREET, APN 475-050-06-00, IN THE URBAN RESIDENTIAL (R1) ZONE

Approve.

11.9 RATIFICATION OF DESIGN REVIEW APPROVAL OF PROJECT 2025-0903 (GROSSMONT SHOPPING CENTER)

PHASE 1 OF THE GROSSMONT SHOPPING CENTER PROJECT; 5500 GROSSMONT CENTER DRIVE, (APNS 490-261-09-00 AND 490-261-10-00) IN THE C-G-D (GENERAL COMMERCIAL / GROSSMONT OVERLAY / URBAN DESIGN OVERLAY) ZONE

Approve.

11.10 RATIFICATION OF DESIGN REVIEW APPROVAL OF PROJECT 2025-0498 (6957 UNIVERSITY AVENUE)

A REDESIGN OF A PROPOSED TWO-STORY COMMERCIAL BUILDING LOCATED AT 6957 UNIVERSITY AVENUE IN THE GENERAL COMMERCIAL (URBAN DESIGN OVERLAY / MIXED USE OVERLAY) ZONE

Approve.

11.11 SECOND READING AND ADOPTION OF ORDINANCE AMENDING ZONING MAP FOR 9365 CARMICHAEL DRIVE

APPROVAL OF SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING THE ZONING MAP OF TITLE 24 OF THE LA MESA MUNICIPAL CODE TO DESIGNATE THE PROPERTY ADDRESSED 9365 CARMICHAEL DRIVE (APN 495-335-05-00) SUBURBAN RESIDENTIAL / SCENIC PRESERVATION OVERLAY (R1S-P)

Ordinance No. 2025-2918

Approve the second reading and adoption of the Ordinance.

11.12 RESOLUTION ACKNOWLEDGING RECEIPT OF A REPORT BY THE FIRE DEPARTMENT REGARDING SB1205 REPORTING COMPLIANCE WITH THE ANNUAL INSPECTION OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE

Resolution No. 2025-081

Adopt Resolution.

11.13 RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN THE POLICE DEPARTMENT AND THE SAN DIEGO COUNTY SHERIFF'S DEPARTMENT FOR THE OPERATION STONEGARDEN GRANT IN THE AMOUNT OF \$175,000

Resolution No. 2025-082

Adopt Resolution.

12. ORDINANCE: FIRST READING

12.1 ORDINANCE RENAMING COMMUNITY SERVICES DEPARTMENT AND COMMISSION AND UPDATING SUPERVISORY RESPONSIBILITY OF THE LANDSCAPING AND MAINTENANCE OF PARK AREAS

CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING THE LA MESA MUNICIPAL CODE (INCLUDING CHAPTER 2.32, SECTION 2.16.15(D)(6), CHAPTERS 9.04, 9.05, AND 9.06) TO DO THE FOLLOWING: (1) RENAME (A)

"COMMUNITY SERVICES DEPARTMENT" TO "PARKS AND RECREATION DEPARTMENT," (B) "COMMUNITY SERVICES COMMISSION" TO "PARKS AND RECREATION COMMISSION," AND (C) "DIRECTOR OF COMMUNITY SERVICES" TO "DIRECTOR OF PARKS AND RECREATION;" AND, (2) SHIFT THE SUPERVISORY RESPONSIBILITY OF LANDSCAPING AND MAINTENANCE OF PARK AREAS TO THE CITY MANAGER OR HIS OR HER DESIGNEE

City Attorney Sabine read the title of the Ordinance.

Moved By Councilmember Suzuki

Seconded By Vice Mayor Dillard

Approve the introduction and first reading of the Ordinance.

For (5): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Approved (5 to 0)

13. HEARING/ORDINANCE: FIRST READING

13.1 CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING SECTION 17.12 OF THE LA MESA MUNICIPAL CODE TO ADJUST THE SCHEDULE OF SEWER SERVICE CHARGES FOR FISCAL YEARS 2026 AND 2027

Notice of the hearing was given in accordance with legal requirements, and the hearing was held on the date and at the time specified in the notice.

Mayor Arapostathis opened the hearing for Item 13.1.

Mayor Arapostathis read the title of the Ordinance.

Public Works Operations Manager Martin presented the proposed sewer rate adjustments for Fiscal Years 2026 and 2027, following the requirements of the Proposition 218 process. The presentation detailed factors used in the rate calculation, including winter water usage, operational costs, capital improvements, and debt obligations. The proposed adjustments included a 5.96% increase in FY 2026 and a 5.04% increase in FY 2027, impacting both residential and commercial customers. Staff recommended approving the proposed adjustments and adopting an ordinance to amend the Municipal Code accordingly.

Council questions and comments ensued.

Moved By Mayor Arapostathis

Seconded By Vice Mayor Dillard

Close the hearing.

For (5): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Approved (5 to 0)

Moved By Mayor Arapostathis

Seconded By Vice Mayor Dillard

(1) Approve the proposed sewer rate increase of 5.96 percent for Fiscal Year 2026, and 5.04 percent for Fiscal Year 2027; and (2) Approve the introduction and first reading of the Ordinance.

For (5): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Approved (5 to 0)

14. HEARING

14.1 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2025-2029 CONSOLIDATED PLAN

CONSIDERATION OF RESOLUTION ADOPTING THE CONSOLIDATED PLAN FOR COMMUNITY DEVELOPMENT FOR THE PLANNING PERIOD JULY 2025 THROUGH JUNE 2029, THE PROGRAM YEAR 2025-2026 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM, AND THE AMENDMENT TO THE CITIZEN PARTICIPATION PLAN (CPP), AND AUTHORIZING SUBMITTAL TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

Notice of the hearing was given in accordance with legal requirements, and the hearing was held on the date and at the time specified in the notice.

Mayor Arapostathis opened the hearing for Item 14.1.

Senior Management Analyst Pina stated that no changes were made to the documents that were presented at the June 24th meeting.

Jack Shu discussed the Tower Street Mobility Access Improvements Project included in the proposed CDBG funding allocations.

Moved By Mayor Arapostathis

Seconded By Councilmember Cazares

Close the hearing.

For (5): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Approved (5 to 0)

Resolution No. 2025-083

Moved By Mayor Arapostathis

Seconded By Vice Mayor Dillard

Adopt Resolution adopting the 2025-2029 Consolidated Plan which includes the 2025-2026 Annual Action Plan and amendment to the Citizen Participation Plan.

For (5): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, Councilmember Lothian, and Councilmember Suzuki

Approved (5 to 0)

15. COUNCIL INITIATED

15.1 CONSIDERATION OF REQUIRING COUNCIL APPROVAL TO CANCEL AFFORDABLE HOUSING DEED RESTRICTIONS OR AGREEMENTS - COUNCILMEMBER CAZARES AND COUNCILMEMBER SUZUKI

Councilmember Cazares and Councilmember Suzuki explained the purpose of requesting that the Council direct staff not to extinguish or cancel any deed restriction or agreement related to affordable housing without prior City Council approval.

The following members of the public spoke in support of requiring Council approval to cancel affordable housing deed restrictions and agreements:

Jack Shu

Moana Alo

Wendy Mihalic submitted a comment expressing concern about a developer seeking to retain incentives while removing affordable housing requirements, and urged the Council to thoroughly review the matter and ensure full public transparency.

Moved By Councilmember Cazares

Seconded By Councilmember Suzuki

Direct the City Manager not to extinguish or cancel any deed restriction or agreement related to affordable housing without prior approval from the City Council.

For (4): Mayor Arapostathis, Vice Mayor Dillard, Councilmember Cazares, and Councilmember Suzuki

Against (1): Councilmember Lothian

Approved (4 to 1)

16. COUNCIL COMMITTEE REPORTS (3 MINUTE LIMIT)

The Mayor and Council reported on various outside boards, commissions and committee meetings they attended. No action was taken.

17. AB 1234 REPORTS (GC 53232.3 (d))

There were no reports.

18. CITY ATTORNEY REMARKS

There were no remarks.

19. ADJOURNMENT

At 8:10 p.m., Councilmember Cazares and Councilmember Lothian adjourned the meeting in memory of Lemon Grove Councilmember Sitivi 'Steve' Faiai, whose integrity, compassion, and unwavering dedication to the East County community made him a deeply respected leader and public servant.

City Clerk



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING A TASK ORDER WITH
RICK ENGINEERING COMPANY TO PROVIDE AS-
NEEDED STAFF AUGMENTATION SERVICES FOR
THE PLANNING DIVISION

ISSUING DEPARTMENT: Community Development

SUMMARY:

Issues:

Should the City of La Mesa authorize a task order with RICK Engineering Company to provide as-needed staff augmentation services for the Planning Division for an amount not to exceed \$200,000?

Recommendation:

Adopt the attached resolution authorizing a task order with RICK Engineering Company for as-needed staff augmentation services to support the Planning Division for an amount not to exceed \$200,000.

Fiscal Impact:

Funds in the amount of \$200,000 will be available in the Fiscal Year (FY) 2026/27 Planning Professional and Specialized Services account. Costs will be recovered through fees charged to applicants.

City's Strategic Goals:

- Ensure a strong financial outlook through careful planning, sustainable service levels, and fiscal sustainability.

BACKGROUND:

The City has seen an increase in permit applications in the past several years, in particular accessory dwelling units (ADUs) and multi-family buildings. Permit applications require qualified staff to be available to complete plan checks and respond to inquiries in a timely manner. Flexible contract planning services allow the City the ability to provide a consistent level of customer service to permit applicants as permit reviews continue to increase. Approximately 30 to 40 construction projects are routed to the Planning Division each week, in addition to all discretionary projects that are processed and are currently in different phases of the review process.

RICK has provided crucial support to the Planning Division since early 2024 and continues to assist City staff on crucial projects. With a commitment to high level customer service, and plan check activity and customer inquiries exceeding expected levels, staff hopes to continue utilizing RICK's staff services.

In October 2024, the City Manager executed a Master Agreement with Rick Engineering to provide As-needed Staff Augmentation Services. The terms of the Master Agreement allow for the issuance of task orders in accordance with the City's Purchasing Policy. The Purchasing Policy required the City Council approve contracts exceeding \$50,000.

DISCUSSION:

As mentioned above, plan check and applicant inquiries have continued at a high level. Revenues and costs from last fiscal year (FY 2025) exceeded the budgeted amounts for the fiscal year. To maintain quality customer service, plan check, and front counter support needed for Fiscal Year 2026-2027, staff requests to award a task order to RICK for \$200,000, supported by funds available in the Planning Division professional and specialized services account.

Additional support is necessary to complete all planning reviews in a timely manner, as well as assist all customers with development related inquiries via email, phone, or in-person at City Hall.

CONCLUSION:

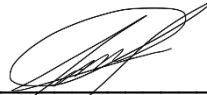
Staff recommends adopting the attached resolution authorizing a task order with RICK Engineering Company for as-needed staff augmentation services to support the Planning Division for \$200,000.

Reviewed by:



Greg Humora
City Manager

Respectfully submitted by:



Jared Chavez
Assistant Director of Community Development

Attachments: A. Resolution
 B. FY26 Scope of Work
 C. Fiscal Impact Report

RESOLUTION NO. 2025-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING A TASK ORDER WITH RICK ENGINEERING COMPANY TO
PROVIDE AS-NEEDED STAFF AUGMENTATION SERVICES FOR THE
PLANNING DIVISION

WHEREAS, one of the City of La Mesa's strategic goals is to continue to provide high quality municipal services;

WHEREAS, the City has a need for professional consultant services to support the Planning Division in keeping with this goal;

WHEREAS, the City continues to see a high level of private development and project applications, with associated revenues and expenditures exceeding anticipated levels;

WHEREAS, the City desires to continue to utilize professional Planning services to provide Planning Division staff support to ensure that the level of service provided to applicants does not diminish;

WHEREAS, in May 2024, a formal Request for Qualifications ("RFQ"), RFQ 25-01, was advertised and Rick Engineering Company was selected to provide as-needed staff augmentation services; and

WHEREAS, on October 17, 2024, the City executed a Master Agreement with Rick Engineering Company in accordance with RFQ 25-01 for five fiscal year periods with a three fiscal year base period and two one-year renewal options upon satisfactory performance of work.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED that the City Council of the City of La Mesa, California, is hereby authorized and instructed to execute a task order between the City of La Mesa and Rick Engineering Company, for as-needed staff augmentation services for Fiscal Year 2026 in the amount of \$200,000. Said contract is on file in the Office of the City Clerk.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



MEMORANDUM

To: Lynnette Santos
Director | Community Development Department
8130 Allison Avenue
La Mesa, CA 91942

From: Brooke Peterson, AICP
Principal | Contract Manager
Planning + Design Division
5620 Friars Road
San Diego, CA 92110

Date: July 9, 2025

SUBJECT: On-Call Planning Services for the City of La Mesa

Scope of Work

Rick Engineering – Planning + Design Division (RICK) is pleased to provide this Memorandum outlining our proposed professional on-call planning/staff augmentation services. Our understanding of the City of La Mesa's need is to provide staff augmentation support for processing of entitlement project reviews, post-entitlement plan review (condition compliance), general CEQA coordination, planning/regulatory compliance, and other planning or special projects support as assigned.

Staff Qualifications

Based on our recent conversations with City staff and our understanding of the level of experience desired, we have assigned Associate Planner, Julia Hill and others as needed to support workload, to assist the City of La Mesa.

Julia Hill

Julia Hill is an Associate Planner with RICK's Planning and Design Team located here in San Diego. Julia has assisted the City for the last 20 months providing plan review and coordinating with applicants and in particular, reviewing the City's influx of ADU applications. She brings over nine years of experience in the land planning industry and is a technical and graphic expert in plan review, drafting grading plans and technical maps, exhibits, and composite rendered overlays. She is well-versed in assessing regulatory documents, including general plans, zoning ordinances, and specific area plans, and creating accurate base maps in coordination with technical partners. Julia is also an expert in AutoCAD, Adobe Suite, and GIS software.

Julia also served for over a year as adjunct planning support for the County of San Diego providing discretionary staff reviews and processing of planning applications for consistency against applicable regulations. She was primarily involved with permit review for minor deviations including telecommunications facilities, signage, rural activities, and others as well as responsible for preparing scoping and comment letters to applicants and coordinating correspondence between County departments. She also assisted the County by serving as the lead for training new staff on permit reviews, requirements, and County processes. She is currently the lead planning/site designer for the Southwest Village Specific

Plan and Entitlements for TriPointe Homes in the City of San Diego and provides adjunct staff services to the City of Escondido.

Brooke Peterson

Brooke Peterson, AICP, Director of RICK Planning + Design Division, will serve as Principal-in-Charge and the City’s primary point of contact. Brooke will provide project oversight – managing staff availability and performance; ensuring quality control; and providing strategic guidance. Brooke will maintain involvement and communication with the City throughout the duration of this contract and participate in meetings or other support needs as requested by the City.

Availability of Staff

Julia Hill (RICK staff) will be available to assist the City of La Mesa up to 20 hours per week each (with flexibility on hours, more or less as determined by City staff and project needs) through 2025. This scope and fee assume that work will be conducted primarily off-site but could transition to on-site at the discretion of City staff should additional staff support be needed. RICK staff will work with City staff to determine the best course of review and interface with both applicants and/or internal staff.

RICK staff will be available upon contract award to discuss the scopes, timelines, and resources of assignments. As the as-needed contract planning extension of staff consultant, RICK understands that the needs of the City may not always be strictly confined to formally assigned projects or tasks. We understand and expect that you may often seek consultation on planning and environmental assistance in addressing issues with proposed development projects or general City policy and/or regulations. Prior to initiating any project, RICK will assess the project characteristics, understand the timeframes, and initiate discussions with staff on the best approach.

Contact Information

RICK Planning + Design Division
5620 Friars Road
San Diego, CA 92110

Brooke Peterson, AICP

Director of Planning + Design
(619) 291-0707
Cell (858)336-0938
bpeterson@rickengineering.com

Julia Hill

Associate Planner
(619) 291-0707
jhill@rickengineering.com

Billing Rates/Invoicing/Contract Amount

RICK standard rate for Associate Planner, including Julia, will be \$160.00/hour for time spent working on behalf of the City. RICK’s standard rate for Principal, including Brooke, will be \$300.00/hour. RICK staff will be responsible for tracking hours and producing RICK’s monthly invoice. RICK will work with City staff in determining what information is required for each invoice, in what format and any submittal requirements.

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa

Date _____ By _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$200,000.00

Director of Finance
City of La Mesa

Date: 07/22/2025

By: Jared Chavez

Fund:	Dept.	Activity:
<u>101</u>	Account:	<u>\$200,000.00 from Planning Professional & Specialized Services account</u>
	<u>1401-6430</u>	

Purpose: TASK ORDER TO RICK ENGINEERING COMPANY TO PROVIDE AS-NEEDED STAFF AUGMENTATION SERVICES FOR THE PLANNING DIVISION

CERTIFICATE NO. 1944



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING CONTRACT CHANGE ORDER
NO. 6 WITH S.C. VALLEY ENGINEERING, INC. FOR BID 24-16,
BOULEVARD DRIVE STORM DRAIN IMPROVEMENT
PROJECT (CAPITAL IMPROVEMENT PROJECT NO. 8506)

ISSUING DEPT: PUBLIC WORKS

SUMMARY:

Issues:

Should the City Council approve the attached Resolution authorizing Contract Change Order No. 6 with S.C. Valley Engineering, Inc. for Bid 24-16, Boulevard Drive Storm Drain Improvement Project, in the amount of \$66,670.35?

Recommendation:

Staff recommends the City Council approve the attached Resolution authorizing Contract Change Order No. 6 with S.C. Valley Engineering, Inc. for Bid 24-16, Boulevard Drive Storm Drain Improvement Project, in the amount of \$66,670.35.

Fiscal Impact:

Contract Change Order No. 6 for Capital Improvement Project No. 8506; Boulevard Drive Storm Drain Improvement Project will be funded by the Highway Users Tax Account (HUTA) Storm Drain 26.

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.

BACKGROUND:

On April 9, 2024, the City Council approved a resolution awarding a construction contract to S.C. Valley Engineering, Inc. in the amount of \$6,400,470.95 for the Boulevard Drive Storm Drain Improvement Project.

The Boulevard Drive Storm Drain Improvement Project construction is now complete, and the project is in the closeout phase. Improvements included the construction of a double 8-foot by 5-foot poured in place reinforced concrete box and associated improvements. The project involved considerable relocation of both wet and dry utilities in La Mesa and San Diego.

During construction, extra items and unit cost overages have resulted in additional costs for the project. For CCO-6, these include:

- Delays and extensions in rental times for equipment such as shoring, due to design complications early in the project construction.
- Additional permanent fencing was required due to excavation width requirements and poor quality of the old fencing.

DISCUSSION:

To address these items, the Contractor was required to perform extra work as compared to the original scope, including 55 additional working days. In the summer/fall of 2024, in the first half of the project, construction was slowed for several weeks due to:

- A change in the design of a main support column and tie-in to existing facilities.
- Complications with Helix Water line lowering, water line capping, shutdown sequences, and existing pipe integrity within a Helix Water easement in the project area.

Equipment rental directly associated with the delay areas caused a cost overage, which is reflected in this change order.

The additional fencing portion of this change order is due to an inaccurate assumption that the existing fencing would be reusable, and that the area would not be impacted by the culvert excavation. However, the fencing area was too close to the excavation and a new fence was needed for the area upon project completion.

CONCLUSION:

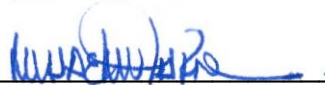
Staff recommends that the City Council adopt the attached resolution authorizing Contract Change Order No. 6 with S.C. Valley Engineering for Bid 24-16, Boulevard Drive Storm Drain Improvement Project, in the amount of \$66,670.35, including 55 extra working days to the contract duration.

Reviewed by:



Greg Humora
City Manager

Respectfully submitted by:



Michael Throne, PE
Director of Public Works

Attachments: A. Resolution Approving CCO6 to S.C. Valley Engineering, Inc.
 B. Contract Change Order No. 6

RESOLUTION NO. 2025-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING CONTRACT CHANGE ORDER NO. 6 WITH S.C. VALLEY
ENGINEERING, INC. FOR BID 24-16, BOULEVARD DRIVE STORM DRAIN
IMPROVEMENT PROJECT (CAPITAL IMPROVEMENT PROJECT NO. 8506)

WHEREAS, a contract was awarded to S.C. Valley Engineering, Inc. to provide construction services for the Boulevard Drive Storm Drain Improvement Project;

WHEREAS, the Contractor was required to perform additional work due to extra items including rental equipment overages due to delays in the initial portion of the project and installation of new permanent fencing for the City's lot at 69th Street and Boulevard Drive, which was not initially budgeted; and

WHEREAS, Administrative Instruction F-13 requires approval by the City Council for Public Works construction change orders over \$25,000.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the Mayor is hereby authorized and instructed to execute for and on behalf of said City, Contract Change Order No. 6 for additional construction services between the City of La Mesa and S.C. Valley Engineering, Inc., for an amount of \$66,670.35 for Capital Improvement Project No. 8506, Boulevard Drive Storm Drain Improvement Project. Said contract change order is on file in the Office of the City Clerk.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF THE CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)

CITY OF LA MESA
CONTRACT CHANGE ORDER NO. 6

RE Contract: *Boulevard Drive Storm Drain Improvement Project* Date: *7/22/2025*

Bid No.: *24-16* P.O. No.: *242396*

TO: *S.C. Valley Engineering* Reso. No.: *2025-*

You are hereby requested to comply with the listed changes in the contract plans and specifications. Furnish to the City of La Mesa as follows:

Item No.	Detailed Description of Changes & Quantities or Scope of Work	Change in Contract Price
1	Permanent Fencing Unit Cost Overage	22,008.00
2	May 2024-August 2024 Equipment Rental (Shoring, Dewatering) Delays/Overages due to Engineering/Design Issues	44,662.35
Total Change		\$ 66,670.35

ORIGINAL CONTRACT AMOUNT	\$ 6,400,470.95		
NET CHANGE THIS CCO (+ or -)	\$ 66,670.35	% Change	1%
CCO's PREVIOUSLY APPROVED (+ or -)	\$ 525,972.93	% Change	8%
TOTAL CCO's (+ or -)	\$ 592,643.28	% Change	9%
NEW CONTRACT AMOUNT (C ± B ± A)	\$ 6,993,114.23	% Change	9%

The time provided for the contract is increased by 55 working days.
Therefore, the revised contract time is 226 working days, and the revised completion date is 3/25/2025.

This document shall become an amendment to the contract and all provisions for the contract will apply

APPROVAL RECOMMENDED BY:

APPROVED BY:

Michael Throne
Director of Public Works

Mark Arapostathis
Mayor

ATTESTED BY:

Megan Wiegelman
City Clerk

I, THE UNDERSIGNED CONTRACTOR/CONSULTANT, have given careful consideration to the changes

S.C. VALLEY ENGINEERING, INC.

Samuel Wathen, President

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa

Date _____ By _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$66,670.35

Director of Finance
City of La Mesa

Date: 07/22/2025

By: Michael Throne

Fund: 530 Dept. Account: 8506 HUTA FY26 Activity: \$66,670.35 from Account 8506 HUTA FY26 (Amount Available \$78,707.49)

Purpose:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING CONTRACT CHANGE ORDER NO. 6 FOR THE
BOULEVARD DRIVE STORM DRAIN IMPROVEMENT PROJECT (CIP No.
8506) BID NO. 24- 16, TO SC VALLEY ENGINEERING, INC.

CERTIFICATE NO. 1940



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION APPROVING A SEWER SYSTEM
MANAGEMENT PLAN UPDATE PER STATE WATER
RESOURCES CONTROL BOARD ORDER 2022-0103-
DWQ

ISSUING DEPARTMENT: PUBLIC WORKS

SUMMARY:

Issues:

Should the City Council adopt a resolution approving the City of La Mesa Sewer System Management Plan update per State Water Resources Control Board Order 2022-0103-DWQ?

Recommendation:

Adopt a resolution approving the City of La Mesa Sewer System Management Plan update per State Water Resources Control Board Order 2022-0103-DWQ.

Fiscal Impact:

There is no fiscal impact with this action.

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.

Environmental Review:

The proposed activity has been reviewed for compliance with the California Environmental Quality Act (CEQA) and it has been determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines

because the action involves only the approval of the of the Sewer System Management Plan; therefore, pursuant to Section 15060 (c)(3) of the State CEQA Guidelines the activity is not subject to CEQA.

BACKGROUND:

On May 2, 2006, the State Water Resources Control Board adopted Order 2006-0003-DWQ, which required development of Sewer System Management Plans for municipalities and special districts operating over 1 mile of sewer length. The City of La Mesa's Sewer System Management Plan has been in effect since 2009.

On December 6, 2022, the State Water Resources Control Board (State Board) adopted Wastewater Discharge Requirements Order 2022-0103-DWQ. This order mandated all enrolled agencies to update system-specific Sewer System Management Plans to align with requirements in the new Order. The City of La Mesa's specific deadline to certify and upload the updated plan is August 2, 2025.

DISCUSSION:

The new Order 2022-0103-DWQ is an expanded and more detailed version of the old Order 2006-0003-DWQ. Sections of the old Order are now more specific and include expanded detail about what is required for components such as:

- Sewer Spill Response
- Capital Planning/Capacity Analysis
- Mapping
- Training
- Blockage Control/Fats Oils, and Grease

Additional requirements of Order 2022-0103-DWQ includes:

- Expanded detail of similar requirements within the 2006 Order
- New definitions, expanded detail of compliance deadlines

The Sewer System Management plan provides a description of the activities and procedures that City staff follows to effectively manage, operate, and maintain the sewer system and mitigate the risk of overflows. Sewer overflows can reach streets, storm drains, and waterways are a pollution risk to the environment and can negatively impact human health.

The Sewer System Management plan is a living document that requires audits and updates to reflect the actual conditions of the City's program in any given year. The City is free to update the document at any time.

In March 2025, the City of La Mesa hired Mikhail Ogawa Engineering to assist City staff in updating to the existing Sewer System Management Plan to meet requirements under 2022-0103-DWQ. Mikhail Ogawa Engineering is also assisting several other jurisdictions in the San Diego Region with their respective updates.

The updated Sewer System Management Plan is included as Attachment B.

CONCLUSION:

Staff recommends City Council adopt a resolution approving the City of La Mesa Sewer System Management Plan update per State Water Resources Control Board Order 2022-0103-DWQ.

Reviewed by:



Greg Humora
City Manager

Respectfully submitted by:



Michael Throne, PE
Director of Public Works

Attachments: Attachment A - Resolution
 Attachment B - Updated Sewer System Management Plan per 2022-0102-DWQ

RESOLUTION NO. 2025-___

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
APPROVING A SEWER SYSTEM MANAGEMENT PLAN UPDATE PER STATE
WATER RESOURCES CONTROL BOARD ORDER 2022-0103-DWQ

WHEREAS, the City of La Mesa prepared a Sewer System Management Plan in 2006 in response to requirements from the State Water Resources Control Board;

WHEREAS, the State Water Resources Control Board issued Waste Discharge Requirements Order 2022-0103-DWQ requiring updates to Sewer System Management plans for enrolled agencies;

WHEREAS, the City of La Mesa owns, operates and maintains a sewer system of approximately 153 miles;

WHEREAS, the Waste Discharge Requirements Order requires jurisdictions with populations over 10,000 and under 100,000 to update prior to August 2, 2025; and

WHEREAS, the City has prepared the updated Sewer System Management Plan document in compliance with the Order.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the Council adopts a Resolution accepting the updated City of La Mesa Sewer System Management Plan per Order 2022-0103-DWQ.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF THE CITY CLERK

I, MEGAN WIEGELMAN, CMC, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-___, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)

City of La Mesa Sewer System Management Plan



July 2025

**City of La Mesa
8130 Allison Avenue
La Mesa, CA 91941**

**With support from
MOE
731 S Hwy 101, Suite 16**



1	<i>Sewer System Management Plan Goal and Introduction.....</i>	<i>1</i>
1.1	Regulatory Context.....	1
1.2	Sewer System Management Plan Update Schedule.....	2
1.3	Sewer System Asset Overview.....	2
1.4	SSMP Organization.....	3
2	<i>Organization</i>	<i>5</i>
2.1	Legally Responsible Official.....	5
2.2	Key Personnel Responsibilities	5
2.3	Organizational Structure	6
2.4	Chain of Communication for Sewage Spill Reporting	6
3	<i>Legal Authority.....</i>	<i>8</i>
3.1	Overview.....	8
3.2	Agreements	8
3.3	Municipal Code	8
3.3.1	Prevention of Illicit Discharges	8
3.3.2	Accessibility for Maintenance, Inspection, and Repair	9
3.3.3	Proper Connections and Construction.....	9
3.3.4	Limit Fats, Oils, and Grease Discharges	9
3.4	Enforcement.....	10
4	<i>Operation and Maintenance Program.....</i>	<i>11</i>
4.1	System Mapping	11
4.2	Preventive Operation and Maintenance Activities	12
4.2.1	System Cleaning.....	13
4.2.2	Root Treatment.....	13
4.2.3	Sanitary Sewer System Inspection and Condition Assessment Program.....	13
4.2.4	Pump Station and Force Main Maintenance	14
4.2.5	Maintenance Strategy.....	14
4.2.6	Scheduling	15
4.2.7	Asset Management.....	15
4.3	Training Program.....	15
4.3.1	Training Program Scope and Objectives.....	15
4.3.2	Training Topics and Delivery	16
4.3.3	Documentation and Recordkeeping	16
4.3.4	Evaluation and Continuous Improvement.....	16
4.4	Equipment and Replacement Part Inventories	16
4.5	Summary and Continuing Efforts	17

5	<i>Design and Performance Provisions</i>	18
5.1	Design Criteria and Construction Standards and Specifications	18
5.2	Procedures and Standards	18
5.2.1	Construction Inspection and Testing	19
5.2.2	As-Built Verification.....	19
5.2.3	Acceptance Procedures.....	19
6	<i>Spill Emergency Response Plan (SERP)</i>	20
6.1	Regulatory Requirements for Spill Emergency Response Plan	20
6.2	Sewage Spill Notification and Response	21
6.3	Reporting and Recordkeeping	22
6.4	Annual Review and Certification.....	22
6.5	Staff Training and Preparedness	23
7	<i>Sewer Pipe Blockage Control Program</i>	24
7.1	Regulatory Framework and Objectives	24
7.2	Identification of Blockage-Prone Areas.....	24
7.3	Root Intrusion and Debris Control.....	24
7.4	Food Service Establishments Requirements and FOG Control.....	25
7.5	Public Education and Outreach	25
7.6	Inspection, Maintenance, and Enforcement.....	26
7.7	Program Review and Updates	26
8	<i>System Evaluation, Capacity Assurance and Capital Improvements</i>	27
8.1	System Evaluation and Condition Assessment	27
8.1.1	Overview	27
8.1.2	Condition Assessment Procedures	27
8.1.3	Annual Assessment Goals	27
8.1.4	Prioritization Criteria	27
8.1.5	Inspection and Monitoring Methods.....	28
8.1.6	Climate Change Vulnerability Assessment.....	28
8.2	Capacity Assessment and Design Criteria.....	30
8.2.1	System Components Contributing to Spills	30
8.2.2	Capacity Assessment Components.....	30
8.3	Prioritization of Corrective Action	31
8.4	Capital Improvement Plan.....	31
9	<i>Monitoring, Measurement, and Program Modifications</i>	32
9.1	Regulatory Framework.....	32

9.2	Monitoring and Measurement Program	32
9.2.1	SSMP Activity Documentation	32
9.2.2	Performance Metrics and Effectiveness Review	32
9.2.3	Preventive Maintenance Program Evaluation	32
9.2.4	Program Updates and Adaptive Management	33
9.2.5	Sewage Spill Trend Analysis and 10-Year Graphs	33
9.3	SSMP Modifications and Recertification	33
10	<i>Internal Audits</i>	34
10.1	Audit Procedures and Frequency.....	34
10.2	Continuous Improvement and Documentation	34
11	<i>Communication Program</i>	35
11.1	Purpose and Regulatory Requirements.....	35
11.2	Public Education and Outreach.....	35
11.3	Internal Communication and Implementation Coordination.....	35
11.4	Communication with Governing Body and Stakeholders	35
11.5	SSMP Availability and Transparency	36

Appendix A – Municipal Code Sections

Appendix B – Spill Emergency Response Plan (SERP)

Appendix C – Design Standards and Construction Specifications

Appendix D – Training Program Materials

Appendix E – Equipment and Inventory Lists

1 Sewer System Management Plan Goal and Introduction

This Sewer System Management Plan (SSMP) has been prepared by the City of La Mesa in accordance with the State Water Resources Control Board (SWRCB) Order No. WQ 2022-0103-DWQ, which supersedes Order 2006-0003-DWQ. The SSMP demonstrates the City's approach to effectively manage, operate, and maintain its sanitary sewer collection system and to prevent and mitigate sewage spills.

The SSMP establishes the framework for implementing measures to:

- Ensure the proper management, operation, and maintenance of the City's sewer system;
- Reduce the frequency and impact of sewage spills;
- Ensure adequate capacity to convey peak flows; and
- Comply with applicable State and federal regulations.

This plan serves as the City's commitment to protecting public health and the environment through proactive planning, preventive maintenance, and continuous improvement of the wastewater collection system.

This section meets the requirements of State Water Resources Control Board Order WQ 2022-0103-DWQ, Attachment D, Section 1. It establishes the goals that guide the development and implementation of the SSMP, reflecting the City of La Mesa's commitment to effectively managing, operating, and maintaining the sanitary sewer collection system.

The goals of the SSMP are to:

- Properly manage, operate, and maintain the sanitary sewer system
- Minimize and mitigate sewage spills
- Ensure adequate capacity for base and peak flows, including wet weather
- Maintain a trained and qualified workforce with sufficient resources
- Evaluate system performance annually and apply adaptive management
- Educate the public and provide access to program information
- Protect public health, property, and the environment

These goals are the foundation for all SSMP elements and are implemented through a structured framework of policies, procedures, training, and performance monitoring. They reflect the City's commitment to maintaining a safe, reliable, and environmentally responsible sanitary sewer system.

1.1 Regulatory Context

The SSMP has been developed to comply with the current Waste Discharge Requirements (WDRs) established under State Water Board Order WQ 2022-0103-DWQ. This Order requires all publicly owned sanitary sewer systems greater than one mile in length to maintain an SSMP that includes specific program elements outlined in Attachment D.

Order WQ 2022-0103-DWQ includes, but is not limited to, new provisions on:

- Spill categorization and reporting,

- Required audit intervals,
- System performance metrics and public access,
- Enhanced documentation and certification by a Legally Responsible Official (LRO), and
- Annual update of the City's SERP.

The City is located within Region 9, which is under the jurisdiction of the San Diego Regional Water Quality Control Board (SDRWQCB). The SDRWQCB may enforce stricter requirements, including monitoring private lateral spills and reporting under Order R9-2007-0005.

1.2 Sewer System Management Plan Update Schedule

Per Order WQ 2022-0103-DWQ, the City of La Mesa will implement the following schedule for updates and internal audits of this SSMP:

- **SSMP Recertification:** The SSMP will be reviewed and updated as necessary at least once every six (6) years to ensure it reflects current regulatory requirements, City practices, staffing, and infrastructure. Following any update, the SSMP will be recertified by the City's LRO and submitted to the California Integrated Water Quality System (CIWQS) database.
- **SSMP Internal Audit:** An internal audit will be conducted at least once every three (3) years. The purpose of the audit is to evaluate the effectiveness of the SSMP elements, confirm implementation, and identify areas for improvement. Each audit will include findings, recommended corrective actions (if any), and an implementation schedule. Audit reports will be retained for a minimum of five years and uploaded to CIWQS within six months of the end of the audit period.
- **Performance Milestones:** Updates and audits will include an assessment of performance milestones, including metrics related to the prevention and reduction of sewage spills. These may include sewage spills frequency and volume trends, improvements to Operations and Maintenance (O&M) practices, capital project delivery, staff training participation, and updates to Standard Operating Procedures (SOPs).

A summary of key dates for this SSMP's ongoing implementation is shown below:

Milestone	Date
Last SSMP Update	July 2025
Next Planned Internal Audit	By June 2027
Next Full SSMP Recertification	By June 2031

1.3 Sewer System Asset Overview

The City of La Mesa is situated in eastern San Diego County, bordered by the cities of El Cajon, San Diego, and Lemon Grove, as well as the unincorporated area of San Diego County. The service area spans approximately nine (9) square miles and is over 95% developed, with future growth anticipated to occur mainly through infill development and redevelopment.

The City serves approximately 60,800 residents and maintains ownership and operational control of a sewer collection system, which includes:

- Approximately 13,000 connections,
- 165 miles of gravity sewer mains,

- 0.04 miles of force mains,
- 0 Publicly owned and maintained lift stations,
- 1 Privately owned and maintained lift station, and
- Several interagency connection locations (County of San Diego, Lemon Grove, El Cajon, City of San Diego)

Because the City is largely built out, this relatively stable information supports ongoing maintenance planning, capacity modeling, and targeted outreach—such as FOG prevention efforts aimed at food service establishments.

The City's collection system is divided into four major drainage basins: Alvarado, University, Spring Valley, and Lemon Grove. All flows are ultimately conveyed to the City of San Diego's Metropolitan Wastewater System (Metro System) for treatment and disposal.

Existing land uses within the service area are categorized as single-family residential, multi-family residential, commercial, industrial, institutional, parks, underdeveloped land, and right-of-way. Table 1-1 summarizes the existing land uses within the service area.

Table 1-1

City of La Mesa Existing Land Use

Land Use	Units	
Single-family Residential	11,124	Dwelling Units
Multi-family Residential	13,262	Dwelling Units
Commercial	449	Acres
Institutional	332	Acres
Industrial	44	Acres
Park	264	Acres
Underdeveloped Land	200	Acres
ROW	1,430	Acres

Source: SANDAG Land Use

1.4 SSMP Organization

This SSMP is organized to address the eleven (11) required elements listed in Attachment D of Order WQ 2022-0103-DWQ. Each element is presented as a standalone section in this document:

Section 1 – Sewer System Management Plan Goal and Introduction

Section 2 – Organization

Section 3 – Legal Authority

Section 4 – Operations and Maintenance Program

Section 5 – Design and Performance Provisions

Section 6 – Spill Emergency Response Plan

Section 7 – Sewer Pipe Blockage Control Program

Section 8 – System Evaluation, Capacity Assurance and Capital Improvements

Section 9 – Monitoring, Measurement and Program Modifications

Section 10 – Internal Audits

Section 11 – Communication Program

This version of the SSMP reflects updated section naming and restructuring to comply with the revised WDR format and guidance, including the integration of the SERP.

2 Organization

This section identifies the City of La Mesa personnel responsible for developing, implementing, and overseeing this SSMP. It includes the names, job titles, and responsibilities of key positions involved in implementing SSMP elements and reporting sewage spills, as well as a description of the chain of communication for reporting sewage spills to the State Water Resources Control Board through the CIWQS.

2.1 Legally Responsible Official

The City of La Mesa Public Works Director is designated as the LRO for all reporting, certification, and compliance obligations under the WDR. The LRO is responsible for final review and certification of sewage spill reports submitted through CIWQS and ensuring that all SSMP elements are implemented and updated. Any changes to the designated LRO or backup LRO are submitted to the State Water Board within 30 days.

The Director of Public Works (LRO) has designated the following positions to act as the Authorized Representative and be responsible for the timely review and certification of required reports on CIWQS.

- Assistant Director of Public Works
- Environmental Manager

2.2 Key Personnel Responsibilities

The implementation of the SSMP is supported by staff from the Public Works Department – Engineering Division and Operations Division. Responsibilities are distributed as follows:

Public Works Director (LRO): Oversees certified reports, oversees SSMP implementation, ensures compliance with the WDR, reports information to the City Manager.

Assistant Director of Public Works (Authorized to Certify Under LRO): Submits reports as Authorized Representative, manages day-to-day operation and maintenance of the wastewater collection system, oversees City field operations, coordinates spill response, and supports SSMP audits and updates.

Environmental Manager (Authorized to Certify Under LRO): Submits reports as Authorized Representative, organizes training, coordinates SSMP implementation and updates, and conducts as needed sampling.

Wastewater Maintenance Supervisor: Oversees wastewater field crews, schedules preventive maintenance, coordinates onsite spill response methods.

Utilities Workers I – III: Perform system cleaning, inspections, spill response, root treatment, and preventive maintenance activities. Report unusual conditions or spills to the Supervisor.

Administrative Coordinator: Enters information into the City's asset management and work order system.

Contact information for these positions is provided in Attachment B of the SERP, located in Appendix A of this SSMP.

2.3 Organizational Structure

The organizational chart (Figure 1) on the following page shows the lines of authority and identifies key roles responsible for SSMP elements. This chart will be updated as needed and reviewed at least every three years in conjunction with the required SSMP audit.

Staff roles and contact assignments are reviewed during SSMP updates (every six years or as needed) to ensure accuracy and continuity in program implementation.

The following table summarizes key SSMP-related roles and responsibilities for City staff:

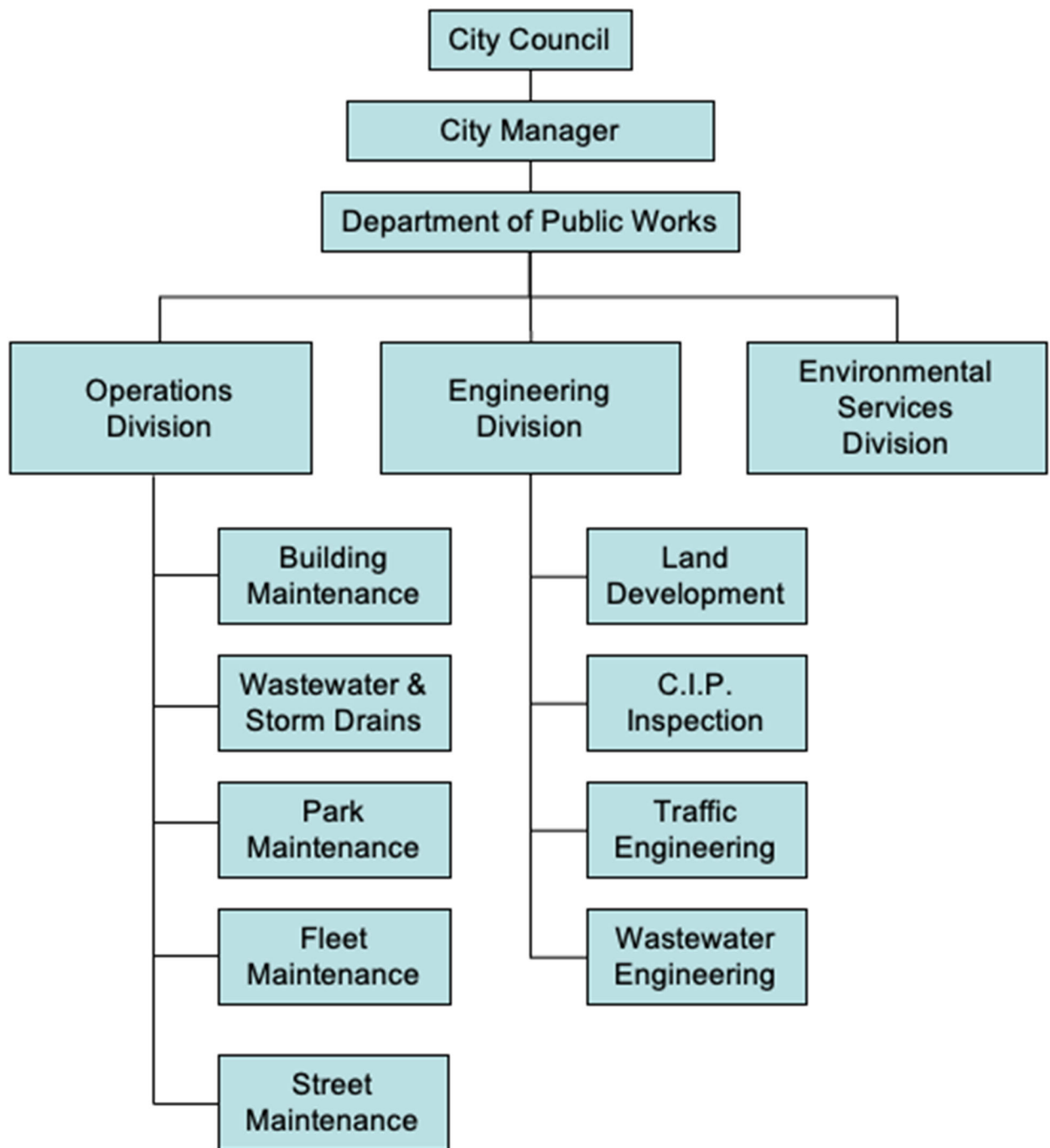
Position	SSMP Responsibilities
City Council	Approves SSMP updates, sets policies and budgets supporting compliance
Director of Public Works (LRO)	Certifies SSMP, oversees all PW staff, reports information to City Manager
Asst. Director of Public Works	Oversees all day to day field operations staff. Ensures spill response and compliance. Certifies reports.
Environmental Manager	Coordinates SSMP compliance, conducts trainings, certifies reports.
Wastewater Supervisor	Directs onsite sewage spill response, manages day-to-day maintenance activities
Engineering Division	Manages GIS, plans capacity improvements, coordinates with Operations
Field Staff	Performs inspections, cleanings, overflow response, equipment maintenance

2.4 Chain of Communication for Sewage Spill Reporting

The chain of communication for sewage spill response and reporting is as follows:

1. Utilities Workers identify and report any suspected sewage spills to the Wastewater Maintenance Supervisor.
2. Wastewater Maintenance Supervisor dispatches crews, oversees containment and cleanup, and evaluates whether the event qualifies as a sewage spill under the WDR.
3. Wastewater Maintenance Supervisor briefs the Assistant Director of Public Works on all response activities.
4. Environmental Manager: Coordinates sampling if needed. Conducts regulatory reporting and meets with staff to review data for submittal.
5. Public Works Director (LRO) is notified and reviews incident details.
6. LRO certifies and submits the required sewage spill reports via CIWQS within regulatory timeframes.

Figure 1 Organization Chart



3 Legal Authority

3.1 Overview

This section addresses the requirements of Attachment D, Section 3 of State Water Resources Control Board Order WQ 2022-0103-DWQ. The City of La Mesa maintains legal authority to implement and enforce all provisions of this SSMP through its municipal code (see Appendix A for relevant sections) local ordinances, and interagency agreements. This legal authority enables the City to:

- Prevent illicit discharges into the wastewater collection system
- Require proper design and construction of new and rehabilitated sewers
- Ensure access for maintenance, inspection, and repairs
- Limit and enforce against discharges that may cause blockages or system overflows
- Implement source control measures including FOG regulations and enforcement
- Control inflow and infiltration (I&I)
- Enforce all provisions through citations, permit revocation, or connection termination

3.2 Agreements

The City maintains several interagency agreements that define responsibilities for shared infrastructure, billing, and conveyance connections with other jurisdictions. These include agreements with:

- The City of San Diego (Metro System wastewater treatment and conveyance)
- The County of San Diego Sanitation District
- The City of El Cajon and Lemon Grove for interconnected sewer lines

These agreements ensure that sewer flows are conveyed and treated in accordance with regional policies, and provide mechanisms for cost-sharing, capacity tracking, and emergency coordination.

3.3 Municipal Code

3.3.1 Prevention of Illicit Discharges

The City of La Mesa prohibits illicit discharges into the storm drain system and the sanitary sewer system in accordance with La Mesa Municipal Code Section 7.18.040. This ordinance prohibits the discharge of non-stormwater substances, including sewage, wastewater, and wash waters from commercial or industrial operations, into the Municipal Separate Storm Sewer System (MS4). Through this provision, the City retains legal authority to enforce compliance with discharge prohibitions intended to protect stormwater and wastewater infrastructure.

The City coordinates its wastewater and stormwater programs to investigate and resolve reports of illegal discharges, cross-connections, and infrastructure failures that could lead to pollutants entering receiving waters. Inspections and enforcement activities are

conducted by designated staff authorized to issue notices of violation and require corrective action. This legal authority bolsters the City's efforts to maintain compliance with the Statewide Waste Discharge Requirements and the San Diego Region MS4 Permit.

3.3.2 Accessibility for Maintenance, Inspection, and Repair

The City retains legal authority to access all components of its publicly owned wastewater collection system, including gravity mains, manholes, and City-maintained portions of sewer laterals, for inspection, maintenance, and repair. This authority is granted under Municipal Code Section 17.08.020, which authorizes the City Engineer or their designee to enter private property when necessary to perform work on infrastructure owned or operated by the City.

This access is critical to preventing sewage spills, performing proactive condition assessments, and executing timely corrective actions. The City's O&M program relies on clear access to cleanouts and manholes, which must remain unobstructed for routine service and emergency response.

3.3.3 Proper Connections and Construction

The City of La Mesa enforces construction and connection standards to ensure that all new and modified sewer connections are appropriately designed, permitted, and constructed. Under Municipal Code Section 17.20.550, the City establishes clear requirements for connections to the sanitary sewer system, including prohibitions against the discharge of unpolluted water, such as stormwater, groundwater, or roof runoff, into the sanitary sewer.

The City's current sewer design criteria are documented in Section V of the City's Design Criteria Manual, which was adopted by City Council Resolution 15579 on July 28, 1987. The Sewer Design Technical Standards include guidelines for design flow rates, gravity sewer design, sewer pipe materials and appurtenances, sewer pipeline installation, technical provisions for house laterals, special sewer appurtenances, and sewer pipeline testing requirements. Additionally, the City references the latest edition of the Greenbook for standardized construction and inspection specifications for the wastewater collection systems, SDRSD for sewer details, and the Uniform Plumbing Code.

All new sewer connections must receive approval from the City Engineer and comply with the City's Standard Specifications and Details. This includes submitting construction drawings, conducting inspections during installation, and verifying proper slope, materials, and cleanout access. These requirements aim to ensure system integrity, prevent blockages and inflow/infiltration (I/I), and protect public health and the environment.

3.3.4 Limit Fats, Oils, and Grease Discharges

The City of La Mesa has adopted a comprehensive Fats, Oils, and Grease (FOG) Control Program to prevent the accumulation of grease within the wastewater collection system, which is a common cause of sewage spills. Chapter 17.24 of the Municipal Code establishes the City's regulatory authority to require best management practices (BMPs) for food service establishments and other grease-generating businesses.

All food service establishments (FSEs) within the City are required to obtain a FOG Discharge Permit and must comply with FOG BMPs, including installation and maintenance of grease interceptors or traps, proper disposal of grease waste, and recordkeeping of maintenance activities. City inspectors conduct routine site inspections and enforce permit conditions through written notices, re-inspections, and, if necessary, escalated enforcement actions.

The City's FOG program plays a critical role in protecting sewer capacity, minimizing maintenance costs, and reducing the risk of sewage spills caused by grease blockages.

3.4 Enforcement

The City enforces its sewer regulations under Title 17 of the La Mesa Municipal Code. Enforcement mechanisms include issuing notices of violation, administrative penalties, disconnection of illegal or non-compliant connections, and legal action when necessary.

The Public Works and Engineering Departments coordinate enforcement actions for violations of connection requirements, illegal discharges, or obstructions in the collection system. The City also enforces grease control ordinances and coordinates inspections of food service establishments in accordance with its FOG program.

The City's enforcement authority applies to all elements of this SSMP, including illicit discharges, unauthorized connections, inflow and infiltration, access restrictions, and failure to comply with required maintenance practices. This comprehensive authority ensures that the City can take timely and effective corrective action to protect public health, water quality, and infrastructure integrity.

4 Operation and Maintenance Program

This section addresses the Operations and Maintenance Program requirements of Element 4 in Attachment D of Order WQ 2022-0103-DWQ. The WDRs require that the SSMP contain descriptive measures of the City's O&M Program implemented by City staff to facilitate proper and efficient management and maintenance of the sanitary sewer system and the affected appurtenances. The WDRs require that the SSMP include a description of each of the following components as they apply to the City's sanitary sewer system:

- a) Maintenance of up-to-date sanitary sewer system map showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities;
- b) Routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventive Maintenance Program should have a system to document scheduled and conducted activities, such as work orders;
- c) Development of a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;
- d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and repair contractors to be appropriately trained; and
- e) Development of equipment and replacement part inventories, including identification of critical replacement parts.

4.1 System Mapping

The City maintains a comprehensive, up-to-date GIS-based map (<https://la-mesa-gis-hub-lamesaca.hub.arcgis.com/maps/fa3473a07a8f463db124a0a112a18718/about>) of the wastewater collection system, including all gravity mains, manholes, and related features. The GIS database is regularly updated to reflect new construction, as-built drawings, condition assessment data, and field verifications. Because the system map is continuously revised, it is not included in this SSMP. Instead, the most current version is readily accessible to all City staff—including field crews—via desktop computers and mobile field tablets.

The GIS map is used to:

- Support maintenance scheduling and emergency response

- Identify infrastructure locations and attributes
- Track cleaning history and field activities

Field crews have real-time mobile access to the GIS map, and hard-copy wall maps are maintained at the Public Works office. Map updates are coordinated between the Engineering and Operations Divisions, with all revisions logged and quality-checked before publication.

4.2 Preventive Operation and Maintenance Activities

The City's Operations Division is responsible for operating and maintaining the City's wastewater collection system within the public right-of-way and easements. Operations Division personnel regularly perform preventative maintenance (PM) activities on the sewer system, including inspecting all manholes. The staff also continues to perform some system repair, such as raising manholes, but typically, the work is contracted out.

The City aims to clean most of the sewer system in a 12-month cycle. Approximately 95% of the system is cleaned annually. The remainder are large diameter mains and sensitive spots that either do not require, or are too delicate, to be pressure jetted. In addition to the routine cleaning schedule, the City identifies areas with a history of blockages, root intrusion, or other maintenance issues as priority locations. These problem areas are scheduled for higher-frequency cleaning and inspection, which may occur quarterly or more frequently depending on severity and historical performance.

The City has utilized Open Gov/Categraph OMS software for several years as a maintenance management system to track work orders and to provide inventory management capabilities. Currently, staff schedule and perform maintenance activities. Documentation and reporting of cleaning efforts are provided in a daily report. The daily report includes lineal footage cleaned, pipe size, pipe condition, pipe length, names of cleaning staff, and any additional comments provided by the maintenance crews. Daily progress is recorded by highlighting a large wall map maintained at the City's Public Works office. Additionally, the Wastewater Maintenance Supervisor enters the total length of pipe cleaned into an Excel spreadsheet from which monthly totals are compiled.

The City uses the software application to manage its work orders. Work orders and information obtained from customers are provided to the Wastewater Maintenance Supervisor, who performs site inspections. Based on the results of the site inspections, appropriate responses are implemented. The administrative assistant stores a copy of the work order within the management system software.

The City uses software to provide staff with a means to retrieve and organize information regarding the O&M of the City's wastewater collection system. The procedures for documenting scheduled and completed maintenance activities allow for the production of status reports.

The City maintains documented SOPs for core operations and maintenance activities, including system cleaning, root control, and equipment inspections. SOPs are reviewed annually and updated to reflect equipment, staffing, or regulatory requirements changes.

4.2.1 System Cleaning

The City's cleaning schedule includes two (2) crews, each consisting of two to three staff members, assigned to perform daily cleaning. Each crew performs power flushing/jetting of the sewer system.

The work order management system tracks and schedules maintenance of high-frequency maintenance locations. These locations are cleaned more frequently, typically monthly, quarterly, or semiannually. They include areas with high root concentrations, areas with sewer pipelines having minimal slope, and locations that have been identified to have chronic grease accumulation.

4.2.2 Root Treatment

The City implements a root treatment program to supplement its routine power flushing and jetting activities. Targeted areas include older neighborhoods with mature trees, especially in easements, and locations identified through Closed Circuit Television (CCTV) inspections.

Root foaming is performed on an as-needed basis and is not conducted annually. Locations with significant root intrusion identified via CCTV are added to the treatment schedule and grouped by geographic section for efficient planning.

4.2.3 Sanitary Sewer System Inspection and Condition Assessment Program

Regular and systematic inspection and assessment of sanitary sewer system facilities provides a means to monitor the condition of the facilities and the effectiveness of the maintenance operations, as well as a basis for identifying and scheduling capital improvements. The overall assessment can also be used to determine the funding required to repair, rehabilitate, and replace an aging collection system, prioritize the allocation of funds, and optimize the expenditure and efforts to operate a sewer collection system.

4.2.3.1 System Inspection and Assessment

The City uses closed-circuit television (CCTV) inspections to assess the condition of the wastewater collection system and inform the Capital Improvement Plan (CIP). A full-system inspection was completed in 2009, and ongoing CCTV inspections are conducted as needed by trained City staff using a dedicated CCTV truck. The City stores sewer video using web-based software called GraniteNET.

Inspections typically occur after pipelines have been cleaned and are prioritized in response to sewage spills, root intrusions, or recurring maintenance needs. Findings are documented in daily reports and either addressed by the Operations Division or referred to Engineering for further evaluation.

Inspection data, asset inventory, and maintenance history, are managed within the City's Cartegraph OMS system. These data inform rehabilitation priorities and support proactive maintenance planning.

The City is also evaluating the use of standardized condition assessment tools, such as the NASSCO, to enhance consistency in scoring and improve long-term rehabilitation and replacement planning.

4.2.3.2 Repair and Rehabilitation Projects

The City's Public Works Operations Division is responsible for ensuring that immediate "unscheduled" repairs and/or rehabilitation improvements of various types and pertaining to wastewater facilities are adequately performed. The repairs and/or rehabilitation work performed by City staff may be identified via the CCTV inspections and primarily includes point repairs but does not include work requiring the replacement of entire pipe segments between manholes. Repairs that require resources beyond those available within the Public Works Operations Division or require further prioritization and planning are coordinated and scheduled with the City's Engineering Division.

4.2.3.3 CIP Development

Several factors determine the priority of projects identified during the assessment process, although the condition of the pipe is usually the primary factor. Additional factors may include goals to reduce sewage spills, providing sufficient system capacity, reducing infiltration and inflow in pipes located below the water table, or reducing maintenance efforts by improving the pipe condition. Other considerations include coordinating surface and utility improvements with the other agencies that may be impacted by improvements. Integrating the results of the inspection and assessment efforts, with the capacity modeling efforts, the City will pursue a proactive and comprehensive long-range planning effort.

4.2.4 Pump Station and Force Main Maintenance

The City does not have any wastewater pump stations, but it does maintain one 6" CI force main which is about 260' long, which is fed by a privately owned and maintained pump. The pump station facility are inspected and maintained on a routine schedule based on equipment age, condition, and criticality.

The one Privately Owned/Maintained Sewer Pump serves one condo building and a self storage facility. The property owner of the Condo Building has a maintenance plan which was approved by the City. The pump was installed in approximately 2020.

4.2.5 Maintenance Strategy

The City of La Mesa's maintenance strategy focuses on proactive and preventive care to minimize the occurrence of sewage spills and extend the useful life of collection system assets. The Operations Division manages a regular cleaning and inspection schedule for all gravity sewer mains based on risk prioritization and historical data.

Key components of the City's maintenance strategy include:

- Routine cleaning using Gap Vax trucks
- Root control and grease management in high-frequency problem areas
- CCTV inspections on a rotational basis or as follow-up to cleaning
- Use of CCMS - OpenGov/Cartegraph OMS to document maintenance activities and inspection results

- Regular updates to cleaning frequencies based on system performance
- Maintenance of sewer easements and access roads
- Inspection and maintenance of pump stations and force mains on a routine schedule based on equipment criticality and condition
- Inventory of essential equipment and replacement parts to ensure a timely response to system failures

4.2.6 Scheduling

Scheduling of maintenance activities is managed through the City's CCMS OpenGov/Cartegraph OMS, which allows field crews to input completed work in real-time and supervisors to track outstanding tasks. Preventive maintenance is scheduled on the basis of line criticality, past performance, and known FOG or root intrusion issues. Reactive maintenance is conducted in response to citizen complaints, internal observations, or overflow events.

4.2.7 Asset Management

The City is in the process of enhancing its asset management approach to better integrate long-term condition assessment, risk prioritization, and renewal planning. Current asset data is maintained in GIS and is linked to inspection and maintenance records in OpenGov/Cartegraph OMS.

Future improvements will include:

- Integration of asset condition scoring from CCTV inspections
- Use of GIS layers to prioritize capital improvements
- Development of lifecycle cost evaluations for major infrastructure
- Coordination with the Sewer Master Plan to support CIP planning

These steps will support optimized investment in maintenance and rehabilitation to reduce long-term risks and ensure service reliability.

4.3 Training Program

The City of La Mesa provides quarterly training to ensure that all personnel involved in the operation, maintenance, and management of the sanitary sewer system are qualified, competent, and compliant with applicable regulations. The program supports the safe, efficient, and consistent implementation of the SSMP. Its objectives are to reinforce safe practices, ensure regulatory compliance, and enhance staff knowledge of system operations, inspections, and emergency response.

4.3.1 Training Program Scope and Objectives

The City's training program is designed to:

- Reinforce safe and effective field and office practices.
- Ensure compliance with federal, state, and local regulatory requirements.
- Enhance staff knowledge of sewer system operations, maintenance techniques, inspections, and emergency procedures.
- Promote familiarity with SSMP roles, requirements, and reporting responsibilities.

Training is provided to all new hires and refreshed regularly. Supervisors adjust training schedules based on individual job functions and equipment use.

4.3.2 Training Topics and Delivery

The City's training program includes:

- New Employee Orientation: Overview of the SSMP and WDRs, safety protocols, regulatory context, and field operations.
- Annual Refresher Courses: Topics include sewage spill response (i.e., SERP), PPE, spill containment, and SOP updates.
- Procedures for estimating spill volume in the field using visual indicators, flow calculations, and standardized tools.
- Role-Specific Technical Training:
 - Confined space entry
 - Lockout/Tagout (LOTO)
 - Hazard communication (HazCom)
 - Trench and traffic control safety
- System-Specific Training:
 - OpenGov/Cartegraph OMS, GIS, and asset management tools
 - Closed-Circuit Television (CCTV) inspections
- Emergency Preparedness: Tabletop exercises and field drills for sewage spill response and coordination.

These topics are incorporated into regular internal training and annual spill response exercises.

4.3.3 Documentation and Recordkeeping

Training records include attendance logs, agendas, and relevant certifications. Records are retained for a minimum of five years.

The Environmental Manager maintains these records and provides them upon request during audits or inspections.

4.3.4 Evaluation and Continuous Improvement

The effectiveness of the training program is evaluated through field observations, performance reviews, SSMP audit findings, staff feedback, and updates to equipment, SOPs, or regulations. Training modules are revised as necessary to ensure continuous improvement and ongoing compliance.

4.4 Equipment and Replacement Part Inventories

The Operations Division keeps repair equipment and materials on site in the storage yard, including pumps, fittings, pipes, and hoses. A detailed inventory list of the City's existing sewer maintenance and repair equipment, replacement parts, and materials is maintained, see Appendix E. It includes adequate sizes and types of the critical repair and replacement parts. Additionally, it includes a resource list of contractors and vendors who stock materials and are available for emergency and short notice deliveries.

4.5 Summary and Continuing Efforts

To further comply with the Operations and Maintenance element of the SSMP, the City is continuing to document and formalize comprehensive O&M procedures that include:

- Maintaining up-to date maps of the City's wastewater collection system;
- Scheduling and performing routine preventative O&M activities including regular maintenance and high frequency locations;
- Developing a rehabilitation and replacement plan to identify and prioritize system deficiencies for short term and long term planning;
- Training for staff in wastewater collection system operations and maintenance; and
- Maintaining equipment and replacement part inventories.

5 Design and Performance Provisions

This section addresses the design, construction, and inspection standards required by Section 5 of Attachment D in the State Water Resources Control Board's Order WQ 2022-0103-DWQ. The City must ensure that all new and rehabilitated sanitary sewer system assets are designed, constructed, and tested to protect public health, minimize the risk of sewage spills, and ensure long-term system performance.

5.1 Design Criteria and Construction Standards and Specifications

The City of La Mesa requires that all new sewer infrastructure and rehabilitation projects comply with its adopted Design Standards, Standard Specifications, and Standard Drawings, which the Engineering Division periodically updates. These standards are intended to ensure system capacity, structural durability, ease of maintenance, and hydraulic performance under peak flow conditions.

The City's current sewer design criteria are documented in Section V of the City's Design Criteria Manual, adopted by City Council Resolution 15579 on July 28, 1987. The Sewer Design Technical Standards include provisions for flow rate assumptions, gravity sewer slope requirements, approved pipe materials, manhole placement, lateral and cleanout standards, and pavement restoration criteria. The City also maintains specific handouts to guide design criteria and requirements (see Appendix C).

When deficiencies in existing design criteria are identified, such as inadequate capacity, outdated material specifications, or evolving regulatory requirements, the City initiates a review and update of its standards. This includes project-level engineering evaluation and coordination with regional standards and best practices, such as the Standard Specifications for Public Works Construction ("Greenbook"), the Uniform Plumbing Code, and San Diego Regional Standard Drawings (SDRSD).

Key design provisions include:

- Minimum slope and velocity requirements for gravity mains
- Approved pipe materials (e.g., PVC, VCP, DIP) and joint standards
- Manhole placement, spacing, and structural specifications
- Requirements for sewer laterals, cleanouts, and appurtenances
- Trench bedding, backfill compaction, and pavement restoration criteria
- Hydraulic capacity standards based on fixture unit loading and peaking factors

The City's Engineering Division must review and approve all design submittals from private developers, consultants, or contractors before construction. Approved plans are required to comply with all applicable City, County, and regional design requirements.

5.2 Procedures and Standards

To ensure the wastewater collection system's long-term performance and structural integrity, the City of La Mesa implements standardized construction procedures and inspection protocols for all new, rehabilitated, or modified sewer infrastructure. These

procedures align with the requirements of State Water Board Order WQ 2022-0103-DWQ (Attachment D, Section 5) and San Diego Water Board Order R9-2007-0005 (Provision D.6(a)).

5.2.1 Construction Inspection and Testing

All sewer system construction projects are subject to inspection by qualified personnel, including City inspectors or authorized representatives. The following inspections and tests are conducted before final acceptance:

- Visual inspections verify that alignment, slope, bedding, and backfill meet design specifications.
- Air or water pressure testing of all gravity and force mains to confirm watertightness.
- Mandrel (deflection) testing for flexible pipe materials ensures deformation remains within allowable limits.
- CCTV inspections post-construction to verify proper jointing, pipe condition, and absence of obstructions or sags.
- Leak and hydrostatic testing of force mains, as applicable, per manufacturer and Greenbook standards.

All inspections and testing results must be documented, reviewed by City staff, and retained as part of the project record. Deficiencies must be corrected and verified through re-inspection prior to final acceptance of any public infrastructure.

5.2.2 As-Built Verification

Following construction, the contractor must submit as-built drawings reflecting final field conditions. These drawings are verified by the Engineering Division through field review to confirm infrastructure location, depth, and configuration. Verified as-builts are used to update the City's GIS database and asset management records.

5.2.3 Acceptance Procedures

Infrastructure is not accepted into the public sewer system until all testing has been passed, punch list items are resolved, as-built drawings are verified, and all documentation has been reviewed and approved. The acceptance process includes coordination between inspection, operations, and engineering staff to ensure full compliance with applicable City standards and WDR provisions.

6 Spill Emergency Response Plan (SERP)

The City of La Mesa has developed and maintains a comprehensive SERP (see Appendix B) to guide staff response to sewage spills and ensure compliance with SWRCB Order WQ 2022-0103-DWQ. The purpose of the SERP is to ensure that all feasible steps are taken to:

- Contain and control the overflow
- Minimize impacts to public health and the environment
- Prevent recurrence
- Document the incident per regulatory reporting requirements

This plan includes clear protocols for notification, dispatch, on-site response, cleanup, and communication with regulatory agencies.

The City's Spill Emergency Response Plan is a revised living document based on actual field experience, regulatory updates, and audit findings. It is fully integrated with the SSMP, regularly exercised and evaluated, and shared with all relevant internal departments and contractors. Through proactive preparedness, rapid response, and thorough reporting, the City minimizes the impact of sewage spills and meets all applicable requirements of Orders WQ 2022-0103-DWQ and R9-2007-0005.

6.1 Regulatory Requirements for Spill Emergency Response Plan

The State Water Board and San Diego Water Board WDRs require that the City develop and implement a spill emergency response plan that identifies measures to protect public health and the environment from sewage spills. The Spill Emergency Response Plan must include procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach the waters of the State;
- Comply with the notification, monitoring, and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control, and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from the drainage conveyance system;

- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments before, during, and after a spill event;
- The City requires all contractors performing work on the sanitary sewer system to follow the SERP and to coordinate with City staff during any spill event
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, the SERP is reviewed, revised if necessary, and certified by the LRO, with documentation uploaded to CIWQS.

6.2 Sewage Spill Notification and Response

Upon receiving notice of a potential sewage spill from the public, City staff, or automated alarms, the City of La Mesa immediately dispatches trained personnel to assess and respond to the situation. The City maintains a 24-hour call center and emergency response capacity to ensure rapid mobilization.

Field personnel follow the procedures outlined in the City's SERP, including:

- Conducting an initial assessment to verify and categorize the spill in accordance with Attachment E.1 of Order WQ 2022-0103-DWQ (Category 1, 2, 3, or 4)
- Identifying and containing the source of the spill using appropriate control measures
- Reviewing sewer and storm drain maps to evaluate potential pathways to surface water
- Using vacuum trucks, sandbags, plugs, and absorbents to recover and contain wastewater
- Cleaning and disinfecting affected areas following recovery
- Posting warning signs and barricades in areas impacted by overflows or where public access may pose a health risk

City sewage spill response crews are trained in traffic control, confined space entry, spill volume estimation, and hazard mitigation. Response teams escalate to bypass pumping and interdepartmental coordination if needed, as described in Chapter 2 of the SERP. Coordination with the Stormwater Division and water quality sampling may be initiated if the spill reaches or threatens receiving waters.

Upon receiving notice of a potential sewage spill from the public, City staff, or automated alarms, the City immediately dispatches trained personnel to assess and respond to the situation. The City maintains a 24-hour call center and emergency response capacity.

On-site response includes:

- Identifying and containing the source of the spill
- Using vacuum equipment and absorbents to recover spilled wastewater

- Cleaning and disinfecting affected areas
- Posting warning signs if a spill reaches public areas or waterbodies
- Sewage spill response crews are trained in traffic control, confined space entry, and environmental hazard mitigation.

6.3 Reporting and Recordkeeping

The City complies with all electronic sewage spill reporting requirements through CIWQS. Reporting protocols are detailed in Chapter 4 of the City's Spill Emergency Response Plan and follow these regulatory timelines:

- 2-hour notification to Cal OES for Category 1 sewage spills reaching surface waters or surface water tributaries
- Initial sewage spill report in CIWQS within three business days of becoming aware of the sewage spill
- Certified final sewage spill report in CIWQS within 15 calendar days of response conclusion
- Technical report within 45 calendar days for any spill $\geq 50,000$ gallons
- Monthly no-spill certification filed within 30 calendar days of the month's end

In addition to these reports, the City maintains internal documentation that supports regulatory compliance and informs annual review of the Spill Emergency Response Plan. Documentation includes:

- Incident response logs and crew activity records
- Photographs, field sketches, and system maps
- CCTV inspection footage (if applicable)
- Volume estimation calculations and justification
- Sampling data, laboratory results, and chain of custody forms

All sewage spill records are retained for a minimum of five years in accordance with Order R9-2007-0005, Provision D.6(d), and are available to the San Diego Regional Water Board upon request.

6.4 Annual Review and Certification

As required by Order WQ 2022-0103-DWQ, the City conducts an annual review and update of its SERP. This review ensures that contact information, response procedures, available equipment, interagency coordination protocols, and reporting processes remain current and effective.

The City's LRO certifies the SERP annually in CIWQS. Any revisions made as part of the annual review are documented in a revision log, retained for audit purposes, and used to inform updates to the City's SSMP and spill response training. The most recent certified version is maintained on file and made available to the Regional Water Board upon request.

The review process includes analyzing spill trends, average response time, root causes, and containment effectiveness. This performance evaluation informs procedural changes,

equipment needs, and targeted staff training updates. Lessons learned from actual sewage spills, or spill simulations, are also incorporated into the updated SERP.

6.5 Staff Training and Preparedness

City personnel responsible for sewage spill response are trained in accordance with the procedures described in Chapter 5 of the City's SERP. Training is conducted quarterly and on an as-needed basis for field-based work.

Training topics include:

- Field response procedures and safety protocols (e.g., confined space entry, HAZMAT awareness)
- Spill containment, recovery, and decontamination methods
- Use of sewer and storm drain system maps to assess downstream risk
- Estimating spill volume using field indicators and standard formulas
- CIWQS reporting procedures, documentation expectations, and required timeframes
- Interdepartmental coordination and communication with emergency services and the Regional Water Board

Attendance is documented through sign-in logs and training materials (see Appendix D for a typical training agenda), which are retained for audit purposes. Training effectiveness is evaluated through field exercises, post-incident reviews, and staff feedback. Training plans are updated based on lessons learned, changes to the SERP, or regulatory updates.

Contractors performing work on or around the wastewater collection system are required to review relevant SERP protocols and coordinate with City staff in the event of a spill.

7 Sewer Pipe Blockage Control Program

7.1 Regulatory Framework and Objectives

The Statewide WDR (Order WQ 2022-0103-DWQ, Attachment D, Section 7) and the San Diego Regional Water Board's Order R9-2007-0005 (Provision D.7) require the City to implement a Sewer Pipe Blockage Control Program to prevent blockages and minimize the occurrence of sewage spills.

The Blockage Control Program must address all significant sources of blockages, including fats, oils, and grease (FOG), root intrusion, rags, and debris, and must include public education, inspections, enforcement, and ongoing program evaluation.

The City of La Mesa's program is designed to:

- Prevent sewage spills caused by FOG, roots, rags, and debris
- Identify and mitigate high-risk areas using system data and field observations
- Promote proper operation and maintenance of sewer appurtenances, including private laterals and FSEs
- Implement a targeted maintenance, inspection, and enforcement strategy
- Evaluate program performance annually and revise as necessary

7.2 Identification of Blockage-Prone Areas

The City uses multiple data sources to identify areas vulnerable to blockages, including:

- Sewage spill history and OpenGov/Cartegraph OMS records
- CCTV condition assessments
- Field observations by maintenance staff
- Root treatment and high-frequency cleaning logs

Blockage-prone locations, also referred to as "hot spots," are logged in OpenGov/Cartegraph OMS and scheduled for enhanced maintenance. Each hot spot is assigned an initial cleaning frequency, which is adjusted over time based on observed conditions and maintenance effectiveness. Areas with chronic blockages caused by FOG, roots, or debris may also be targeted for structural rehabilitation.

7.3 Root Intrusion and Debris Control

In addition to FOG control, the City actively manages blockages caused by root intrusion, rags, and debris. These measures include:

- Routine hydro-jetting in easements and older neighborhoods with mature tree cover
- As-needed root foaming based on CCTV observations
- Immediate response and removal of rags and non-dispersibles during sewage spills
- Evaluation of repeat problem areas for capital upgrades or enforcement

Root-intruded segments are flagged through the City's CCTV inspection program. Identified sections are grouped geographically and scheduled for root foaming or prioritized cleaning. The City evaluates new technologies and condition rating systems (e.g., NASSCO) to standardize assessments and improve prioritization.

7.4 Food Service Establishments Requirements and FOG Control

Food Service Establishments (FSEs) are required to install, operate, and maintain grease control devices per the City's Municipal Code and adopted engineering standards. These measures are intended to prevent the discharge of fats, oils, and grease (FOG) into the City's wastewater collection system.

The City's has a well developed FOG Program which started in 2009. All FSEs now have Grease Interception Devices installed, except a few with waivers due to major engineering constraints. The City permits and inspects all FSEs annually.

City inspectors conduct routine and risk-based inspections of FSEs to verify compliance with the following standards:

- Proper sizing and installation of approved grease interceptors or grease traps
- Routine maintenance and cleaning, with documentation logs retained on-site
- Physical accessibility of grease control devices for inspection and servicing
- Employee awareness and training in proper grease disposal practices

Inspection results are recorded in the City's FOG inspection tracking system. FSEs that are out of compliance are required to take corrective actions within a specified timeframe. Repeat non-compliance may result in enforcement per section 7.6 below.

7.5 Public Education and Outreach

The City engages in public education to reduce sewer pipe blockages. Messaging covers grease disposal, root-safe landscaping, and responsible flushing habits ("no wipes in pipes"). Outreach efforts target both residents and businesses, particularly Food Service Establishments (FSEs), and include:

- Distributing educational brochures during FOG inspections
- Providing grease disposal guidance during permit issuance, plan checks, and site inspections for FSEs
- Posting best management practices (BMPs), compliance requirements, and resources on the City's website
- Including educational inserts in utility bills and digital newsletters

The City tracks outreach activities annually, including the number and type of materials distributed, the number of FSEs reached, and the frequency of engagement. Where possible, the effectiveness of outreach is assessed through inspection outcomes, feedback from businesses, and analysis of grease-related sewage spills.

Educational strategies are updated based on inspection trends, observed public behaviors, or new regulatory requirements. Materials are periodically revised to ensure accuracy and continued engagement with the community.

7.6 Inspection, Maintenance, and Enforcement

The City maintains an enhanced inspection and cleaning schedule for “hot spots” identified through maintenance history, sewage spills, and CCTV inspection. These areas are cleaned using hydro-jetting and periodically reinspected using CCTV to confirm effectiveness. Cleaning crews document each event in OpenGov/Cartegraph OMS, including condition observations, grease root, and debris accumulation levels.

The City tracks repeat cleaning events at the same location to identify patterns of recurring sewer pipe blockages. When repeated maintenance is required, staff evaluate whether additional enforcement, targeted outreach, or infrastructure improvements are needed.

Enforcement of the Sewer Pipe Blockage Control Program includes escalating actions for non-compliant dischargers:

- Issuance of Notices of Violation for failure to maintain grease control devices
- Re-inspection fees and cost recovery for repeated cleaning due to upstream discharges
- Administrative citations for continued non-compliance
- Suspension or termination of sewer service for chronic or willful violations

All enforcement actions are documented and retained in the City’s records. Enforcement trends and problem locations are reviewed regularly to inform updates to cleaning schedules, inspection frequency, and public outreach strategies.

7.7 Program Review and Updates

The City reviews the Blockage Control Program annually to evaluate its effectiveness in reducing sewage spills. The review is conducted by supervisory staff in coordination with the LRO and includes:

- Trends in pipe blockage sewage spills, and system maintenance
- FSE inspection results and compliance history
- Hot spot cleaning frequencies and field observations
- Outreach efforts and public engagement metrics
- Applicable regulatory updates

Based on this evaluation, the City modifies inspection frequencies, maintenance schedules, outreach materials, and enforcement focus as necessary. All program changes are documented and incorporated into the SSMP during the annual audit.

8 System Evaluation, Capacity Assurance and Capital Improvements

The WDRs require the City's SSMP to include procedures and activities for regular evaluation and assessment of system conditions, capacity assessment and design criteria, prioritization of corrective actions, and a capital improvement plan (CIP).

8.1 System Evaluation and Condition Assessment

8.1.1 Overview

The City of La Mesa maintains a System Evaluation and Capacity Assurance Plan (SECAP) per State Water Resources Control Board Order WQ 2022-0103-DWQ, Attachment D, Section 8. The Plan was developed by PBS&J Engineering and is included in the City's Wastewater master plan.

The SECAP is designed to ensure sufficient hydraulic capacity in the City's wastewater collection system to convey existing and future peak dry and wet weather flows. It supports the prevention of capacity-related sewage spills and informs long-range capital planning. The following are evaluation methods used to inform the City's assessments and adaptive management planning.

8.1.2 Condition Assessment Procedures

The City evaluates the condition of its sanitary sewer system using closed-circuit television (CCTV) inspections, manhole inspections, and visual surface reviews. The City's goal is to conduct using NASSCO PACP standards, however turnover in staff has historically led to training gaps related to person specific NAASCO certification. In-field observations of pipe defects, surcharging, inflow and infiltration (I&I), and structural damage are recorded in the City's OpenGov/Cartegraph OMS and GIS databases.

8.1.3 Annual Assessment Goals

The City has set a goal to assess about 10 percent of its gravity sewer system each year, enabling a complete system review every ten years. This approach aligns with industry best practices and is seen as a reasonable trade-off between system coverage, staffing, financial resources, and the typical lifespan of wastewater infrastructure. A ten-year cycle also offers enough frequency to catch emerging defects before they lead to critical failures, especially when combined with risk-based prioritization to focus on high-risk areas. This 10% annual goal is supported by guidance from the U.S. EPA and Water Environment Federation, which recommend a full system assessment every 5–10 years based on risk, resources, and system size. It reflects proactive, risk-informed asset management strategies that scale with system size and available resources.

8.1.4 Prioritization Criteria

Priority is given to areas with high environmental or public health risk, including pipelines near surface waters, steep terrain, high groundwater, environmentally sensitive areas, and

waters listed on the Clean Water Act Section 303(d) List. Historical SSOs, chronic maintenance, and high I&I zones may also be prioritization criteria.

8.1.5 Inspection and Monitoring Methods

Field crews evaluate signs of potential failure, such as root intrusion, fractures, offset joints, and surcharge evidence. Inspections incorporate flow monitoring, rainfall correlation, and historical spill data to guide risk-based planning. All inspections are documented with logs, photographs, and reports, and stored in the OpenGov/Cartegraph OMS and GIS. Records are maintained for at least five years and made available to SWRCB or SDRWQCB upon request.

CCTV Sewer Videos are kept in GraniteNET software for web based viewing.

8.1.6 Climate Change Vulnerability Assessment

System components vulnerability:

- Sea level rise- Not a Concern
- Flooding – Inflow and Infiltration/Flooding is a major concern due to increased intensity of rain events due to Climate Change.
- Erosion- Low Concern, infrastructure depth is generally adequate.
- Wildfire aftermath- Not a Concern
- Power outages. Low Concern, system is all gravity except for one privately maintained small lift station.

To fulfill the capacity assessment and design criteria requirements of the 2022 Statewide Waste Discharge Requirements (Order WQ 2022-0103-DWQ, Attachment D, Section 8.2), the City of La Mesa relies on methodologies established in its Wastewater Master Plan, completed in October 2008. That plan included flow monitoring, hydraulic modeling, and evaluation of peak dry and wet weather flows under existing and build-out conditions. These methods are consistent with current regulatory expectations and are adopted here as the City's ongoing framework for capacity planning. They continue to guide future system evaluations and updates to the City's Capital Improvement Program (CIP).

The Master Plan developed detailed hydraulic models of the wastewater collection system, primarily for pipes 12 inches and larger. These models were calibrated using dry weather meter data and used to simulate wet weather flow conditions. Build-out projections were based on SANDAG Series 7 population forecasts and land use assumptions, including full development of vacant parcels under existing zoning.

Capacity evaluations used standard hydraulic design criteria and applied a depth-to-diameter (d/D) threshold of 0.75 to identify potential improvement segments. Pipe reaches exceeding this threshold were considered capacity-constrained and prioritized for further evaluation. In most cases, these reaches were resolved through iterative modeling that tested upsizing alternatives to provide adequate capacity for projected flows. The assessment concluded that very few sewer segments were capacity-limited.

- City's robust CIP Program has upsized and replaced areas of concern, particularly main truck sections.

Design flow assumptions were based on the City's updated hydraulic criteria and unit generation rates, as summarized in Table 8-1. These rates were developed using City land use data and SANDAG growth projections, calibrated against measured flows at key Metro metering locations.

Table 8-1
Recommended Unit Wastewater Generation Rate

Land Use / Population	Recommended Unit Generation Rate
Land Use	
Single-Family Residential	270 gpd/DU
Multi-Family Residential	180 gpd/DU
Commercial	500 gpd/AC
Industrial	500 gpd/AC
Institutional	500 gpd/AC
Population	
Single-Family Residential	90 gpdc
Multi-Family Residential	15 pdc

AC = acre

DU = dwelling unit

gpd = gallons per day

gpdc = gallons per day per capita

City growth rates were projected based on SANDAG residential and employment population estimates and projections, and the recommended unit generation rates were applied to these population estimates.

As part of the master plan, an evaluation of the available capacity in the City's existing wastewater collection system was completed to identify sewer reaches that may be undersized to accommodate existing and/or future wastewater flows. Based on the evaluation's findings, phased facility improvements were identified to reduce the potential for sanitary sewer overflows and allow for projected growth within the City's service area.

CIP projects are prioritized based on a risk-based framework that accounts for hydraulic deficiency severity, sewer spill history, proximity to sensitive areas, and opportunities to coordinate with other infrastructure efforts. The Engineering Division maintains a rolling five-year CIP, updated annually with input from Operations staff. Scopes, schedules, and budgets are reviewed based on field observations, system performance, funding availability, and interagency coordination needs.

This integrated planning approach ensures the City can proactively address deficiencies, support planned growth, and maintain a resilient, compliant wastewater system in alignment with the 2022 WDR.

8.2 Capacity Assessment and Design Criteria

8.2.1 System Components Contributing to Spills

The City's Engineering Staff monitors the functionality of the system on an ongoing basis using:

- Approximately 40 SmartCovers installed City Wide
- ADS Metering
- Feedback from Maintenance Staff
- Analysis of causation of Dry Weather Spills (Roots, FOG, Capacity, etc)
- Wet weather and Wet Weather Spill analysis of basin dynamics using ADS Metering and Smart Covers

The City has both an internal and external study in progress related to Inflow and Infiltration during Wet Weather.

- The Internal Study is being conducted by the City's Engineering Department in the Alvarado Basin using approximately 25 new SmartCovers.
- The External Study is being conducted by Metro Wastewater JPA and will be using ADS Echo Meters. This study has yet to begin 2026.

Key System components can be monitored using ADS flow metering data for each sewer basin. The City's Engineering Staff monitors the functionality of the system on an ongoing basis

Major sources that contribute to peak flow associated with sewer spills include:

- Inflow and Infiltration during wet weather. The City has several strategies and program to address this. Including, Ongoing CIP Program, and I&I Studies.

8.2.2 Capacity Assessment Components

The City's Capacity Assessment is included in the City's Sewer Master Plan. The document is included as a reference to this plan. The City does not have issues due to erosive forces, or dry weather peak flow. The City does not operate any sewer pumps.

Inflow and Infiltration work is multi-faceted, has been updated and is an ongoing process. The City conducts I&I work via its CIP program, basin studies, and elsewhere. Capacity of flood prone systems are included in the Capacity Analysis, however data, inspections, audits and spill history is updated continuously.

8.3 Prioritization of Corrective Action

The City's assessments are used to prioritize actions. The following information is used to prioritize.

- Spills. ACLs.
- Inflow and Infiltration Studies
- Dry Weather Capacity issues
- Infrastructure Condition

8.4 Capital Improvement Plan

The City has an ongoing CIP Plan which is updated bi-annually. Below is a list of major CIP projects and completion timelines.

- Alvarado 2 Truck Sewer SRF Funded- Completed \$6M
- Alvarado 3 Truck Sewer SRF Funded- Completed \$6M
- Phase 6 Sewer Improvements- (2025/2026) \$9M
- Phase 7 Sewer Improvements (2027) \$8M
- AJ Basin Sewer Improvements (2030+) \$12M+
- Annual Sewer Improvements (Yearly) <\$500,000

The City has a very robust and comprehensive Sewer CIP program for a City its size. The City utilizes SRF funding primarily and uses Pay-Go primarily for smaller projects under \$500,000.

9 Monitoring, Measurement, and Program Modifications

9.1 Regulatory Framework

This section fulfills the requirements of State Water Resources Control Board Order WQ 2022-0103-DWQ, Attachment D, Section 9, and Attachment E.1, Sections 3.7 and 3.8. These provisions require the City to monitor and evaluate SSMP implementation, assess program effectiveness, and adjust elements based on performance trends. Specifically, the SSMP must:

1. Maintain data to support SSMP prioritization and audit tracking
2. Track the implementation and effectiveness of SSMP elements
3. Evaluate the success of preventive O&M activities
4. Modify SSMP elements based on monitoring results
5. Analyze trends in sewage spill frequency, location, volume, and cause

9.2 Monitoring and Measurement Program

9.2.1 SSMP Activity Documentation

The City uses OpenGov/Cartegraph OMS, GIS, and internal spreadsheets to document key program activities, including preventive and corrective maintenance, CCTV inspections, sewage spills, and capital projects. These records support SSMP audits, performance reviews, and data-driven program improvements.

9.2.2 Performance Metrics and Effectiveness Review

The City tracks key performance indicators (KPIs) to evaluate the effectiveness of each SSMP element. Metrics are reviewed during routine internal meetings and triennial audits to identify trends and guide program modifications. Indicators include:

- Total number and volume of sewage spills
- Sewage spill causes and root cause trends (e.g., FOG, roots, structural defects)
- Percentage of system cleaned and CCTV inspected
- Time to respond to sewage spills and service calls
- Work order backlog and completion rates
- Preventive maintenance frequency vs. plan
- Frequency of FOG inspections and enforcement
- O&M cost per linear mile
- Percent of system rehabilitated or replaced annually
- Operations staffing per 100 miles of pipe

9.2.3 Preventive Maintenance Program Evaluation

The effectiveness of the City's preventive maintenance program is evaluated at least once every three years. The evaluation includes:

- Review of cleaning cycles and recurring "hot spots"

- Analysis of trends from CCTV condition assessments
- Evaluation of equipment adequacy and available staffing
- Correlation of maintenance data with historical sewage spill patterns

Results are used to adjust cleaning schedules, prioritize rehabilitation, inform staffing needs, and plan future capital projects.

9.2.4 Program Updates and Adaptive Management

The SSMP is revised based on monitoring results, audit findings, staffing changes, infrastructure improvements, and regulatory updates. While updates may occur at any time, the entire SSMP must be reviewed, revised as necessary, and certified by the LRO at least once every six years. All revisions are documented and retained for audit purposes.

To support adaptive management, the City evaluates system performance annually using data from CIWQS sewage spill reports, preventive maintenance logs, inspection records, and internal work orders. This data is analyzed to:

- Identify recurring problem areas or failure modes
- Assess the effectiveness of current PM schedules
- Adjust SOPs and training based on root cause patterns
- Prioritize assets in the CIP based on risk and condition

Results of this analysis are reviewed and incorporated into future SSMP updates, cleaning schedules, asset rehabilitation planning, and resource allocation. This ensures that program improvements are evidence-based and aligned with actual system performance.

9.2.5 Sewage Spill Trend Analysis and 10-Year Graphs

In accordance with Attachment E.1, Section 3.8, the City maintains and submits 10-year graphical summaries of sewage spills by number and volume with its CIWQS Annual Report. Supporting actions include:

- Maintaining records of sewage spill cause, location, volume, and response
- Generating graphs to show sewage spill trends by year
- Identifying recurring causes and locations
- Using trends to adjust inspection frequency, maintenance scheduling, public outreach, and capital improvement priorities

9.3 SSMP Modifications and Recertification

The SSMP is reviewed and revised when KPIs indicate performance gaps, new infrastructure is added, or regulatory requirements change. All modifications are certified by the LRO and submitted via CIWQS. Audit results are central to identifying needed updates. The City applies adaptive management principles to support continuous improvement across all SSMP elements.

10 Internal Audits

10.1 Audit Procedures and Frequency

Per State Water Resources Control Board Order WQ 2022-0103-DWQ, Attachment D, Section 10, the City of La Mesa conducts an audit of its SSMP at least once every three years. The audit aims to evaluate whether each SSMP element is being effectively implemented and whether modifications are needed to improve performance.

The audit process includes:

- Reviewing the implementation status of each SSMP element
- Assessing performance using key performance indicators (see Section 9.2.2)
- Verifying compliance with applicable WDR provisions
- Examining records of field activities, inspections, training, and maintenance
- Interviewing staff from operations, engineering, and management teams
- Reviewing changes in staffing, organizational structure, procedures, or infrastructure
- Documenting corrective actions taken since the last audit

A written audit report is prepared within six months of the end of the audit period. The report includes findings, recommended actions, responsible parties, and timelines for implementation. The LRO certifies the audit and uploads it to CIWQS. Audit documentation is retained for at least five years and made available to the State or Regional Water Boards upon request.

10.2 Continuous Improvement and Documentation

Audit findings are used to drive continuous improvement of the SSMP. Based on audit results, the City may:

- Identify outdated or underperforming program components
- Recommend updates to procedures, staffing, training, or documentation
- Adjust maintenance strategies, inspection frequencies, or capital project priorities
- Track implementation of corrective actions and verify closure of past audit recommendations

Each audit report includes:

- A summary of each SSMP element's implementation status
- Evaluation of program effectiveness and regulatory compliance
- Identified deficiencies and root causes
- Description of corrective actions completed since the previous audit
- Recommended updates and assigned responsibilities
- Timelines for implementing changes

Audit outcomes are incorporated into the next SSMP update or recertification effort as required by the WDR.

11 Communication Program

11.1 Purpose and Regulatory Requirements

This section addresses State Water Resources Control Board Order WQ 2022-0103-DWQ, Attachment D, Section 11, which requires a communication program that:

- Engages the public and stakeholders in SSMP development and implementation
- Ensures the SSMP is available and accessible to the public
- Communicates SSMP performance, updates, and goals to City leadership and staff

11.2 Public Education and Outreach

The City of La Mesa maintains an ongoing public education and outreach program to promote proper sewer use, reduce inflow and infiltration (I&I), and prevent sewage spills. This program targets residents, businesses, and Food Service Establishments (FSEs) and includes:

- Distribution of educational brochures and newsletters
- Participation in public events such as Earth Day and Public Works Week
- Posting content on the City's website and social media platforms
- Partnerships with schools and civic groups for environmental awareness
- Targeted FOG education and mailings to FSEs on grease control practices
- Soliciting public input during major SSMP updates or program changes

11.3 Internal Communication and Implementation Coordination

The City facilitates coordination across departments responsible for SSMP implementation, including Public Works Operations, Engineering, Environmental Compliance, and the City Manager's Office. Internal communication mechanisms include:

- Regular interdepartmental meetings for planning and compliance tracking
- Shared access to GIS, OpenGov/Cartegraph OMS, and sewage spill records for unified decision-making
- Emergency communication protocols for after-hours sewage spill response
- Distribution of updated SOPs and SSMP revisions

Staff are informed of roles and responsibilities through:

- Safety tailgate meetings
- Quarterly training sessions
- Post-audit briefings and results
- Internal memos from program leads

11.4 Communication with Governing Body and Stakeholders

The City provides updates on SSMP implementation and performance to its governing body, including the City Council, through:

Council staff reports submitted during SSMP certification or updates

Presentations at public meetings during adoption or recertification

Budget workshops and agenda items addressing SSMP-related infrastructure and staffing

11.5 SSMP Availability and Transparency

The City ensures that the SSMP is publicly available and transparent. Measures include:

- Posting the most current SSMP on the City's website
- Providing a hard copy at City Hall during normal business hours
- Uploading the SSMP to the CIWQS database upon recertification

The City responds to public inquiries about sewer operations, sewage spills, and infrastructure planning. Feedback is recorded and considered during SSMP updates to improve program effectiveness and public trust.

Appendix A

Municipal Code Sections

7.18.040 Illegal discharges.

- A. Compliance with this Chapter. Any discharge that is not in compliance with this chapter is an illegal discharge. The city maintains legal authority to control the contributions of pollutants in discharges of runoff into the city's MS4 associated with industrial, commercial, construction, and residential activities.
- B. Discharge of Non-Storm Water Prohibited. No person shall discharge non-storm water directly or indirectly into the storm water conveyance system or receiving waters. Prohibited are illegal discharges or illegal connections that include but are not limited to:
 - 1. Sewage;
 - 2. Discharge of wash water resulting from the hosing or cleaning of gas stations, auto repair garages, or other types of automotive service facilities;
 - 3. Discharges resulting from the cleaning, repair, or maintenance of any type of equipment, machinery, or facility including motor vehicles, cement-related equipment, and port-a-potty servicing, etc.;
 - 4. Discharges of wash water from mobile operations such as mobile automobile washing, steam cleaning, power washing, and carpet cleaning, etc.;
 - 5. Discharge of wash water from the cleaning or hosing of impervious surfaces in municipal, industrial, commercial, and residential areas including parking lots, streets, sidewalks, driveways, patios, plazas, work yards and outdoor eating or drinking areas, etc.;
 - 6. Discharges of runoff from material storage areas containing chemicals, fuels, grease, oil, or other hazardous materials;
 - 7. Discharge of pool or fountain water containing chlorine, algacides, biocides, or other chemicals; discharges of pool or fountain filter backwash water;
 - 8. Discharges of saline swimming pool water unless such discharge can be discharged via a pipe or concrete channel directly to a naturally saline water body (e.g., Pacific Ocean);
 - 9. Discharges of sediment, pet waste, vegetation clippings, or other landscape or construction related wastes;
 - 10. Discharges of food related wastes (e.g. grease, fish processing, and restaurant kitchen mat and trash bin wash water, etc.).
- C. Conditionally Allowed Non-Storm Water Discharges.
 - 1. Storm water discharges regulated under a valid facility-specific NPDES permit or facility specific RWQCB waste discharge requirements permit are exempt from discharge prohibitions established by this chapter, provided compliance with all relevant permit conditions is maintained to the satisfaction of the RWQCB and the city engineer. Facilities and activities whose storm water discharges are regulated under a general permit, including the state industrial general storm water permit, state construction general storm water permit and the state general dewatering permit, are not exempted from this chapter.
 - 2. Non-storm water discharges to the MS4 from the following categories of non-storm water discharges are allowed if the discharger obtains coverage under NPDES Permit No. CAG919001 (RWQCB Order No. R9-2007-0043, or subsequent order) for discharges to San Diego Bay, or NPDES Permit No. CAG919002 (RWQCB Order No. R9-2008-0002, or subsequent order) for discharges to surface waters other than San Diego Bay, and the discharger is in compliance with all requirements of the applicable NPDES permits and all other applicable laws and regulations; or the RWQCB determines in writing that

coverage under NPDES Permit Nos. CAG919001 or CAG919002 is not required. Otherwise, non-storm water discharges from the following categories are illicit discharges:

- a. Discharges from uncontaminated pumped groundwater;
 - b. Discharges from foundation drains when the system is designed to be located at or below the groundwater table to actively or passively extract groundwater during any part of the year;
 - c. Discharges from crawl space pumps;
 - d. Discharges from footing drains when the system is designed to be located at or below the groundwater table to actively or passively extract groundwater during any part of the year.
3. Non-storm water discharges to the MS4 from water line flushing and water main breaks are allowed if the discharges have coverage under NPDES Permit No. CAG679001 (Regional Water Quality Control Board Order No. R9-2010-0003, or subsequent order), and the discharger is in compliance with all requirements of that NPDES permit and other applicable laws and regulations. This category includes water line flushing and water main break discharges from water purveyors issued a water supply permit by the California Department of Public Health or federal military installations. Discharges from recycled or reclaimed water lines to the MS4 are allowed if the discharges have coverage under an NPDES permit, and the discharger is in compliance with the applicable NPDES permit and other applicable laws and regulations. Otherwise, discharges from water lines are illicit discharges.
4. Non-storm water discharges to the MS4 from the following categories are allowed, unless the enforcement official or the regional water quality control board identifies the discharge as a source of pollutants to receiving waters, in which case the discharge is considered an illicit discharge:
- a. Discharges from diverted stream flows;
 - b. Discharges from rising groundwater;
 - c. Discharges from uncontaminated groundwater infiltration to the MS4;
 - d. Discharges from springs;
 - e. Discharges from riparian habitats and wetlands;
 - f. Discharges from potable water sources, except as set forth in La Mesa Municipal Code Section 7.18.040.3;
 - g. Discharges from foundation drains when the system is designed to be located above the groundwater table at all times of the year, and the system is only expected to produce non-storm water discharges under unusual circumstances; and
 - h. Discharges from footing drains when the system is designed to be located above the groundwater table at all times of the year, and the system is only expected to produce non-storm water discharges under unusual circumstances.
5. Non-storm water discharges from the following categories are allowed if they are addressed with BMPs. Otherwise, non-storm water discharges from the following categories are illicit discharges:
- a. Air conditioning condensation;
 - b. Individual residential vehicle washing
 - c. Flows from non-emergency firefighting activities; and
 - d. Flows from emergency firefighting activities.

-
6. Public Health and Safety Exemptions. Discharges determined by the city engineer to be necessary to protect public health and safety are allowed, provided any conditions on such discharges imposed by the city engineer are satisfied and the city engineer makes written findings supporting the exemption.
 7. On-Site Wastewater Systems. Discharges to the subsurface from properly functioning permitted site waste water systems are not prohibited by this chapter.
 8. Exemptions Not Absolute. Any conditionally allowed discharge described above which the city engineer determines is a significant source of pollutants to receiving waters or the city's storm water conveyance system, shall be prohibited unless the discharger complies with additional BMPs imposed by the city engineer to reduce pollutants in the discharge to the maximum extent practicable and the BMPs are effective. Such prohibitions shall take effect after written notice to the discharger by the city engineer containing a schedule for compliance based on the necessity to protect public health and safety or the environment.

(Ord. 2008-2787 § 1 (part); February 12, 2008: Ord. 2010-2806, § 1; February 23, 2010: Ord. 2015-2840, § 1; May 12, 2015)

17.08.020 Sewer lateral fees.

In addition to the fees for a sewer connection permit established in Chapter 27.04 of this code, the owner or applicant for such connection shall pay to said city for construction and laying of laterals fees as established by city council resolution.

The fees are for installation under normal conditions. Under abnormal conditions, such as difficult or unusual excavations, additional appropriate charges may be negotiated at the discretion of the city manager.

Any additional charges for unusual circumstances in a sewer lateral installation shall be remitted to the city immediately. Final acceptance of the building being served will not be made until these charges are received by the city.

In case a connection is made to a sewer where it crosses private property, the plumber shall install the pipe to the main sewer and shall uncover the main sewer so that a connection can be properly made and the department of public works shall make such connection.

In case a connection can be made to a normal, shallow sewer main or to a special deep sewer main, the property owner may connect to the special deep sewer main by paying the connection charges to be negotiated by the city manager.

In all cases in which a lateral has been installed to serve a particular lot or parcel of land and the street is subsequently paved, that lateral must be used unless an exception is made by the department of public works.

(Ord. 2316; July 1, 1983: Ord. 2459 § 28; August 11, 1987)

17.12.070 Payment of sewer service charges.

- A. All sewer service charges imposed under these provisions of the code shall be computed upon a monthly basis and shall be payable upon the billing of such charges to the owner or his agent.
- B. Sewer service charges may be collected either through the tax roll of the county of San Diego, or by any method authorized by state law, including by direct payment or billing by the city or combined with other utility bills and separately designated.
- C. If the sewer service charge is not paid before the close of business or postmarked before midnight of the final date for payment, a penalty shall be added thereto; provided, however, that when the final day for

payment falls on Saturday, Sunday or a legal holiday, payment may be made without penalty on the next regular business day. The late payment penalty shall be established by city council resolution.

- D. Sewer service charges to be imposed on property where the parcels have been created or the use thereof changed subsequent to July 1st through August 10th of each year shall be separately collected through direct billing by the city.
- E. This chapter shall be enforced pursuant to applicable law, including specifically California Health and Safety Code Sections 5473.1 through 5473.10.

(Ord. 2021 § 1; May 27, 1975: Ord. 2616 § 1; January 26, 1993: Ord. 2012-2823, § 1; June 26, 2012)

17.20.439 Industrial wastewater.

- (a) Waste Disposal — Permit Required. Any person, municipality, sanitation district, or governmental agency desiring to discharge industrial waste into a public sewer shall obtain a permit to discharge said wastes into said system from the city manager known as a permit for industrial wastewater discharge.
- (b) Permit for Industrial Wastewater Discharge. The permit for industrial wastewater discharge may require pretreatment of industrial wastewaters before discharge, restriction of peak flow discharges, discharge of certain wastewaters only to specified sewers of the city, relocation of point of discharge, prohibition of discharge of certain wastewater components, restriction of discharge to certain hours of the day, payment of additional charges to defray increased costs of the city created by the wastewater discharge and such other conditions as may be required to effectuate the purpose of this section.

No person shall discharge industrial wastewaters in excess of the quantity or quality limitations set by the permit for industrial wastewater discharge. Any person desiring to discharge wastewaters or use facilities which are not in conformance with the industrial wastewater permit should apply to the city manager for an amended permit.

- (c) Discharge Reports. The city may require that any person discharging or proposing to discharge wastewater into a public sewer file a periodic discharge report. The discharge report may include, but not be limited to, nature of process, volume, rates of flow, mass emission rate, production quantities, hours of operation, or other information which relates to the generation of waste, including wastewater constituents and characteristics in the wastewater discharge. Such reports may also include the chemical constituents and quantity of liquid or gaseous materials stored on site even though they may not normally be discharged. In addition to discharge reports, the city may require information in the form of industrial wastewater discharge permit applications and self-monitoring reports.
- (d) Permit Application. Persons seeking an industrial wastewater discharge permit shall complete and file with the city manager, an application in the form prescribed by the city manager, and accompanied by the applicable fees. The applicant may be required to submit, in units and terms appropriate for evaluation, the following information:
 - (1) Name, address and Standard Industrial Classification number of applicant;
 - (2) Volume of wastewater to be discharged;
 - (3) Wastewater constituents and characteristics including but not necessarily limited to those mentioned in paragraph (m) as determined by a laboratory approved by the city;
 - (4) Time and duration of discharge;
 - (5) Average and thirty minute peak wastewater flow rates, including daily, monthly and seasonal variations if any;

-
- (6) Description of activities, facilities and plant process on the premises including all materials, processes and types of material which are or could be discharged;
 - (7) Any other information as may be deemed by the city manager to be necessary to evaluate the permit application.

The city manager will evaluate the data furnished by the applicant and may require additional information. After evaluation and acceptance of the data furnished, an on-site inspection of the waste discharge system, treatment systems, or other systems relating to the waste discharge may be required. The city manager may then issue an industrial wastewater discharge permit subject to terms and conditions provided herein.

- (e) Permit Conditions. Industrial wastewater discharge permits shall be subject to all provisions of this section and all other regulations, user charges and fees established from time to time by resolution of the city council. The conditions of industrial wastewater discharge permits shall be uniformly enforced by the city manager in accordance with this section, and applicable local, state and federal regulations.
- (f) Duration of Industrial Wastewater Discharge Permits. Permits shall be issued for a specified time period, not to exceed five years. A permit may be issued for a period less than a year or may be stated to expire on a specific date. If the permittee is not notified by the city thirty days prior to the expiration of the permit, the permit shall be extended one additional year. The terms and conditions of the permit may be subject to modification and change by the city during the life of the permit as limitations or requirements as identified in paragraph (m) are modified and changed. The permittee shall be informed of any proposed changes in his permit at least thirty days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.
- (g) Transfer of Any Industrial Wastewater Discharge Permit or Changed Use. Industrial wastewater discharge permits shall be issued only for specific use for a specific operation. Any sale, lease, transfer or assignment of the premises or operation for which the permit was issued shall require a new permit to be issued. Any new or changed conditions of operation shall require a new permit to be issued.
- (h) Revocation of Industrial Wastewater Discharge Permit. The city manager may revoke the permit of any permittee who is found to be in violation of this section or applicable local, state or federal regulations or who:
 - (1) Fails to factually report the wastewater constituents and characteristics of its discharge;
 - (2) Fails to report significant changes in operations, or wastewater constituents and characteristics;
 - (3) Refuses reasonable access to the permittee's premises for the purpose of inspection or monitoring; or
 - (4) Violates conditions of the permit.
- (i) Industrial Wastewater Discharge Permit Fee. An industrial wastewater discharge permit fee will be collected annually from all permittees. The permit fee shall be established from time to time by a resolution of the city council; provided, however, that prior to considering implementation of the permit fee or any change in said permit fee by resolution as aforesaid, a notice of the proposed implementation and/or change shall be posted by the city clerk at least ten days prior to consideration of such a resolution by the city council.
- (j) Sampling, Self-Monitoring and Flows. The city manager shall require the permittee to provide results of periodic measurements of its discharge which is to include chemical analysis and flow. The city manager may require a monitoring facility to be furnished and operated at permittee's expense. All permittees making periodic measurements shall furnish and install at an appropriate location, a calibrated flume, weir, flow meter or similar device suitable to measure flow rate and total volume approved by the city manager. In lieu of wastewater flow measurement, the city manager may accept records of water usage and adjust the flow volume by suitable factors to determine peak and average flow rates for the specific industrial wastewater discharge. The monitoring facility should be situated normally on the permittee's premises, but the city

manager may, when such a location would be impractical or cause undue hardship on the user, allow the facility to be constructed in the public street or sidewalk area and located so that it will not be obstructed by landscaping or parked vehicles. Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with the city manager's requirements and shall be completed within ninety days following written notification by the city manager, unless a time extension is granted by the city manager. Those permittees required by the city manager to make periodic measurements of industrial wastewater flows and constituents shall annually make the minimum number of such measurements as required in the permit. When required by the city manager, permittees shall install and maintain in proper order automatic flow-proportional sampling equipment and/or automatic analysis and recording equipment. Permittees shall allow the city or its representative ready access at all reasonable times to all parts of the premises for purposes of sampling or in the performance of any of their duties. The city manager shall have the right to set up on the permittee's property such devices as are necessary to conduct sampling or metering operations. Where a permittee has security measures in force, the permittee shall make the necessary arrangements with their security guards so that upon presentation of suitable identification, personnel of the city shall be permitted to enter without delay.

All sampling, analysis and flow measurement procedures, equipment, results and records shall be subject at any time to inspection by the city manager.

- (k) Pretreatment. Permittees shall make wastewater acceptable under the limitation established herein before discharging to any public sewer. Any facilities required to pretreat wastewater to a level acceptable to the city manager shall be provided and maintained at the permittee's sole expense. Detailed plans, compliance schedule, and operating procedures shall be submitted to the city manager for review and shall be approved by the city manager before construction of the facility. The review of such plans and operating procedures will in no way relieve the permittee from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the city manager under the provisions of this section. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be approved by the city manager. No permittee shall increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with any local, state, or federal discharge standard.
- (l) Protection from Accidental Discharge.
 - (1) Each permittee shall provide protection from other substances regulated by this section. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the permittee's own cost and expense.
 - (2) In the case of an accidental discharge, it is the responsibility of the permittee to immediately notify the city manager of the incident. The notification shall include location of discharge, type of waste, concentration and volume and corrective actions. Within five days following an accidental discharge, the permittee shall submit to the city manager a detailed written report describing the cause of the discharge and the measures to be taken by the permittee to prevent similar future occurrences. Such notification shall not relieve the permittee of any expense, loss, damages, or other liability which may be incurred as a result of damage to the wastewater systems, fish kills, or any other damage to persons or property; nor shall such notification relieve the permittee of any fines, civil penalties, or other liability which may be imposed by this section or other applicable law. A notice shall be permanently posted on the permittee's bulletin board or other prominent place advising employees who to call in the event of an accidental discharge. Permittees shall insure that all employees who may cause, allow or observe such an accidental discharge to occur are advised of the emergency notification procedures.
- (m) Prohibited Discharges. In most cases, the concentration or amount of any particular constituent which will be judged to be excessive or unreasonable cannot be foreseen but will depend on the results of technical determinations and the actions of regulatory agencies. The list of constituents which may be regulated provides specific limits only where they are now reasonably well established. The other constituents on the

list are presented with the objective of enumerating the types of wastes which will be regulated from time to time. Unless approval has been obtained from the city manager, no person shall discharge or cause to be discharged to a public sewer, which directly or indirectly connects to the city's wastewater system, the following:

- (1) Any gasoline, benzene, naphtha, solvent, fuel oil or any liquid, solid or gas that would cause or tend to cause flammable or explosive conditions to result in the wastewater system.
- (2) Any matter containing toxic or poisonous solids, liquids or gases in such quantities that, alone or in combination with other substances, may create a health hazard for humans, animals or the local environment, interfere detrimentally with wastewater treatment processes, cause a public nuisance, or cause any hazardous condition to occur in the wastewater system.
- (3) Any matter having a pH lower than five (5.0) or having any corrosive or detrimental characteristic that may cause injury to wastewater treatment or maintenance personnel or may cause damage to structures, equipment or other physical facilities of the wastewater system.
- (4) Any solids or viscous substances or other matter of such quality, size or quantity that they may cause obstruction to flow in the sewer or be detrimental to proper wastewater treatment plant operations. These objectionable substances include, but are not limited to, asphalt, dead animals, offal, ashes, sand, mud, straw, industrial process shavings, metal, glass, rags, feathers, tar, wood, whole blood, paunch manure, bones, hair and fleshings, entrails, paper dishes, paper cups, milk containers, or other similar paper products, either whole or ground.
- (5) Any rainwater, storm water, groundwater, street drainage, subsurface drainage, roof drainage, yard drainage, water from yard fountains, ponds or lawn sprays or any other uncontaminated water.
- (6) Any matter having a temperature higher than one hundred fifty degrees Fahrenheit (sixty-five degrees Celsius).
- (7) Any matter containing more than five hundred mg/l of oil or grease.
- (8) Any strongly odorous matter or matter tending to create odors.
- (9) Any matter containing over one mg/l of dissolved sulfides.
- (10) Any matter with a pH high enough to cause alkaline incrustations on sewer walls.
- (11) Any matter promoting or causing the promotion of toxic gases.
- (12) Any matter requiring an excessive quantity of chlorine or other chemical compound used for disinfection purposes.
- (13) Any excessive amounts of deionized water, steam condensate, distilled water, or single pass cooling water.
- (14) Any radioactive matter except:
 - a. When the person is authorized to use radioactive materials by the state department of health or other governmental agency empowered to regulate the use of radioactive materials, and
 - b. When the matter is discharged in strict conformity with current California Radiation Control Regulations (California Administrative Code, Title 17), and the nuclear regulatory commission regulations for safe disposal, and
 - c. When the person is in compliance with all rules and regulations of all other applicable regulatory agencies.
- (15) Any matter producing excessive discoloration of the wastewater treatment plant effluent.

-
- (16) Any toxic materials including, but not limited to, all heavy metals, cyanide, phenols, chlorinated hydrocarbons, and other organic compounds unless limited to that concentration which complies with all local, state and federal discharge limitation, and which does not interfere with the operation of the wastewater facilities.
- (n) Limitations on the Use of Garbage Grinders. Matter from garbage grinders shall not be discharged into a public sewer except matter generated in preparation of food normally consumed on the premises, or where the permittee has obtained a permit for that specific use from the city manager, and agrees to undertake whatever self-monitoring is required by the city manager. Such grinders must shred the waste to a degree that all particles will be carried freely under normal flow conditions prevailing in the public sewer. Garbage grinders shall not be used for grinding plastic, paper products, inert materials, or garden refuse.
- (o) Limitations on Point of Discharge. No person shall discharge any substances directly into a manhole or other opening in a public sewer other than through an approved sewer connection unless upon written application and payment of the applicable charges and fees, the city manager issues a permit for such direct discharges.
- (p) Availability of the City's Wastewater Facilities. If wastewater facilities capacity is not available, the city manager may require the industrial waste discharger to restrict his discharge until sufficient capacity can be made available. When requested, the city manager will advise persons desiring to locate new facilities as to the areas where industrial wastewater of their proposed quantity can be received by available wastewater facilities. The city manager may refuse service to persons locating facilities in areas where their proposed quantity or quality of industrial wastewater is unacceptable in the available treatment facility.
- (q) Discrepancies Between Actual and Reported Industrial Wastewater Discharge Permit Quantities. Should measurements or other investigations reveal that the permittee is discharging a flow rate, or a quantity of flow, chemical oxygen demand or suspended solids significantly in excess of that stated on the permit or in excess of the quantities reported to the city manager by the permittee, the permittee shall apply for an amended permit and shall be assessed for all delinquent charges together with penalty and interest. Before these charges shall be assessed at least two additional twenty-four hour samples and flow measurements shall be obtained by the city manager with all costs of sampling and analyses to be paid by the permittee.
- A permittee who violates this section shall, in the absence of other evidence, be presumed to have been discharging at the determined parameter values over the preceding three years or since the city manager's previous verification of quantity parameters, whichever period is shorter.
- (r) Records Retention. All permittees subject to this section shall retain and preserve for not less than three years, any records, books, documents, memoranda, reports, correspondence and any and all summaries thereof, relating to monitoring, sampling and chemical analyses made by or on behalf of a permittee in connection with its discharge. All records which pertain to matters which are the subject of administrative action or any other enforcement or litigation activities brought by the city shall be retained and preserved by the permittee until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired.

(Ord. 2360, § 1; June 12, 1984)

17.20.530 Enforcing agency.

The San Diego County health department is hereby designated as the inspecting and enforcing agency of this chapter.

(San Diego County Ord. 1158 NS (part), as adopted by Ord. 784; March 12, 1957)

17.20.550 Additional charges allowed.

In addition to other penalties, fees and charges stated in this chapter any excessive sewer or sewerage maintenance expenses or reconstruction costs including administrative costs caused by any stoppage or breakage, any toxic, hazardous or odorous condition, or any damage or deterioration of the public sewer, and attributable thereto, shall be charged to the discharger causing or contributing to such conditions.

(Ord. No. 2009-2795, § 3; April 14, 2009)

Chapter 17.24 FATS, OILS AND GREASE CONTROL

Sections:

17.24.010 Title and effective date.

This chapter shall be known as "City of La Mesa Fats, Oils and Grease Control" and shall become effective as of July 1, 2009.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.020 Purpose and intent.

The purpose of this chapter is to:

- (a) prevent blockages and sanitary sewer overflows of sewer lines caused by the discharge of fats, oils and grease;
- (b) reduce the adverse affects on sewage treatment operations resulting from discharges of fats, oils and grease into the system;
- (c) specify appropriate fats, oils and grease discharge requirements for grease producing facilities discharging into the city's wastewater collection system; and
- (d) protect public health and the environment by minimizing public exposure to unsanitary conditions.

The intent of this chapter is to use the police power of the city to regulate the direct and indirect discharge of waste containing fats, oils and grease into the city's wastewater collection system in a manner that complies with all applicable laws, including the federal Clean Water Act, California Water Code and applicable waste discharge requirements.

(Ord. No. 2009-2794, § 1; April 14, 2009)

12.24.030 Definitions.

For the purposes of this chapter certain terms are defined as follows:

- (a) CITY ENGINEER means and refers to the director of public works/city engineer or his/her designee.
- (b) COMPLIANCE SCHEDULE AGREEMENT means and refers to an agreement executed between the city engineer and a FSE found to be in violation with the requirements of this chapter. The agreement shall specify requirements for the FSE to attain compliance.

-
- (c) FATS OILS AND GREASE (FOG) means any vegetable or animal product that is used in or is a by product of the cooking or food preparation process, and that turns or may turn viscous or solidifies with a change in temperature or other conditions.
 - (d) FATS, OILS AND GREASE CONTROL PROGRAM refers to a document adopted by a resolution of the city council providing procedural guidelines to implement the purpose and intent of this chapter.
 - (e) FOOD SERVICE ESTABLISHMENT (FSE) means a place where food is prepared and served and/or sold for consumption by the public and includes commercial and non-commercial establishments.
 - (f) GREASE PRETREATMENT DEVICE means any device that reduces excessive amounts of fats, oils and grease prior to discharge into the wastewater collection system.
 - (g) NOTICE OF VIOLATION (NOV) means and refers to a notice to the FSE owner or operator, provided by the city engineer, that identifies a violation of the requirements of this chapter, a request to schedule an additional inspection or a request to provide information.
 - (h) SEWAGE means any liquid waste and water borne solid waste resulting from residential, commercial, industrial or institutional activities or uses.
 - (i) HARDSHIP WAIVER refers to waiving of certain conditions imposed pursuant to the issuance of a FOG permit which are deemed impractical by the city manager.
 - (j) WASTEWATER means any volume of untreated or partially treated sewage ultimately discharged into the public sewer.
 - (k) WASTEWATER COLLECTION SYSTEM means any system of pipes, pump stations, sewer lines or similar devices on appurtenances used to collect and convey sewage to a treatment plant.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.040 Adoption of the FOG control program.

The city council may periodically adopt or amend by resolution the City of La Mesa FOG Control Program for regulating the discharges of fats, oils, and grease into the wastewater collection system within the city. Said document shall be available in the office of the city clerk for examination and use by the public.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.050 FOG discharge—Permit required.

Any FSE desiring to discharge wastewater into a public sewer shall obtain a permit from the city engineer which shall be referred to as a FOG discharge permit. The FOG discharge permit may require pretreatment of wastewater prior to discharge, restriction of peak flow discharges, discharge of certain wastewater only to specified sewers of the city, relocation of point of discharge, prohibition of discharge to certain wastewater components, restrictions of discharge to certain hours of the day, payment of additional charges to defray increase costs of the city created by the wastewater discharge, and other conditions as may be required to effectuate the purpose and intent of this chapter. No person shall discharge wastewater in excess of the quantity or quality limitations set by any FOG discharge permit and any other applicable requirements pursuant to federal, state or local law.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.060 Permit application.

- (a) Persons seeking a FOG discharge permit shall complete and file with the city engineer an application in the form prescribed by the city engineer and accompanied by the applicable fees. The applicant shall be required to submit the following information:
 - (1) name and address of applicant;
 - (2) volume of wastewater to be discharged;
 - (3) time of daily food preparation operations;
 - (4) description of food preparation, type, number of meals served, cleanup procedures, dining room capacity, number of employees and size of kitchen; and
 - (5) any other information as may be deemed necessary by the city engineer to evaluate the permit application.
- (b) The city engineer shall review the application within ten calendar days and may require additional information and an on-site inspection of the waste discharge system, treatment systems or other system relating to the waste discharge. Within thirty days of the submission of an application deemed complete by the city engineer, the city shall either issue subject to certain terms and conditions or deny a FOG discharge permit. A denial of any FOG discharge permit shall be without prejudice.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.070 Duration of permit.

A FOG discharge permit shall be issued for a specified time period not to exceed five years. The terms and conditions of the permit may be subject to modification by the city during the term of the permit as deemed necessary by the city engineer. The FSE shall be informed of any proposed changes in the permit at least thirty days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.080 Permit non-transferable.

FOG discharge permits shall be issued only for specific use for a specific operation. Any sale, lease, transfer or assignment of the use or operation for which the permit issued shall require a new permit. Any new or changed conditions of use or operation may also require a new permit.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.090 Revocation of permit.

The city engineer may revoke the FOG discharge permit issued to any FSE found to be in violation of the requirements of this chapter or if the same does any of the following:

- (a) fails to comply with the conditions of the FOG discharge permit;
- (b) fails to install required grease pretreatment devices as required by the FOG discharge permit;

-
- (c) fails to comply with the reporting and/or pretreatment requirements or pretreatment device maintenance as required by the FOG discharge permit;
 - (d) fails to comply with a NOV or a compliance schedule agreement or any other provision of this Code;
 - (e) knowingly provides a false FOG discharge permit application or makes false representations or submits false documents, reports or logs to the city engineer;
 - (f) refuses to allow inspections during normal business hours or after hours if emergency conditions exist such as an overflow or suspected overflow;
 - (g) interferes with an FSE inspection or the sampling of an FSE discharge; or
 - (h) causes or contributes to sewer blockages or sewer overflows within the public sewer or fails to address the conditions leading to more than one overflow event from a private system within a twelve-month period.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.100 Fees.

- (a) General. Fees identified in this chapter shall be established from time to time by resolution of the city council.
- (b) FOG discharge permit fee. FOG discharge permit fees shall be collected in conjunction with the issuance of the permit.
- (c) Inspection fee. A fee based on the specified frequency of inspection as outlined in the FOG control program shall be collected at the time of FOG discharge permit issuance.
- (d) Re-Inspection fee. A re-inspection fee may be collected for additional inspections required to determine whether specified corrective actions for noted violations of this chapter have been implemented and if additional improvements are required.
- (e) NOV fee. A NOV fee may be collected from parties receiving a NOV of the FOG discharge permit.
- (f) Grease disposal mitigation fee. A grease disposal mitigation fee shall be collected from parties who obtain a hardship waiver according to the requirements of this chapter.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.110 Maintenance reports.

The city engineer shall require the FSE to maintain records of grease pretreatment device cleaning, maintenance and grease removal and to report on such maintenance to the city as requested. The city engineer may require the FSE to provide results of periodic measurements of its discharge which may include chemical analysis of oil and grease content. The FSE shall allow the city engineer ready access at all reasonable times to all areas of the use or operation for purposes of sampling and inspections.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.120 Hardship waiver.

The city manager may waive certain conditions imposed pursuant to the issuance of a FOG discharge permit upon making a determination that said conditions are impractical. If the city manager makes the determination

that a hardship exists then the applicant will be subject to a grease disposal mitigation fee as defined in Section 17.24.110(f). In considering the application of the said waiver, the following factors shall be considered:

- (a) installation of a grease pretreatment device would conflict with other applicable laws or standards.
- (b) installation of a grease pretreatment device is impractical due to existing conditions.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.130 Enforcement and penalty for violation.

- (a) Wastewater discharge violation. Whenever a discharge of wastewater in any manner is in violation of this Code or of any order issued by the city engineer pursuant to this Code and declared a public nuisance, the discharge shall be corrected or abated as directed by the city engineer. Any person responsible for such a public nuisance shall be guilty of a misdemeanor.
- (b) Falsifying of information. Any person who knowingly makes any false statement, representation, record, report, plan or other document filed with the city engineer or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required pursuant to this chapter shall be guilty of a misdemeanor.
- (c) NOV. The city engineer may issue an NOV to a FSE for any violation of this chapter. The NOV may require that corrective action be taken by a specified date. Failure to comply with a NOV may result in the issuance of a compliance schedule agreement. Failure by the FSE to implement any element of a compliance schedule agreement shall be a violation of this chapter.
- (d) Termination of service. The city engineer may revoke any FOG discharge permit issued or terminate any wastewater service to any use or operation if a violation of any provision of this chapter exists or if a discharge of wastewater causes or threatens to cause a condition of contamination, pollution or nuisance. If such conditions exist, the city engineer may act immediately to suspend the use or operation of the FSE.

(Ord. No. 2009-2794, § 1; April 14, 2009)

17.24.140 Notice, correction of NOV and appeal.

- (a) Any notice issuance pursuant to this chapter shall be in writing and served in person or by mail. If served by mail, the notice shall be sent to the last address known to the city engineer. Where the address is unknown, service may be made upon the owner of the use or operation involved.
- (b) Violations and enforcement actions may be appealed to the city manager. Appeals shall be made in writing setting forth the following information:
 - 1. the name and mailing address of the person making the request or appeal;
 - 2. the determination involved; and
 - 3. the error claimed to have been made and all reasons in support of the request.

Appeals from the determination of the city engineer shall be filed with the city manager's office. Appeals from decisions of the city manager may be appealed to the city council and shall be filed with the city clerk. The required fee shall be paid with the filing. All requests shall be filed within ten days following the date of the final determination to be appealed."

(Ord. No. 2009-2794, § 1; April 14, 2009)

Appendix B

Spill Emergency Response Plan (SERP)

City of La Mesa Spill Emergency Response Plan



Updated July 2025

**City of La Mesa
8130 Allison Avenue
La Mesa, CA 91941**

**With support from
MOE
731 S Hwy 101, Suite 16**



1	<i>Introduction.....</i>	<i>1</i>
1.1	Wastewater Collection System Overview	1
1.2	Purpose and Goals	1
1.3	Organization of SERP Document.....	1
1.4	Regulatory Requirements	2
1.5	Definition of Terms	3
2	<i>Sewage Spill Response Procedures</i>	<i>5</i>
2.1	Receiving Information about a Possible Sewage Spill	5
2.2	First Responder Responsibilities	6
2.3	Dispatch of Crew(s) to Sewage Spill Location.....	7
2.4	Requesting Additional Resources	8
2.5	Overflow Containment, Correction, and Clean-up	8
2.6	Traffic and Crowd Control	10
2.7	Preliminary Assessment of Damage to Private and Public Property	10
2.8	Notification Requirements	11
2.9	Regulatory Agency Notification Plan	11
2.10	Monitoring and Mitigation	12
2.11	Sewage Spill Documentation	13
3	<i>Public Advisory of Sewage Contamination Procedures</i>	<i>14</i>
4	<i>Sewage Spill Monitoring and Reporting Requirements</i>	<i>15</i>
4.1	Sewage Spill Identification, Tracking, and Logging.....	15
4.2	Sewage Spill Category Classification.....	15
4.3	Online Reporting Requirements	15
4.4	Record Keeping and Document Retention.....	19
4.5	Water Quality Monitoring Plan for Major Spills	20
5	<i>Training</i>	<i>21</i>
6	<i>Updating this SERP</i>	<i>22</i>
6.1	SERP Availability.....	22
6.2	Review and Update of the SERP	22

ATTACHMENTS

- A Sewage Spill Field Report Form and Flow Chart
- B Sewage Spill On-Call Response Personnel and Notification List
- C Approved Contractors and Equipment Rental Vendors
- D Damage Report for Private Property
- E Possible Methods for Estimating Spill Volume
- F Warning Sign Samples

Abbreviations

BMP	Best Management Practices
CCTV	Closed Circuit Television
CIP	Capital Improvement Program
CIWQS	California Integrated Water Quality System
EPA	Environmental Protection Agency
FOG	Fats, Oils, and Grease
FSE	Food Service Establishment
GIS	Geographic Information System
I&I	Inflow and Infiltration
LRO	Legally Responsible Officer
MRP	Monitoring and Reporting Program
NASSCO	National Association of Sewer Service Companies
NPDES	National Pollutant Discharge Elimination System
OES	Office of Emergency Services
SDRWQCB	San Diego Regional Water Quality Control Board
SERP	Spill Emergency Response Plan
SOP	Standard Operating Procedures
SSMP	Sewer System Management Plan
SWRCB	State Water Resources Control Board
WDRs	Waste Discharge Requirements

1 Introduction

Because sewage spills of various sizes happen occasionally despite targeted prevention efforts, the City of La Mesa (City) has created this Spill Emergency Response Plan (SERP). Sewage spills can occur due to blocked sewers, pipe failures, mechanical issues, and other natural or human causes. City crews remain alert and are prepared to respond quickly once notified and confirmed of a sewage spill.

This SERP establishes the formal procedures for City staff to respond to, contain, correct, and clean up sewage spills. It is intended to minimize the effects of sewage spills on the environment while protecting the public's health and safety. Chapter 1 provides an overview of the City's wastewater collection system, the purpose and goals of the SERP, the regulatory authority requiring this plan, an overview of this document's organization, and definitions of terms contained in this document.

1.1 Wastewater Collection System Overview

The City owns, operates, and maintains approximately 150 miles of sewer main and several interagency connection facilities in the County of San Diego. The City also owns, operates, and maintains approximately 4,192 manholes. The sewer mains convey wastewater flows generated within four (4) major drainage basins to connections to sewerage facilities located along Interstate 8 to the north and Highway 94 to the south. Flows are ultimately conveyed to transmission and treatment facilities operated by the City of San Diego's Metropolitan Wastewater Department (MWWD).

1.2 Purpose and Goals

The City recognizes the importance of protecting the health and safety of the public and the environment by preventing sewer flows from reaching surface waters and waters of the United States. The City also understands the necessity to implement procedures to comply with the requirements of state regulations. The primary goal in establishing a SERP is to ensure that City staff respond appropriately and efficiently to all known sewage spills immediately.

The objectives of the SERP can be summarized as:

- Protect public health and safety, and the environment;
- Minimize the effects of sewage spills;
- Satisfy regulatory and discharge permit conditions;
- Protect private and public property;
- Protect City personnel; and
- Protect all City-owned assets.

This SERP supplements and is consistent with the city's existing emergency plans and standard operating procedures. The plan will facilitate the coordinated and efficient mobilization of necessary facilities and personnel when responding to a sewage spill.

1.3 Organization of SERP Document

This document provides the guidelines for City staff to respond to a sewage spill event. This SERP contains the following elements:

- Introduction
- Sewage Spill Response Procedures
- Public Advisory of Sewage Contamination Procedures
- Sewage Spill Monitoring and Reporting Requirements
- Training Requirements
- SERP Updating Requirements
- Various Attachments

1.4 Regulatory Requirements

The following regulatory requirements establish the impetus for the City to develop and follow procedures to minimize sewage spills.

California Water Code Section 13271, California Code of Regulations: Section 13271 of the California Water Code, Title 23 of the California Code of Regulations, prohibits the discharge of sewage and hazardous material into the waters of the State and requires the proper notification of authorized agencies in the event of an sewage spill. Entities which do not properly follow the requirements of this section may be found guilty of a misdemeanor and punished by fine, imprisonment, or both.

California Waste Discharge Requirements: On December 6, 2022 the State Water Resources Control Board (SWRCB) approved Order 2022-0103-DWQ. The WDR prescribes requirements for Sanitary Sewer Systems and became effective on June 5, 2023.

Clean Water Act, Section 1251 of Chapter 33 of the United States Code: In 1972, the federal Congress enacted the Federal Water Pollution Control Act, commonly known as the Clean Water Act (CWA). The CWA prohibits the discharge of pollutants, including sewage, into public waters of the United States. The federal government has the authority to enforce compliance with the CWA via specific permits, such as National Pollutant Discharge Elimination System (NPDES) permits, and court action, such as administrative orders and consent decrees. The City of La Mesa is not currently subject to an NPDES permit or any legal action initiated by the federal government.

Waste Discharge Requirements for Sewage Collection Agencies in the San Diego Region: The General Waste Discharge Requirements for Sanitary Sewer Systems, adopted by the State Board on May 2, 2006, establishes minimum requirements for publicly owned/operated sanitary sewer system and allows each regional board to issue more stringent or more prescriptive WDRs for sanitary systems within their respective jurisdiction. On February 14, 2007, the San Diego Regional Water Quality Control Board (SDRWQCB) adopted Order R9-2007-0005. The Order includes additional reporting requirements for wastewater collection agencies within Region 9, including notification of all private lateral sewage discharges for which the agencies become aware of, to the SDRWQCB. The City of La Mesa is located within Region 9.

Amendment Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems: The Monitoring and Reporting Program (MRP) for Order 2022-0103-DWQ, which became effective June 5, 2023, establishes monitoring, recordkeeping, reporting, and public notification requirements for all enrollees under the current WDR.

1.5 Definition of Terms

Category 1 Sanitary Sewer Overflow: All discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:

- Reach surface water and/or drainage channel tributary to a surface water; or
- Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).

Category 2 Sanitary Sewer Overflow: Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a MS4 unless the entire sewage spill discharged to the storm drain system is fully recovered and disposed properly.

Category 3 Sanitary Sewer Overflow: All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition over 50 gallons under 1000 gallons.

Category 4 Sanitary Sewer Overflow: All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition under 50 gallons.

Private Lateral Sewage Discharge (PLSD): Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online Database.

First Responder: The City Operations Division staff person who is initially notified of a possible sewage spill and/or arrives first at the reported location of the possible sewage spill.

Public Waters: Any body of water, such as the ocean, bay, lake, pond, river, stream, or creek, with the potential for human contact as defined by the County Department of Environmental Health Quality.

Sewage: Any liquid waste and waterborne solid waste resulting from residential, commercial, industrial, or institutional activities or uses.

Sewage Spill: A sewage spill is any overflow, spill, release, discharge, or sewage diversion from a wastewater collection system. Sewage spills include:

- Release of untreated or partially treated sewage that reaches waters of the United States;
- Release of untreated or partially treated sewage that does not reach waters of the United States; and
- Sewage backups into buildings and private property that are caused by blockages or flow conditions in a wastewater collection system, other than a building lateral. Sewage backups into buildings caused by a blockage or other malfunction of a building lateral that is privately owned is a sewage spill when sewage is discharged off private property into streets, storm drains, or waters of the State.

Surface Waters: All permanent and intermittent drainage ways, lakes, and reservoirs, either public or private, which are not man-made for the treatment of municipal, agricultural, or industrial waste, and wholly or partially within the boundaries of the City of La Mesa. Sewage spills to storm drains tributary to surface waters shall be reported as discharges to surface waters.

Wastewater: Any volume of untreated or partially treated sewage discharged from the wastewater collection system upstream of a wastewater treatment plant.

Wastewater Collection System: Any system of pipes, pump stations, sewer lines, etc., used to collect and convey sewage to a treatment plant. Temporary storage and conveyance facilities (such as vaults, temporary piping, construction trenches, wet wells, impoundments, tanks, high-lines, etc.) are considered to be part of the sanitary sewer system, and discharges of sewage to these facilities are not sewage spills.

Waters of the State: Any surface water or groundwater (including saline waters) within the boundaries of the state.

Waters of the United States: All waters of the United States as defined in the Code of Federal Regulations, Volume 40, Section 122.2 (40 CFR 122.2) such as navigable waters, rivers, streams, lakes, natural ponds, wetlands, etc., including tributaries to traditional navigable waters.

2 Sewage Spill Response Procedures

Sewage spills are caused by a blockage or a restriction in the wastewater collection system, pipe failures, flows exceeding the system's capacity, and other natural or man-made causes. In the event of a sewage spill, the City's wastewater staff must respond and be prepared to:

- Contain the sewage spill;
- Control the spill;
- Mitigate and clean up the contaminated area; and
- Notify the appropriate authorities.

This chapter presents a strategy for the City Operations Division to mobilize labor, materials, tools, and equipment to contain, mitigate, and clean up residuals from a sewage spill and correct or repair any condition that may cause or contribute to an unpermitted sewage discharge. This plan applies to a wide range of potential system failures that could create a sewage spill.

2.1 Receiving Information about a Possible Sewage Spill

City employees or the public may detect a sewage spill. Suspicious circumstances, such as foul odors, backed-up plumbing, unusual flooding, and so on, may also indicate the possibility of an actual or impending sewage spill. This section describes how the City's Operations Division staff is notified of possible sewage spills.

Telephone Notifications of Possible Sewage Spills

All telephone calls or complaints for actual or possible sewage spills are routed to the Wastewater Maintenance Supervisor from the City's Public Works office or the La Mesa Police Dispatch Center. The designated back-up person is notified if the Wastewater Maintenance Supervisor is unavailable or non-responsive.

Figure 1 illustrates that notification of a potential sewage spill will be routed directly to the Wastewater Maintenance Supervisor in the City's Operations Division during regular business hours. During non-business hours, weekends, and designated City holidays, calls will be received by the City of La Mesa Police Dispatch Center and forwarded to the Wastewater Maintenance Supervisor or the designated back-up in the City's Operations Division.

Upon receipt of a notification of a potential sewage spill, the Wastewater Maintenance Supervisor or the designated back-up will obtain as much information as possible from the reporting entity. The relevant information that should be collected includes:

- Time and date the call/sewage spill report was received;
- Specific location (address, cross streets, etc.);
- Description of problem;
- Time the possible sewage spill was noticed by the caller;
- Caller's name and telephone number;
- Observations of the caller (e.g., odor, duration, back or front of property, etc.); and
- Other relevant information that will enable the responding City staff personnel and crews, if required, to quickly locate, assess, contain, and relieve the sewage spill.

The *Sewage Spill Field Report* form in Attachment A can be used by the Wastewater Maintenance Supervisor or designated backup person to capture the relevant information needed to respond to a report of a possible sewage spill and help initiate the work order assignment.

Operations Division Personnel Notifications of Possible Sewage Spills

Possible and actual sewage spills detected by maintenance personnel during their regular duties are reported immediately to the Wastewater Maintenance Supervisor or designated backup. Personnel on-site observing the sewage spill should begin efforts to contain and minimize its effects, as further described in subsection 2.5 below.

2.2 First Responder Responsibilities

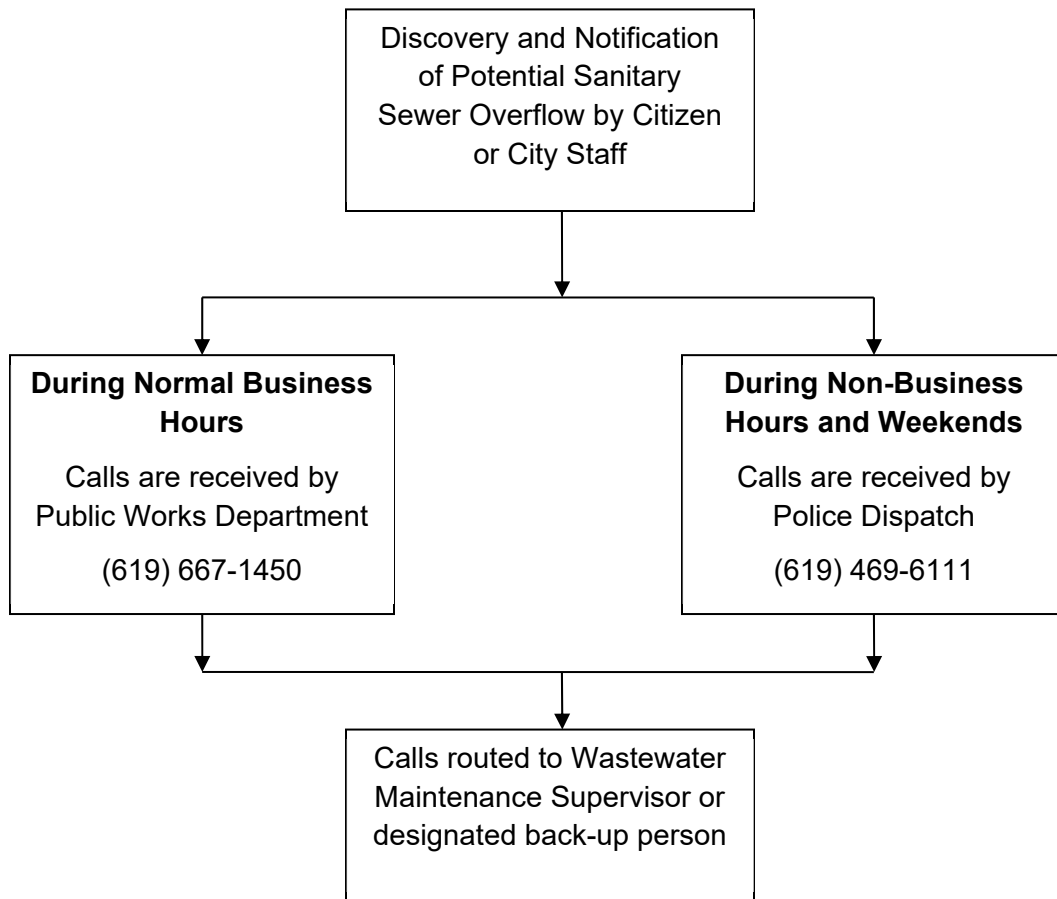
Based on the information provided during the notification of a possible sewage spill, the Wastewater Maintenance Supervisor or the designated back-up person shall proceed to the sewage spill location to assess the cause and extent of the sewage spill. The City staff person who arrives first at the location is considered the First Responder. The First Responder will determine whether to direct a wastewater crew, other City personnel, and/or approved contractors to the sewage spill location if the spill cannot be fully contained or recovered, or it has reached public waters. The information obtained by the First Responder during the initial notification of a possible sewage spill may warrant the First Responder, in their best professional judgment, to immediately dispatch crews or other City personnel to the sewage spill location before proceeding to the reported sewage spill location.

The First Responder is responsible for protecting the health and safety of the public by mitigating the impacts of the sewage spill to the maximum extent possible. Areas where public contact with sewage is possible shall be isolated using barricades, signs, or other effective means. Upon determining the sewage spill originated in the City's jurisdiction, the First Responder will perform the following:

- Determine the cause of the sewage spill, e.g., sewer line blockage, or pipeline break, etc.;
- Identify and request, if necessary, additional personnel, materials, and equipment necessary to minimize, contain, or isolate the impact of the sewage spill;
- Control public access to affected area; and
- Implement efforts to stop the spill.

If the First Responder determines the sewage spill is not within the City's jurisdiction, the City should notify the responsible agency to respond to the spill. If the sewage spill poses an imminent danger to the public, public health, property, or public waterways of the United States, the First Responder should take prudent emergency actions to mitigate the sewage spill until the responsible agency's staff arrives.

Figure 1
Process for Alerting Staff of a Possible Sanitary Sewer Overflow



If the First Responder cannot locate the sewage spill or the reported problem, he/she shall attempt to obtain additional information from the initial caller or Police Dispatch Operator to clarify reported data and to locate the problem. If the sewage spill or reported problem still cannot be located, the First Responder shall check the system for normal flows, advise dispatch of the status, and prepare the final field report.

2.3 Dispatch of Crew(s) to Sewage Spill Location

Failure of any element within the wastewater collection system that threatens to cause or causes a sewage spill triggers an immediate response to isolate and correct the problem. City Operations Division crews and equipment are stationed at the City's Public Works Yard, from where they are dispatched. The equipment is available 24 hours a day, and staff are placed "on-call" on a rotational schedule to respond to any site of a reported sewage spill. Additional City maintenance personnel are "on call" if additional crews are necessary. Attachment B contains the names, contact information, and on-call schedule for City staff.

All employees dispatched to a sewage spill location shall proceed immediately to the site. All necessary precautionary measures to ensure staff safety shall be in place. Overflows within the

City's jurisdiction that enter areas outside the City's authority will continue to be contained, and the affected agency will be notified of the sewage spill to ensure proper cleaning and notifications are completed.

Photos

Responders must take several photos of the spill location and downstream spill path, capture, and/or result, and take photos from several angles to ensure the spill is documented.

2.4 Requesting Additional Resources

If the First Responder decides that notifying additional staff beyond the "on-call" sewage spill response crews is needed and/or City-approved contractors are required to fully contain and recover the spill, the Wastewater Maintenance Supervisor or designated backup will mobilize the necessary resources. The City can access extra support from its own staff as well as outside on-call contractors that can be mobilized in case of an emergency or major sewage spills. The list of City-approved contractors and equipment rental vendors is provided in Attachment C.

Coordination with Stormwater Agencies

The Public Works Department of the City of La Mesa has combined sewer and storm drain resource personnel; therefore, coordination is implied.

2.5 Overflow Containment, Correction, and Clean-up

This section describes specific actions to be performed by the Operations Division staff and additional crews responding during a sewage spill. The objectives of the specific actions described in this section include:

- Protect public health, the environment, and property from sewage spills and restore the surrounding area to its original condition;
- Contain the sewage discharged to the maximum extent possible and prevent the discharge of sewage into surface waters;
- Control traffic and crowds to limit public access by establishing perimeters and control zones with cones, barricades, sign postings, caution tape, vehicles, and/or terrain;
- When appropriate, promptly notify regulatory agencies of preliminary sewage spill information and potential impacts; and
- Minimize the City's exposure to any regulatory agency penalties and fines.

Under most circumstances, the City will oversee, manage, and perform the tasks necessary to effectively and adequately correct, contain, and clean up sewage spills. The City shall respond with its staff, equipment, and/or contractors. These personnel have the skill and experience to respond rapidly and in the most appropriate manner. An emergency response's critical importance is ensuring that the temporary actions necessary to divert flows and fix the problem do not produce a problem elsewhere in the system. If the matter is not handled correctly, subsequent sewer system back-ups may occur, creating other sewage spills.

Initial Containment Measures

The following are initial measures to contain the sewage spill and recover, where possible, sewage that has already spilled to minimize impact to the public or environment. The City crew responding to the incident shall:

1. Determine the immediate destination of the spill (e.g., street curb gutter, storm drain, drainage channel, creek bed, body of water, etc.);
2. Take immediate steps to contain and recover the spill (e.g., block storm drain, recover sewage with a vacuum truck, dig or construct a containment pond, divert flow into a downstream manhole, etc.).
3. Identify and request, if necessary, assistance or additional City and/or Contractor resources (materials and equipment) to contain or isolate the spill;
4. Large spills greater than 10,000 gallons include all the above, a requirement to build additional emergency containment areas downstream of the sewage spill, if possible, and initiating an access plan into storm or flood control channels to contain sewage spills that enter the storm drain system.

Additional Measures for Prolonged Overflow Conditions

In the event of a prolonged sewer line blockage or collapse, the responding City crew shall set up a portable bypass pumping system around the obstruction, continuously or periodically monitor the bypass operation, and carry out emergency repairs to stop the spill. Table 1 can be used as a guide to select the appropriate pump.

**Table 1
Pump Capacity Estimating Table**

Pump Size (inches)	Estimated Capacity (GPM)	Equivalent Gravity Sewer Flow (half full sewer)
2 X 2	200	6-inch diameter
3X3	450	8-inch diameter
4 X 4	600	10-inch diameter
6 X 6	1,000	12-inch diameter
8 X 8	1,600	15-inch diameter
10 X 10	2,800	18-inch diameter

Correction of Sewage Spill Cause

Once the sewage spill has been contained and the cause determined, efforts to correct the cause of the sewage spill should commence. These efforts may involve, but not be limited to, removing the pipe blockage by flushing or rodding and repairing a damaged pipeline or manhole. Care must be taken to prevent additional sewage spills from occurring as a result of the corrective action taken to resolve the identified problem.

Clean-up

All sewage spill sites must be thoroughly cleaned as soon as possible after a spill. No readily identifiable residue (e.g., sewage solids, papers, plastics, etc.) is to remain. Clean-up of all sewage spills will be handled according to the following procedures:

- The sewage spill site must be secured to prevent contact by members of the public until the site has been thoroughly cleaned;
- Where practical, the area shall be thoroughly flushed and cleaned of any sewage or wash-down water using a high-pressure water hose or Vactor truck; wash-down water shall be

contained and recovered; solids and debris shall be flushed, swept, raked, or manually removed, and hauled away for proper disposal;

- Where appropriate (typically in areas with hard surfaces), areas that were in contact with the sewage shall be disinfected and deodorized; proper contact time for proper disinfection must be ensured;
- Where sewage resulted in ponding, the pond must be pumped dry and the residue removed and disposed of properly;
- If sewage discharged into a body of water that may contain fish or other aquatic life, disinfection will not be performed, and the appropriate agency will be contacted; and
- Where appropriate, disinfect and deodorize the sewage spill site using liquid bleach, commercial sanitizers (such as HTH®), etc.

2.6 Traffic and Crowd Control

The purpose of traffic and crowd control is to restrict public access to areas that could be affected by unpermitted sewage discharges. The following traffic and crowd control recommendations can serve as a guide for different types of sewage spills.

Small sewage spill (Up to 1,000 gallons)

- Set up cones to direct traffic away from the spill area; and
- Use City personnel to control traffic and pedestrians.

Medium sewage spill (1,000 to 10,000 gallons)

- Perform lane closures as necessary;
- Place proper signage for any lane closures and contaminated area signs;
- Close affected entrances or exits from public and private facilities; and
- Place caution tape and barricades to protect pedestrians from the contaminated area.

Large sewage spill (greater than 10,000 gallons)

- Assess the spill situation;
- Inform City Police Department of any law enforcement assistance necessary for roadway closures and traffic control;
- Delegate responsibility to County Department of Environmental Health Quality for informing the public of hazards;
- Place signage to inform the public of potential hazards to public health and safety; and
- Block public access to the area using barricades, cones, and caution tape.

2.7 Preliminary Assessment of Damage to Private and Public Property

Initial assessment of the sewage spill site is performed by the First Responder, who may be the Wastewater Maintenance Supervisor, the designated back-up person, or other City staff. The First Responder will determine whether the sewage spill originated from the City's collection system, a private business, or a residence. Once the source of the sewage spill is determined, containment and cleanup procedures are executed, and a *Sewer Spill Field Report* (see Attachment A) will be completed.

Public Source Sewage Spill

If it is determined that the source of the sewage spill is from the City's wastewater collection system, containment and cleanup procedures are executed to prevent the sewage spill from reaching adjacent private properties, local water bodies, and the storm drain system. Once the sewage spill is contained and cleaned, proper documentation utilizing the appropriate forms will be completed.

If it is determined that the sewage spill has reached a private residence or business, the sewage spill is reported to the City's Risk Management personnel prior to Wastewater Maintenance personnel leaving the site. A *Damage Report to Private Property* (see Attachment D) is completed and forwarded with the *Sewer Spill Field Report* to the City's Risk Management. Photographs and/or video footage should be taken of the spill and the area impacted by the sewage spill. Photographs and/or video footage should be filed with the *Sewer Spill Field Report*.

Private Source Sewage Spill

If it is determined that the source of the sewage spill is from a private property, the First Responder and crew will use discretion in assisting the property owner/occupant as reasonably as they can. City staff are cautioned that the City and the Operations Division may be liable for further damages inflicted on private property during such assistance. If City staff enter private property, it should be with the explicit permission of the owner/occupant of the property. The City crew should not enter private property to assess damage. Staff is directed to take appropriate photographs and video footage, if possible, of the surrounding and impacted area to document the nature and extent of the impacts thoroughly. Photographs and/or video footage should be filed with the *Sewer Spill Field Report*.

2.8 Notification Requirements

A sewage spill's volume, impact, and location determine the notifications required to comply with City and regulatory requirements. Table 2 summarizes the officials and agencies who should be informed of a sewage spill as soon as practicable, without impeding containment or other emergency response measures. Attachment B lists the specific names and numbers of the individuals holding these positions. The City is not required to send reports to the SDRWQCB; this reporting is now achieved using the web-based online sewage spill reporting system, CIWQS, which is further described in Chapter 4.0 below.

2.9 Regulatory Agency Notification Plan

The Regulatory Agency Notification Plan establishes procedures that the City will follow to provide formal notice to the SDRWQCB, Environmental Protection Agency (EPA), Department of Environmental Health Division of San Diego County, and other City agencies as necessary in the event of a sewage spill. Written notification, when required, shall be made within five (5) business days.

Table 2
Sewage Spill Notification Requirements

Agency/Official	Reasons to Notify	When to Notify
La Mesa Police Department, Emergency Services	Public Safety concerns, such as assistance with traffic control	Immediately
Governor's Office of Emergency Services	Category 1 sewage spill conditions	Within 2 hours of notification of sewage spill
San Diego County Public Works	An sewage spill impacts the County's facilities	As soon as practicable
La Mesa Risk Management	sewage spill from City system enters private property or causes an sewage spill on private property	Prior to leaving sewage spill site
La Mesa Public Works Engineering Division	To begin a capital improvement solution to replace temporary repair	After sewage spill is stopped
La Mesa Wastewater Maintenance Supervisor	All sewage spills reported to Wastewater Supervisor	Immediately
La Mesa Director of Public Works	All major sewage spills reported to Director of Public Works.	As soon as determined necessary
La Mesa City Manager's Office	sewage spill in anticipation of media coverage or heightened scrutiny, or environmental impact.	As soon as determined necessary

Initial Notification

In the event of a significant spill (any sewage spill greater than 10,000 gallons per day), the City must notify Federal and State Agency representatives no later than 2 hours of becoming aware of the spill. Table 2-2 identifies who should be notified and when based on the type and volume of sewage spill. The initial and any updated spill reports will then be faxed or mailed to the various agencies as identified in the *Sewage Spill Notification List*, provided in Attachment B. The supervisor in charge will contact the regulatory agencies.

Secondary Notification

After the *sewage spill notifications* (Table 2) have been made, the City will contact the other regulatory agencies using the *Sewage Spill Notification List* (Attachment B) as required and other impacted parties if there has been a spill.

2.10 Monitoring and Mitigation

The First Responder who confirmed the sewage spill must ensure that the provisions of this SERP and other directives are met. City staff shall assess the impacts following a sewage spill. Appropriate mitigation and monitoring measures shall be implemented following the assessment to monitor the site for potential future sewage spills and to prevent sewage spills from re-occurring. For sewage spills that reach surface waters, the City must conduct the following activities:

- Obtain water quality samples.
- Gather samples upstream and downstream of any location where the sewage spill reached surface water.
- Log the sample location, time, and water temperature on the chain of custody form.
- Create a map of the sample locations so that follow-up testing can be performed.

- Collect samples at the location where the sewage spill entered the water. When taking the sample, submerge the bottle below the surface of the water with the cap on. Once the bottle is under the surface, remove the cap and fill the bottle. Gloves should be worn while sampling to avoid infecting any open wounds.
- Analyze the sample for at least the following constituents:
 - Ammonia Nitrogen;
 - Biochemical Oxygen Demand (BOD);
 - Dissolved Oxygen (DO);
 - Total Fecal Coliform;
 - Total Suspended Solids (TSS); and
 - Additional sampling requirements as imposed by the SDRWQCB.

2.11 Sewage Spill Documentation

Documenting sewage spills and their causes provides information for:

- Management for performance measurement and decision-making;
- Regulators to meet established reporting requirements;
- Planning future maintenance and repair activities;
- Engineering determinations regarding capacity, rehabilitation, or replacement; and
- Reference for historical performance or claims.

The First Responder shall ensure the sewage spill is properly investigated and documented. Information compiled during the investigation of the sewage spill shall be recorded on the *Sewage Spill Report* (Attachment A). Copies of supporting information shall be compiled. The minimum information required from the investigation is:

- Cause of sewage spill;
- Volume of sewage spill, including volume released and volume recovered;
- Location of point of discharge, including Thomas Guide map page;
- Ultimate destination of the sewage spill;
- Impact and extent of impact;
- Estimated start time of sewage spill;
- Time City received notification of sewage spill;
- Arrival time of crew(s) and time to correct the sewage spill;
- End time of sewage spill;
- Water body impacted and results of bacteriological monitoring, if applicable;
- Actions taken to mitigate the sewage spill; and
- Notifications to regulators and others.

There are various approaches to estimating sewage spill volumes. Attachment E guides estimating the volume of sewage that escaped from the wastewater collection system and the amount of sewage recovered.

The City will follow up, in person or by telephone, with the person(s) initially reporting the sewage spill. The cause of the sewage spill and its resolution should be disclosed.

3 Public Advisory of Sewage Contamination Procedures

This chapter describes the action the City must take to limit public access to surface waters and other areas potentially impacted by sewage spills from the wastewater collection system.

The City is primarily responsible for determining when to post notices of polluted surface waters or ground surfaces resulting from uncontrolled wastewater discharges from its facilities. The County Department of Environmental Health Quality may also make a determination and direct the City to post notices. The postings do not necessarily prohibit the use of recreational areas, unless posted otherwise, but provide a warning of potential public health risks due to sewage contamination.

Notices shall be posted as soon as practicable following the initial response to the spill. Signs should be posted on either side of the entry point where sewage entered the body of water or public facility, and the nearest public access point to that body of water or public facility. Examples of signs are included in Attachment F.

Staff shall regularly inspect the posted notices and replace any missing or damaged warning signs. Posted notices shall not be removed until it is determined that the threat to public health and safety is eliminated or at the direction of the County Department of Environmental Health Quality.

Should additional notification of sewage contamination be deemed necessary, City staff shall, in cooperation with the City's public information officer, provide further notices through the use of pre-scripted notices made available to the printed or electronic news media for immediate publication or airing, or by other measures, such as door hangers.

4 Sewage Spill Monitoring and Reporting Requirements

City staff shall monitor and report sewage spills regardless of size and recovery originating from the City's wastewater collection system. The City must also report any known sewage spills on private property from private laterals. This chapter details the reporting procedures necessary to comply with SWRCB and City requirements.

4.1 Sewage Spill Identification, Tracking, and Logging

A work order must be created to track and monitor each sewage spill event. Using a completed *Sewage Spill Field Report* form (Attachment A), the Wastewater Maintenance Supervisor can create or update the work order and enter the necessary data. All forms, documentation, and monitoring results should be kept with the work order.

4.2 Sewage Spill Category Classification

Sewage spills are categorized into three types:

Category 1 Sewage Spills: All discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:

- Reach surface water and/or drainage channel tributary to a surface water; or
- Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).

Category 2 Sewage Spills: Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a MS4 unless the entire sewage spill discharged to the storm drain system is fully recovered and disposed properly.

Category 3 Sewage Spills: All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.

Private Lateral Sewage Discharge (PLSD): Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online Database.

Figure 2 is a flow chart that will guide City staff in determining the category classification of a sewage spill and the necessary reporting requirements.

4.3 Online Reporting Requirements

The WDRs require that the City report sewage spills using the California Integrated Water Quality System (CIWQS) Online Database per the current Order 2022-0103-DWQ and associated 2022 MRP.

Reporting Authority and Access

At a minimum, the City must have one (1) Legally Responsible Official (LRO) registered with the State of California to officially sign and certify sewage spill reports submitted via the CIWQS website. The City has identified at least one additional LRO as a backup.

The City also identified Data Submitters. These are individuals registered with the State to enter sewage spill data, create and edit sewage spill reports, and review data. Data Submitters cannot certify reports. The City can identify and register as many Data Submitters as deemed necessary.

Each Agency is assigned a unique Waste Discharge Identification Number (WDID). The City of La Mesa's number is WDID #9SSO10652. All LROs and Data Submitters receive a unique login and password. This information should be guarded and protected. If an authorized user suspects his or her login and password have been lost, stolen, or otherwise compromised, that person shall contact the SWRCB via the CIWQS help desk at 866-792-4977.

Mandatory Information to Report via CIWQS

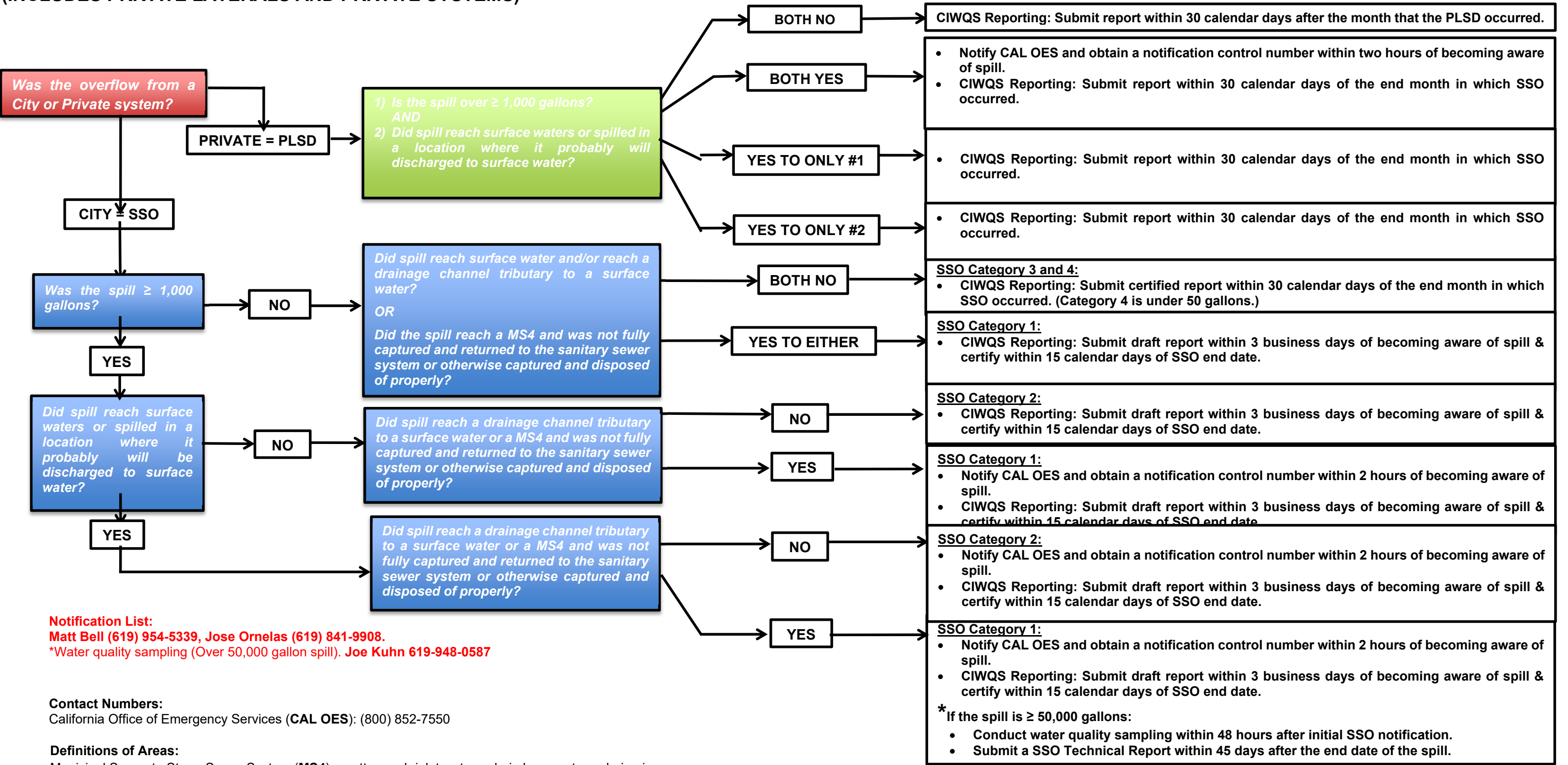
Before finalizing and certifying a sewage spill report, specific mandatory information must be included for each sewage spill report submitted via CIWQS.

The following information is required for all Category 2 sewage spills:

1. Location of sewage spill using Global Positioning System (GPS) coordinates;
2. Regional Water Board 9;
3. San Diego County;
4. Whether the sewage spill entered a drainage channel and/or surface water;
5. Whether the sewage spill was discharged into a storm drain pipe that was not fully captured and returned to the wastewater collection system;
6. Estimated sewage spill volume in gallons;
7. Sewage spill source (e.g., manhole, cleanout, pipeline, etc.);
8. Sewage spill cause (e.g., mainline blockage, roots, grease, etc.);
9. Time of sewage spill notification or discovery;
10. Estimated operator arrival time;
11. Sewage spill destination; and
12. Estimated sewage spill end time.

Figure 2: Sewer Spill Reporting Flow Chart

CITY OF LA MESA
(INCLUDES PRIVATE LATERALS AND PRIVATE SYSTEMS)



The following information is required for all Category 1 sewage spills :

1. All information listed for Category 2 sewage spills ;
2. Estimated sewage spill volume that reached surface water, drainage channel, or not recovered from a storm drain;
3. Estimation methods used to calculate spill volume;
4. Estimated sewage spill volume recovered;
5. Response and corrective action taken;
6. If bacteriological samples were taken, identify which regulatory agencies received sample results; if no samples were taken, then N/A must be selected;
7. The parameters that samples were analyzed for (if applicable);
8. Whether health warning signs were posted;
9. Beach(es) impacted, if none then N/A must be selected;
10. Whether there is an ongoing investigation;
11. Steps taken or planned to reduce, eliminate, and prevent recurrence of the sewage spill and a schedule of major milestones for those steps;
12. OES control number (if applicable);
13. Date OES was initially called (if applicable);
14. Time OES was initially called (if applicable);

SDRWQCB requires that all private lateral sewage spills brought to the attention of the City must be reported. The following information is required for Private Lateral Sewage Discharges:

1. All information listed for Category 2 sewage spills;
2. Identification of sewage discharge as a private lateral sewage discharge; and
3. Responsible party contact information, if known.

The CIWQS reporting requirements are not in lieu of other reporting requirements. The City must also perform Regional Board reporting requirements, the Governor's Office of Emergency Services reporting, and notifications to the County Department of Environmental Health Quality.

Once the data is properly entered into the CIWQS database and the sewage spill investigation is complete, the LRO must certify the sewage spill report based on Table 3.

Monthly Reporting Requirement If No Sewage Spills

For each month in which no sewage spills are identified and reported via CIWQS, the City's LRO must prepare and submit a statement in CIWQS certifying that there were no sewage spills for the designated month. This report must be submitted within 30 days after the end of each calendar month with no sewage spills, as noted in Table 3.

**Table 3
CIWQS Reporting Time Requirements**

Sewage Spill Type	Initial CIWQS Report	Certification Requirements
Category 1 Sewage Spill	Within 3 business days	Within 15 days of the conclusion of the sewage spill response and remediation
Category 2 sewage spill	Within 3 business days	Within 3 days of becoming aware of the sewage spill and certify within 15 calendar days of the sewage spill.
Category 3 Sewage Spill	Within 30 calendar days	Within 30 calendar days of the end of the month.
Private Lateral Sewage Spill	Prior to Certification	Within 30 days after the end of the month in which the sewage spill occurred
Sewage Spill Technical Report	With 45 calendar days	Submit within 45 calendar days after the end date or any Category 1 sewage spill of 50,000 gallons or greater.
Collection System Questionnaire	N/A	Update and Certify every 12 months
No Monthly Sewage Spills	N/A	Within 30 days after the end of the month in which no sewage spills occurred

Alternative Reporting Procedures When Online Reporting Is Unavailable

If CIWQS is not available to submit required reports or certify reports, the City must fax all required information to the SDRWQCB office in accordance with the time schedules identified in Table 3. The City must also enter all required information into CIWQS as soon as practicable.

Water Quality Monitoring

Conduct water quality sampling within 48 hours after any initial sewage spill notification for Category 1 sewage spills in which 50,000 gallons or greater are spilled to surface waters.

4.4 Record Keeping and Document Retention

The City must retain individual sewage spill records for a minimum of five (5) years from the date of the sewage spill occurrence. This period may be extended when requested by a SDRWQCB Executive Officer. All records shall be made available for review upon State or Regional Board staff's request.

Specific records that must be retained include, but are not limited to:

- Sewage Spill Event Records
- Records documenting Sanitary Sewer Management Plan (SSMP) implementation and changes/updates to the SSMP.
- Records to document Water Quality Monitoring for sewage spills of 50,000 gallons or greater spilled to surface waters.
- Collection system telemetry records, if relied upon to document and/or estimate sewage spill volume.

4.5 Water Quality Monitoring Plan for Major Spills

In accordance with the Monitoring and Reporting Program (MRP) for Order 2022-0103-DWQ, the City shall implement water quality monitoring for all Category 1 Sanitary Sewer Overflows (SSOs) of 50,000 gallons or greater that reach surface waters. The purpose of the monitoring is to assess the extent and impact of the spill on receiving waters and to support any required public health notifications and environmental assessments.

The following requirements apply:

Timing of Sampling:

Water quality sampling must begin as soon as feasible, but no later than 48 hours after the City becomes aware of the SSO.

Minimum Required Analytes:

At a minimum, the City must analyze these parameters at each sampling location:

- Ammonia
- Total Coliform
- Fecal Coliform
- Enterococcus

Additional sampling parameters may be required by the SDRWQCB based on site-specific conditions.

Sampling Locations:

The City shall collect samples at the following locations, at a minimum:

1. Upstream of the point of entry to surface water (to establish background conditions)
2. Downstream of the point of entry (to assess impact)
3. At the point where the sewage spill entered the surface water

Documentation and Reporting:

Water quality sampling results must be documented and included in the Sewage Spill Technical Report required for all Category 1 SSOs of 50,000 gallons or more, as described in Section 4.3. The Sewage Spill Technical Report must be submitted to CIWQS within 45 calendar days of the end date of the sewage spill.

Quality Assurance/Quality Control (QA/QC):

All sampling and laboratory analysis shall follow applicable QA/QC procedures as outlined in Attachment C of the MRP for Order 2022-0103-DWQ, including use of State-certified laboratories and proper chain-of-custody documentation.

5 Training

Appropriate staff will participate in regularly scheduled training sessions to help response crews understand their responsibilities and carry out their duties. These sessions will be organized based on the latest SERP and other reference materials. They will also include hands-on field demonstrations to prepare all response personnel for anticipated situations.

City staff should be provided with an overview of the Sewer System Management Plan (SSMP) and the SERP. This will instruct staff on the SSMP, sewage spills, and necessary documentation. Field demonstrations will be conducted to test equipment, response times, training effectiveness, resources, and staffing capabilities.

Training and event participation will be documented and maintained. The City of La Mesa has historically conducted quarterly wastewater training. All records of training attendees are kept in the City's wastewater files.

6 Updating this SERP

This SERP reflects the City's established procedures for responding to reports of possible and confirmed sewage spills originating from its wastewater collection system. As policies change and response procedures are refined, the SERP will be reviewed and modified to reflect all necessary changes.

6.1 SERP Availability

The SERP will be reviewed annually to ensure that all information is updated. The amended SERP will be distributed to the appropriate staff, City Departments, and SDRWQCB and made available to the public for review. Staff shall ensure that this SERP is readily available to wastewater maintenance personnel and that said personnel are familiar with the plan and always comply with it.

6.2 Review and Update of the SERP

City staff shall maintain this SERP and amend or update it as necessary by adding new facilities or changes in the operation or maintenance of the wastewater collection system that may materially affect the potential for sewage spills. At a minimum, the plan will be reviewed annually, including updating telephone numbers and forms in the appendices and a review of procedures. The annual review of the plan will also ensure that all its provisions are being met and implemented. City staff shall also review and amend this SERP as appropriate after any sewage spill occurrence. SERP deficiencies and updates will be addressed and modified accordingly. The plan's performance will be routinely evaluated, reviewed, and updated.

Attachment A

Sanitary Sewer Overflow Field Report Form and Flow Chart



Certified by: _____
(Print Name) (Signature) (Date)

CIWQS Identifier: _____ SR/WO# _____ Reviewed By: _____
(Date)

Other WOs# _____

WDID# _____ Certification Confirmation# _____

Red text indicates fields that MUST be completed by field personnel.

Blue text indicates reference information

This report is: ☐ Preliminary ☐ Final ☐ Revised

Has the Cartegraph Request/Task been updated with details of the incident and closed? Yes ☐ No ☐

Has CIWQS report been completed and certified within allotted time? Yes ☐ No ☐

If the answer to either of the above questions are "no", this SSO event may not be closed.

SSO Details

Estimated Overflow START: Date: _____ Time: _____ (AM/PM)

Estimated ARRIVAL of Operator: Date: _____ Time: _____ (AM/PM)

Estimated Overflow STOP: Date: _____ Time: _____ (AM/PM)

Duration of Spill (in minutes) = _____ **Minutes**

Did SSO Reach?: ☐ Storm Drain ☐ Drainage Channel ☐ Surface Water Body
☐ None of the Above (Did NOT reach water system)

Total Volume of SSO: ⁽¹⁾ _____ gal

SSO Volume Recovered: ⁽²⁾ _____ gal

SSO Volume Lost: ⁽³⁾ _____ gal

Estimated Overflow Rate: ⁽⁴⁾ _____ gpm

1. Multiply flow rate with the duration of spill in minutes
2. "Recovered" shall mean that no portion of the SSO has reached open water and has flowed downstream to the ocean/bay. Examples of SSO recovery could be diversion of flow away from storm drain system or open channel by any means such as vacuuming, damming the SSO in or outside the storm drain system and flushing the flow into sewer system, diverting the flow into a planter or retention area; sun-drying of the flow and removing solid debris and in short any means to keep the SSO from getting to the open waters.
3. This is the flow that reaches the open water directly or indirectly through the storm drain system. The goal is to keep this to zero.
4. Use the manhole overflow pictures to estimate the rate of flow.

SSO Cause: ☐ Debris ☐ Flow Exceeded Capacity ☐ FOG ☐ Rainfall ☐ Roots
☐ Structural Problem ☐ Pump Station Failure ☐ Vandalism
☐ Other: _____

Private Lateral Spill: ☐ Yes ☐ No

If spill reached a storm drain, was all wastewater fully captured and returned to the sewer system?

☐ Yes ☐ No ☐ N/A (did NOT reach storm water system)

Reporting Details

Name & Title of Person Filling Out this Report: _____

Phone # _____ Date: _____ Time: _____ (AM/PM)

Name of Person First Reporting SSO: _____

Phone # _____ Date: _____ Time: _____ (AM/PM)

Location of Overflow

Street Address: _____ Nearest Cross Street: _____

Latitude of SSO: _____ Longitude of SSO: _____

City: _____ County: San Diego

Location of Potential Blockage or Problem Point: From MH#: _____ To MH#: _____

Pipe ID's Affected: _____

SSO Appearance Point: ☐ Building ☐ Force Main ☐ Manhole ☐ Sewer ☐ Pump Station

☐ Other: _____

Where Did Failure Occur? ☐ Upper Lateral ☐ Main ☐ Lower Lateral (Right of Way)

☐ Other: _____

Terrain at SSO Location: ☐ Flat ☐ Mixed ☐ Steep

Diameter of Sewer: _____ in Material of Sewer: _____ Estimated Age: _____ yrs

SSO Destination Details

SSO Final Destination: ☐ Building ☐ Paved Surface ☐ Unpaved Surface ☐ Storm Drain

☐ Curb & Gutter ☐ Surface Water ☐ Other: _____

If SSO reached a storm drain, give street location (Specify N/S/E/W side): _____

Describe distance (feet) and path taken from SSO to storm drain inlet: _____

If SSO reached surface waters, describe Receiving Waters:

San Diego River ☐

Chollas Creek ☐

Sweetwater River ☐

Response

Response Activities (Check ALL that Apply): ☐ Contained All or Part of SSO ☐ Restored Flow

☐ Returned All or Part of SSO to Sewer

☐ Cleaned Up

☐ CCTV

☐ Other: _____

Responding City Personnel:

Time Arrived:

Time Departed:

Equipment Used: _____

Other Responding Agency/Contractor: _____

SSO Clean-up Details

Materials Used for Containment: _____

Wastewater Disposal Method: _____

Miscellaneous (Attach photos, correspondence, or follow-up reports that provide detailed information.)

Remarks: _____

Prevention Plan

Steps, taken or planned, to reduce or eliminate re-occurrence of SSO: _____

Schedule of any MAJOR milestones or improvements: _____

Steps, taken or planned, to mitigate the impacts of the SSO: _____

Schedule of any MAJOR milestones or improvements: _____

Notification Contact List (Check all who were notified.)

If Spill is over 10,000 gallons and not recovered, you MUST legally notify CAL OES (800-852-7550) within **2 HOURS** of becoming aware of an SSO reaching drainage channels, and/or surface waters.

If Spill is greater than 1000 gallons and under 10,000 gallons and not recovered, CAL OES must still be notified as soon as possible, however there is no 2 hour legal requirement.

Once Cal OES is notified, they will notify other state and local agencies.

Critical Phone Numbers

Name/Agency	Phone #	Time	Date
☐ WW Maintenance Supervisor	619-433-7028	_____	_____
☐ Director of Public Works	619-667-1388	_____	_____
☐ Asst. Director of Public Works	619-841-9908	_____	_____
☐ CAL OES	800-852-7550	_____	_____
☐ Police Dept.-Emergency Services	619-667-1416	_____	_____
(If there is a public hazard)			

Secondary Phone Numbers

☐ Risk Management	619-667-1178	_____	_____
☐ City's Claims Adjustor	619-895-0246	_____	_____
☐ La Mesa Fire Department	619-667-1355	_____	_____
☐ Public Works	619-667-1450	_____	_____
☐ WW Lead Worker	619-954-5539	_____	_____
☐ Public Works Inspector- ENG	619-954-4309	_____	_____
☐ Storm Water Program Manager	619-948-0587	_____	_____
☐ WW Engineering Project Manager	619-667-1153	_____	_____
☐ City Manager	619-667-1195	_____	_____
☐ Other_____	_____	_____	_____

Cal OES Control # _____

Public Use Closures

Were signs posted warning of contaminants? ☐ Yes ☐ No Dates Posted: _____

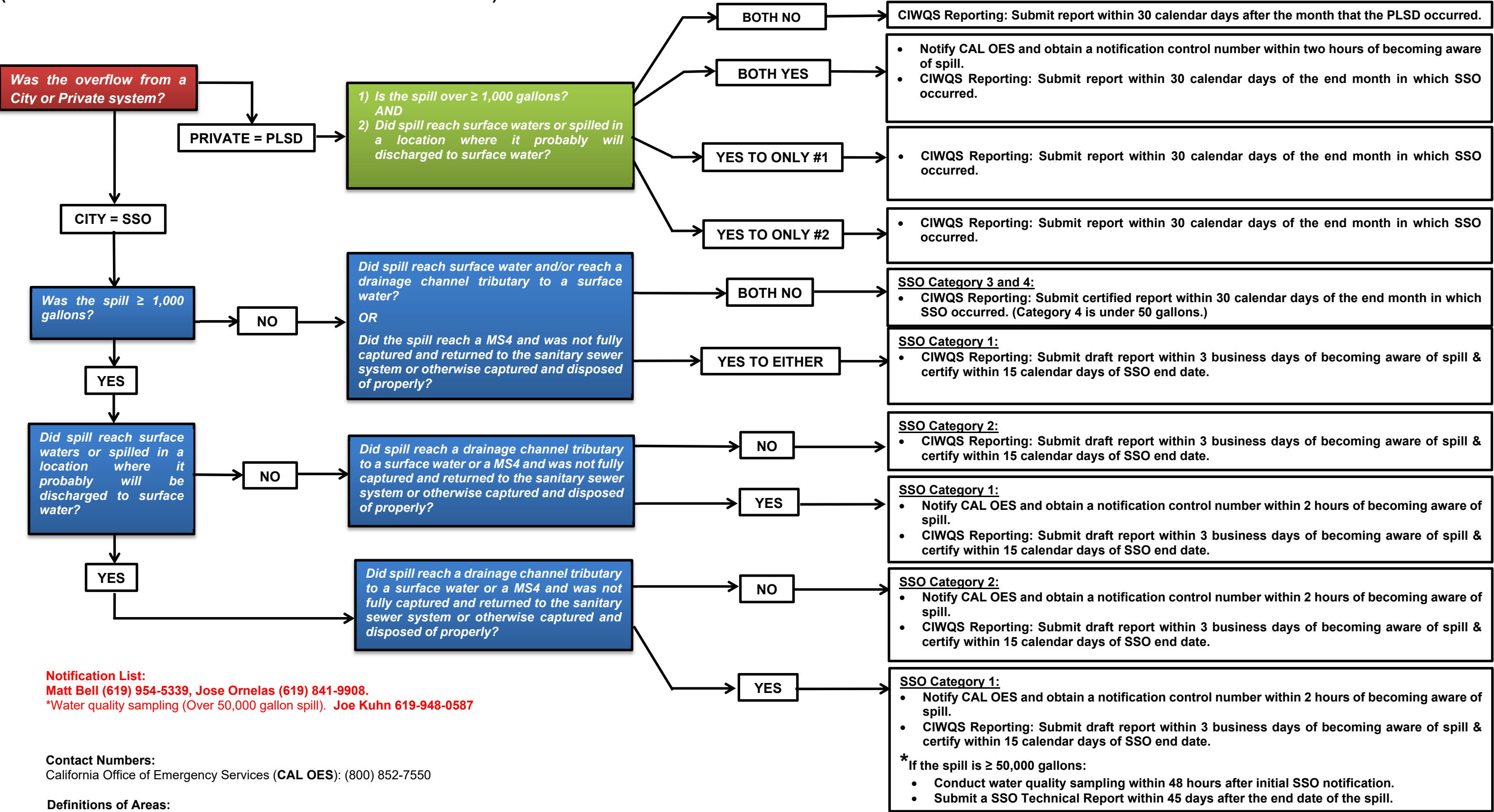
Location of Postings: _____

Were samples obtained of contaminated water? ☐ Yes ☐ No (Sampling required for spills over 50,000 gallons. Contact Storm Water Program Manager for Sampling)

SKETCH OF AREA: (Include manholes, intersections, location of blockage, etc. A marked-up copy of the sewer and storm drain map may be used to attach to the report.)

Completed by: _____ Date: _____

CITY OF LA MESA
SANITARY SEWER OVERFLOW REPORTING FLOW CHART
(INCLUDES PRIVATE LATERALS AND PRIVATE SYSTEMS)



Notification List:
Matt Bell (619) 954-5339, Jose Ornelas (619) 841-9908.
*Water quality sampling (Over 50,000 gallon spill). Joe Kuhn 619-948-0587

Contact Numbers:
California Office of Emergency Services (CAL OES): (800) 852-7550

Definitions of Areas:
Municipal Separate Storm Sewer System (MS4) = gutter, curb inlets, storm drain boxes, storm drain pipes
Drainage Channel: Any open concrete or natural channel

Attachment B

Sewage Spill On-Call Response Personnel and Notification List



**City of La Mesa
Sanitary Sewer Overflow
On Call Personnel List**

City Staff	Contact Name	Office Telephone Number	Mobile Number
Wastewater Maintenance Supervisor	Matt Bell		619-954-5339
Wastewater Lead Worker	Jason Mount		619-729-5466
City of La Mesa Risk Management Office	Beatriz Cruz-Rivera	619-667-1178	-
Asst. Dir. Public Works	Jose Ornelas		619-841-9908

**City of La Mesa
Sanitary Sewer Overflow Notification List**

Contact List	Contact Name	Telephone Number
Office of Emergency Services Warning Center (CAL OES)	-	800-852-7550
San Diego County Department of Public Works	-	858-514-4990
City of La Mesa Risk Management Office	Beatriz Cruz-Rivera	619-667-1178
La Mesa Police Department – Watch Commander	-	619-667-1416
La Mesa Police Department - Dispatch during Non-Business Hours	-	619-667-1400
La Mesa Fire Department	-	619-667-1355
City of La Mesa Engineering	Joe Kuhn	619-667-1340 619-948-0587
Director of Public Works	Michael Throne	619-667-1388
City Manager	Greg Humora	619-667-1146
Caltrans District 11- Main Number	-	619-688-6699
California Highway Patrol (CHP) – Non Emergency	-	800-835-5247

Attachment C

Approved Contractors and Equipment Rental

Approved Contractors and Equipment Rental Vendors



Contractors:

Contractor Name	Address	Telephone No.	Contact Name	Services Provided
Patriot Environmental Services	3464 Pickett St. San Diego, CA 92110	619.449.9014		Any major Haz Mat or other major clean up operation of which we are not equipped to handle.
MJC Construction	3015 Sylvia St Bonita CA	619.472.5619	Javier	Major Pipe Repair/Replacement
MacIntosh Co Inc		619-249-4129	Sam	Major Pipe Repair/Replacement

Equipment Vendors:

Vendor Name	Address	Telephone No.	Contact Name	Available Equipment
White Cap	430 Raleigh Ave El Cajon	619-590-2001		Pipes and Associated
Furguson	1149 N Marshall Ave El Cajon	619-596-5600		Pipes and Associated

Attachment D

Damage Report for Private Property



Private Property Initial Damage Assessment Form

The information requested on this form is for the purpose of documenting the possible impacts and extent of damage caused by a sanitary sewer overflow at, or as close to, the time of the event. By using this form, the City, its employees, elected officials, contract staff, and volunteers do not admit liability or culpability for the damage being documented.

INSTRUCTIONS: City staff at the SSO location are instructed to write notes, take photographs, and, if possible, video record the visible area without entering the private property. Please complete as much of this form as possible. Keep a copy and submit this form to Risk Management.

SSO INFORMATION

Date of SSO event: _____ Task Order #: _____

Location of SSO Event: _____
(ADDRESS)

Cross Street: _____ Thomas Brothers Grid: _____

AFFECTED PROPERTY

Address of Private Property: _____
_____ Zip Code: _____

Owner/Occupant Name(s): _____

Owner/Occupant Telephone Number(s): _____

INITIAL DAMAGE ASSESSMENT

Brief Description of Damage: _____

Reported by (name and title): _____

Dated: _____

(attach sketches, photographs, and other items documenting the extent and impact of damage)

Attachment E

Possible Methods for Estimating Spill Volume

Possible Methods for Estimating Spill Volume

A variety of approaches exist for the estimation of the volume of a sanitary sewer overflow. This attachment documents three methods that are most often employed. Other methods are also possible. The person preparing the estimate shall use the method most appropriate to the SSO in question using his/her judgment. Every effort shall be made to make the best possible estimate of the volume.

Method 1 Eyeball Estimate

The volume of very small SSOs can be estimated using an “eyeball estimate.” To use this method, imagine the amount of water that would spill from a bucket or a barrel. A bucket contains 5 gallons and a barrel contains 50 gallons. If the SSO is larger than 50 gallons, try to break the standing water into barrels and then multiply by 50 gallons. This method is useful for contained spills up to 100 gallons.

Method 2 Measured Volume

The volume of some small SSOs can be estimated using this method if it is not raining. In addition, the shape, dimensions, and depth of the spilled sewage are needed. The shape and dimensions are used to calculate the area of the spill and the depth is used to calculate the volume.

Step 1 Sketch the shape of the contained sewage

Step 2 Measure or pace off the dimensions

Step 3 Measure the depth in several locations

Step 4 Convert the dimensions, including depth to feet.

Step 5 Calculate the area using the following formulas:

Rectangle Area = length x width

Circle Area = diameter x diameter x

0.785 Triangle Area = base x height x 0.5

Step 6 Multiply the area times the depth

Step 7 Multiply the volume by 7.5 to convert it to gallons

Method 3 Duration and Flow Rate

Calculating the volume of SSOs where it is difficult or impossible to measure the area and depth requires a different approach. In this method, separate estimates are made of the duration

of the SSO and the flow rate. The methods of estimating duration and flow rate are:

Duration: The duration is the elapsed time from the start time to the end time, when the SSO stopped.

Start time is sometimes difficult to establish. Here are two approaches:

- For very large overflows, changes in flow on a downstream flow meter can be used to establish the start time. Typically, the daily flow peaks are “cut off” or flattened by the loss of flow. This can be identified by comparing hourly flow data. Conditions at the SSO site change with time. Initially, there will be limited deposits of grease and toilet paper. After a few days to a week, the grease forms a light-colored residue. After a few weeks to a month the grease turns dark. In both cases the quantity of toilet paper and other materials of sewage origin increase in amount. These changes with time can be used to estimate the start time in the absence of other information.
- Sometimes it is simply not possible to estimate the start time.

End time is usually much easier to establish. Field crews on-site observe the “blow down” that occurs when the blockage has been removed. The “blow down” can also be observed in downstream flow meters.

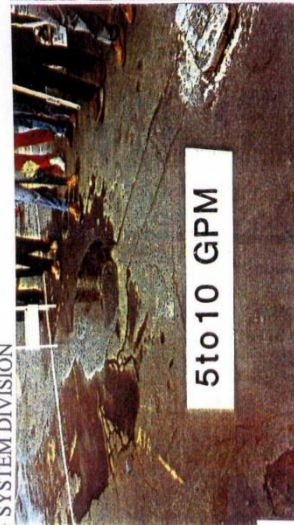
Flow Rate: The flow rate is the average flow left in the sewer system during the time the SSO stopped. There are three ways to estimate the flow rate:

- San Diego Manhole Flow Rate Reference Sheet: This sheet, presented in Figure G-1, shows the sewage flowing from a manhole cover for a variety of flow rates. The observations of the field crew are used to select the approximate flow rate from the chart.
- Flow meter: Changes in flows in the downstream flow meters can be used to estimate the flow rate during the spill (better for large SSOs).
- Estimate based on up-stream connections: Once the location of the SSO is known, the number of upstream connections can be determined from system maps. Multiply the number of connections by 200 to 250 gallons per day per connection, 8 to 10 gallons per hour per connection, or other flow rates that are consistent with the City’s data for its connections.

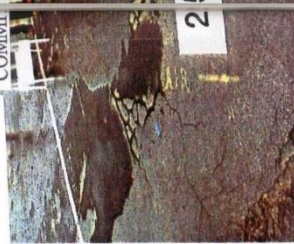
Once duration and flow rate have been estimated, the volume of the SSO is the product of the duration in hours or days times the flow rate in gallons per hour or gallons per day.

PRODUCED BY THE CITY OF SAN DIEGO WASTEWATER COLLECTION SYSTEM DIVISION

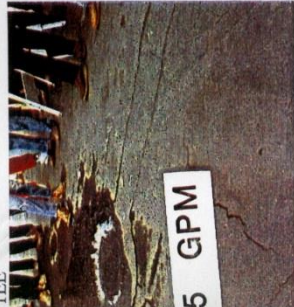
PROVIDED BY: CWEA SOUTHERN SECTIONS COLLECTION SYSTEM COMMITTEE



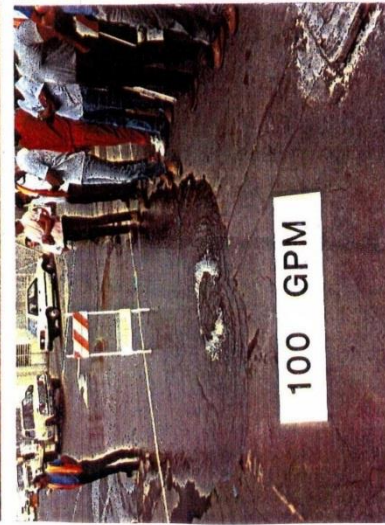
5 to 10 GPM



25 GPM



50 GPM



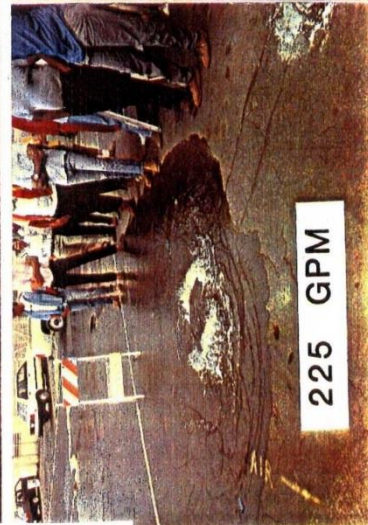
100 GPM



150 GPM



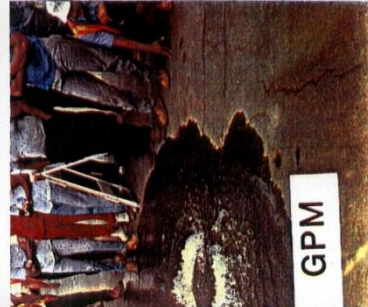
200 GPM



225 GPM



250 GPM



275 GPM

Attachment F
Warning Sign Samples

WARNING

RAW

SEWAGE

**CITY OF LA MESA
(619) 667-1450**

Appendix C – Design Standards and Construction Specifications



SEWER LATERAL POLICY

PUBLIC WORKS DEPARTMENT / ENGINEERING DIVISION
8130 Allison Avenue, La Mesa, CA 91942

REVISION DATE: June 21, 2016

SUBJECT: Policy for the Design, Construction, Permitting and Maintenance of Sewer Laterals

PURPOSE:

The purpose of the sewer lateral policy is to:

- Provide guidelines for the design, construction, permit requirements, and maintenance of sanitary sewer laterals.
- Protect public health, safety, and the environment by reducing number and severity of sewer backups and overflows.
- Minimize inconveniences to residents and businesses.
- Reduce cost of services to customers.
- Improve sewer system performance.
- Reduce inflow and infiltration of storm water into the wastewater collection system.
- Comply with the Federal Clean Water Act.
- Comply with Requirements of Region 9 Water Quality Control Board .

SCOPE:

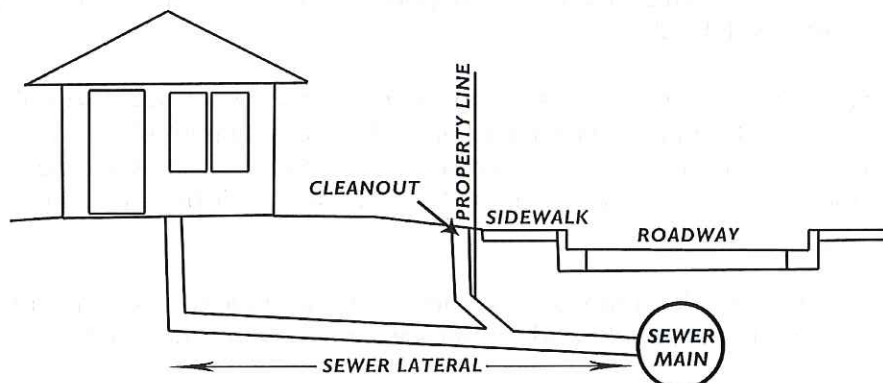
This policy shall apply to all sewer laterals to the maximum extent practicable.

DEFINITIONS:

- Building Sewer: All plumbing and fixtures located within private property. Building sewers and portions of sewer laterals within private property are under the City's building division purview and shall comply with the building division's requirement including but not limited to the building and plumbing codes. Contact the building division for permitting and inspection requirements.
- Sewer Lateral: The segment of pipe, appurtenances and fixtures that connect the building sewer to the City sewer main. The portion of the pipe within the public right-of-way or an easement shall be subject to the engineering division's review, permitting and inspection and shall comply with the policies and requirements set forth herein.

Chronic Sewer Lateral Problem: Sewer laterals with chronic problem are those that have:

- a) at least three blockages on record over two year period
- b) major structural issues (pipe defects, collapse or break)
- c) major root intrusion



A. Design and Construction Criteria

1. *Size and Number of Sewer Laterals:* Minimum size of a sewer lateral shall be 4 inches for single family and duplexes and 6 inches for multi-family, commercial, and industrial properties. Every building with plumbing fixtures shall be separately and independently connected to the public sewer, except where one building stands in the rear of another; and when two or more buildings on the same property are under one ownership and the property is not subdividable. The property may then be served by a single adequately sized connection to the public sewer. The address of each property must be indicated on the plans.

Developers of subdivisions, multi-family dwellings, commercial and industrial properties shall submit a sewer impact report for the City's approval. The sewer impact report shall include the following:

- Estimate of sewer generation from the new development
- Sewer capacity analysis of the existing pipe within the study area
- Sewer capacity impact of the additional flow from the new development on the pipe within the study area
- Sizing of new pipe for the required new capacity within the study area

The limits of the study area shall be determined by the City Engineer.

2. *Sewer Lateral Pipe Type:* The pipe shall be PVC, SDR 35 (Green).
3. *Sewer Service Availability:* If a property does not have an existing sewer service and there is no sewer main within the immediate vicinity of the property to serve the property, the sewer main must be extended past the prolongation of the property sideline by at least 10 feet. The sewer main must end with a clean out or a manhole at the direction of the City Engineer. Sewer laterals must run perpendicular to the proposed main. Four-inch laterals should not be connected to a clean out or manhole at the main line.
4. *Wet Tap Connection:* Connection to the main shall be with rigid PVC saddle, stainless steel clamps, and concrete cradle up to spring line. The vertical angle from the horizontal centerline of the pipe cross section to the center line axis of the saddle/lateral pipe shall not exceed 45 degrees. The main line must be inspected before and after coring. After coring the main and locking installation of the saddle, the connection point must be inspected by the City prior to connecting the lateral and backfilling the trench.
5. *Sewer Lateral Cleanout:* A PVC or ABS "Wye" type sewer cleanout (toward the sewer main) shall be installed at the final vertical bend, preferably 2 feet offset into the property line. The cleanout shall be installed per Regional Standard Drawings (RSD). It is recommended that double "Wye" (two "Wye") type cleanouts be installed in order to facilitate cleaning the building and sewer main sides of the lateral.
6. *Minimum Depth:* A sewer lateral in the street that is less than 3 feet deep (from flow line) must be capped with concrete per RSD SP-03.
7. *Marking the Curb:* where the sewer lateral crosses the curblin, the applicant shall stamp or etch the letter "S" for sewer on the face of the curb.
8. *Root Control (Optional):* Root barrier may be wrapped around pipe joints, and strapped to the pipe to prevent root intrusion into the lateral.
9. *Existing Improvements:* Prior to removal, existing improvements shall be saw cut. Sidewalk shall be replaced from joint to joint. Curb and gutter removal shall be a minimum of seven and one half (7½) feet and joined to existing curb and gutter through dowels; however, the remaining portion of the curb to the nearest joint shall not be less than five (5) feet. Cross-gutter shall be replaced from joint to joint and doweled to existing improvements.
10. *Metallic Identification Tape:* A 6-inch metallic identification tape labeled "Sewer" shall be installed above the sewer lateral between the subgrade and the structural section of the surface improvements from the property line to the main.

11. *Backwater Valve Assembly:* A backwater valve shall be installed when the lowest building plumbing fixture's trap outlet is less than two feet (2 ft) above the rim of the nearest upstream manhole from the point of connection of the sewer lateral to the public sewer. It is highly recommended that the backwater valve should be installed at the point of lowest elevation of the ground surface of the building site outside of the building or such other location as is permitted by the City, providing that at any such location, the elevation of the ground surface is not less than two (2 ft) below the lowest trap outlet served by the building sewer. Renovation projects that do not include re-plumbing work, are required to install backwater valve assembly on their building sewers. Backwater valves shall be installed per City's standard drawings.
12. *Fats, Oils and Grease:* Development or renovation projects containing food establishments shall comply with the City's Fats, Oil and Grease (FOG) Ordinances and program. These establishments shall install grease interceptors as per requirements of the plumbing code and building division.
13. *Interceptors:* Interceptors shall be used to filter out of wastewater non-cooking oils, flammable waste, sand, plaster, lint, hair, and ground glass. Non-cooking oil, flammable waste, sand, plaster, lint, hair, and ground glass interceptors shall be provided when, in the opinion of the City Engineer, they are necessary for proper handling of liquid wastes containing unacceptable solid or liquid waste in excessive amounts. Interceptors are required in commercial buildings, primarily, to accumulate and recover objectionable substances from wastewater.

Each interceptor must be located to provide easy access for maintenance and for removing the accumulated matter. Interceptors must be maintained in efficient operating condition by periodically removing the accumulated waste. Detailed drawings must be submitted to the City for approval. When interceptors are required, waste not requiring separation must not be discharged through an interceptor.

Gasoline, Oil, and Sand Interceptor: Interceptors must be provided to prevent the introduction of gasoline, grease, oil or sand into the sewer system as follows:

- Any place where motor vehicles are repaired and floor drainage is provided.
- Any place where motor vehicles are washed.
- Public storage garages where floor drainage is provided.
- Any place where oil, gasoline or other volatile liquids can be discharged into the sewer system.
- Plants where parts are washed to remove oil or greasy substances.

Meat Processing Interceptors: Where an establishment slaughters, prepares or processes meat, the waste from the floors must pass through a specially designed floor drain before entering the grease interceptor.

Laundry Interceptors: Lint interceptors must be installed on the sewer pipes from commercial laundries or multi-family laundries. The lint interceptor should have a removable ½ inch mesh screen metal basket or a similar device to collect solids such as lint, string, and buttons.

Other Trap Requirements: Bottling plants are required to discharge their process wastes through an interceptor that is designed to separate broken glass and other solids from liquid waste. Establishments that generate hair in large quantities are required to use interceptors similar to those used in commercial laundries or swimming pools. Animal hospitals and dog grooming establishments are required to install hair strainers (interceptors) on sewer lines from bathtubs or other receptacles where animals are bathed. Dental and Orthopedic sinks where plaster, wax or other objectionable substances will be discharged into the sewer system, require the installation of an interceptor trap in the sewer line.

Dilution or Neutralizing Tanks: Corrosive liquids such as, chemicals, acids, or strong alkalis, must pass through an approved dilution or neutralizing tank before discharging into the regular sanitary system.

Industrial Waste Permit: Industrial Waste Permit may be required from the City of La Mesa for certain sewer discharges that are regulated through the EPA. To obtain the permit, the applicant shall place an application with the City of San Diego Industrial Waste Division.

14. *Sump Pump:* For properties lower than the sewer main, sump pumps shall be installed in accordance with the Uniform Plumbing Code. A private manhole within the private property shall be installed at the end of the pressure line in accordance with the Regional Standard Drawing or approved equal. To minimize turbulence, it is necessary to align the crown of the force main outlet with the crown of the sewer lateral at the receiving manhole. The invert of the manhole should be sloped smoothly between force main and sewer lateral inverts.

B. Encroachment Permit

1. *Encroachment Permit Requirements:* An encroachment permit from the City will be required for any work within the public right-of-way or a City easement. The following information shall be provided:
- Plot plan showing existing street/easement improvements and right-of-way, property/easement lines, sewer mains and proposed lateral location with elevation at the main and property line, and a cleanout behind the property or easement line. Plot plans shall include pad elevation and upstream manhole elevation for backwater valve needs. Elevation can be referenced from the top of the manhole.
 - Traffic control plans in accordance with Appendix A of the Regional Standard Drawings.
 - Storm Water Pollution Prevention Plan.
 - Name, address and telephone number of the owner and contractor. The contractor shall also provide a 24-hour contact number.
 - Grease interceptor size, location, and maintenance and cleaning frequency for food service establishment projects in accordance with the Uniform Plumbing Code and the City's FOG ordinance, (If required).
 - Lint interceptor device for certain types of industries in accordance with the Plumbing Code, (If required).
 - Trench shoring and dewatering plans. Trenches deeper than 5 feet require a CALOSHA permit.
 - Underground conflict verification including Underground Alert notification 1-800 Dig Alert.
 - Contractor shall have a class "A" license or class "C-42" license and a City business license.
 - Liability insurance (\$1,000,000 minimum) and endorsement certificate naming the City as additionally insured.
 - Performance bond or deposit in the amount of \$2,500 (minimum) or 100% of construction cost whichever is higher.
 - Payment of fees.
2. *Fees and Licenses:* Work will be subject to the following fees in accordance with the current City of La Mesa's Fee Schedule (where applicable):
- Encroachment Permit Fee
 - Inspection Fee
 - Traffic Control Plan Check Fee
 - New Sewer Connection Fees (includes properties with previously abandoned laterals as per Section D.1)
 - Field investigation costs (includes CCTV of sewer and/or storm drain, dye testing smoke testing etc.
 - Sewer Service Agreement without Annexation
 - FOG Permit
3. *Pre-Construction:* Contractor must call the Public Works Inspector at 619-667-1166 to set up a pre-construction meeting 48-hours prior to the start of the work. the applicant shall note that any item of work that has not been inspected and approved by the City inspector is subject to removal at applicant's expense.
4. *Permit Release and Deposit Refund:* Deposit will be released after the following items are completed:
- Project is inspected at each stage of construction by the City Public Works Inspector.
 - Final inspection is performed by the City Public Works Inspector.
 - Permit is "Signed Off" by the City Public Works Inspector.

- d. A verified record plot plan showing location of the sewer lateral in relation to the centerline of downstream manhole is submitted.

C. Sewer Lateral Maintenance

1. *Maintenance Responsibility:* The property owner is responsible for maintaining, cleaning and servicing the sewer lateral from the house or building to the connection at the public sewer in the street or easement. This includes the portion of the lateral on private property and the portion in the right-of-way or easement.
2. *Sewer Lateral Failure or Stoppage:* Whenever failure or blockage of a sewer lateral occurs, City crews will respond only to check the City's sewer main to verify that it is open and flowing. If the sewer main is found to be clear, it is the responsibility of the property owner to call a licensed plumbing contractor to correct the problem.

If the following has been performed:

- a. Property owner obtained the services of a licensed plumber and the licensed plumber certifies in writing that they cannot clear the stoppage using proper tools, and;
- b. The stoppage has occurred between a property line cleanout and the public sewer main, and;
- c. The property has a "Wye" type property line cleanout and the property owner has located and uncovered the property line cleanout, or a qualified plumber has installed a new "Wye" type property line cleanout.

And the blockage has still not been cleared,

Then, the City may provide additional assistance to investigate if resources are available to clear blockage in the lateral. If it is found that the obstruction is in the private lateral, then the City may seek reimbursement of incurred costs.

The City may issue a notice of correction to the property owners with chronic sewer lateral problems. In such cases the property owners are required to submit an action plan to the City Engineer. Failure to comply to the notice may result in further action against the property owner including but not limited to administrative citation by the City.

3. *Root Intrusion:* Root intrusion into a private sewer lateral is typically a symptom of a defect in the sewer lateral. If the roots entered at a joint or connection of a sewer lateral, the property owner is responsible to repair or correct the situation.

If it is determined that a root from a City tree has broken or crushed the sewer lateral, the City will repair the broken/crushed section of the pipe.

Root intrusion into sewer laterals shall not be grounds for removal of a tree in the public right-of-way. The property owner is responsible for regular cleaning or root treating or replacing the lateral.

4. *Root Intrusion from Lateral into Main Line:* Public Works crews are responsible to notify property owners in writing when they find roots from a sewer lateral protruding into the sewer main line. The property owner is then responsible to remedy the situation.
5. *Sewer Lateral Overflow:* Where sewage from a private sewer lateral overflows into the street, the property owner is responsible for immediate cleaning of the spill within the street. In instances where the sewage could reach or enter a storm drain structure or when the property owner has not mobilized to clean the street, the City's Public Works maintenance crew will attempt to prevent storm water pollution and protect public health. If required, the maintenance crew will call on private contractors to secure, mitigate, clear the blockage, and clean and sanitize the area. The cost of abatement and administration may be billed to the property owner.

A sewer overflow is a violation of Sections 5411 and 5412 of the State Health and Safety Code and Section 405 of the Clean Water Act if the overflow reaches surface or state waters. The responsible party

may be required to reimburse the City, its contractors, and the County Department of Environmental Health all costs incurred to mitigate the threat of contamination and to protect the health and safety of the public. Furthermore, any violation of Section 405 of the Clean Water Act may be subject to a civil penalty, not to exceed, \$25,000 per day for each violation and is subject to criminal penalties of \$2,500 to \$25,000 per day of the violation.

D. Miscellaneous

1. *Abandonment of Sewer Lateral*

When demolishing a structure or when a sewer lateral is realigned to a new connection point to the public sewer main, the existing sewer lateral shall be abandoned by cutting, plugging, sealing at the sewer main and repair the public sewer pipe. A permit shall be obtained to abandon the lateral.

If a demolished property remains vacant for more than two years from the date of completion of demolition or redevelopment plan approval whichever is longer, the property is subject to connection fees and no credit to the connection fees shall be allowed for the abandoned connection.

2. *Sewer Services to Unincorporated Areas*

Sewer services to unincorporated areas must be in accordance with the Department of Public Works' "Policy and Procedure for La Mesa City Sanitary Sewer Service to Properties in the Unincorporated Areas."

APPROVAL:



Gregory Humora
Director of Public Works/City Engineer

REFERENCES:

1. City Council Minutes April 11, 1978 and March 9, 1982
2. City Engineer's Memo August 25, 1977
3. San Diego Regional Standard Drawings – latest adopted edition
4. Public Works Standard Specifications and San Diego Supplement – latest adopted edition
5. City of La Mesa Standard Drawings - latest edition
6. Uniform Plumbing Code, Section 710.1 Sump, Interceptors
7. Chapters 7.08 and 17.18 of the City of the La Mesa Municipal Code
8. Sections 17.20.434 and 17.20.435 of the City of La Mesa Municipal Code
9. The City of La Mesa Tree Policy Manual



DEVELOPMENT CONDITIONS SEWER GENERATION AND CONDITION REPORTS

PUBLIC WORKS DEPARTMENT / ENGINEERING DIVISION
8130 Allison Avenue, La Mesa, CA 91942

REVISION DATE: April 12, 2023

SUBJECT: Policy for Sewer Generation and Condition Reports for Private Development

PURPOSE: Provide Uniform Guidelines for Developers of Sewer Generation and Condition Reports

POLICY:

Sewer Generation Analysis

When a private development is proposed that may increase the sewer discharge load, a sewer generation analysis is required. This requirement may be waived provided if sufficient justification is provided and accepted by the City Engineer.

1. The analysis shall be according to the City of La Mesa's Sewer Generation Analysis of Sewer Master Plan.
2. The peaking value shall be derived from the graph in the City of La Mesa's Sewer Generation Analysis.
3. If the sewer flow is increased by one or more of the following development conditions:
 - a. All types of new developments
 - b. Minimum increase of 5 Equivalent Dwelling Units
 - c. Increased occupancy load
 - d. Increased developed commercial area
4. The extent of the study shall be as per the City Engineer and at minimum will include all lines downstream of the connection point up to the next sewer main junction.

Sewer Condition Assessment

The extent of sewer condition assessment shall at minimum be same as to the extent of coverage of sewer generation at the discretion of the City Engineer.

The assessment will generally include a closed-circuit television (CCTV) inspection of the sewer pipe and visual inspections of the manholes according to the attached the City's standards.

APPROVAL:

Michael Throne, PE
Director of Public Works/City Engineer



DEVELOPMENT CONDITIONS SEWER GENERATION AND CONDITION REPORTS

PUBLIC WORKS DEPARTMENT / ENGINEERING DIVISION
8130 Allison Avenue, La Mesa, CA 91942

REVISION DATE: April 12, 2023

SUBJECT: Policy for Sewer Generation and Condition Reports for Private Development

PURPOSE: Provide Uniform Guidelines for Developers of Sewer Generation and Condition Reports

POLICY:

Sewer Generation Analysis

When a private development is proposed that may increase the sewer discharge load, a sewer generation analysis is required. This requirement may be waived provided if sufficient justification is provided and accepted by the City Engineer.

1. The analysis shall be according to the City of La Mesa's Sewer Generation Analysis of Sewer Master Plan.
2. The peaking value shall be derived from the graph in the City of La Mesa's Sewer Generation Analysis.
3. If the sewer flow is increased by one or more of the following development conditions:
 - a. All types of new developments
 - b. Minimum increase of 5 Equivalent Dwelling Units
 - c. Increased occupancy load
 - d. Increased developed commercial area
4. The extent of the study shall be as per the City Engineer and at minimum will include all lines downstream of the connection point up to the next sewer main junction.

Sewer Condition Assessment

The extent of sewer condition assessment shall at minimum be same as to the extent of coverage of sewer generation at the discretion of the City Engineer.

The assessment will generally include a closed-circuit television (CCTV) inspection of the sewer pipe and visual inspections of the manholes according to the attached the City's standards.

APPROVAL:

Michael Throne, PE
Director of Public Works/City Engineer



CCTV DELIVERABLE POLICY

PUBLIC WORKS DEPARTMENT / ENGINEERING DIVISION
8130 Allison Avenue, La Mesa, CA 91941
Phone: (619) 667-1166 • Fax: (619) 667-1380

Standards for Delivery of CCTV files for Sewer and Storm Drain Data:

The City of La Mesa is currently using the following software programs to maintain & access its Sewer and Storm Drain information:

- ESRI's ArcGIS v.10.3 (GIS layers)
- CarteGraph OMS v.8.0 (Work Orders and Reporting)
- GraniteNET (Video capture and inspections)

It is preferred that any deliverables be in the same format as the above-mentioned programs for efficient data exchange. The sections below describe in detail the process for receiving and delivering data related to CCTV activities. Database samples, templates, and maps can be provided upon request. A sample of the data deliverable should be submitted for final approval.

GIS Layers:

Upon working with and delivering any type of GIS layers to the City, ensure that the unique feature ID is included as part of the attribute table (see feature types and ID field names below).

Dataset	Feature class	ID Field
<i>Sewer Collection:</i>		
	Gravity Main	Pipe ID
	Manhole	Facility ID
<i>Stormwater Collection:</i>		
	Gravity Main	Pilot ID
	Inlet/Outlet	Pilot ID
	Clean Out	Pilot ID
	Cross Gutter	Pilot ID

Databases:

With any CCTV deliverable, a database should be submitted listing the PipeID and relationships to other pertinent information (photos, videos, inspections, observations, etc.). **If using GraniteNET, exported database must be version 3.6.5 or above. If not using Cues products, export database using NASSCO formatting.**

Videos & Photos:

Any video or photo captured should be associated to an existing GIS feature by unique ID. **Video files must be delivered in .mp4 format. File naming convention should include the unique feature ID or node-node.**

Videos: .mp4
Photos: .jpg
Inspection Report: .pdf

Videoing Process

The CCTV shall be done using a proper sewer camera with a rotating head and distance measuring gauge, capable of annotating on the video. Unless the CCTV is of a sewer lateral, no CCTV footage using push camera is allowed.

The video shall have at the beginning of the clip date, the pipe ID, length, D/S MH ID, U/S MH ID, length, the pipe material and the name of the street.

During the CCTV, the video clip shall continue to have pipe ID throughout the footage. The video footage shall be MH to MH and in case of multiple runs, the video clips shall be truncated to each segment.

While videoing coming across defects in the pipe, the camera will be stopped and the operator shall record/annotate the nature and extent of the defect according to NASSCO standards while panning and zooming to the defect.

If a sewer lateral connection is encountered, the camera shall be panned to the lateral and record the connection condition. Details of the connection shall be annotated.

Deliverables:

Electronic files of the CCTV footage complying to these conditions shall be submitted to the City Engineer or his/her designee.

PDF summary report to the CCTV shall be created and submitted to the City. A sample of a summary report is attached.

For City Use Only:

Upon receiving a CCTV deliverable, please submit to the GIS Technician on staff for further processing.

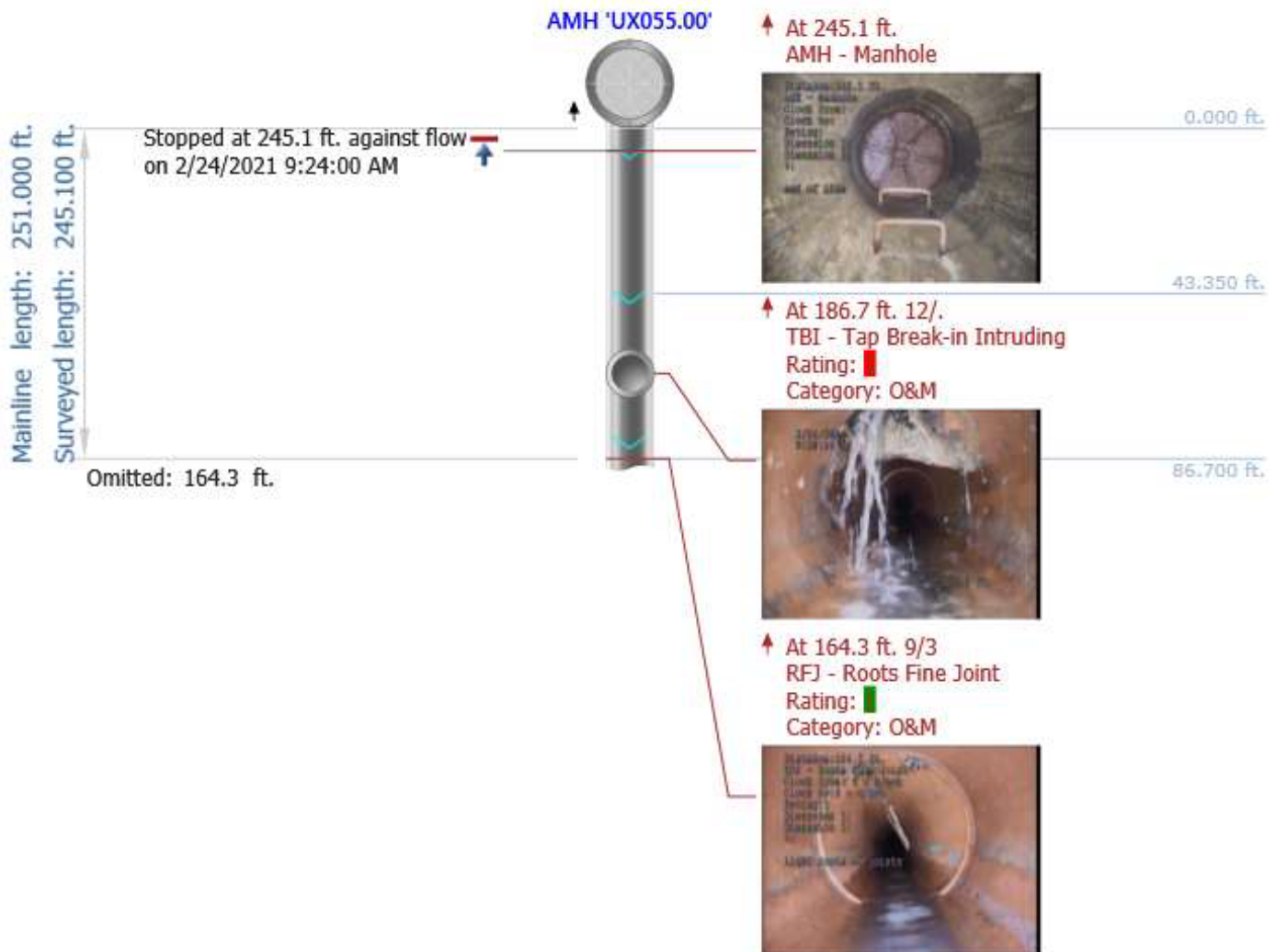
APPROVAL:



Michael Throne, PE
Director of Public Works/City Engineer

Main Inspections Pipe Run with Images

Project name:	Mainline ID:	City:	Street:
Phase 6	PUX055.00	City	Pearson St
Start date/time:	Direction:	Weather:	Location code:
2/24/2021 9:05 AM	U	1	
Shape:	Material:	Height:	Width:
C	VCP	6 in.	



Project name:

Phase 6

Weather:

1

Mainline ID:

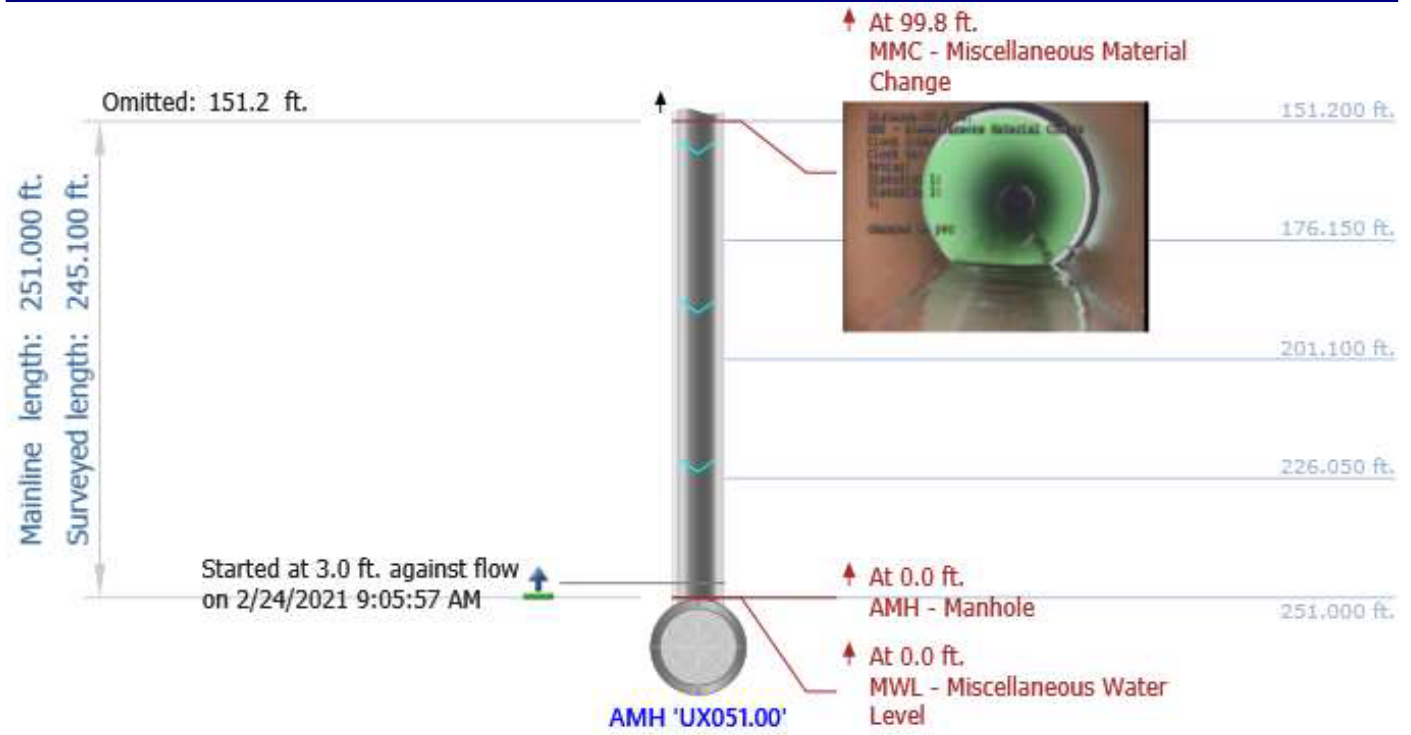
PUX055.00

Start date/time:

2/24/2021 9:05 AM

Direction:

U



Chapter 3

Wastewater Generation Analysis

This chapter describes the methodologies used to develop existing unit generation rates for wastewater flows from the City of La Mesa. Wastewater flows are then compared and calibrated to existing metered flows, to develop uniform generation rates used to establish existing flows by basin and project future wastewater flows. Future wastewater flows are then compared to the City's contracted capacity in the Metro system. This chapter presents future wastewater generation projections that can be used by the City to establish a basis for future Metro capacity needs.

3.1 Background

As described in Chapter 2, wastewater generated within the City of La Mesa is collected by City-owned facilities which connect to Metro conveyance and treatment facilities for treatment and disposal. The City currently has capacity rights in the Metro system of 6.634 mgd.

The City has Metro flow meters at seven (7) locations, and has a number of small interagency connections as shown on Figure 3-1. Based on meter records and information provided by Metro Technical Advisory Committee (Metro TAC) and the City, existing flows from each of the sewer basins was determined as shown in Table 3-1. A summary of all interagency connections is provided in Appendix A.

Table 3-1
City of La Mesa Existing Wastewater Flows by Basin

Basin	Existing Flow (mgd)
Alvarado	3.040
University	1.286
Spring Valley	0.648
Lemon Grove	0.193
San Diego ⁽¹⁾	0.106
Total	5.27

⁽¹⁾ Includes small interagency connections with the City of San Diego.
Reference Figure 3-1.

3.2 Wastewater Generation Rates

The existing City flows were compared with land use data and population projections to develop unit wastewater generation rates within each sewer basin. Unit generation rates were estimated independently using two sources: 1) the City's current land use data; and 2) population

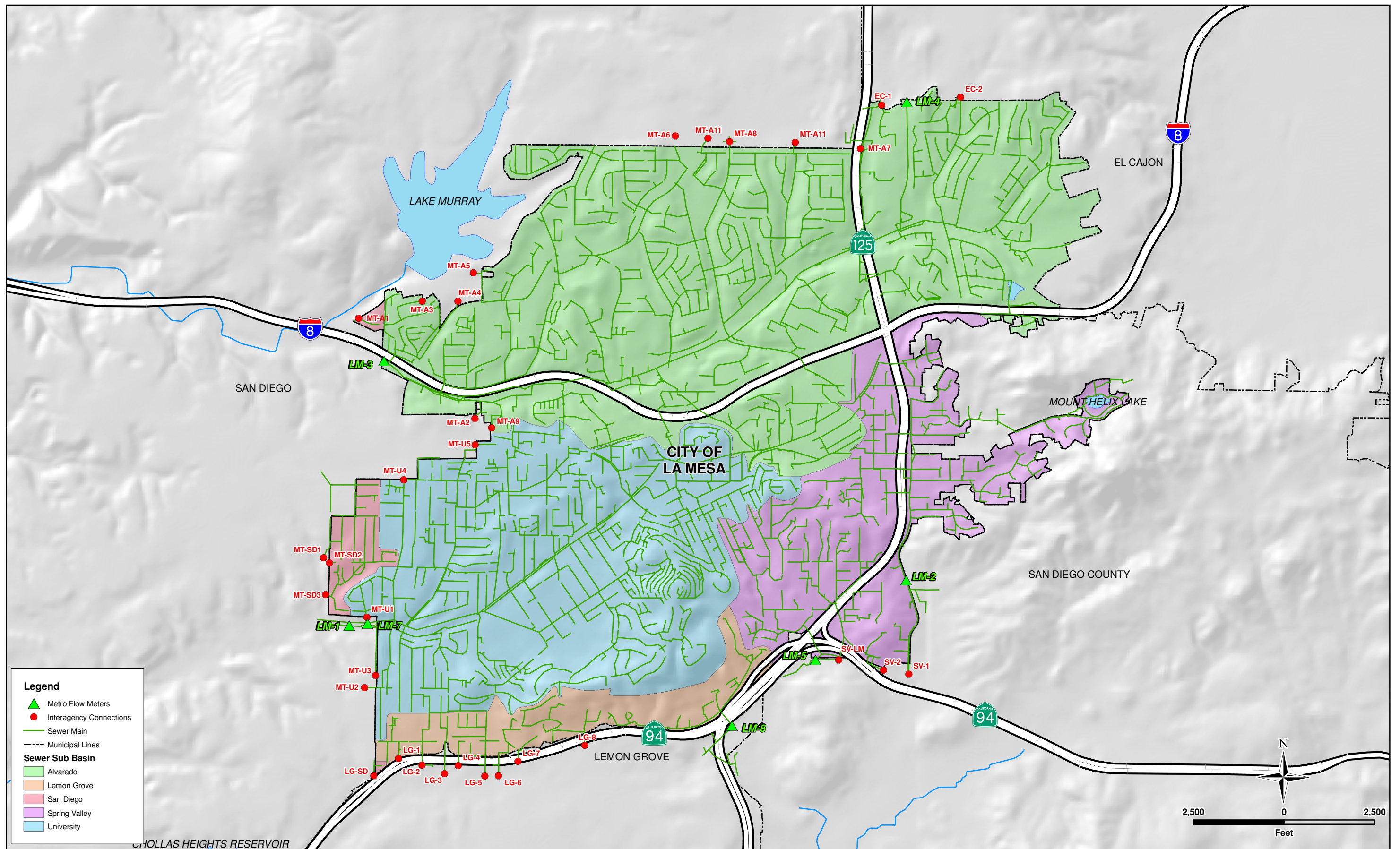
projections compiled by SANDAG (Series 7), for comparison purposes in developing the unit generation rates.

3.2.1 Generation Rates Using City Land Use Data

As shown in Figure 2-1, the City's existing land uses include single-family residential, multifamily residential, industrial, commercial and institutional. When the GIS land use coverage is overlaid with the City's parcel database, it was possible to determine the number of single-family and multi-family dwelling units (DU) and acres of industrial, commercial and institutional acreage for each basin. The number of dwelling units and land use acreages, by parcel and basin, are included in Appendix B. Unit wastewater generation rates were "calibrated" to less than 10% of existing flows through an iterative process using typical local-agency standards as guides. Typically, design standards for agencies in San Diego County assume wastewater flows between 200-400 gpd/du for single-family residential, with multi-family residential ranging from 60% to 75% of single-family residential, and 500-1500 gpd/acre for nonresidential land uses.

Table 3-2 summarizes the calibration of sewer flows for each basin with estimated unit wastewater generation rates summarized by land use. All basins were estimated to have a nonresidential (commercial, institutional, and industrial) unit wastewater generation rate of 500 gpd/ac. Wastewater flows for park land use were not included as these flows are assumed negligible. All basins, with the exception of the University Basin, were estimated to have a calibrated single-family residential and multi-family residential unit generation rate of 270 gpd/du and 180 gpd/du respectively. The University Basin had a calibrated single-family and multi-family residential unit generation rate of 195 gpd/du and 130 gpd/du respectively. All of these unit generation rates are within typical planning and design standards of local county agencies. Although the University Basin's residential unit generation rates are slightly lower, they appear reasonable based upon the sewer basin characteristics. The University Basin is an older area of the City, both demographically and by sewer infrastructure age. For that reason, there are generally fewer people per household and a population that is likely more conscious of water usage. The calibrated unit generation rates for the University Basin will be utilized for the existing system capacity analysis. The higher calibrated unit generation rates will be used for all future development including development within the University Basin.

The 2000 census projected 2.78 persons per single family dwelling unit and 2.22 persons per household for multi-family units. Assuming three (3) people per single-family dwelling unit and two (2) people per multi-family dwelling unit, the residential flow per capita ranges from 65 to 90 gallons per day per capita (GPDC). Typically, planning and design standards for sewer agencies in San Diego County typically assume wastewater flows between 65 and 100 gpdc for residential land uses. The aforementioned per capita unit generation rates will be used for comparison with the unit generation rates utilizing existing SANDAG population projections.



Source: SanGIS, 2007

FIGURE 3-1
FLOW MONITORING LOCATIONS AND INTERAGENCY CONNECTIONS

Chapter 3

Wastewater Generation Analysis

Table 3-2
Unit Wastewater Generation Rate Calibration based on Land Use

Basin	Units		Unit Generation Rate		Estimated Wastewater Generation
Alvarado					
Single-Family Residential	5,038	DU	270	gpd/DU	1,360,260 gpd
Multi-Family Residential	7,834	DU	180	gpd/DU	1,410,120 gpd
Commercial	304.9	ac	500	gpd/ac	152,470 gpd
Industrial	32.2	ac	500	gpd/ac	16,110 gpd
Institutional	184.7	ac	500	gpd/ac	92,340 gpd
Subtotal					3.031 mgd
			Existing Flow =		3.040 mgd
			Calibration =		-0.3 %
University					
Single-Family Residential	4,042	DU	195	gpd/DU	788,190 gpd
Multi-Family Residential	3,571	DU	130	gpd/DU	464,230 gpd
Commercial	121.3	ac	500	gpd/ac	60,646 gpd
Industrial	0.9	ac	500	gpd/ac	434 gpd
Institutional	126.3	ac	500	gpd/ac	63,138 gpd
Subtotal					1.377 mgd
			Existing Flow =		1.286 mgd
			Calibration =		7.1 %
Spring Valley					
Single-Family Residential	1,515	DU	270	gpd/DU	409,050 gpd
Multi-Family Residential	1,119	DU	180	gpd/DU	201,420 gpd
Commercial	35.2	ac	500	gpd/ac	17,621 gpd
Industrial	9.6	ac	500	gpd/ac	4,811 gpd
Institutional	23.1	ac	500	gpd/ac	11,530 gpd
Subtotal					0.644 mgd
			Existing Flow =		0.648 mgd
			Calibration =		-0.6 %
Lemon Grove					
Single-Family Residential	315	DU	270	gpd/DU	85,050 gpd
Multi-Family Residential	646	DU	180	gpd/DU	116,280 gpd
Commercial	1.4	ac	500	gpd/ac	721 gpd
Industrial	1.5	ac	500	gpd/ac	748 gpd
Institutional	9.5	ac	500	gpd/ac	4,756 gpd
Subtotal					0.208 mgd
			Existing Flow =		0.193 mgd
			Calibration =		7.5 %
San Diego					
Single-Family Residential	331	DU	270	gpd/DU	89,370 gpd
Multi-Family Residential	92	DU	180	gpd/DU	16,560 gpd
Commercial	0.0	ac	500	gpd/ac	0 gpd
Industrial	0.0	ac	500	gpd/ac	0 gpd
Institutional	0.0	ac	500	gpd/ac	0 gpd
Subtotal					0.106 mgd
			Existing Flow =		0.106 mgd
			Calibration =		-0.1 %

Chapter 3

Wastewater Generation Analysis

3.2.2 Generation Rates Using SANDAG Population

SANDAG provided 2007 residential and employment population projections by basin for the City. These projections were extrapolated from SANDAG (Series 7) data. Through an iterative process, per capita generation rates for residential and employment populations were estimated. Table 3-3 summarizes the estimated unit generation rates by population through the flow calibration process. Per capita unit generation rates were calibrated to less than ten (10) percent of existing flows.

Table 3-3
SANDAG Unit Generation Rates Calibration

Basin	Existing Population	Unit Generation Rate	Estimated Wastewater Generation
Alvarado			
Residential	29,493	90 gpcd	2,654,370 gpd
Employment	32,728	15 gpcd	490,920 gpd
Subtotal			3.145 mgd
		Existing Flow =	3.040 mgd
		Calibration =	3.5 %
University			
Residential	18,893	60 gpcd	1,133,580 gpd
Employment	18,407	15 gpcd	276,105 gpd
Subtotal			1.410 mgd
		Existing Flow =	1.286 mgd
		Calibration =	9.6 %
Spring Valley			
Residential	6,050	90 gpcd	544,500 gpd
Employment	5,549	15 gpcd	83,234 gpd
Subtotal			0.628 mgd
		Existing Flow =	0.648 mgd
		Calibration =	-3.1 %
Lemon Grove			
Residential	2,451	75 gpcd	183,788 gpd
Employment	1,839	15 gpcd	27,585 gpd
Subtotal			0.211 mgd
		Existing Flow =	0.193 mgd
		Calibration =	9.5 %
San Diego			
Residential	1,025	90 gpcd	92,205 gpd
Employment	728	15 gpcd	10,920 gpd
Subtotal			0.103 mgd
		Existing Flow =	0.106 mgd
		Calibration =	-2.7 %

Existing (2007) population data was obtained by averaging the 2004 and 2010 SANDAG Series 7 data

Chapter 3

Wastewater Generation Analysis

Typically, design standards for agencies in San Diego County assume per capita wastewater generation rates between 65-100 gpd/c for residential and 15-35 gpd/c for employment populations. Table 3-3 summarizes the calibration for each sewer basin. All basins had an estimated employment per capita unit generation rate of 15 gpd/c. All basins, with the exception of the University and Lemon Grove Basins, had an estimated residential per capita unit generation rate of 90 gpd/c. This per capita unit generation rate is equivalent to the one estimated from the land use calibration. The University and Lemon Grove Basins had calibrated residential per capita unit generation rates of 60 and 75 gpd/c, respectively. The Lemon Grove Basin's per capita unit generation rate is slightly lower than the other basins' rate. The University Basin rates, similar to the land use calibration methodology, were also slightly lower than typical standards for County agencies. As discussed above, we believe these rates are reasonable and will be used in the hydraulic model analysis of the existing conditions.

A comparison of the estimated flows for the Land Use and SANDAG-based flow generation methodologies shows a reasonable calibration. Typical standards for calibration to average-day sewer flows range from 5 to 15 percent. The City's sewer generation rates for each basin were calibrated to less than 10 percent.

3.2.3 Recommended Unit Generation Rates

For future development within the City, it is important to develop uniform unit generation rates. The City has relatively uniform wastewater generation for land use and population projections based on our unit generation rate analyses. Therefore, for the existing system analysis, the calibrated unit generation rates shown above will be used and for future wastewater generation, the more uniform and conservative generation rates will be used. The sewer generation rates to estimate future flows are summarized in Table 3-4. To determine Equivalent Dwelling Units (EDUs) for non-single family residential land uses, simply calculate the estimated flow based on the recommended unit generation rate for single-family residential land use. The City of San Diego and the County of San Diego utilize 280 and 240 gpd/EDUs respectively.

Table 3-4
Recommended Unit Generation Rates

Land Use / Population	Recommended Unit Generation Rate
Land Use	
Single-Family Residential	270 gpd/DU
Multi-Family Residential	180 gpd/DU
Commercial	500 gpd/AC
Industrial	500 gpd/AC
Institutional	500 gpd/AC
Population	
Single-Family Residential	90 gpd/c
Multi-Family Residential	15 gpd/c

3.3 Population Growth Forecasts

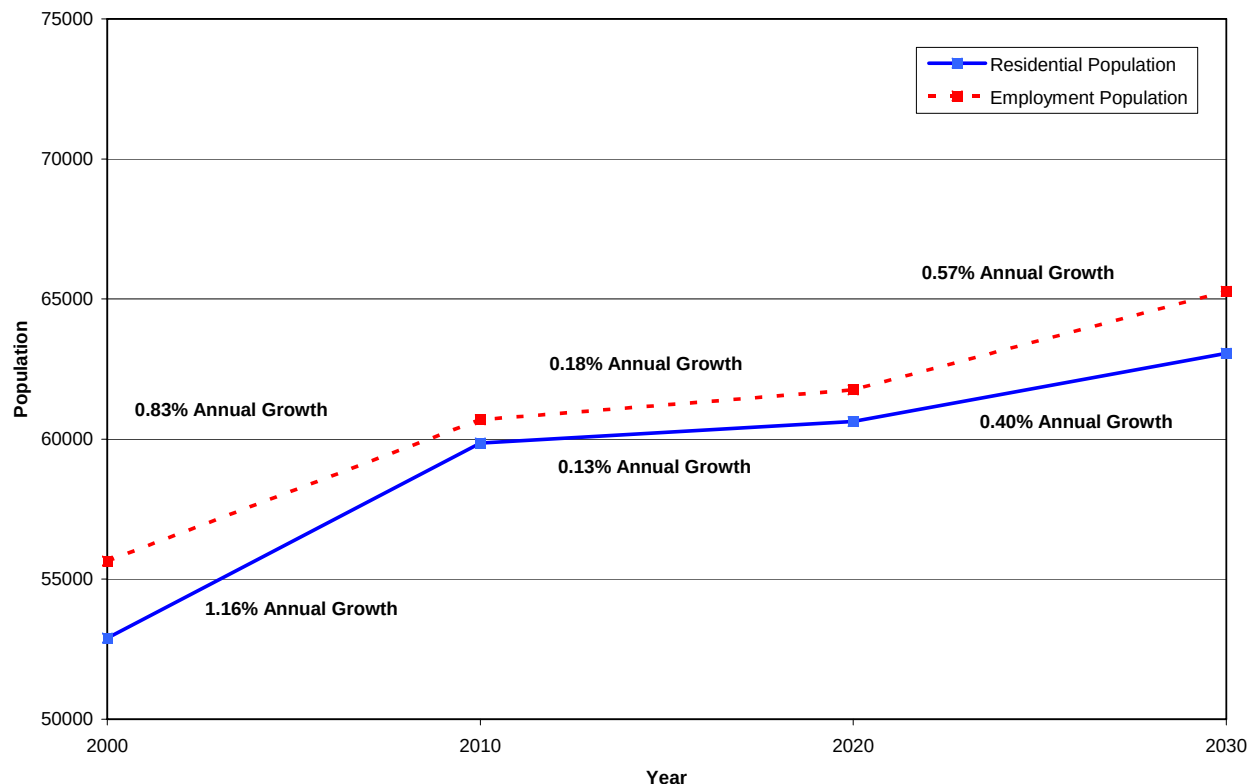
SANDAG population estimates and projections were available for 2004, 2010, 2020, and 2030. Table 3-5 summarizes the residential and employment projections for each sewer basin. Based on the projections shown in the table, the average annual residential growth rates are 1.16%, 0.13%, and 0.63%, for the periods 2004 to 2010, 2010 to 2020, and 2020 to 2030, respectively. The employment growth rates are 0.83%, 0.18%, and 0.57%, for the same periods. Figure 3-2 illustrates the projected City growth rates.

Table 3-5
SANDAG Population Projections

Basin	Residential					Employment				
	2004	2007	2010	2020	2030	2004	2007	2010	2020	2030
Alvarado	28,271	29,493	30,715	30,950	32,515	31,842	32,728	33,614	34,206	36,072
University	18,225	18,893	19,561	20,095	20,095	17,908	18,407	18,906	19,342	20,306
Lemon Grove	2,348	2,451	2,553	2,482	2,882	1,761	1,839	1,917	1,876	2,140
Spring Valley	6,074	6,050	6,026	6,103	6,521	5,560	5,549	5,538	5,627	6,011
San Diego	1,039	1,025	1,010	996	1,055	738	728	719	710	748
Total	55,957	57,911	59,865	60,626	63,068	57,809	59,252	60,695	61,761	65,278

2007 Population data was obtained by averaging the 2004 and 2010 SANDAG Series 7 data

Figure 3-2
SANDAG Population Growth Projections



3.4 Wastewater Flow Projections

By applying the recommended unit generation rates to the projected increase in population, wastewater flow projections were determined at ten (10) year increments through 2030. These projections form the basis for sewer input flows to the hydraulic model, and analyses of future capacity needs in the wastewater collection system.

In order to determine more accurately the magnitude, location and timing of future sewer flows, specific land development information was researched with the City Planning Department. The City provided a current list of approved developments that ranged in size from a few dwelling units up to several hundred units. In addition, the City maintains a list of various development proposals that was used to estimate development beyond the next 3-4 years.

The City's vacant land for future development is less than five (5) percent and, accordingly, most planned development projects are re-development in nature. The City has several specific planning areas of re-development including Alvarado Creek and Fletcher Parkway. These redevelopment areas are likely the City's greatest potential for significant residential growth. In addition, the Grossmont Shopping Center may re-develop with a housing element and the Grossmont Hospital site may undergo additional expansion. These have been assumed in this study.

Based on coordination and input from the Planning Department, future development including approved, proposed, and re-development projects were applied to the parcel database to develop build-out flow projections. Our approach used land use and dwelling unit estimates to generate future flow estimates. Figure 3-3 represents the City's current development planning. Table 3-6 summarizes the City's estimated future flows based on our assumed development absorption through 2030.

Table 3-6
City of La Mesa EDU Demand Projections

	2000	2007	2010	2020	2030
Approved Project Sites ⁽¹⁾		0 EDU	818 EDU	0 EDU	0 EDU
Proposed Project Sites ⁽²⁾		0 EDU	0 EDU	1,427 EDU	0 EDU
Redevelopment Areas ⁽³⁾		0 EDU	200 EDU	700 EDU	700 EDU
Grossmont Center Redevelopment ⁽⁴⁾		0 EDU	50 EDU	500 EDU	550 EDU
Total Dwelling Units		0 EDU	1,068 EDU	2,627 EDU	1,250 EDU
Cumulative Dwelling Units		0 EDU	1,068 EDU	3,695 EDU	4,945 EDU
Cumulative Demand (270 GPD/EDU) ⁽⁵⁾		5.27 MGD	5.56 MGD	6.27 MGD	6.61 MGD
SANDAG Flow Projections (90/15 gpdc)		5.27 MGD	5.47 MGD	5.55 MGD	5.82 MGD
Re-Rated Metro Capacity	6.993 MGD	6.993 MGD	6.993 MGD	6.993 MGD	6.993 MGD
Existing Metro Capacity	6.634 MGD	6.634 MGD	6.634 MGD	6.634 MGD	6.634 MGD

⁽¹⁾ Assumes 100% of 2006 Approved Residential Development Projects are built by 2010.

⁽²⁾ Assumes 100% of Proposed Projects are built by 2020.

⁽³⁾ Projections for the Alvarado Creek (1,000 EDU), Civic Center (100 EDU) and Fletcher Parkway (500 EDU) Re-development Projects.

⁽⁴⁾ Assumed Re-development Potential for Shopping Center, including Commercial Development and Hospital (100 EDU)

⁽⁵⁾ Based on 270 GPD/cap; 3.0 people per unit

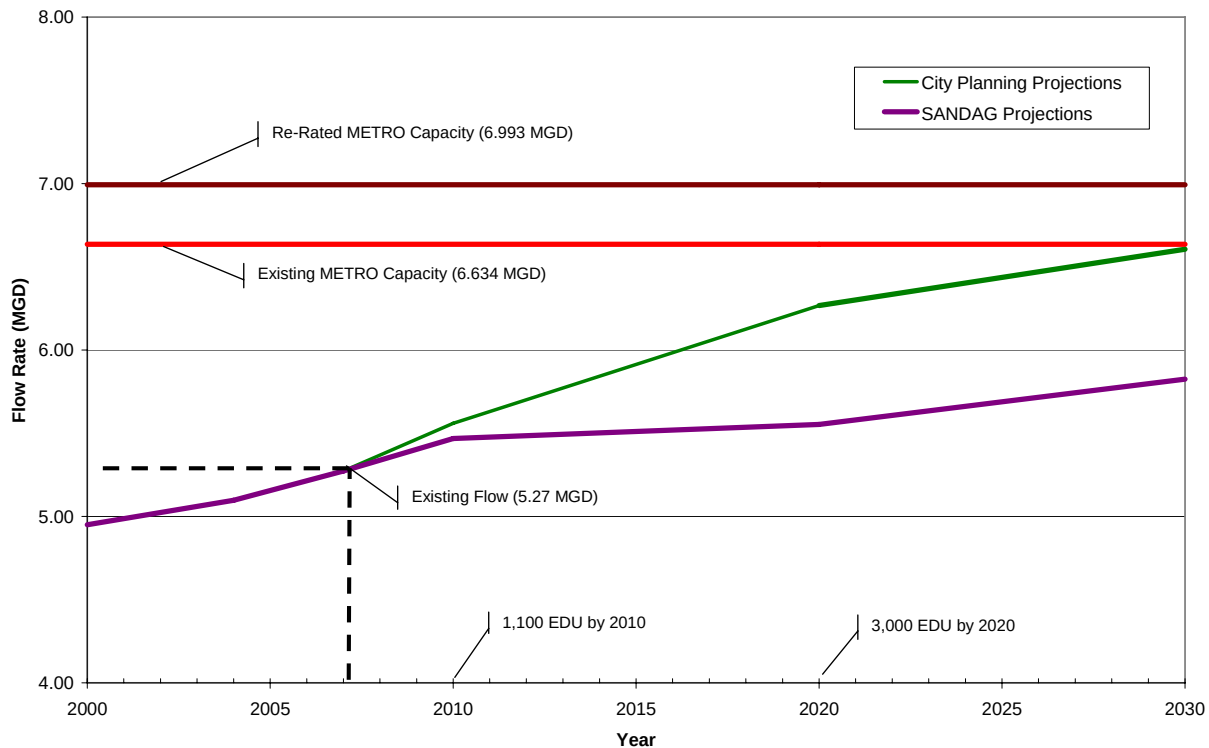
Chapter 3

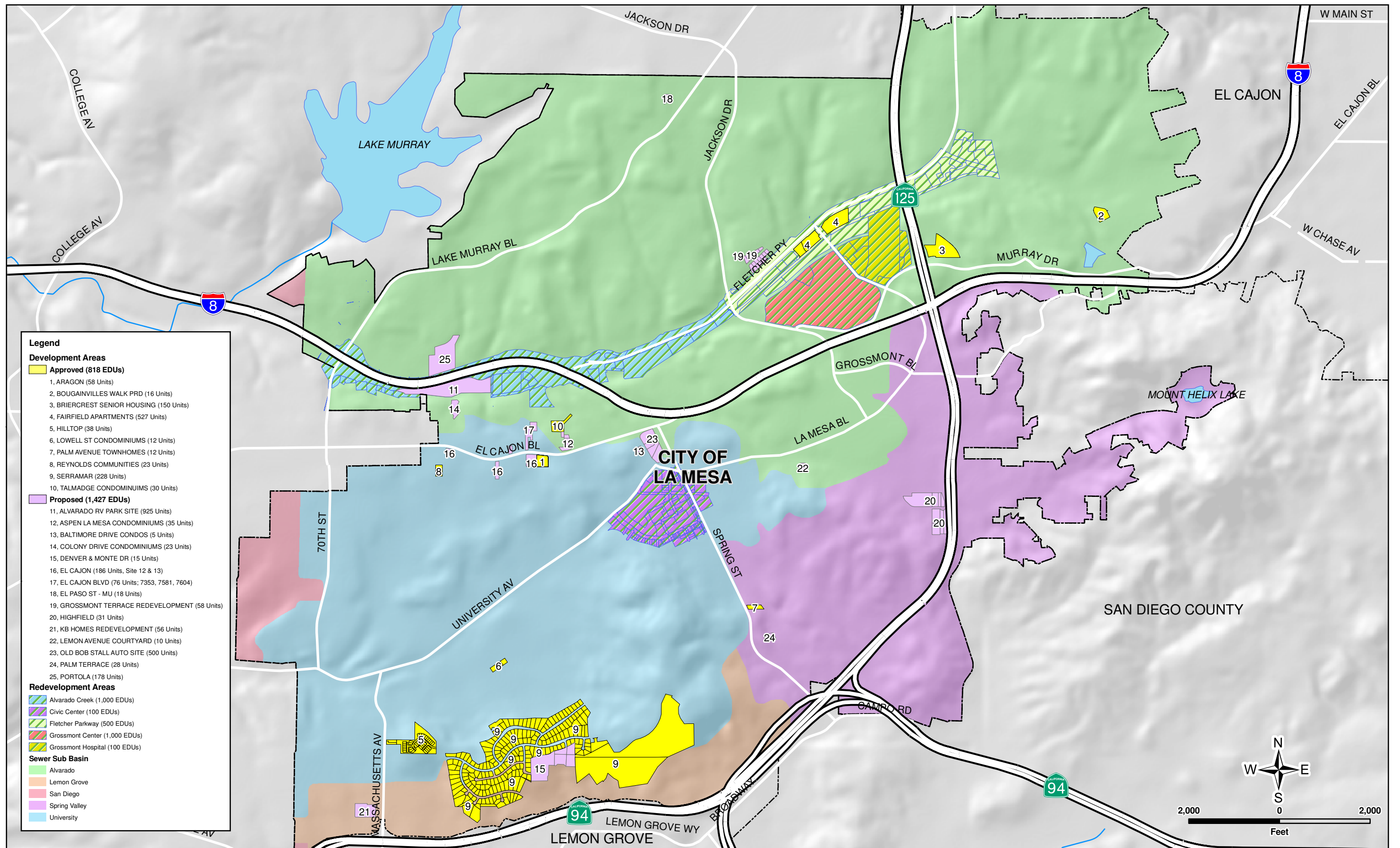
Wastewater Generation Analysis

The City may choose to give flow credits for properties when demolition and redevelopment occurs. The City shall estimate the average flow rate of the existing property utilizing the recommended unit generation rates or existing flow meter data.

Using the methodologies outlined above, projected wastewater flow rates generated under City build-out conditions (year 2030) are 6.61 mgd based upon the current City planning and 5.82 mgd based solely upon SANDAG population projections. Figure 3-4 graphically presents the projected wastewater flows through 2030. Both estimates are conservative in that the University Basin under ultimate flows was assumed at the higher unit generation rates (40 percent higher) than its existing generation.

Figure 3-4
Wastewater Flow Projections





Source: SanGIS, 2007



6/24/08 KM-KM Z:\Projects\SLaMesa\Mxd\ReportFigures\WastewaterMPI\Final Report\DevelopmentPlans.mxd

FIGURE 3-3
CITY OF LA MESA DEVELOPMENT PLANS

3.5 Metro Capacity

The City currently has capacity rights in the Metro system (comprised of conveyance, treatment, and disposal facilities) equal to 6.634 mgd. Metro is in the process of completing a re-rating study, which will re-allocate capacity to all the participating agencies driven by the new South Bay Reclamation Plant and increased Metro system treatment capacity. This effort has been ongoing for the past three (3) years and can not be officially allocated until the City of San Diego has completed financial audits. Our latest estimate is by late 2008 participating agencies will have received formal notice of their increase in Metro capacity. The preliminary re-rating studies to date have allocated an additional 0.65 mgd of sewer capacity to the City resulting in a total capacity of 6.993 mgd in the Metro System.

The City estimated their average 2006 and 2007 flows at 5.148 mgd, and is currently being billed on 5.148 mgd for Fiscal Year 2008 by San Diego Metro. Based on the current billing flow, La Mesa has an estimated 1.486 mgd of available capacity in the Metro system.

Figure 3-4 shows Metro capacity thresholds based on the future flow estimates given in Table 3-6. Based on current projections, the City's existing Metro capacity rights will be reached by year 2030, assuming the more conservative population forecast. Additional capacity due to the expected re-rating would indicate that the City will have available capacity to serve planned development at build-out based on both the population and land use forecasts.

3.6 Conclusions

Existing average wastewater flows generated within the City of La Mesa are approximately 5.27 mgd. Currently, the City is being billed by the City of San Diego for 5.148 mgd for Fiscal Year 2008. Based on land use and City planning information, the estimated average flow rate at build-out of the City per the current General Plan is 6.61 mgd. Based on SANDAG population projections, the average flow rate at build-out is estimated as 5.82 mgd.

The City's current capacity right in the Metro system is 6.634 mgd. Based on the City's current General Plan projections, the average flow is expected to reach the current capacity around 2030. However, based on the Metro re-rating the City will receive an increase to approximately 6.993 mgd of Metro capacity. Therefore, it is our opinion that with the re-rating the City does not need to acquire any additional sewer capacity. Moreover, because our projections are relatively close to the Metro capacity values, it is unlikely that the City would be in any short-term position to sell excess sewer capacity to another participating agency. The City would be prudent to maintain its current ownership of Metro capacity as other re-development projects may be proposed that would require additional sewer capacity.

Appendix D

Training Program Materials

City of La Mesa Department of Public Works
SAMPLE TRAINING AGENDA
Waste Water Quarterly Meeting

- I. Meeting Background/Format, Organization, and Frequency
- II. SSO Response
 - Worksheets/Procedures Review
 - SSO Response Procedures
 - Cat 1,2,3,4 Spills
 - Roundtable Scenarios
 - Director's Update
- III. Smart Covers/Meters
- IV. Redlines
- V. CCTV Status
- VI. CIP Update
- VII. Other/Adjourn

Appendix E

Equipment and Inventory Lists



City of La Mesa Sewer Equipment List

Equipment	Contact Name	Telephone Number	
Gap Vax	Matt Bell	619-954-5339	
Pipes and Appurtenances	Matt Bell	619-954-5339	
Manhole Lids	Matt Bell	619-954-5339	
Manhole Pullers/Composite Tools	Matt Bell	619-954-5339	
Confined Space Equipment	Matt Bell	619-954-5339	
Cleaning Supplies	Matt Bell	619-954-5339	



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING A TASK ORDER WITH
COMPASS ROSE GIS TO PROVIDE AS-NEEDED MAPPING
AND GEOGRAPHICAL INFORMATION SYSTEM SERVICES
FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL
YEAR 2026

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issues:

Should the City Council approve a resolution authorizing a task order with Compass Rose GIS to provide as-needed mapping and geographic information system services for Fiscal Year 2026 for the Public Works Department, in the amount of \$150,000?

Recommendation:

That the City Council approve a resolution authorizing a task order with Compass Rose GIS to provide as-needed mapping and geographic information system services for Fiscal Year 2026 for the Public Works Department, in the amount of \$150,000.

Fiscal Impact:

Funds for the task order are available in the following FY26 Operating Budget accounts for professional services.

TASK ORDER TO COMPASS ROSE GIS FOR FY26 GIS SERVICES			
Fund Source	Account	Amount Requested	Amount Available
PW Administration	3101-6430	\$ 10,000	\$ 10,000
PW Engineering	3201-6430	\$ 20,000	\$ 150,000
Wastewater Engineering	4141-6430	\$ 110,000	\$ 349,300
Wastewater Operations	4142-6430	\$ 10,000	\$ 120,000
TOTAL:		\$150,000	\$ 629,300

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.

BACKGROUND:

The City has transitioned from paper maps to electronic Geographic Information System (GIS) mapping to enhance record-keeping and access. The GIS system combines graphical and database information, delivering fast and efficient service to both external and internal customers.

The City does not have in-house resources or staff with adequate expertise to perform this work efficiently, so most of it is outsourced to specialized consultants. By outsourcing, the City has been able to retain expert support in a rapidly evolving industry on an as-needed basis, while maintaining fiscal responsibility.

The City has benefited significantly from the use of this GIS data, which has provided infrastructure records for both capital and private development projects. Maintenance activities have been streamlined through integration with Cartegraph, a software tool for infrastructure asset maintenance. This data is also used for capital improvement and maintenance budgeting as well as performance measurements.

In August 2024, a Master Agreement was executed with Compass Rose GIS to provide GIS and Mapping Services. The terms of the Master Agreement allow for the issuance of task orders in accordance with the City's Purchasing Policy. The Purchasing Policy requires the City Council to approve contracts exceeding \$50,000.

DISCUSSION:

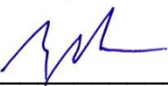
With advancing technology and the dynamic nature of the City's infrastructure, there is a need to constantly update and upgrade the City's infrastructure maps. In the coming fiscal year, the City, using Compass Rose GIS services, will be performing the following:

- As-needed infrastructure map updates
- Continuing digitization of parks and buildings
- Digitization of traffic signal inventories and implementation of maintenance tracking on Cartegraph
- Assistance with the implementation of See-Click-Fix software
- Integration of GIS mapping with the Laserfiche system
- Preparation of special study and presentation maps
- Operation, maintenance, and asset management software (Cartegraph) updates
- Administration of on-line GIS maps and cloud server
- Maintenance and administration of GraniteNet Software (CCTV software for videoing the sewer infrastructure) with GIS maps

CONCLUSION:

Staff recommends that the City Council approve a resolution authorizing a task order with Compass Rose GIS to provide as-needed mapping and geographic information system services for Fiscal Year 2026 for the Public Works Department, in the amount of \$150,000.

Reviewed by:



Greg Humora
City Manager

Respectfully submitted by:



Michael Throne, PE
Director of Public Works



Carly Cubberley, PE
Engineering Project Manager

Attachments: A. Resolution
 B. FY26 Proposal

RESOLUTION NO. 2025-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING A TASK ORDER WITH COMPASS ROSE GIS FOR AS-
NEEDED MAPPING AND GEOGRAPHIC INFORMATION SYSTEM SERVICES
FOR FISCAL YEAR 2026

WHEREAS, this project will advance the City's goal of investing in infrastructure to serve the needs of the community;

WHEREAS, the City has converted all its paper maps to electronic maps and the City's changing infrastructure requires frequent updating of the maps;

WHEREAS, the City has implemented infrastructure asset maintenance and management software; and it is essential to keep the system up-to-date and running efficiently;

WHEREAS, the City has made the maps available online and maintains a cloud server and the online system needs to remain in operation by updating the server and the maps;

WHEREAS, in May 2024, a formal Request for Qualifications, RFQ 25-01 was advertised and Compass Rose GIS was selected to provide as-needed Geographical Information System Services;

WHEREAS, on August 6, 2024, the City executed a Master Agreement with Compass Rose GIS in accordance with RFQ 25-01 and terms of the Master Agreement allow for the issuance of task orders in accordance with the City's Purchasing Policy; and

WHEREAS, funding for this task order is budgeted in Public Works FY26 operating budgets.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED that the Mayor is hereby authorized and instructed to execute a task order between the City of La Mesa and Compass Rose GIS, for as-needed mapping and geographic information system services for Fiscal Year 2026 in the amount of \$150,000 for Public Works support services. Said contract is on file in the Office of the City Clerk.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-__, duly passed and adopted by the City Council of said City on said date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



City of La Mesa

GIS Proposal FY 25-26

June 30, 2025

PROJECT OVERVIEW

The City of La Mesa's Public Works Department continues to improve their GIS program and serve a wider audience with data and web mapping applications. Compass Rose GIS has been supporting these efforts by providing overall GIS program management and technical services.

Details for ***on-going and future projects*** are included in the Scope of Work below. The GIS project team will work closely with the City's project manager to continue to prioritize projects.

SCOPE OF WORK

The section below highlights three project categories. The GIS team will track and report monthly on progress and estimate to complete.

1. GIS Database Management

- Monthly red-lines
- Scanning & processing of drawings
- Documentation & training associated with GIS data updates
- Enterprise database management
- Map service publishing & maintenance

2. Online Mapping

- Management of the City's ArcGIS Online account
 - Licensing
 - Users & roles
 - Map application design & maintenance
 - Training
- Requirements gathering for online map requests
 - Development
 - Testing
 - Publication

3. Enterprise GIS

- Support administration of City's AWS account
- Cartegraph OMS
- Granite NET
- Technical and end user support
- Documentation & training associated with enterprise systems listed above

PROJECT LIST

- ArcGIS Online
 - Continue to improve & enhance existing applications
 - Internal & external map galleries
 - Configure data collection apps as needed for City asset inventory
 - Train staff to edit and manage subject matter data sets
 - Share data with partner agencies and public via Open Data Portal
- Database management
 - Continue to maintain City assets in enterprise geodatabase
 - Project priorities
 - Sewer
 - Storm Water
 - Documentation & metadata preparation and maintenance
- Cartegraph
 - Synchronize assets as needed
 - Expand functionality using container components
 - Traffic Signals
 - Parks
 - Facilities
 - Data export and mapping
 - Technical support – end user experience
 - Customizations and automation as needed
- Granite Net
 - Support City staff as needed
 - Engineering users
 - Truck data updates
 - Troubleshooting
 - Create new users and demo application for Engineering contractors
 - Edit or upload project inspection files

SCHEDULE

The GIS project team will work with the City's project manager to define individual project needs and schedule to complete.



FEES SCHEDULE FY 25-26

- GIS Project Manager \$140
- Solutions Architect \$125
- GIS Technician \$80

The fee for the GIS Services described in this scope of work is not to exceed **\$150,000**. Estimated break-down per category is as follows:

<u>Task</u>	<u>Description</u>	<u>Budget</u>
1	GIS Database Management	\$ 70,000.00
2	Online Mapping	\$ 40,000.00
3	Enterprise GIS	\$ 40,000.00
Totals		\$ 150,000.00

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa

Date _____ By _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$150,000.00

Director of Finance
City of La Mesa

Date: 07/22/2025

By: Michael Throne

<u>Fund:</u>	<u>Dept. Account:</u>	<u>Activity:</u>
<u>101</u>	<u>3101-6430</u>	<u>\$10,000.00 from Account 3101-6430 (Amount Available \$10,000.00)</u>
<u>101</u>	<u>3201-6430</u>	<u>\$20,000.00 from Account 3201-6430 (Amount Available \$150,000.00)</u>
<u>207</u>	<u>4141-6430</u>	<u>\$110,000.00 from Account 4141-6430 (Amount Available \$349,300.00)</u>
<u>207</u>	<u>4142-6430</u>	<u>\$10,000.00 from Account 4142-6430 (Amount Available \$120,000.00)</u>

Purpose: Resolution approving a task order to Compass Rose GIS for as-needed Mapping and Geographic Information System Services for Fiscal Year 2026.

CERTIFICATE NO. 1937



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING A TASK ORDER TO BWE, INC. FOR DESIGN SERVICES FOR THE NANCY DRIVE STREET DRAINAGE IMPROVEMENTS (CAPITAL IMPROVEMENT PROJECT NO. 8323)

ISSUING DEPARTMENT: PUBLIC WORKS

SUMMARY:

Issues:

Should the City Council approve the attached Resolution authorizing the issuance of a task order to BWE, Inc., to provide stormwater drainage design services for the Nancy Drive Street Drainage Improvements project in the amount of \$75,545?

Recommendation:

Approve the attached resolution authorizing the issuance of a task order to BWE, Inc., to provide stormwater drainage design services for the Nancy Drive Street Drainage Improvements project in the amount of \$75,545.

Fiscal Impact:

This task order is funded under Capital Improvement Project No. 8323, Sidewalk Construction, which aims to address sidewalk gaps throughout the city and utilizes Community Development Block Grant funding for eligible areas. Due to the drainage impacts and ponding on the adjacent sidewalks, primarily at the driveway aprons, curb and gutter replacement are being replaced as part of the sidewalk construction.

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.

BACKGROUND:

The City received concerns of ponding along the street gutter line on Nancy Drive between Gregory Street and Earl Street. Staff investigated the concerns and concluded that replacing the curb and gutter and repairing driveway apron grades would remedy the situation and protect the street pavement from further deterioration.

In May 2024, the City issued a request for qualifications (RFQ 25-01) and conducted a formal selection process to select highly qualified firms capable of providing various professional services. BWE, Inc. was chosen to provide stormwater drainage design services, and in August 2024, a master agreement was executed. The terms of the master agreement allow for the issuance of task orders to authorize specific items of work on an as-needed basis to the selected consultants.

DISCUSSION:

The Nancy Drive Street Drainage Improvements project design will provide the City with construction improvement drawings to properly lay out the replacement of curb and gutter, as well as the replacement of driveway aprons along the street segment. After the design is completed, the City shall program the project for future construction in the Capital Improvement Program.

CONCLUSION:

Staff recommends that the City Council adopt the attached resolution authorizing the issuance of a task order to BWE, Inc., to provide stormwater drainage design services for the Nancy Drive Street Drainage Improvements project in the amount of \$75,545.

Reviewed by:



Greg Humora
City Manager,

Respectfully submitted by:



Michael Throne, PE
Director of Public Works



Mike Kinnard
Engineering Project Manager

Attachments: A. Resolution
 B. Task order

RESOLUTION NO. 2025-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING A TASK ORDER WITH BWE, INC. FOR DESIGN SERVICES
FOR THE NANCY DRIVE STREET DRAINAGE IMPROVEMENTS (CAPITAL
IMPROVEMENT PROJECT NO. 8323)

WHEREAS, concerns of drainage issues were reported along Nancy Drive between Gregory Street and Earl Street;

WHEREAS, City staff determined that the slopes of the existing gutter and driveway aprons were causing drainage issues and needed to be redesigned and replaced to properly mitigate the ponding and drainage issues;

WHEREAS, engineering design services are needed to complete the redesign and replacement of curb and gutter, and driveway aprons;

WHEREAS, the City of La Mesa solicited proposals, RFP 25-01, for as-needed specialized professional design services and BWE, Inc. was selected as one of three firms to perform storm water and pollution prevention design;

WHEREAS, the terms of the master agreement allow for the issuance of task orders to authorize specific items of work on an as-needed basis to the selected consultants; and

WHEREAS, a scope of work and fee were negotiated with BWE, Inc. to provide design services for CIP No. 8323, Nancy Drive Street Drainage Improvements.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the Mayor is hereby authorized to execute a task order with BWE, Inc. to provide design services for Capital Improvement Project No. 8323, Nancy Drive Street Drainage Improvements, in the amount of \$75,545.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MEGAN WEIGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WEIGELMAN, CMC, City Clerk

(SEAL OF CITY)

June 25, 2025

CITY OF LA MESA, PUBLIC WORKS

18130 Allison Av
La Mesa, CA 91942

Project: **Nancy Drive Street Drainage Improvements
Proposal for Land Surveying and Civil Engineering Services**
Location: Nancy Dr. between Earl St. and Gregory St., La Mesa, CA 91942

Dear Mr. Michael Kinnard:

BWE is pleased to present this Proposal for our Land Surveying and Civil Engineering Services for the project referenced above. Our fee proposal is based on email and telephone correspondence with yourself and BWE staff as well as the provided document:

- City of La Mesa - Nancy Drive Drainage Project
- Map 02940 & ROS 03236

It is our understanding that the project consists of design and construction documents for design of driveways, sidewalks, curb & gutter for the purposes of addressing issues pertaining to drainage, driveway sloping, and path of travel along Nancy Drive. **Exhibit "A"** details our Land Surveying Scope of Work, **Exhibit "B"** details our Civil Engineering Scope of Work and **Exhibit "C"** our Summary of Fees. All services will be performed in accordance with our executed Master Agreement dated August 15, 2024.

This scope and fee are valid for a period of 90 days from the date of the proposal, with project kick-off occurring no later than one calendar year from the date of the proposal. If these durations are exceeded, we reserve the right to review this scope and fee and update according to current standards.

Please call us if you have any questions or comments. We look forward to the opportunity to work with you on this project.

Respectfully,

BWE, Inc.



Michael Slawson, PE
Principal

Please note that this is not a contract. We can provide a contract based upon this scope and fee if you would like to proceed based on this document.

Exhibit "A"
Nancy Drive Street Drainage Improvements
Nancy Dr. between. Earl St. & Gregory St., La Mesa CA 91942
Land Surveying Scope of Work



1.0 LAND SURVEYING SERVICES

1.1 Topographic and Limited Boundary Survey

- Professional Land Surveyor services to research record title documents and maps with the City of La Mesa and County of San Diego.
- Field surveying services to tie into a City of La Mesa vertical benchmark and set on-site horizontal and vertical survey control.
- Field and office surveying services to locate the right-of-way (RoW) and property lines along the area delineated with red above, more commonly known as the property at Nancy Drive between Earl St. and Gregory St., La Mesa, CA.
- Field and office surveying services to collect and process survey data of existing improvements. Topographic features include ground elevations, existing structures, pavement, curb and gutters, fencing, including storm drain, sewer, water, gas and electric. BWE expects three (3) full days of two (2) man field crew at prevailing wage to perform the field survey.
- Field and office surveying services to collect and process survey data of visible, above-ground utility structures and risers.

- Office surveying services to prepare an AutoCAD Civil 3D Drawing, depicting the topographic survey, boundary elements, and easements (if applicable) within the project area.

Land Survey Assumptions

- a) No title report will be provided and RoW will be established by record drawings.
- b) Subcontracting a utility mark-out service provider is not included. If this service is needed, BWE can contract with a utility locator firm at an additional cost.
- c) The referencing of setbacks and zoning information is not included in this proposal.
- d) Preparation and processing of easements for public utilities are not included.
- e) The scope and fee above assume that the record property corner monuments of said property lines can be recovered by a field survey completed within an eight (8) hour work period. In the event said record monuments cannot be recovered; an additional hourly fee will apply at our standard two-man field crew rate of \$325 an hour to complete the above scope of work.
- f) Setting monuments or filing a Record-Of-Survey with the County are not included.
- g) No monumentation, corner records (Pre-construction and post-construction), or records of survey are included. If these items are required by either the owner or regulatory requirements, they will be provided on a time and materials basis.
- h) Excludes construction staking. A proposal for these services may be provided upon request.

Exhibit “B”
Nancy Drive Street Drainage Improvements
Nancy Dr. between. Earl St. & Gregory St., La Mesa CA 91942
Civil Engineering Scope of Work

2.0 CONCEPT DESIGN (Public Improvement Plan Permit)

2.1 Field Investigation

BWE staff will perform a field review to become familiar with the existing project site and adjacent site conditions and document with photographs.

2.2 Civil Concept Design

Review relevant project documentation and any available as-builts, applicable design for road classification type; coordinate and prepare two options, one full width improvement and one modified to fit existing RoW improvements. Concept options will include typical replacement for driveway, sidewalk, and curb and gutter.

3.0 DESIGN DEVELOPMENT/ CONSTRUCTION DOCUMENTS (Public Improvement Plan Permit)

Construction Documents will be prepared in AutoCAD 2D on standard engineering “D” sheets at 10 & 20 scale. Milestone submittals include for this package are 60%, 100% and Final.

3.1 Public Improvement Plan Preparation

BWE will prepare an Improvement Plan set to install driveway, sidewalk, and curb and gutter concepts as applicable, that will include a Title Sheet, Notes, Demolition Plan(s), Precise Grading and Drainage Plans, Site Cross Sections, Signing and Striping, Details, as well as Erosion Control Plan. The Precise Grading and Drainage Plans will show project slopes with contours at one-foot intervals, general spot elevations, and general slope percentages. BWE will directly submit this plan set to the City of La Mesa for review and comment prior to official submittal.

Excludes: Design of site retaining walls, detailing of architectural walls/fencing, hardscape (color, finish), and site furniture (poured in place or affixed).

3.2 Revisions to Plans, Report & Forms –Permit Package

BWE will respond to reasonable Agency requests for plan revisions. BWE has assumed 2 cycles of review. Included is the coordination with city plan reviewers (pertaining to civil engineering comments). Upon approval, BWE will plot mylars and will submit the signed mylars to the City of La Mesa.

Note: Should additional cycle reviews be required, then BWE will provide the client with a Change Order.

4.0 MEETINGS, COORDINATION and BID SUPPORT

4.1 Design Meetings and Project Coordination

BWE will attend a maximum of 2 teleconference and 2 in person, meetings with the Client during the design process. All project coordination (internal and external) will be performed under this task.

4.2 Bidding and Outreach Support

We shall provide written text responses to RFIs during the bidding process. Assist City of La Mesa in preparation of applicable addenda required to sufficiently obtain competitive bids for the items included in our scope of work.

5.0 LIMITED CONSTRUCTION OBSERVATION

5.1 Limited Construction Observation & Coordination

BWE will respond to General Contractor RFIs, submittals telephone calls and emails for document interpretation. BWE has therefore allocated a maximum of one (1) on-site construction coordination meeting on an as requested basis.

Note: Revisions to plans based on contractor errors or unforeseen field conditions shall be additional services. Should additional onsite construction meetings be required, then BWE will provide the client with a Change Order.

6.0 PROJECT CLOSE OUT

6.1 Punch Walk and Punch List

BWE will conduct a post-construction as-built site walk and generate a punch list for contractor use.

6.2 Preparation of As-Builts - (Lump Sum)

To close out the project and to release the bond, the City of La Mesa requires the preparation of project-specific as-built plans. BWE will develop a set of as-built plans and will directly submit these to the City of La Mesa. Included in this task is the processing and coordination with city staff.

Note: The Contractor shall be required to accurately and periodically maintain a set of fields as-constructed redlines for the owner's records. These contractors redlines will be provided to BWE to assist with the final project as-built documentation.

Excluded: The preparation of an As-Graded Soils report is excluded from this fee proposal. If required by the City of La Mesa, then it is to be provided by the geotechnical engineer of record.

Civil Engineering Assumptions

- a) Any items not specifically mentioned in the scope of services are excluded from this proposal.
- b) Preparation of soils reports or soils testing including pavement section recommendations provided by others (if required).
- c) Excludes design, processing approvals for franchise utilities, which include gas, electric, telephone, cable or switches.
- d) Excludes utility locating and/or utility potholing.
- e) Excludes the preparation of construction costs estimates.
- f) Excludes the design of street lights (if required).
- g) Excludes the preparation of a curb utilization plan.
- h) Excludes the attendance of weekly onsite-construction meetings.
- i) Excludes the preparation of a Traffic Study or Traffic Control Plans.
- j) Excludes the preparation of Photometric Light Study.
- k) Value Engineering (VE) efforts, if requested will require an additional fee.
- l) Excludes detailed analysis of existing upstream and downstream storm drain system.
- m) Excludes all soil remediation services to mitigate and manage risks from contaminated soils that could be harmful to human health and the environment.
- n) Excludes infiltration and percolation tests.
- o) Excludes the preparation of geotechnical reports, greenhouse gas studies, archaeological studies, paleontological studies, biological studies, environmental impact reports, and hazardous materials surveys.
- p) Excluded is the preparation of a Storm Water Pollution Prevention Plan (SWPPP).
- q) Excludes the preparation of landscaping plans.

Exhibit "C"
Nancy Drive Street Drainage Improvements
Nancy Dr. between. Earl St. & Gregory St., La Mesa CA 91942
Civil Engineering & Surveying Fee

PROPOSED FEE SUMMARY

Tower Street Improvements BWE Scope of Work		Fee
Survey	1.1 Topographic and Limited Boundary	\$ 19,300.00
SUBTOTAL		\$ 19,300.00
Concept Design	2.1 Field Investigation	\$ 1,400.00
	2.2 Civil Concept Design	\$ 9,200.00
SUBTOTAL		\$ 10,600.00
Design Development/ Construction Documents	3.1 Public Improvement Plan Preparation	\$ 30,655.00
	3.2 Revisions to Plans, Report and Forms	\$ 4,600.00
SUBTOTAL		\$ 35,255.00
Meetings, Coord. & Bid Support	4.1 Design Meetings and Project Coordination	\$ 1,900.00
	4.2 Bidding and Outreach Support	\$ 1,900.00
SUBTOTAL		\$ 3,800.00
Construction Observation	5.1 Limited Construction Observation and Coordination	\$ 2,300.00
SUBTOTAL		\$ 2,300.00
Project Close Out	6.1 Punch Walk and Preparation of Contractor Punch List	\$ 1,170.00
	6.2 Processing of As-Builts	\$ 3,120.00
SUBTOTAL		\$ 4,290.00
GRAND TOTAL		\$ 75,545.00

The estimated fees are based on Prevailing Wage rates for field services according to the Rate Schedule included in our Master Agreement dated August 15, 2024. Items not included in the scope of work including additional meetings and site visits will be provided, if required as an additional service billed on a time and materials basis.

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa

Date _____ By _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$74,545.00



Director of Finance
City of La Mesa

Date: 07/22/2025

By: Michael Throne

Fund: 530 Dept. Account: 8323 Activity: \$74,545.00 from Account 8323 (Amount Available \$463,000.00)

Purpose: Resolution awarding a task order to BWE, Inc. for design services for Nancy Drive Street Drainage Improvements (CIP No. 8323)

CERTIFICATE NO. 1942

REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING A TASK ORDER WITH
ARDURRA GROUP, INC. FOR ON-CALL
ENCROACHMENT PERMIT INSPECTION SERVICES

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issues:

Should the City of La Mesa authorize a task order with Ardurra Group, Inc. for On-Call Encroachment Permit Inspection Services in the amount of \$103,740?

Recommendation:

Adopt the attached resolution authorizing a task order with Ardurra Group, Inc. for On-Call Encroachment Permit Inspection Services in the amount of \$103,740

Fiscal Impact:

Funds for the task order are available in Engineering's Professional Services Operating Account 3201-6430.

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.

BACKGROUND:

In May 2024, the City issued a request for qualifications (RFQ 25-01) and conducted a formal selection process to select highly qualified firms capable of providing various professional services. Ardurra Group Inc. was selected to provide construction management and inspection services, and in August 2024, a master agreement was

executed. The terms of the master agreement allow for the issuance of task orders to authorize specific items of work on an as-needed basis to the selected consultants.

DISCUSSION:

The task order will augment staff with encroachment permit inspection services, including construction management and field observation/inspection services. In addition, the scope of services will include submittal, shop drawing review, requests-for-information review, construction monitoring, and inspection of the stormwater pollution prevention plan.

CONCLUSION:

Staff recommends that City Council adopt the attached resolution authorizing a task order with Ardurra Group, Inc. for On-Call Encroachment Permit Inspection Services in the amount of \$103,740.

Reviewed by:



Greg Humora
City Manager

Respectfully submitted by:



Michael Throne, PE
Director of Public Works



Carly Cubberley
Engineering Project Manager

Attachments: A. Resolution
B. Proposal

RESOLUTION NO. 2025-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING A TASK ORDER WITH ARDURRA GROUP, INC. FOR ON-
CALL ENCROACHMENT PERMIT INSPECTION SERVICES

WHEREAS, in May 2024, the City advertised a request for qualifications for as-needed engineering services;

WHEREAS, Ardurra Group, Inc., was selected as a qualified firm to provide as-needed construction management and inspection services;

WHEREAS, the City of La Mesa has a need for as-needed encroachment permit within the City right-of-way; and

WHEREAS, funds for the task order are available in Engineering's Professional Services Operating Account 3201-6430.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the Mayor is hereby authorized and instructed to execute for and on behalf of said City, a task order for as-needed encroachment permit inspection services between the City of La Mesa and Ardurra Group, Inc., for an amount of \$103,740.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF THE CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



July 9, 2025

Mr. Michael Throne
City Engineer/Public Works Director
City of La Mesa
8031 Allison Avenue
La Mesa, CA 91941

REFERENCE: PROPOSAL FOR FY 25/26 ON-CALL ENCROACHMENT PERMIT INSPECTION SERVICES

Dear Mr. Throne:

In accordance with your request, Ardurra Group, Inc. (Ardurra) is pleased to provide this proposal for Development Inspection services for the City of La Mesa (City) for On-Call Encroachment Permit Inspection Services. Ardurra has reviewed the documents provided and prepared a proposed scope of work and an estimated fee to complete the proposed scope.

SCOPE OF SERVICES

Construction Management Services

Ardurra will provide as-needed Construction Management services during the course of the project. Services anticipated to be provided include:

- Project Meetings: Coordinate and attend a pre-construction meeting, as well as attend periodic progress meetings with the Developer staff and contractors.
- Respond to RFIs: Ardurra will respond to City-directed Requests for Information (RFIs) during the project. Ardurra will prepare written responses and distribute to the Developer and the City.
- Submittal/Shop Drawing Review: Ardurra will review Contractor submittals/shop drawings for public improvement construction on the project. These will include all City maintained improvements for the project. All submittals will be reviewed for compliance with the contract documents and returned with written comments to the Contractor.

Field Observation/Inspections

Ardurra will provide as-needed field observation of the construction activities. Ardurra will serve as the primary point of contact on-site, and will provide coordination among the Developer, Contractors, and City engineering staff. This task will entail the following major subtasks:



- Construction Monitoring: Monitor daily construction activities, prepare field records, and log digital photographic records. Verify work is in compliance with approved plans, specifications, and approved shop drawings.
- SWPPP Inspection: Provide site inspections to verify that proper BMPs are being utilized on the project site and prepare written reports as the required frequency for filing with the City's stormwater compliance program.
- Construction Quality Assurance: Monitor grading and improvement construction and verify that all necessary quality control observation and testing is being performed.

FEE

Ardurra understands that services provided as part of this agreement will be billed on a Time and Materials basis as they are requested by the City of La Mesa. Calling on our experience with providing these services to the City in the previous fiscal year we've based our estimate on 95 hours a month for six months. Ardurra requests a total not to exceed fee of **\$103,740.00** (One Hundred Three Thousand Seven Hundred Forty Dollars). This fee is all inclusive of vehicle, mileage, computer, testing equipment and all other necessary equipment and materials to perform the required tasks. We've included staff type and applicable billing rates for the types of services we anticipate the City will be requesting as part of this agreement.

- **Construction Management Services**
Construction Manager \$218.00/HR
- **Field Observation/Inspection**
Senior Construction Observer \$182.00/HR

We sincerely appreciate the opportunity to provide this proposal and assist the City with this project. Please contact me at (858) 243-4977 should you have any questions or need further information.

Sincerely,

Scott Adamson, PE, QSD/P
Construction Management – Group Leader

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa

Date _____ By _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$103,740



Director of Finance
City of La Mesa

Date: 07/22/2025

By: Michael Throne

Fund:	Dept. Account:	Activity:
<u>101</u>	<u>3201-6430</u>	<u>\$103,740 from Account 3201-6430 (Amount Available \$150,000.00)</u>

Purpose: Resolution approving a task order for encroachment permit inspection services to Adurra Group, Inc.

CERTIFICATE NO. 1938



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING A TASK ORDER WITH
ARDURRA GROUP, INC. FOR STORMWATER
COLLECTION SYSTEMS SERVICES FOR THE LA
MESITA PARK DRAINAGE IMPROVEMENTS PROJECT
(CAPITAL IMPROVEMENT PROJECT NO. 8502)

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issues:

Should the City Council approve the attached Resolution authorizing the issuance of a task order with Ardurra Group, Inc. to provide stormwater collection systems services for the La Mesita Park Drainage Improvements Project in the amount of \$81,534?

Recommendation:

Approve the attached resolution authorizing the issuance of a task order with Ardurra Group, Inc. to provide stormwater collection systems services for the La Mesita Park Drainage Improvements Project in the amount of \$81,534.

Fiscal Impact:

The task order for Capital Improvement Project No. 8502, La Mesita Park Drainage Improvements, in the amount of \$81,534, is funded by the local Highway Users Tax Account (HUTA) 26 and RTIP LAM44 Roadway Drainage Improvements 26.

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.
- Maintain a community where residents and visitors feel safe.

BACKGROUND:

An existing 60-inch storm drain line runs through La Mesita Park between Dallas Street and a manhole located within Caltrans right-of-way adjacent to the park. The line was originally built in the mid-1900s and conveyed large flows from the areas north of Dallas Street as well as runoff from the park itself. In the early 2000s, off-site flows were diverted to a newly constructed 84-inch reinforced concrete pipe (RCP), which was built within the Caltrans right-of-way.

A preliminary drainage and feasibility study was performed by Ardurra Group, Inc. to assess the existing condition of the pipe, assess the preliminary hydrology and hydraulics of the site and storm drain, and provide remediation alternatives.

In May 2024, the City issued a request for qualifications (RFQ 25-01) and conducted a formal selection process to select highly qualified firms capable of providing various professional services. Ardurra Group Inc. was selected to provide construction management and inspection services, and in August 2024, a master agreement was executed. The terms of the master agreement allow for the issuance of task orders to authorize specific items of work on an as-needed basis to the selected consultants.

DISCUSSION:

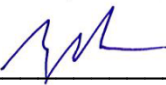
The existing 60-inch storm drain is in poor condition and is much larger than is needed to convey drainage from La Mesita Park since off-site flows are now diverted. City staff recommends constructing a new smaller storm drain adjacent to the existing main line and abandoning the existing 60-inch storm drain.

The scope of the work proposed is to develop a construction-ready plan set and specification package, and engineer's estimate to construct a new 24-inch storm drain line and abandon the existing 60-inch storm drain. Having the same consultant that prepared the preliminary drainage and feasibility study prepare the construction-ready design plans, Ardurra Group, Inc., is cost effective.

CONCLUSION:

Staff recommends that the City Council adopt the attached resolution authorizing a task order with Ardurra Group, Inc., to provide stormwater collection systems services for the La Mesita Park Drainage Improvements Project in the amount of \$81,534.

Reviewed by:

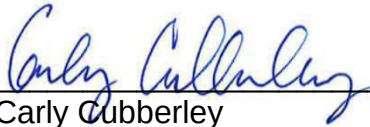


Greg Humora
City Manager

Respectfully submitted by:



Michael Throne, PE
Director of Public Works



Carly Cubberley
Engineering Project Manager

Attachments: A: Resolution
 B: Ardurra Group, Inc. Proposal

RESOLUTION NO. 2025-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING A TASK ORDER WITH ARDURRA GROUP, INC. FOR
STORMWATER COLLECTION SYSTEMS SERVICES FOR THE LA MESITA
PARK DRAINAGE IMPROVEMENTS PROJECT (CAPITAL IMPROVEMENT
PROJECT NO. 8502)

WHEREAS, the City performed a preliminary drainage and feasibility study at La Mesita Park;

WHEREAS, the study concluded the capacity of the existing 60-inch storm drain line in La Mesita Park is no longer needed and the storm drain line is in disrepair;

WHEREAS, in April 2024, the City advertised a Request for Qualifications RFQ 25-01 for as-needed engineering services;

WHEREAS, Ardurra Group, Inc. was selected as a qualified firm to provide as-needed stormwater collection system services;

WHEREAS, the terms of the master agreement allow for the issuance of task orders to authorize specific items of work on an as-needed basis to the selected consultants; and

WHEREAS, a scope of work and fee were negotiated with Ardurra Group, Inc. to provide construction-ready plans, specifications, and an engineer's estimate to replace the storm drain line in La Mesita Park, identified as the La Mesita Park Drainage Improvements Project.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the Mayor is hereby authorized to execute a task order with Ardurra Group, Inc. to provide stormwater collection systems services for Capital Improvement Project No. 8502, La Mesita Park Drainage Improvements Project in the amount of \$81,534.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF THE CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-___, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



May 23, 2025

Ms. Carly Cubberly
Engineering Project Manager
Public Works – Engineering
City of La Mesa
8130 Allison Avenue
La Mesa, CA 91942

SUBJECT: PROPOSAL FOR DESIGN ENGINEERING SERVICES FOR LA MESITA PARK DRAINAGE IMPROVEMENTS

Dear Ms. Cubberly:

Pursuant to your request, Ardurra Group, Inc. (Ardurra) is submitting our proposal to provide professional engineering, geotechnical, and survey services for the La Mesita Park improvement project. We appreciate the opportunity to continue supporting the City of La Mesa (City). Ardurra's project understanding, proposed team, and estimated fee are presented herein for your consideration.

PROJECT UNDERSTANDING

Ardurra understands the City is seeking a consulting firm to provide final engineering design services for the replacement of the existing 60" CMP pipe that traverses La Mesita Park as shown in Figure 1. Ardurra prepared a drainage memo for La Mesita Park identifying four alternatives to mitigate the damaged existing 60" CMP pipe. The selected alternative consisted of introducing a new smaller mainline adjacent to the existing mainline, connecting the existing laterals to this new mainline, and abandoning the existing 60" CMP. For the final design, Ardurra will prepare a final drainage study in accordance with the County of San Diego Hydrology Manual to size the new mainline. The existing pipe would need to be backfilled with material to assure the pipe does not collapse, creating voids and possibly creating soil failures on the surface. Ardurra's scope of work and deliverables are further detailed below.



Figure 1 – La Mesita Park and Existing 60" CMP



SCOPE OF WORK

Task 1. Project Management, Coordination, Meetings, and QA/QC

The Project Management task is directed as resource management of the Project Team. Activities include scheduling and monitoring the project team, cost control, and implementing our quality management program (QMP).

Ardurra will coordinate with the City, as necessary, to complete the project tasks. The project schedule, work plan of deliverables, and roles and responsibilities will be defined and mutually agreed upon at the start of the project. Ardurra assumes that there will be no more than four (4) meetings during design; with the initial meeting being a field visit to assess the current existing conditions, and subsequent meetings to be held virtually using the video platform preferred by the City.

Deliverable: Project Management time, Meeting attendance (in person and virtual), Invoicing (PDF)

Task 2. Assessment of Existing Conditions

2A. Topographic Survey

Ardurra has secured Aguirre Surveying to perform a survey of the existing park inlets and the invert elevations of the existing manholes within the project area. The survey information will be transposed onto the existing survey from the City's GIS website. The City's GIS website has existing 2ft contours that will be utilized for design. Ardurra will use the existing contours to create an existing surface for use in the final drainage study as well as for design of the proposed drainage system. It is anticipated that there are no utilities crossing the main line that will require locating or potholing.

Deliverable: Civil3D topo and boundary (DWG)

2B. Geotechnical Investigation

Ardurra has secured Nova Services, Inc. (Nova) for the geotechnical investigation of the park for the purpose of providing trenching recommendations for the new storm drain line. Nova will perform field investigations and perform their analysis to develop a geotechnical report that will include recommendations for trenching, temporary shoring, pipeline support, backfill and compaction, and soil corrosivity. It is presumed that the project site is accessible to limited access or truck-mounted drilling equipment. Please see Attachment B for the detailed geotechnical project scope.

Deliverable: Geotechnical Report (PDF)

2C. Base Map

Ardurra will prepare a base map from the available contours from the City's GIS website and overlay the inlets onto the map for use in design.

Deliverable: Site visit, Base map (DWG)



Task 3. Preliminary Design (35% Design)

3A. Drainage Study

Using the topographic survey and available GIS data, Ardurra will update the preliminary drainage memo for the purpose of verifying the size of the replacement mainline storm drain pipe. The drainage study will be performed in accordance with the San Diego County Hydrology and Hydraulics Manuals. Using the results from the hydrology analysis, a hydraulic analysis will be performed to verify capacity of the mainline. Additionally, the drainage analysis will be limited to La Mesita Park and will not include tributary areas outside of the area, including Caltrans.

Deliverable: Updated Drainage Memo (PDF)

3B. Preliminary Improvement Plans

Ardurra will prepare a preliminary plan of the proposed storm drain improvements. The preliminary improvement plan will show the proposed storm drain mainline and the lateral connections from the existing inlets. The proposed laterals will intercept the existing laterals and connect to the new mainline. It will be assumed that the laterals will not require resizing or that inlets will require relocation; however, in the event areas are identified as being deficient, Ardurra will coordinate with the City to add new inlets and laterals. It is anticipated that the preliminary improvements will be shown on a single plan to coordinate with the City for review and approval.

Deliverable: Preliminary Storm Drain Plan (PDF)

3C. Preliminary Opinion of Probable Construction Costs

Ardurra will prepare a preliminary opinion of probable construction costs based on the preliminary storm drain improvements. Recent available public bids in the vicinity will be used to establish unit costs. The costs will be provided to the City for review and approval.

Deliverable: Preliminary Opinion of Probable Construction Costs (PDF)

Task 4. Final Engineering Design

4A. Final Improvement Plans

Ardurra will prepare final engineering plans of the proposed storm drain improvements. The final plans will show sufficient information for the improvements to be constructed. It is understood that the plan sheet set will include plan view of the proposed main line and the laterals. This includes one review and response to comments. Plans will consist of 24"x36" plans at 1"=20' scale and it is anticipated that there will be the following list of plans:

- Title and Notes Sheet (1 sheet)
- Plan Sheets (2 sheets)
- Detail Sheet (1 sheet)
- Temporary Erosion Control Plan (1 Sheet)

Deliverable: Improvement Plans (PDF)



4B. Project Specifications

Ardurra will prepare project technical specifications for the proposed improvements. The City will be responsible for the front-end specifications. This includes one review and response to comments.

Deliverable: Project Specifications (DOC)

4C. Final Opinion of Probable Construction Costs

Ardurra will generate an opinion of probable construction costs for the proposed improvements. The estimate will be prepared in accordance with the final design and specifications package and will be calculated using the unit pricing used for the preliminary estimate.

Deliverable: Final Opinion of Probable Construction Costs (PDF)

Task 5. Bid Support

Ardurra is prepared to assist the City during the Bidding period. We will answer questions and inquiries during the bidding period, up to 10 RFIs. We will also assist with up to two addendums that may result from changes to the plans. Ardurra will also offer opinions relative to the bids received by the City, should this be requested.

Deliverable: RFI Responses (PDF), Bid Addenda Plan Sheets (PDF), Opinion on Bid Technical Adherence (Email)

Task 6. Engineering Support During Construction

Ardurra understands the need to provide support during construction and we are committed to supporting the project and the City during this critical stage. Ardurra anticipates responding to requests for information from the contractor (up to 10), review submittals and perform no more than one (1) site visit to observe construction of the proposed improvements. We have proposed twenty-six (26) hours for Construction Support. Should this duration not be sufficient, we reserve the right to request an additional budget to continue to support this effort.

Deliverable: RFI Responses (PDF), Review of Submittals, Site Visits, Project Engineer time

CITY RESPONSIBILITIES

The city will be responsible for the following:

1. Provide access to the site.
2. Provide all pertinent records maintained by the city.



3. City staff will scope the existing laterals and identify slope, alignment, and location of lateral connections to mainline.
4. City will provide boilerplate specifications for use in preparing project specific technical specifications and autocad title blocks.

EXCLUSIONS/ASSUMPTIONS

The following exclusions and assumptions were made in the preparation of the scope of work:

1. It is assumed the City will coordinate with Ardurra prior to performing the field work to scope the existing laterals so that an Ardurra team member can observe this effort to gather pertinent information.
2. Rough order of magnitude costs will be based on available data and there is no guarantee that the costs will be accurate at the time of construction.
3. The proposed project schedule is subject to change due to unforeseen circumstances and review durations.
4. It is assumed that an updated drainage memo will be provided and a full drainage study is not included nor required for this scope of work.
5. It is assumed that the City of La Mesa will be the only approving agency for the proposed improvements.
6. It is assumed that any major change in direction or additional analysis from this scope may be considered additional scope.
7. It is assumed that there will not be any Caltrans component to this project.
8. It is assumed that a Stormwater Quality Assessment, Report, or Design will not be required.
9. Environmental, structural, or landscape services are not included in this scope.
10. It is assumed that any changes after the 35% alignment will require additional fees.
11. The hydraulic grade line will be shown on the mainline only.
12. Profiles will not be included.
13. Water Surface Pressure Gradient analysis will not be included.
14. It is assumed that if there is a permit required for geotechnical investigation, it will be at no cost.

PROJECT SCHEDULE

The Ardurra Team will prepare and maintain a project design schedule that will be implemented to match the city's timeline. We estimate that the survey and geotechnical investigation will take approximately four (4) weeks, and the design will take fourteen (14) weeks from issuance of the notice to proceed (NTP).



ESTIMATED FEE

The estimated fee for this task order is:

Task	Fee
1 Project Management & Coordination	\$4,788
2 Assessment of Existing Conditions • Ardurra (\$2,850) • Survey (\$10,461) • Geotechnical (\$22,000)	\$35,311
3 Preliminary Design	\$10,305
4 Final Design	\$23,700
Sub-Total for Design	\$74,580
5 Bid Support	\$1,580
6 Engineering Support During Construction	\$5,850
Total	\$81,534

Ardurra appreciates the opportunity to submit our proposal for this work. We look forward to continuing our existing positive working relationship with the City's team on this project. Please let us know if you have any questions or need additional information.

Respectfully submitted,

Carmen Kasner, PE
Southwest Operations Director
760.525.9995
Ckasner@ardurra.com

Jose Hernandez, PE
Senior Project Manager
714.458.7929
jhernandez@ardurra.com

Attachments:

Attachment A – Survey Proposal
Attachment B – Geotechnical Proposal



LA MESITA PARK, LA MESA – APN'S 485-600-23, -24 & -25
Survey and Mapping Scope and Fee Breakdown
April 17, 2025

	<u>PLS</u>	<u>LS</u>	<u>Crew</u>
1. Research, coordination	1	4	
2. Tie to primary control & City Benchmark		2	3
3. Set and survey suppl. control, trig level between same		1	2
4. Perform reconnaissance for monuments		1	3
5. Survey, dip and detail 15 storm drain structures		2	6
6. Prepare drawing with record lot lines and structures		3	
Total Hours	1	13	14

Other Direct Costs

Reference Maps \$40.00

SUMMARY

PLS	1 Hrs. @ \$200	\$ 200.00
LS	13 Hrs. @ \$180	2,340.00
2-man Crew	14 Hrs. @ \$495	6,930.00
ODC's		<u>40.00</u>

Total \$ 9,510.00

Assumptions, Conditions, Limitations

1. Horizontal control is NAD 83 per published data. Vertical control is per City La Mesa BM. Said survey control may or may not agree with previous aerial mapping provided by the City.
2. Scope of work per phone discussion with Dave Segal at Ardurra 4/16/25.
3. Site elevations will be GPS derived. Level loop from Benchmark not included in scope.
4. This scope includes up to a maximum of 15 storm drain structures (MH's, clean outs, grates and inlets) to be located and dipped. Only features that are readily visible will be surveyed.
5. Storm drain details will be shown on the field dip sheets only and not drafted.
6. This project will not require a Caltrans Right of Entry Permit.
7. Landnet basemap will be record based on ROS 17628.
8. Unhindered access to all portions of the site necessary for the survey will be provided.
9. Deliverables will be an AutoCAD drawing (dwg) file, Basis of Coordinates statement, a .txt points file, and pdf's of dip details.

Signed: Michael A. Havener 4/17/25
Michael A. Havener, PLS Date



Jose Hernandez | Senior Project Manager
Ardurra
3737 Birch Street, Suite 250
Newport Beach, CA 92660

May 22, 2025

Subject: Proposal for Geotechnical Investigation
La Mesita Park Drainage Improvements Project
8855 Dallas Street La Mesa, California 91942

Dear Mr. Hernandez:

NOVA Services, Inc. (NOVA) is pleased to submit this proposal to perform a geotechnical investigation for the subject project. Based on discussions with you and review of the provided technical memo, we understand the project may consist of replacement of an existing 60-inch storm drain main line at La Mesita Park located at 8855 Dallas Street in La Mesa, California. Based on our experience in the area and review of historic mapping, we anticipate the site will be underlain by fill soils associated with the infilling of an historic drainage. Beneath the fill the site is underlain by alluvium and/or Stadium Conglomerate (Tst). Based on the 1997 Foundation Report prepared by Law/Crandall for the Dallas Street Overcrossing project, perched groundwater is anticipated to be encountered at depths of about 25 feet below the existing ground surface (bgs).

SCOPE OF WORK

The purpose of our services will be to address the geotechnical issues of the proposed development. Specifically, our scope of work will consist of the following:

- Reviewing geologic maps, prior geotechnical reports, and other readily available literature pertinent to the geotechnical conditions at the site.
- Coordinating with City of La Mesa personnel and Ardurra for site access.
- Performing site reconnaissance and marking the proposed boring locations. Underground Service Alert will be notified for underground utility mark-out services.
- Hiring a private utility locator to mark potential subsurface conflicts at investigation locations.
- Drilling two hollow-stem auger borings to depths up to 15 feet below the ground surface (bgs), or refusal if shallower, using a track-mounted, limited-access drill rig. A NOVA geologist will log the borings and obtain samples for examination and laboratory testing. Figure 1 presents the proposed boring locations.

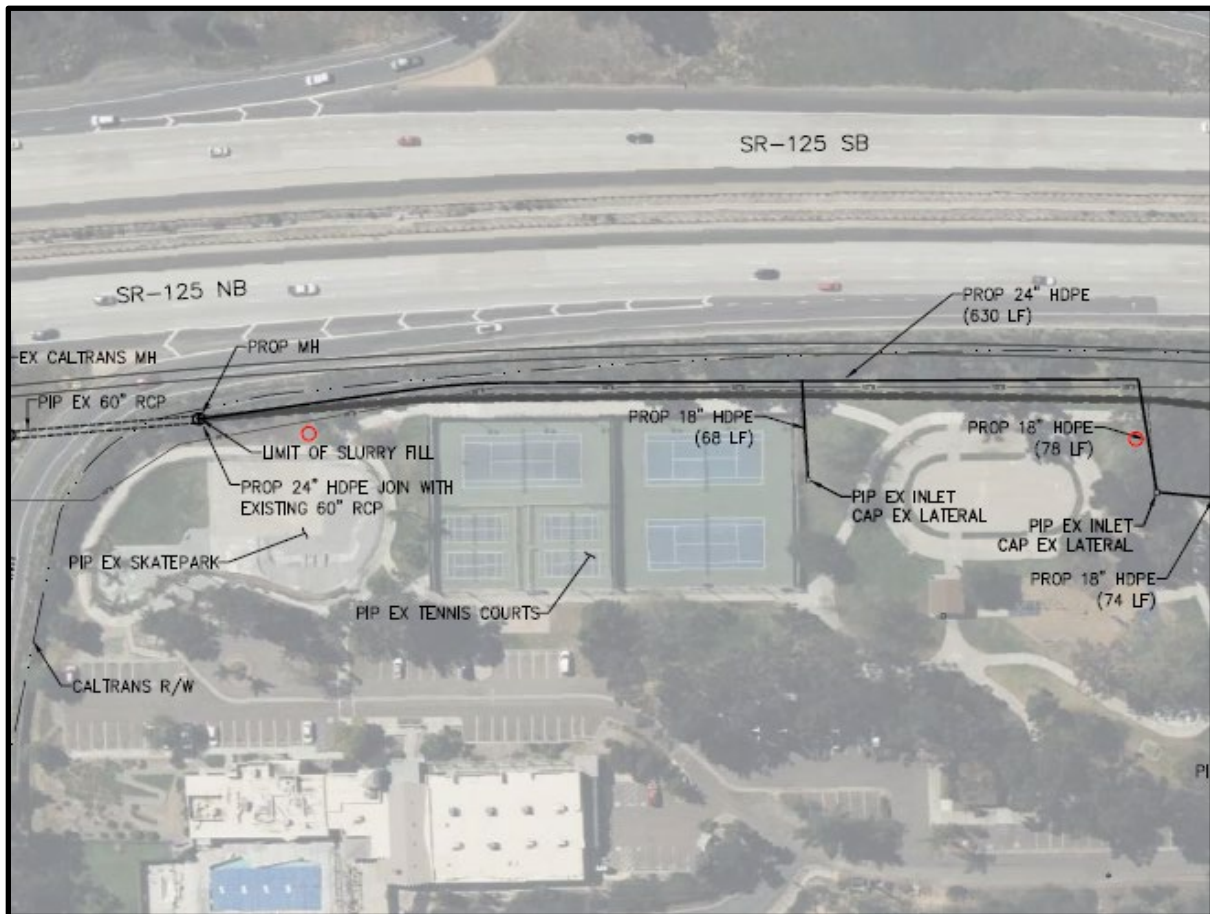


Figure 1. Proposed Boring Locations

- Logging the borings, noting physical descriptions of the soils encountered; soil classifications in accordance with the Unified Soil Classification System (USCS); water table/groundwater if encountered; and obtaining samples for examination and laboratory testing.
- Backfilling the borings in accordance with San Diego County Department of Environmental Health requirements.
- Performing laboratory tests on selected soil samples to evaluate material classifications in accordance with the USCS and other pertinent engineering properties including in-situ unit weight and moisture content, grain-size distribution, Atterberg limits, and corrosivity (pH, resistivity, chlorides, and sulfates).

We will prepare a geotechnical report that includes a subsurface investigation map, boring logs, and laboratory test results. We will submit an electronic copy of the report. The report will provide applicable conclusions and recommendations regarding:

- Subsurface conditions beneath the site, including groundwater levels, if encountered, dewatering specifications, and seasonal variations of the water table.



May 22, 2025

- Potential geologic hazards.
- Excavation characteristics.
- Temporary shoring.
- Pipeline support.
- Backfill material and compaction.
- Suitability of existing soils for use as backfill.
- Soil corrosivity.

Please note that it is anticipated that the project site and subsurface materials are free of environmental contamination or pollution. The scope and fee presented herein do not include assessment, sampling, analysis, or management of suspected contaminated materials. However, unexpected conditions can always arise. Should we encounter soil or groundwater that is suspected to be contaminated, either because of odors, colors, free liquids, or other suspicious conditions, we will immediately notify the client. The client should take necessary initial measures to protect workers, the site, and other personnel.

LIMITATIONS AND EXCLUSIONS

Site Access

NOVA's proposal is based on the understanding that site access will be available during standard workday hours.

Utilities

NOVA will make reasonable efforts to locate surface and subsurface utilities in order to prevent accidental damage to utilities during subsurface exploration activities. NOVA will contact USA to obtain utility locations within the boundaries of the investigation area. A private utility locating contractor will also be notified. NOVA will not be responsible for costs related to damage to any underground utility lines or structures.

Excavated Soils

NOVA will backfill the proposed subsurface explorations in accordance with appropriate regulatory requirements. This proposal assumes that soil cuttings generated during the subsurface exploration will not be affected by hazardous or regulated substances; that there will be no need to conduct special testing to containerize the soils for disposal at a regulated facility, i.e., soils may be disposed of without concern for the presence of regulated chemical constituents. Any such requirements for special soil characterization and disposal will be billed on a time and expense basis.

Stormwater

Please note that stormwater infiltration testing is not within the scope of this proposal. If required, a proposal for 'design-phase infiltration testing' can be provided at a later date.



May 22, 2025

Off-Site Disposal of Hazardous Materials

Client acknowledges that NOVA is not and shall not be required to be in any way a 'generator', 'arranger', 'operator', or 'transporter' of hazardous materials present at or near the project site, as these terms are defined in applicable Federal or State Statutes. In addition, Client shall sign all manifests for the disposal of substances affected by regulated contaminants.

However, if the parties mutually agree that NOVA sign such manifests and/or to hire for Client a contractor to transport, treat, or dispose of the hazardous materials, NOVA shall do so only as Client's agent. Client agrees to defend, indemnify, and hold harmless NOVA, its officers, directors, employees and agents from any claim, suit, arbitration, or administrative proceeding, damages, penalties or liability that arise from the executing of such manifests on Client's behalf.

Further, NOVA will, at Client's request, help Client identify appropriate alternatives for off-site treatment, storage, or disposal of such substances, but NOVA shall not make any independent determination about the selection of a treatment, storage, or disposal facility.

SCHEDULE

We will begin our investigation as soon as notice to proceed is received. We will mark the investigation locations and notify USA. USA requires 48-hour notice before drilling can start. We will also hire a private utility locator. We anticipate that the fieldwork can be completed within two weeks of the notice to proceed. Laboratory testing and the final report can be completed within five weeks of completing the fieldwork.

FEE ESTIMATE

We will provide the outlined geotechnical investigation scope of work for a lump sum fee of **\$18,000**. Design development tasks are services that NOVA provides after the geotechnical report has been completed, such as responding to City review comments, design team meetings, answering questions from the design team, and reviewing plans and specifications. For this project, design development services are estimated to be about **\$2,000** and will be billed as work progresses. Table 1 below presents a breakdown of the fee. The fee is based on our attached 2025 Schedule of Fees and the understanding that this project is subject to prevailing wage law.

The cost of our services may exceed this estimate if unanticipated conditions are encountered that would warrant additional investigation or analysis, or if the proposed plans are changed from our previously stated understanding of the project.

Table 1. Fee Estimate

FEE ITEM	COST
Geotechnical Investigation and Report – <i>Fixed Fee</i>	\$ 18,000.00
Design Development Services – <i>Time & Materials</i>	\$ 2,000.00
Total Contract Amount:	\$ 20,000.00



May 22, 2025

BILLING SCHEDULE

NOVA will bill **\$9,000** upon the completion of the subsurface exploration. The remainder of the fees will be billed and payable following submittal of the report.

AUTHORIZATION

This proposal is valid for 90 days. NOVA will accept authorization to proceed upon approval of this proposal and receipt of the Professional Services Agreement signed by an officer of your firm. In turn, we will send you a fully executed copy for your records.

CLOSURE

NOVA appreciates the opportunity to prepare this proposal, and we look forward to working with you on this project. If you have any questions, please contact us at 858.292.7575

Respectfully submitted,
NOVA Services, Inc.

A handwritten signature in blue ink, appearing to read "Andrew K. Neuhaus".

Andrew K. Neuhaus, PG, CEG
Senior Engineering Geologist

A handwritten signature in blue ink, appearing to read "Tom Canady".

Tom Canady, PE
Principal Engineer

Distribution: Jose Hernandez via email at jhernandez@ardurra.com

Attachments: General Terms and Conditions and Acceptance of Professional Services
NOVA 2025 Schedule of Fees



May 22, 2025

TERMS AND CONDITIONS FOR PERFORMANCE OF SERVICES

This agreement is made by and between NOVA Services, Inc., herein referred to as “NOVA,” and, Ardurra, hereinafter referred to as “Client.” The term “Client” includes Jose Hernandez, who is the Client’s project representative agent and/or, who is the Client’s designated agent for all notices and communications between NOVA and Client. All notices and communications from NOVA to Client are to be addressed to:

Jose Hernandez
Ardurra
3737 Birch Street, Suite 250
Newport Beach, CA 92660

This agreement between the parties consists of these Terms, the attached Proposal for Geotechnical Investigation, La Mesita Park Drainage Improvements Project, 8855 Dallas Street, La Mesa, California dated May 22, 2025, and any exhibits or attachments noted in the proposal.

Table 1. Fee Estimate

FEE ITEM	COST
Geotechnical Investigation and Report – <i>Fixed Fee</i>	\$ 18,000.00
Design Development Services – <i>Time & Materials</i>	\$ 2,000.00
Total Contract Amount:	\$ 20,000.00

SUMMARY OF DOCUMENTS

Client and NOVA agree to perform this contract in accordance with the following contract documents which are incorporated herein by reference and made part of this contract:

Exhibit 1	<u>NOVA Proposal</u>
Exhibit 2	<u>Terms and Conditions for Performance of Services</u>
Exhibit 3	<u>2025 Schedule of Fees</u>

Together, these elements will constitute the entire Agreement superseding any and all prior negotiations, correspondence, or agreements either written or oral. Any change to this Agreement must be mutually agreed to in writing.

TO EXECUTE THIS AGREEMENT, PLEASE INITIAL PAGES 1-4 AND SIGN PAGE 4.



May 22, 2025

NOVA SERVICES, INC. GENERAL TERMS AND CONDITIONS

(3 Pages, Items 1-20)

1. **SCOPE OF WORK.** NOVA Services, Inc. (the "Company") shall perform the services defined in this Agreement and shall invoice the Client in accordance with the compensation section of this Agreement. Any estimate of cost to the Client as stated in this Agreement or any of the accompanying schedules shall not be considered as a fixed price, but only an estimate (unless otherwise specifically stated in this Agreement). The Company will provide additional services under this Agreement as requested by the Client in writing subject to acceptance by the Company. Client will be invoiced for additional services at the Company's standard rates or as mutually agreed upon, including but not limited to, re-reviews, re-inspections, re-tests, stand-by time, scope changes, services outside normal business hours or services provided beyond the estimated project duration. To the extent these General Terms and Conditions are part of a proposal for services, the proposal shall be valid for ninety (90) days unless otherwise stated. Once a proposal is accepted, these General Terms and Conditions shall apply to all services performed and shall survive any termination of the Agreement or completion of services.
2. **RIGHT OF ENTRY.** The Client will provide for right of entry of the Company personnel and all necessary equipment to the project site or sites, in order to complete the work.
3. **INVOICES.** The Company will submit invoices to Client monthly and a final bill upon completion of services. There shall be no retainage, unless otherwise agreed upon in the Agreement. The Company shall furnish insurance certificates, lien waivers, affidavits or other available documents as and when requested by Client provided all amounts due to the Company have been paid. Payment is due within thirty (30) days after the receipt of invoice. Interest charges will start to accrue forty-five (45) days from the invoice date. Client agrees to pay an interest charge equal to the lesser of one and one-half percent (1½%) per month, or the maximum rate allowed by law, on past due accounts. Any attorney's fees, collection fees or other costs incurred in collecting any delinquent amount shall be paid by Client. The Client agrees to pay the Company for its services in accordance with the above Agreement, regardless of whether or not he has been paid by his client.
4. **SAFETY.** The Company is only responsible for the safety on site of its own employees and subcontractors. However, this shall not be construed to relieve the Client or any of its contractors from their responsibilities for maintaining a safe jobsite. Neither the professional activities of the Company, nor the presence of the Company's employees and subcontractors shall be construed to imply the Company has any responsibility for job safety or any activities on site performed by personnel other than the Company's employees or subcontractor.
5. **STANDARD OF CARE.** Service performed by the Company under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the location where the services are to be performed. No other warranty, expressed or implied, is made, including without limitation, any warranty of fitness for a particular purpose.
6. **INSURANCE & GENERAL LIABILITY.** The Company represents and warrants that it and its agents, staff and consultants employed by it are protected by worker's compensation insurance and that the Company has such coverage under public liability and property damage insurance policies which the Company deems to be adequate and in line with other professional service firms currently practicing under similar conditions. Certificates for all such policies of insurance shall be provided to Client upon request in writing. Additional insurance, if requested in writing by Client prior to commencement of services, will be obtained by the Company, if procurable, and charged to the Client.
7. **DISPUTES.** All claims, disputes, controversies or matters in question arising out of, or relating to, this Agreement or any breach thereof, including but not limited to disputes arising out of alleged design defects, breaches of contract, errors, omissions, or acts of professional negligence, (collectively "Disputes") shall be submitted to non-binding mediation before and as a condition precedent to pursuing any other remedy. Upon written request by either party to this Agreement for mediation of any dispute, Client and the Company shall select a neutral mediator by mutual agreement. If a Dispute cannot be settled through mediation as set forth above, then such Dispute, if involving amounts less than \$100,000, shall be decided by binding arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect, or any other appropriate rules upon which the parties may agree following termination of mediation. Notwithstanding any other provisions of this Section, in no event shall a demand for mediation be made, or any other proceeding initiated, more than two (2) years from the date the party making demand knew or should have known of the dispute or five (5) years from the date of substantial completion of Nova's Services, whichever date shall occur earlier. All mediation or arbitration shall take place in San Diego County, California, unless the parties agree otherwise. The fees of the mediator or arbitrator(s) and the costs of transcription and other costs incurred by the mediator or arbitrator(s) shall be apportioned equally between the parties. Thereafter, with respect to any Disputes involving amounts equal to or greater than \$100,000, if any legal action or other proceeding is brought with respect to such Dispute, the successful or prevailing party or parties shall be entitled to recover reasonable attorneys' fees, costs and expenses, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.
8. **DELAYS IN WORK.** In no event, will the Company be responsible for delays in the work which is beyond our reasonable control or caused by Client or its agents, consultants, contractors or subcontractors. Stand-by or non-productive time for delays in our work



May 22, 2025

caused by Client or its agents, consultants, contractors or subcontractors may be charged to the Client unless provided for as a separate item in the Agreement or otherwise as mutually agreed upon.

9. **TERMINATION.** This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms of the Agreement. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In all events of termination, the Company shall be paid for services performed up to and through the date of termination plus reasonable expenses to demobilize. In the event of termination, or suspension for more than three (3) months, prior to completion of all reports contemplated by this Agreement, the Company may complete such analyses and records as are necessary to complete its files and may also complete a report on the services performed to date of notice of termination or suspension. The expenses of termination or suspension shall include all direct costs of the Company in completing such analyses, records, and reports and shall be due and payable by Client promptly upon invoice from the Company.
10. **ASSIGNS.** This Agreement may not be assigned by either party without the prior written consent of the other party, provided, however, that the Company may assign this Agreement in the case of sale of all or substantially all of its assets or equity. To the extent consent is required, it shall not be unreasonably withheld.
11. **OWNERSHIP OF DOCUMENTS.** All reports, boring logs, field data, field notes, laboratory test data, calculations, estimates and other documents prepared by the Company, as instruments of service, shall remain the property of the Company. Client agrees that all reports and other work furnished to the Client or his agents, which are not paid for, will be returned upon demand and will not be used by the Client for any purpose whatsoever. The Company will retain all pertinent records relating to the services performed for a period of three (3) years following submission of the report, during which period the records will be made available to the Client at all reasonable times and an administrative fee may be charged to the Client for retrieval and reproduction of such records.
12. **FAILURE TO FOLLOW RECOMMENDATIONS.** The Company will not be held liable for problems that may occur if the Company's recommendations are not followed.
13. **LIMITATION OF LIABILITY.** Client agrees that the work created pursuant to this Agreement is for the sole and exclusive use of Client and is not for the benefit of any third parties. Client acknowledges and agrees that in no event shall the liability of the Company in connection with this Agreement or the services provided pursuant thereto exceed the fee actually paid to and received by the Company under this Agreement. This Agreement and the services to be performed hereunder shall in no way be construed as a guarantee of deficient-free construction.
14. **INDEMNIFICATION BY CLIENT.** Client shall indemnify and hold harmless the Company, the Company's affiliates, subsidiaries and clients, and all of their respective directors, officers, employees, managers, members, shareholders and representatives (collectively, the "Indemnitees") from and against all damages, liabilities, losses, damages, costs and expenses (including without limitation, reasonable attorney's fees and costs) (collectively, "Losses"), which any and all such Indemnitees hereafter may suffer or incur in connection with any claim, action, proceeding, or right of action (at law or in equity) (individually and collectively, a "Claim") because of or arising from the acts, omissions, negligence, gross negligence or willful misconduct on the part of Client, or any of the Client's contractors, subcontractors, sub-subcontractors, materialmen, or agents of any tier or their respective employees (collectively, the "Client Parties"). Recognizing that it may be difficult to allocate total responsibility for a particular act or omission by a Client Party from the work and services being performed by the Company, if any such Losses are caused in whole or in part by any act, omission, or default by the Indemnitees, then the aggregate amount of the Client's (and Client Parties') liability for such Losses shall not exceed the greater of \$250,000 or twelve times the amount of fees charged by the Company for its services under this Agreement (the "Shared Fault Limitation"). The parties agree that the Shared Fault Limitation bears a reasonable commercial relationship to the services provided by the Company and that the indemnification provided herein is considered a part of the project specifications. Notwithstanding the foregoing, in no event shall any Client Party have any duty of indemnification hereunder for Losses resulting from the gross negligence, or willful, wanton or intentional misconduct, of the Company or its officers, directors, agents or employees. Except as set forth in the preceding sentence, the Company Parties' rights to indemnification shall include, without limitation, indemnification for any and all Losses which may be suffered by any the Company Party as a result of any (i) failure of Client to follow or implement any of its recommendations, (ii) any breach by Client of its obligations under the Agreement, and (iii) exposure of the Company's employees or agents to any hazardous materials at the jobsite.
15. **HAZARDOUS MATERIALS.** It is acknowledged by both parties that the Company's scope of services does not include any services related to asbestos or hazardous or toxic materials unless specifically identified in our scope of services. In the event the Company or any other party encounters asbestos or hazardous materials at the jobsite, or should it become known in any adjacent areas that may affect the performance of the Company's services, the Company may, without liability for consequential or any other damages, suspend performance of services on the project until the Client retains appropriate specialist consultants or contractors to identify, abate and/or remove the asbestos, hazardous or toxic materials and warrant that the jobsite is in full compliance with applicable laws and regulations.
16. **SAMPLE DISPOSAL.** Unless other arrangements are made, the Company will dispose of all samples remaining at the time of report completion. Further storage or transfer of samples can be arranged at Client's prior written request, subject to a reasonable charge by the Company. In addition, Client acknowledges that contaminated drill cuttings, sample spoils, wash water, and other materials may



May 22, 2025

be produced as a result of encountering hazardous materials at the site. In such event, the Company shall properly contain, label, and store such materials on-site, and Client shall be responsible for its proper transportation and disposal.

17. **AQUIFER CONTAMINATION.** Client acknowledges that it is impossible for the Company to know the exact composition of a site's subsurface, even after conducting a comprehensive exploratory program. As a result, there is a risk that drilling and sampling may result in contamination of certain subsurface areas. Although the Company will take reasonable precautions to avoid such an occurrence, Client waives any claim against, and (without limiting the generality of Section 14 hereof) agrees to indemnify and hold harmless the Company from any claim or liability for injury or loss which may arise as a result of subsurface contamination caused by drilling, sampling, or monitoring well installation. Client also agrees to adequately compensate the Company for any time spent and expenses incurred in defense of any such claim.

18. **DEFINITIONS.** As used herein, the following words and their derivative words or phrases have the meanings indicated, unless otherwise specified in the various sections of this Agreement:

AGREEMENT: means the Agreement between the parties, which shall describe and govern Client's engagement of the Company to provide services in connection with the project or work identified in the proposal (Proposal), and consists of the Proposal, these General Terms and Conditions, and any exhibits or attachments referenced in any of these documents.

CERTIFY, CERTIFICATION: the Company's opinion based on its observation of conditions, knowledge, information and beliefs. It is expressly understood such opinions relieve no other party of any responsibility or obligation he or she has accepted by contract or custom.

ESTIMATE: An opinion of probable cost for services made by the Company. The accuracy of probable cost for services opinion cannot be guaranteed.

INSPECT, INSPECTION: The visual observation of certain aspects of construction to permit the Company to render its professional opinion as to whether the contractor is performing the Work in a manner indicating that, when completed, the Work will be in general accordance with the approved documents. Such observations do not relieve any party from fulfillment of their customary and contractual responsibilities and obligations.

19. **LIMITED LIABILITY COMPANY PROTECTION.** It is intended by the parties to this Agreement that the Company's services under this Agreement shall not subject the Company's individual employees, officers, shareholders, managers, members or directors to any personal legal exposure for the risks associated with the services to be rendered or the project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against the Company, a California limited liability company, and not against any of the Company's employees, shareholders, officers, managers, members or directors.

20. **MISCELLANEOUS.**

Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its principles of conflicts of law.

Amendment: This Agreement may be amended, modified or supplemented, but only in writing signed by each of the parties hereto.

Waivers: The failure of a party hereto at any time or times to require performance of any provision hereof shall in no manner affect its right at a later time to enforce the same. No waiver by a party of any condition or of any breach of any term contained in this Agreement shall be effective unless in writing and signed by the waiving party, and no waiver in any one or more instances shall be deemed to be a continuing waiver of any such condition or breach in other instance or a waiver of any other condition or breach of any other term.

Severability: If any provision or sub-provision of this Agreement is or becomes invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions or sub-provisions contained herein shall not be affected thereby.

Integration: This Agreement represents the entire understanding and agreement among the parties with respect to the subject matter hereof, and supersedes all other negotiations, understandings and representations (if any) made by and among such parties

ACKNOWLEDGEMENT

NOVA Services, Inc.

Client: _____
Authorized By: _____
Print Name: _____
Title: _____
Date: _____

Authorized By: _____
Print Name: _____
Title: _____
Date: _____



May 22, 2025

2025 PREVAILING WAGE RATES FOR PROFESSIONAL AND TECHNICAL SERVICES

SERVICES	UNIT	RATE
Professional Staff		
Principal Geotechnical Engineer	Hour	\$ 275.00
Principal Engineer/Geologist	Hour	\$ 260.00
Senior Engineer/Geologist	Hour	\$ 240.00
Project Manager	Hour	\$ 220.00
Project Engineer/Geologist	Hour	\$ 220.00
Staff Engineer/Geologist	Hour	\$ 190.00
Technical Staff		
Special Inspector: Concrete, Steel, Masonry, Post-Tension Concrete, Fireproofing, Batch Plant, Roofing	Hour	\$ 148.00
Firestopping/Fire Caulking Inspector	Hour	\$ 155.00
ACI Concrete Technician	Hour	\$ 145.00
Non-Destructive Testing: Ultrasonic, Magnetic Particle, Liquid Penetrant	Hour	\$ 155.00
Geotechnical Supervisor	Hour	\$ 165.00
Soils Technician	Hour	\$ 148.00
Lab Technician, services outside normal business hours	Hour	\$ 98.00
Equipment and Expenses		
Coring Two Man Crew	Hour	\$ 400.00
Nuclear Gauge	Day	\$ 45.00
Pachometer – Reinforcing Steel	Day	\$ 65.00
Skidmore/Wilhelm	Day	\$ 225.00
Schmidt Hammer	Day	\$ 65.00
Floor Flatness	Visit	\$ 1,800.00
Support Services and Other Expenses		
Technical Drafter (CAD)	Hour	\$ 115.00
Pick-Up/Delivery within San Diego County	Trip	\$ 85.00
Expert Witness Testimony	Hour	\$ 400.00
Monthly MetaField Reporting	Month	\$ 500.00

ADMINISTRATIVE FEE

A charge of 5% of the monthly invoice total will apply to all invoices for administrative and dispatch costs.

TRAVEL TIME AND MILEAGE

For projects that are greater than 25 miles from NOVA's Office, \$0.85/per excess mile to and from the project will be charged for inspectors and technicians.

EXPENSES AND OUTSIDE SERVICES

Outside services and reimbursable expenses not included in this fee schedule (samples sent to outside laboratory for testing, samples sent to outside fabricator or machine shop, equipment, subcontractors, vendor credentialing and billing programs, etc.) are charged at cost plus 20%. Per Diem (meals only) charged at \$85.00 per day.

Based on CA DIR Determination 07/01/2024. Field Technician and Inspector Rates will increase by 5% after 6/30/2025 per DIR pre-determined increase.



May 22, 2025

LABORATORY TESTING		
Test	ASTM	Rate
Soil and Aggregate		
Compaction Curve, Modified,	D1557	\$ 285.00
Compaction Curve, Standard,	D698	\$ 285.00
Compaction Check Point		\$ 93.00
Oversize Rock Correction	D4718	\$ 93.00
Sieve Analysis, with Wash	C136, D6913, CT 202	\$ 160.00
Sieve Analysis, fine with Hydrometer	D6913, D7928, D422	\$ 250.00
Percent Finer than #200	C117	\$ 88.00
Specific Gravity and Absorption, Coarse	C127, CT 206	\$ 185.00
Specific Gravity and Absorption, Fine	C128, CT 207	\$ 140.00
Unit Weight and Voids in Aggregate	C29, CT 212	\$ 93.00
Moisture Content	D2216, CT 226	\$ 48.00
Moisture Content and Dry Density	D2937	\$ 48.00
Atterberg Limits: PL, LL, PI	D4318, CT 204	\$ 235.00
Sand Equivalent	D2419, CT 217	\$ 105.00
Durability Index	D3744	\$ 275.00
Cleanliness Value	CT 227	\$ Quote
Los Angeles Abrasion (LA Rattler)	C131, C535	\$ Quote
Expansion Index	D4829	\$ 245.00
R-Value	D2844	\$ 390.00
Consolidation	D2435	\$ 260.00
Direct Shear	D3080	\$ 345.00
Direct Shear Remold		\$ 655.00
Sulfate and Chloride Content		\$ 135.00
pH and Resistivity	CT 643	\$ 170.00
Unconfined Compression	D2166	\$ 185.00
California Bearing Ratio	D1883	\$ 670.00
Asphalt Concrete		
Hveem Stability and Unit Weight	D1560	\$ 385.00
Wet Track Abrasion	D3910	\$ 240.00
Maximum Theoretical Specific Gravity (Rice)	D2041	\$ 155.00
Percent Asphalt with Gradation (ignition oven)	C6307	\$ 260.00
Unit Weight Only (compacted sample or core)	D2726, D1188	\$ 58.00
Unit Weight Requiring Compaction	D2726	\$ 260.00
Asphalt Mix Design Review (per hour)		\$ 260.00
Concrete and Masonry		
Concrete Cylinder Compression Test (4x8)	C39, CT 521	\$ 44.00
Concrete Cylinder Compression Test (6x12)	C39, CT 521	\$ 50.00
Compression Test, Mortar, Grout	C780, C1019	\$ 54.00
Compression Test, High-Strength Grout	C1107	\$ 63.00
Compression Test, Core (includes sample prep)	C42	\$ 105.00
Compression Test, Lightweight Concrete (insulating, fill)	C495	\$ 63.00
Compression Test, Shotcrete Panel, set of four cut cores	C42	\$ 398.00
Flexural Strength, 6X6 beam	C78, C293, CT 523	\$ 135.00
Fiber Reinforced Polymer	D7565	\$ 925.00
Unit Weight Fresh Concrete	C138, CT 518	\$ 58.00

LABORATORY TESTING		
Test	ASTM	Rate
Concrete and Masonry (continued)		
Concrete Drying Shrinkage, set of three specimens	C157	\$ 465.00
Unit Weight, Lightweight Concrete	C567	\$ 90.00
Concrete Mix Design Review (per hour)		\$ 260.00
Moisture Vapor Emission Kit	F1869	\$ 58.00
Shotcrete Nozzleman Certification – mock-up panel, coring, and grading (per nozzleman)		\$ 2,750.00
Composite Prism Masonry Unit	C1314	\$ 250.00
Compression Test, Block	C140	\$ 75.00
Compression Test, Brick	C67	\$ 65.00
Absorption, Unit Weight, and Received Moisture, Masonry Block	C140	\$ 198.00
Lineal Shrinkage, Masonry Block	C426	\$ 305.00
Masonry Block Conformance (absorption, unit weight, shrinkage, compressive strength)	C90	\$ 725.00
Steel and Fireproofing		
Bolt-Nut-Washer Conformance Testing	F606	\$ 885.00
Bolt-Nut-Washer, Hardness Only	F606	\$ 205.00
Reinforcing Steel, Tensile Test, < No. 6 bar	A370	\$ 115.00
Reinforcing Steel, Tensile Test, No. 7 or higher bar	A370	\$ Quote
Reinforcing Steel, Bend Test, No. 6 bar or smaller	A370	\$ 115.00
Reinforcing Steel, Tensile Test, No. 7 bar or higher	A370	\$ Quote
Tensile Strength Mechanical Splice		\$ Quote
Fireproofing – Density Test (template/displacement)	E605	\$ 90.00
Fireproofing Adhesion/Cohesion	E736	\$ 38.00

ADDITIONAL TERMS AND CONDITIONS

- Overtime occurs in the following instances:
 - work more than 8 hours per day is charged at time-and-a-half.
 - work more than 40 hours per week is charged at time-and-a-half.
 - work performed outside the hours between 6:30 a.m. and 4:00 p.m., Monday through Friday is charged at time-and-a-half; work up to 12 hours per day on Saturday is charged at time-and-a-half.
 - work more than 12 hours in one day, or over 8 hours on the 7th consecutive day or worked Sundays/holidays is charged at double time.
- Hourly rates are charged on a portal-to-portal basis.
- Mileage will be charged at \$0.85 per mile for services performed outside a 25-mile radius of this office.
- A 4-hour minimum is charged for field services. Work performed more than 4 hours will be charged at 8 hours. Work performed over 8 hours is charged in half-hour increments.
- 24-hour notice is required for testing and inspection services.** There will be a 4-hour minimum charge (show-up time) for cancellations without notification.
- Same Day Callouts will be subject to a 1-hour project management fee.
- When personnel are required by job conditions to work more than 5 consecutive hours without the ability to take a one-half hour uninterrupted lunch period, an additional hour will be billed at regular time in addition to actual hours worked.
- Laboratory testing that is required to be performed outside regular hours will be billed for Lab Technician time in addition to the lab test rate. Weekend sample pickups, if required, will incur additional charges.
- Please note that our services are billed on a time and materials basis. Our fees are determined by the construction schedule as well as the type and frequency of services requested and specified by local jurisdictions and their representatives.
- Any required retainers must be paid prior to the start of services.

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa

Date _____ By _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$81,534.00



Director of Finance
City of La Mesa

Date: 07/22/2025

By: Michael Throne

Fund: 530 Dept. Account: 8502 Activity: \$81,534.00 from Account 8502 (Amount Available \$550,000.00)

Purpose: RESOLUTION AWARDDING A TASK ORDER TO ARDURRA GROUP, INC.
FOR WASTEWATER AND STORMWATER COLLECTION SYSTEMS
SERVICES FOR THE LA MESITA PARK DRAINAGE IMPROVEMENTS
PROJECT (CIPNO. 8502)

CERTIFICATE NO. 1941



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING CONTRACT CHANGE ORDER NO. 1 WITH AMERICAN ASPHALT SOUTH, INC. FOR BID 25-16, 2025 ANNUAL SLURRY SEAL PROJECT (CAPITAL IMPROVEMENT PROJECT NO. 8305)

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issues:

Should the City Council approve the attached Resolution authorizing Contract Change Order No.1 with American Asphalt South, Inc. for Bid 25-16, 2025 Slurry Seal Project in the amount of \$116,479.30?

Recommendation:

Approve the attached resolution authorizing Contract Change Order No.1 with American Asphalt South, Inc. for Bid 25-16, 2025 Slurry Seal Project in the amount of \$116,479.30.

Fiscal Impact:

Contract Change Order 1 in the amount of \$116,479.30 to Capital Improvement Project No. 8305 2025 Annual Slurry Project will be funded by the Road Maintenance & Rehabilitation Account (SB1) 26.

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.
- Promote a high quality of life that current and future generations can afford to call home.
- Maintain a community where residents and visitors feel safe.

BACKGROUND:

On March 23, 2025, a notice inviting bids was advertised, and bid documents were distributed. On May 2, 2025, three bids were received electronically. The apparent responsive, responsible low bidder was identified as American Asphalt South, Inc. On May 27, 2025, American Asphalt South was awarded the 2025 Slurry Seal Project with a base bid of \$2,355,359.13 plus alternate bid price of \$303,023.90 for a total bid price of \$2,658,383.03, per Resolution 2025-053.

DISCUSSION:

Staff have observed that because of significant water seepage and precipitation during the winter season, Fletcher Parkway exhibits additional areas of extensive cracking and deterioration. For the street to be properly restored to excellent condition, it is necessary to modify the type of slurry seal to be applied to Memorial Drive.

Staff requests additional funding in the amount of \$116,479.30 to facilitate the removal and replacement of approximately 17,376 square feet of pavement affected by winter damage, to pave an additional 370 tons of asphalt, and to alter the treatment methodology for Memorial Drive as detailed in Attachment B.

CONCLUSION:

Staff recommends that the City Council adopt the attached Resolution authorizing Contract Change Order No. 1 with American Asphalt South, Inc. for Bid 25-16, 2025 Slurry Seal Project in the amount of \$116,479.30.

Respectfully submitted by:



Greg Humora
City Manager



Michael Throne, PE
Director of Public Works

Tristan Leger

Tristan Leger, PE
Assistant Engineer

Attachments: A. Resolution
 B. Contract Change Order 1

RESOLUTION NO. 2025-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
AUTHORIZING CONTRACT CHANGE ORDER NO. 1 WITH AMERICAN
ASPHALT SOUTH, INC. FOR BID 25-16, 2025 SLURRY SEAL PROJECT
(CAPITAL IMPROVEMENT PROJECT NO. 8305)

WHEREAS, the City of La Mesa has a strategic goal to invest in infrastructure to serve the needs of the community;

WHEREAS, the 2025 Slurry Seal Project is a crucial recurring project that maintains the quality of La Mesa's road infrastructure and elongates the life of streets in a financially responsible manner;

WHEREAS, on May 2, 2025, a contract was awarded to American Asphalt South, Inc. to provide construction services for the 2025 Slurry Seal Project;

WHEREAS, rainy weather caused unforeseen roadway damage prior to construction, necessitating a change order; and

WHEREAS, Administrative Instruction F-13 requires approval by the City Council for Public Works construction change orders over \$25,000.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, California, that the Mayor is hereby authorized and instructed to execute for and on behalf of said City, Contract Change Order No. 1 for additional construction services between the City of La Mesa and American Asphalt South, Inc., for an amount of \$116,479.30 for Capital Improvement Project No. 8305, 2025 Slurry Seal Project.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)

CITY OF LA MESA
CONTRACT CHANGE ORDER NO. 1

RE Contract: *CIP No. 8305, 2025 Annual Slurry Project*

Date: *7/22/2025*

Bid No.: *25-16*

Resolution: *2025-_____*

TO: *American Asphalt South, Inc.*

You are hereby requested to comply with the listed changes in the contract plans and specifications.
Furnish to the City of La Mesa as follows:

No.	Detailed Description of Changes & Quantities or Scope of Work	Change in Contract Price
1	Additional CHIP - Memorial Drive	\$ 22,512.00
2	Additional Asphalt Pavement	\$ 71,225.00
3	Cold Mill and Pothole (6" & 10" milling)	\$ 3,272.50
4	Cold Mill (3")	\$ 8,263.00
5	Traffic Control and Construction Staging	\$ 11,206.80
Total Change		\$ 116,479.30

ORIGINAL CONTRACT AMOUNT	\$ 2,658,383.03		
NET CHANGE THIS CCO (+ or -)	\$ 116,479.30	% Change	4%
CCO's PREVIOUSLY APPROVED (+ or -)	\$ -	% Change	0%
TOTAL CCO's (+ or -)	\$ 116,479.30	% Change	4%
NEW CONTRACT AMOUNT (C ± B ± A)	\$ 2,774,862.33	% Change	4%

The time provided for the contract is increased by 18 working days.

This document shall become an amendment to the contract and all provisions for the contract will apply hereto. The contractor accepts this change order as full compensation for additional work and delay to the project caused by this change order. This change order was requested by the City/Contractor.

APPROVAL RECOMMENDED BY:

APPROVED BY:

Michael Throne, Director of Public Works

Mark Arapostathis, Mayor

Megan Wiegelman, City Clerk

I, THE UNDERSIGNED CONTRACTOR/CONSULTANT, have given careful consideration to the changes proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment therefore the price shown above.

AMERICAN ASPHALT SOUTH, INC.

Jeff Petty, President

CERTIFICATE OF CITY/DIRECTOR OF FINANCE

Certification of Unappropriated Reserves

I HEREBY CERTIFY that the money required for the appropriation of funds for the purpose as docketed is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unappropriated.

Amount \$ _____ Fund _____

Purpose _____

Director of Finance
City of La Mesa

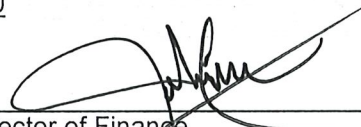
Date _____ By _____

Unappropriated Reserves Available Balance \$ _____

Certification of Unencumbered Balance

I HEREBY CERTIFY that the indebtedness and obligation as docketed can be incurred; that sufficient monies to meet the obligations are actually in the Treasury, or are anticipated to come into the Treasury to the credit of the appropriation from which the same are to be drawn; and that said monies now actually in the treasury, together with the monies anticipated to come into the Treasury, to the credit of said appropriation are otherwise unencumbered.

Amount Not to Exceed \$116,479.30



Director of Finance
City of La Mesa

Date: 07/22/2025

By: Michael Throne

Fund: 530 Dept. Account: 8305-RMRA SB1 Activity: \$116,479.30 from Account 8305-6830 (Amount Available \$1,556,000.00)

Purpose:

Resolution authorizing contract change order no. 1 for the 2025 Slurry Seal Project (CIP No. 8305) Bid 25-16, to American Asphalt South, Inc.

CERTIFICATE NO. 1939



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: July 22, 2025

SUBJECT: RESOLUTION CONFIRMING THE REPORT WITH THE FINAL DETERMINATION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2026 TO BE COLLECTED ON THE COUNTY PROPERTY TAX ROLL AND DIRECTING THE CITY CLERK TO FORWARD A COPY OF THE RESOLUTION AND THE REPORT TO THE OFFICE OF THE SAN DIEGO COUNTY AUDITOR

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issues:

Should the City Council adopt the attached resolution approving the sewer charge amount for each parcel as described in the Fiscal Year (FY) 2026 sewer charge report and authorize the City Clerk to submit the sewer charge for each parcel to the County Auditor for collection on the FY 2026 property tax bills?

Recommendation:

That the City Council adopt the attached resolution approving the sewer charge amount for each parcel as described in the FY 2026 sewer charge report and authorize the City Clerk to submit the sewer charge for each parcel to the County Auditor for collection on the FY 2026 property tax bills.

Fiscal Impact:

Through an agreement with the County of San Diego, the City pays a fee of \$0.10 per parcel for the collection of sewer service charges on the tax bill. Sewer charges will be levied on an estimated 13,205 parcels in FY 2026, at a total estimated cost of \$1,320.50. This amount is deducted by the County from the City's apportionment of property tax payments.

The City will collect approximately \$13,397,925.18 in sewer revenue from property tax payments in FY 2026. This revenue is received from the County in monthly apportionments, with a majority of the revenue collected in January and May after property tax bills are due. Additionally, the City's Finance Department will directly bill and collect an estimated \$1,178,105.28 in sewer service charges from an estimated 219 properties that cannot be placed on the tax roll due to various circumstances. Sewer service revenue is deposited into the Wastewater Fund and is used to fund the City's sewer program, including operation and maintenance, sewer treatment and conveyance, infrastructure improvements, and debt service.

City's Strategic Goals:

- Ensure a strong financial outlook through careful planning, sustainable service levels, and fiscal sustainability.
- Invest in infrastructure to serve the needs of the community.

BACKGROUND:

On June 26, 2012, the City Council adopted Ordinance No. 2012-2823 authorizing the collection of La Mesa sewer service charges on the County property tax roll as a fixed charge special assessment.

The City has an agreement with the County of San Diego for the collection of taxes and special assessments. As part of the agreement, the County collects the fixed charge special assessments levied by the City at the same time and in the same manner as County property taxes are collected. A special assessment is defined as a levy placed upon real property (land or land and improvements) for the purpose of paying for a special service, the amount of which is based on the benefit received from the service provided.

Sewer service charges are collected from all users of the City's sanitary sewer system pursuant to La Mesa Municipal Code Section 17.12 and the laws of the State of California. The City levies the sewer service fee under the authority of California Health and Safety Code Section 5471. Sewer charges are subject to the limitations prescribed in Article XIIID (Proposition 218) of the California Constitution. On July 22, 2025, the City Council approved a rate increase of 5.96% for the average single-family home customer in FY 2026.

DISCUSSION:

As part of the annual sewer billing process, the City will be mailing the week of July 23 a courtesy notification letter to the record owner of each parcel connected to the City's sanitary sewer system, with the estimated sewer charge amount to be collected on the

FY 2026 property tax bill. The letter provides property-specific information to assist property owners with planning and budgeting for property tax payments, rental properties and impound accounts. The courtesy letters also provide information for the property owner to request a sewer billing adjustment before the charges are placed on the property tax bill. Municipal Code Section 17.12.040 authorizes the City Manager to establish policies and grant exceptions from the established sewer service charges in certain situations. The [sewer charge adjustment policy](#) and the [request form](#) are available on the City's website. Adjustment requests may be submitted at any time throughout the year; however, the County charges a \$15 per parcel correction fee for processing billing changes after the August 10th submittal deadline.

To align with the goals of the Climate Action Plan, residents have the option of opting out of the paper annual courtesy notification. Residents will still be able to obtain their water usage information online from the City's website. A resident who opts out of the annual notification will continue to receive public hearing notices for sewer fees, pursuant to Article XIID (Proposition 218) of the California Constitution.

Property owners also can review their annual sewer charges online on the City's website at <http://www.cityoflamesa.us/sewer>. The winter water usage and billing calculations are available online going back to 2012 allowing property owners to track changes in their winter water average and the bill amount from year to year.

In order to collect the sewer charges on the property tax roll, Health and Safety Code Section 5473 requires that a written report containing a description of each parcel receiving sewer service and the amount of the charge for each parcel, be prepared each year and filed with the City Clerk. Sewer charges must be computed in conformity with the adopted schedule of sewer service fees. The FY 2026 sewer charge report, with the amount to be levied against each parcel, was filed with the City Clerk on July 11, 2025.

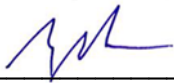
The City Council is required to hold a public hearing prior to making a final determination of the amount of the sewer service charge to be levied against each parcel for the fiscal year. Pursuant to Section 5473.1, a notice of filing of the FY 2026 sewer charge report and the time and place of the public hearing was published two times in the Daily Transcript on July 8, 2025, and July 15, 2025.

On or before August 10 of each year, the City must certify and deliver the adopted resolution and a copy of the approved report with the levy amounts for each parcel, to the County Auditor to be added to the assessment roll for collection on the property tax bill. Following the public hearing, staff will prepare the final parcel report, along with any changes requested by residents and approved by City staff, for submittal to the County. Parcels that cannot be placed on the tax roll, such as government agencies or homeowner associations, are billed separately by the City.

CONCLUSION

Staff recommends that the City Council adopt the resolution approving the sewer charge amount for each parcel as described in the FY 2026 sewer charge report and authorize the City Clerk to submit the sewer charge for each parcel to the County Auditor for collection on the FY 2026 property tax roll.

Reviewed by:

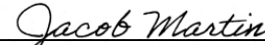


Greg Humora
City Manager

Respectfully submitted by:



Michael Throne, PE
Director of Public Works



Jacob Martin
Public Works Operations Manager

Attachments: A. Resolution

RESOLUTION NO. 2025-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA
CONFIRMING THE REPORT WITH THE FINAL DETERMINATION OF SEWER
SERVICE CHARGES FOR FISCAL YEAR 2026 TO BE COLLECTED ON THE
COUNTY PROPERTY TAX ROLL AND DIRECTING THE CITY CLERK TO
FORWARD A CERTIFIED COPY OF THIS RESOLUTION, TOGETHER WITH A
COPY OF THE REPORT TO THE OFFICE OF THE SAN DIEGO COUNTY
AUDITOR

WHEREAS, pursuant to the La Mesa Municipal Code and the laws of the State of California, sewer service charges shall be paid by all persons using the sanitary sewer system of the City of La Mesa;

WHEREAS, pursuant to Health and Safety Code Section 5473, the City Council adopted Ordinance No. 2012-2823 electing to have sewer service charges collected on the property tax roll in the same manner, by the same persons, and at the same times as, together with and not separately from, its general taxes and has caused to be prepared and filed with the City Clerk, a sewer service charge report containing the description of each parcel of property receiving services and the amount of the charges for each parcel for Fiscal Year (FY) 2026;

WHEREAS, a courtesy notice will be mailed to the owner of each parcel receiving sewer service from the City of La Mesa with the estimated sewer charge amount to be placed on the property tax roll for FY 2026 for the respective property, the week of July 23, 2025;

WHEREAS, the notice included the option to opt out of the annual notice to align with the goals of the Climate Action Plan;

WHEREAS, on July 10, 2025, the FY 2026 sewer charge report, with the amount to be levied against each parcel, was filed with the City Clerk;

WHEREAS, pursuant to Section 5473.1, a notice of filing of the FY 2026 sewer charge report and the time and place of the public hearing was published two times in the Daily Transcript on July 8, 2025, and July 15, 2025;

WHEREAS, on July 22, 2025, at 6:00 p.m., a public hearing was held to receive and consider all oral and written testimony regarding the FY 2026 report of sewer service charge amounts to be levied against each parcel for the fiscal year;

WHEREAS, pursuant to Health and Safety Code Section 5473.4, on or before August 10th of each year, the City Clerk shall file with the County auditor a copy of the report with an endorsed statement of Final Determination by the legislative body; and

WHEREAS, it is estimated that the FY 2026 itemized tax roll will include 13,205 parcels and a total assessment of approximately \$13,397,925.18.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of La Mesa, as follows:

1. Said report on file in the City Clerk's office describing each parcel of property receiving services and the amount of the charges for each parcel is hereby confirmed, and the amount levied upon each parcel shall be entered by the County auditor on the assessment roll for FY 2026.

2. The City Clerk is hereby directed to forward a certified copy of this resolution, together with a copy of the final parcel report, along with any changes requested by residents and approved by staff, to the Office of the San Diego County Auditor on or before August 10, 2025.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2025-__, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



DATE: July 22, 2025

TO: Mayor and Members of the City Council

FROM: Megan Wiegelman, City Clerk *MW*

VIA: Greg Humora, City Manager *GH*

SUBJECT: APPROVAL OF SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING THE LA MESA MUNICIPAL CODE (INCLUDING CHAPTER 2.32, SECTION 2.16.15(d)(6), CHAPTERS 9.04, 9.05 AND 9.06) TO DO THE FOLLOWING: (1) RENAME (a) "COMMUNITY SERVICES DEPARTMENT" TO "PARKS AND RECREATION DEPARTMENT," (b) "COMMUNITY SERVICES COMMISSION" TO "PARKS AND RECREATION COMMISSION," AND (c) "DIRECTOR OF COMMUNITY SERVICES" TO "DIRECTOR OF PARKS AND RECREATION;" AND, (2) SHIFT THE SUPERVISORY RESPONSIBILITY OF LANDSCAPING AND MAINTENANCE OF PARK AREAS TO THE CITY MANAGER OR HIS OR HER DESIGNEE

At the July 8, 2025 City Council meeting, the City Council unanimously approved the introduction and first reading of the Ordinance amending the La Mesa Municipal Code (including Chapter 2.32, Section 2.16.15(d)(6), Chapters 9.04, 9.05, and 9.06) to do the following: (1) Rename (a) "Community Services Department" to "Parks and Recreation Department," (b) "Community Services Commission" to "Parks and Recreation Commission," and (c) "Director of Community Services" to "Director of Parks and Recreation;" and (2) Shift the supervisory responsibility of landscaping and maintenance of park areas to the City Manager or his or her designee.

Staff recommends the City Council approve the second reading and adoption of the Ordinance.

Attachment: A. Draft Ordinance

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING THE LA MESA MUNICIPAL CODE (INCLUDING CHAPTER 2.32, SECTION 2.16.15(d)(6), CHAPTERS 9.04, 9.05 AND 9.06) TO DO THE FOLLOWING: (1) RENAME (a) "COMMUNITY SERVICES DEPARTMENT" TO "PARKS AND RECREATION DEPARTMENT," (b) "COMMUNITY SERVICES COMMISSION" TO "PARKS AND RECREATION COMMISSION," AND (c) "DIRECTOR OF COMMUNITY SERVICES" TO "DIRECTOR OF PARKS AND RECREATION;" AND, (2) SHIFT THE SUPERVISORY RESPONSIBILITY OF LANDSCAPING AND MAINTENANCE OF PARK AREAS TO THE CITY MANAGER OR HIS OR HER DESIGNEE

WHEREAS, in 1990, the City renamed the Parks and Recreation Department to the Community Services Department, along with its associated commission; and

WHEREAS, on April 8, 2025, the City Council directed staff to restore the department and commission's name to "Parks and Recreation" and to bring forward a code amendment for consideration.

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the City Council of the City of La Mesa, California as follows:

SECTION 1: All references in the La Mesa Municipal Code to "Community Services Department" shall be deleted and replaced (renamed) by the reference "Parks and Recreation Department," including, specifically, such references in Chapter 2.32 of the La Mesa Municipal Code.

SECTION 2: All references in the La Mesa Municipal Code to "Community Services Commission" shall be deleted and replaced (renamed) by the reference "Parks and Recreation Commission," including, specifically, such references in the Chapters 2.32 and 9.04 of the La Mesa Municipal Code.

SECTION 3: All references in the La Mesa Municipal Code to "Director of Community Services" shall be deleted and replaced (renamed) by the reference "Director of Parks and Recreation," including, specifically, such references in the Section 2.16.15(d)(6), and Chapters 9.04, 9.05 and 9.06 of the La Mesa Municipal Code.

SECTION 4: Chapter 9.06 shall be amended to read as follows:

"Maintenance of Parks

9.06.010 Director of Parks and Recreation – Responsibility.

The responsibility for landscaping park areas, direction and assistance to personnel engaged in planning and caring for lawns, trees, shrubs, flowers, and maintenance of all parks, shall be under the supervision of the City Manager or his or her designee."

SECTION 5: The City Manager is hereby directed to cause all necessary and appropriate administrative actions to implement this Ordinance.

SECTION 6: This Ordinance shall be effective 30 days after its adoption and the City Clerk shall certify to the adoption of this Ordinance. The City Clerk is hereby authorized to use summary publication procedures pursuant to Government Code Section 36933 utilizing a newspaper of general circulation published in the City of La Mesa.

INTRODUCED AND READ at a Regular meeting of the City Council of the City of La Mesa, California, held the 8th day of July 2025, and thereafter PASSED AND ADOPTED at a Regular meeting of said City Council held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

MARK ARAPOSTATHIS, Mayor

ATTEST:

MEGAN WIEGELMAN, CMC, City Clerk

CERTIFICATE OF CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and correct copy of Ordinance No. 2025-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited and that the same has been duly published according to law.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



CITY OF
LA MESA

JEWEL of the HILLS

INTEROFFICE MEMO

DATE: July 22, 2025

TO: Mayor and Members of the City Council

FROM: Megan Wiegelman, City Clerk *MW*

VIA: Greg Humora, City Manager *GH*

SUBJECT: APPROVAL OF SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA AMENDING CHAPTER 17.12 OF THE LA MESA MUNICIPAL CODE TO ADJUST THE SCHEDULE OF SEWER SERVICE CHARGES FOR FISCAL YEARS 2026 THROUGH 2027

At the July 8, 2025 City Council meeting, the City Council unanimously approved the introduction and first reading of the Ordinance amending Chapter 17.12 of the La Mesa Municipal Code to adjust the schedule of sewer service charges for Fiscal Years 2026 through 2027.

Staff recommends that the City Council, by a four-fifths vote, approve the second reading and adopt the Ordinance amending Chapter 17.12, specifically Section 17.12.030, of the La Mesa Municipal Code to adjust sewer service charge rates as follows: a 5.96% increase in Fiscal Year 2026 and a 5.04% increase in Fiscal Year 2027.

Attachment: A. Draft Ordinance

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MESA
AMENDING CHAPTER 17.12 OF THE LA MESA MUNICIPAL CODE TO
ADJUST THE SCHEDULE OF SEWER SERVICE CHARGES FOR FISCAL
YEARS 2026 THROUGH 2027

WHEREAS, on May 13, 2025, the City Council approved the noticing and public hearing process, pursuant to the requirements of Proposition 218, for the proposed sewer rate adjustments;

WHEREAS, a notice of public hearing was mailed on May 19, 2025, to affected property owners pursuant to Proposition 218;

WHEREAS, a public hearing was held on July 8, 2025, to hear oral testimony and consider written statements of protest from eligible property owners;

WHEREAS, written protest was not received from a majority of affected property owners prior to the close of the public hearing;

WHEREAS, without majority protest, the City Council may authorize the proposed sewer charge adjustments upon a four-fifths vote;

WHEREAS, based upon the information presented at the public hearing, the City Council finds and determines that the proposed sewer service charge adjustments constitute the minimum amount necessary to operate and maintain the City's sewer system in a safe adequate and sanitary manner; and

WHEREAS, any changes in the schedule of sewer service charges requires an amendment to the Municipal Code Chapter 17.12, specifically Section 17.12.030.

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the City Council of the City of La Mesa, California as follows:

SECTION 1: Section 17.120.30 of the La Mesa Municipal Code is hereby amended to read as follows:

“17.12.030 Sewer service charge rates.

The sewer service charge for all users shall be as established by City Council Ordinance No. 2022-. Said Ordinance shall be kept on file at all times with the City Clerk.”

SECTION 2: Sewer service charges shall be adjusted effective August 21, 2025, and each July 1st through July 1, 2026, pursuant to the following schedule:

	Sewer Rates Effective 7/1/2024	Proposed Rates Effective 8/21/25	Proposed Rates Effective 7/1/26
	FY 25	FY 26	FY 27
	Charge per 100 cubic feet (CF) of water 100 CF = 1 unit = 748 gallons		
Single Family *	\$4.29	\$4.54	\$4.77
Multi Family	\$4.29	\$4.60	\$4.83
Commercial/Industrial			
Low Strength	\$4.54	\$5.08	\$5.34
Medium Strength	\$6.49	\$6.53	\$6.86
High Strength	\$7.46	\$7.69	\$8.08
Extra High Strength	\$13.36	\$13.48	\$14.16
Bi-Monthly Base Charge (applies to all customer accounts)	\$45.84	\$48.65	\$51.09

*A bi-monthly billing cap of 28 units applies to single family residences.

SECTION 3. This ordinance shall be effective 30 days after its adoption and the City Clerk shall certify to the adoption of this Ordinance and cause the same to be published at least once in the newspaper of general circulation within 15 days of its adoption.

INTRODUCED AND READ at a Regular meeting of the City Council of the City of La Mesa, California, held the 8th day of July 2025, and thereafter PASSED AND ADOPTED at a Regular meeting of said City Council held the 22nd day of July 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

MARK ARAPOSTATHIS, Mayor

ATTEST:

MEGAN WIEGELMAN, CMC, City Clerk

CERTIFICATE OF CITY CLERK

I, MEGAN WIEGELMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and correct copy of Ordinance No. 2025-_____, duly passed and adopted by the City Council of said City on the date and by the vote therein recited and that the same has been duly published according to law.

MEGAN WIEGELMAN, CMC, City Clerk

(SEAL OF CITY)



DATE: July 22, 2025

TO: Mayor and Members of the City Council

FROM: Vice Mayor Patricia Dillard and Councilmember Lauren Cazares

SUBJECT: CONSIDERATION OF REINSTATING AND APPOINTING MEMBERS TO
THE COUNCIL CLIMATE ACTION PLAN UPDATE AD HOC
SUBCOMMITTEE TO REVIEW AND RECOMMEND UPDATES TO THE
CLIMATE ACTION PLAN