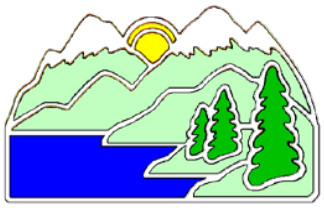
Tahoe City Public Utility District

Cross Connection Control Plan

As Required by
California State Water Resources Control Board
and the
Cross-Connection Control Policy Handbook



July 1, 2025

General Manager
Sean Barclay

Board of Directors
Dan Wilkins
Judy Friedman
Ellie Beals
John Pang
Gail Scoville

Cross-Connection Control Plan
Certification Page

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

Public Water System Representative

Name: Dan Lewis	**Title: Utilities Director**
Signature: 	**Date: 08/29/2025**

Public Water System Designated Certified Cross-Connection Specialist

Name: Kris Vickers	**Title: Technical Services Manager**
Signature: 	**Date: 08/29/2025**

TCPUD
221 Fairway Drive
Tahoe City, CA 96145
(530) 583-3796

Cross Connection Control Plan

1. Plan Requirement and Overview

As a Public Water Supplier (PWS), TCPUD is required to implement and maintain a Cross-Connection Control Plan (CCCP) as required by the State of California State Water Resources Control Board (SWRCB) and the adopted Cross-Connection Control Policy Handbook (CCCPH). The CCCPH was adopted by the SWRCB on December 19, 2024, and requires all PWS's in the State of California to develop and submit their CCCP for review by July 1, 2025.

The TCPUD CCCP must consist of, at minimum, Ten (10) Elements as required by the CCCPH. The 10 Elements must outline and describe the administrative and technical procedures that TCPUD will implement and maintain to protect the public water supply from contamination and pollution from cross connections. The 10 Elements are summarized as:

1. Adoption of operating rules or ordinances
2. Conducting of hazard assessments
3. Provisions for backflow protection
4. Provision of person trained in cross-connection to carry out the program
5. Establishment of a procedure for testing
6. Maintenance of records
7. Use of certified backflow prevention assembly testers and cross-connection control specialists
8. Backflow incident response, reporting, and notification
9. Public outreach and education
10. Local entity coordination

2. Plan Objectives

The objectives of the CCCP are to:

a. Reasonably reduce the risk of contamination of the public water supply; and
b. Reasonably reduce TCPUD's exposure to legal liability arising from the backflow of any contaminant originating from the customer's plumbing system and then supplied to other customers
c. Comply with the requirements in the CCCPH

3. Summary of Program Decisions

The following table summarizes the major policy and plan decisions adopted by TCPUD. The items in the table represent CCCP areas that have more than one acceptable approach or option.

Decision Item	Decision
1. Type of Program	
a. Premises containment Only	
b. Premises containment and in-premises protection (combination program)	*
2. Extent of Coordination with Local Administrative Authority (LAA)	
a. Information exchange	*
b. Interaction	
c. Combined/Joint Program	
3. Relationship with Customer	
a. Signed service agreement or contract	
b. Ordinance/resolution; implied service agreement	*
4. Enforcement of Correction Action	
a. Rely upon shut off of water service	*
b. Rely upon purveyor-installed premises containment	
5. Assessment and re-assessment of hazard	
a. By PWS's certified CCCS on staff or equivelent	
b. By certified CCCS employed by customer; report reviewed by PWS's certified CCCS	*
6. Location and ownership of premises containment assembly	
a. On PWS's service line	
b. On customer's service line	*
7. Certified CCCS option - PWS's program management	
a. PWS's staff member certified	*
b. Inter-agency agreement or user other agency's certified CCCS	
c. Contract with consultant certified CCCS	
8. Testing of Assemblies	
a. By PWS's staff or PWS's employed backflow prevention assembly tester (BPAT)	
b. By customer employed contractor (BPAT)	*
9. Cost Recovery	
a. Borne by all customers (thru water rates)	
b. Assessed to specific class (i.e. commercial meters)	
c. Each customer directly bears the cost	*

Public Water System Information

Public Water System Name:	**Tahoe City Public Utility District**
Public Water System Number(s): TCPUD operates a total of 8 Community Water Systems and 1 Transient non-community water system. Of these, some interconnected and others operate independently.	**Alpine Peaks – 3110044** **Glenridge* – 0910024** **Madden Creek – 3110043** **McKinney Quail – 3110011** **Rubicon – 0910012** **Tahoe Cedars – 3110013** **Tahoe City Main – 3110010** **Tahoe Swiss Village – 3110042** **Timberland - 3110029**

Public Water System Information is broken out by individual water system below:

Public Water System Name	**Alpine Peaks**
Public Water System Number	**3110044**
Number of Single-Family Residential Service Connections	**97**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**2**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**17**
Total Number of Service Connections	**99**
Number of Fire Protection Service Connections (Residential)	**6**
Number of Fire Protection Service Connections (Non-Residential)	**0**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**23**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

Public Water System Name	**Glenridge***
Public Water System Number	**0910024**
Number of Single-Family Residential Service Connections	**44**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**0**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**0**
Total Number of Service Connections	**44**
Number of Fire Protection Service Connections (Residential)	**4**
Number of Fire Protection Service Connections (Non-Residential)	**0**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**4**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

**Indicates Transient non-community water system*

Public Water System Name	**Madden Creek**
Public Water System Number	**3110043**
Number of Single-Family Residential Service Connections	**167**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**27**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**29**
Total Number of Service Connections	**194**
Number of Fire Protection Service Connections (Residential)	**28**
Number of Fire Protection Service Connections (Non-Residential)	**2**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**50**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

Public Water System Name	**McKinney Quail**
Public Water System Number	**3110011**
Number of Single-Family Residential Service Connections	**556**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**22**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**29**
Total Number of Service Connections	**194**
Number of Fire Protection Service Connections (Residential)	**21**
Number of Fire Protection Service Connections (Non-Residential)	**1**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**71**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

Public Water System Name	**Rubicon**
Public Water System Number	**0910012**
Number of Single-Family Residential Service Connections	**633**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**17**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**101**
Total Number of Service Connections	**650**
Number of Fire Protection Service Connections (Residential)	**78**
Number of Fire Protection Service Connections (Non-Residential)	**0**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**224**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

Public Water System Name	**Tahoe Cedars**
Public Water System Number	**3110013**
Number of Single-Family Residential Service Connections	**1295**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**19**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**88**
Total Number of Service Connections	**1,314**
Number of Fire Protection Service Connections (Residential)	**46**
Number of Fire Protection Service Connections (Non-Residential)	**3**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**199**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

Public Water System Name	**Tahoe City**
Public Water System Number	**3110010**
Number of Single-Family Residential Service Connections	**2,722**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**336**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**539**
Total Number of Service Connections	**3,058**
Number of Fire Protection Service Connections (Residential)	**102**
Number of Fire Protection Service Connections (Non-Residential)	**46**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**891**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

Public Water System Name	**Tahoe Swiss Village**
Public Water System Number	**3110042**
Number of Single-Family Residential Service Connections	**377**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**4**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**10**
Total Number of Service Connections	**381**
Number of Fire Protection Service Connections (Residential)	**5**
Number of Fire Protection Service Connections (Non-Residential)	**0**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**17**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

Public Water System Name	**Timberland**
Public Water System Number	**3110029**
Number of Single-Family Residential Service Connections	**139**
Number of Multifamily Residential Service Connections	**0**
Number of Commercial Connections	**4**
Number of Industrial Service Connections	**0**
Number of Agricultural Service Connections	**0**
Number of Landscape Irrigation Connections	**25**
Total Number of Service Connections	**143**
Number of Fire Protection Service Connections (Residential)	**6**
Number of Fire Protection Service Connections (Non-Residential)	**0**
Number of Air Gaps used for backflow protection at the service connection	**0**
Number of Service Connections where internal Protection is used in lieu of premises containment	**46**
Number of Recycled Water (RW) use sites	**0**
Number of Swivel-ells used for backflow protection at the service connection (applies to Recycled Water use sites)	**0**
Number of Sites requiring a water user supervisor (CCCPH Section 3.2.2(f)) – applies to any sites using recycled water, complex piping systems, or a user supervisor deemed necessary by the PWS	**0**

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Element 1
Cross Connection Control Plan Legal Authority

Legal Authority Type:	**Ordinance**
Date legal authority adopted by PWS's governing body:	**12/19/2025**
At what location(s) is backflow protection required?	☒ At the meter/service connection ☒ Internal
List the corrective actions the PWS will implement in the event a water user fails to comply with the provisions of the PWSs cross-connection control program:	☒ Noticing letter ☒ Threaten to shutoff letter ☒ Fines ☒ Shut off water

TCPUD has adopted an ordinance and resolution, reproduced as **Appendix A**, which authorizes TCPUD to implement the CCCP as required by the CCCPH.

The ordinance authorizes TCPUD to terminate water service to consumers who do not comply with the cross-connection requirements. However, the primary method for protection of the distribution system will be the installation of a backflow preventer by the customer, at the customer's expense.

For customers supplied prior to the adoption of the attached ordinance, an implied service contract allows TCPUD to protect the distribution system from contamination by requiring the customer, at the customer's expense, to install any required backflow preventers as determined by the Hazard Assessment process.

****A copy of TCPUD Water Ordinance No. 314 and resolution No. 25-31 is attached hereto as Appendix A****

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Element 2
Cross-Connection Control Plan Coordinator

1. **Program Administration**: The responsibility for administration of the CCCP rests with TCPUD. General Policy direction and risk management decisions are established by the TCPUD board of directors.

2. **Program Coordination**: TCPUD will employ at least one person certified by CA-NV AWWA as a Cross-Connection Control Specialist to develop and implement the CCCP. This person shall act as TCPUD's Cross Connection Control Plan Coordinator (CCCPC). As an alternative, or when no staff or employees are properly qualified, TCPUD may retain, on contract, a Cross-Connection Control Specialist certified by a State Water Resources Control Board recognized certification organization to provide the necessary expertise and services.

3. The following cross-connection related tasks will be performed by or under the direction of the CCCPC (on staff or, on contract):

    - Preparation of and recommendations regarding changes to the CCCP;
    - Performance of and/or reviews of hazard assessments;
    - Recommendations on the type of backflow preventer to be installed;
    - Recommendations on schedules for retrofitting of backflow preventers;
    - Inspection of backflow preventers for proper application and installation;
    - Reviews of backflow preventer inspection and test reports;
    - Reviews of backflow testing quality control information;
    - Recommendations and/or granting of exceptions to mandatory premises isolation;
    - Participation in or cooperation with other water utility staff in the investigation of backflow incidents and other water quality issues;
    - Completion of backflow incident reports; and
    - Completion of CCCP activity and program summary reports

4. TCPUD may delegate other CCCP activities to other personnel who are not certified CCCS, including clerical support staff. These activities include:

    - Administration of paperwork;
    - Mailing, collecting, and initial screening of hazard assessments;
    - Mailing of assembly testing notices;
    - Receiving and screening of assembly testing reports;
    - CCCP database administration and record keeping; and
    - Dissemination of public education/outreach materials

TCPUD CCCP Staff list, employed or retained on contract by TCPUD to manage TCPUD's CCCP and/or act as the CCCPC for TCPUD can be found in Appendix B – Cross-Connection Control Plan – Staff.

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Element 3
Hazard Assessments

<table>
<tr><td colspan="2">The CCCPC, or other certified cross connection control specialist staff, who will review and/or conduct the hazard assessments are certified by a State Water Resources Control Board recognized certification organization. Their certification organization, numbers can be found in Appendix B – CCCP Staff.</td></tr>
<tr><td colspan="2">Describe your hazard Assessment Procedures:
☒ In person site survey (in-house or contractor)
☒ Questionnaire Completed by customer
☒ Phone/Email
☒ File Review
☒ Plan Check</td></tr>
<tr><td colspan="2">Describe the certified cross-connection control specialist's role:
CCCPC shall oversee all hazard assessments and/or delegate all functions of the TCPUD hazard assessment process to other, certified cross connection control specialists.</td></tr>
<tr><td>TCPUD shall conduct initial hazard assessments of existing transient non-community (TNC) user premises within its service area no later than:</td><td>July 1, 2027</td></tr>
<tr><td>TCPUD shall conduct initial hazard assessments of existing non-residential user premises within its service area no later than:</td><td>July 1, 2030</td></tr>
<tr><td>TCPUD shall conduct initial hazard assessments of existing residential user premises within its service area no later than:</td><td>July 1, 2032</td></tr>
<tr><td colspan="2">TCPUD shall incorporate the recommendations of each hazard assessment no later than <u>180 days</u> after the hazard assessment is complete.</td></tr>
</table>

Initial Cross-Connection Hazard Surveys

The procedures for evaluating the backflow prevention requirements for new and existing customers are as follows:

1. For all ***new non-residential services***, TCPUD will require that the customer complete and submit, as part of the construction permit application and application for water service, a "Cross Connection Hazard Assessment" form. Review of the submitted application and form will be performed by one of TCPUD's certified cross-connection control specialists (CCCS) during the plan review period. Requirements for premises containment with the installation of a reduced-pressure principal backflow assembly (RPBA) or, double check valve assembly (DCVA) as close as practical after the meter connection (customer side) or, commensurate in-premises backflow protection shall be detailed and documented as part of the plan review procedure.

As an alternative to the above requirement for a hazard assessment questionnaire reviewed by a CCCS, the customer may agree to install an approved air gap (AG) or RPBA for premises isolation as a condition of service.

2. For all ***new residential/TNC services***, TCPUD will require that the customer complete and submit, as part of the construction permit application and application for water service, a "Cross Connection Hazard Assessment" form. Review of the submitted application and form will be performed by one of TCPUD's certified CCCS during the plan review period. Requirements for premises containment with the installation of a reduced-pressure principle backflow assembly (RPBA) just after the meter connection (customer side) or, commensurate in-premises backflow protection shall be detailed and documented as part of the plan review procedure.

   As an alternative to the above requirement for a hazard assessment questionnaire reviewed by a TCPUD CCCS, the customer may agree to install an approved air gap (AG) or RPBA for premises isolation as a condition of service.

3. For all ***existing non-residential premises***, TCPUD will require the customer to submit to TCPUD, within **180 days** of notification, an on-site "Cross Connection Hazard Assessment" form conducted by a customer employed contractor that is certified as a Cross Connection Control Specialist. Existing hazard(s) posed by the plumbing system, shall be documented as an approved installation, or come with requirements for proper installation from the contracted CCCS. Discovered hazard(s) posed by the plumbing system, shall come with a recommendation from the contracted CCCS of an RPBA at the meter (customer side), or commensurate in-premises backflow preventers. TCPUD will work with each customer to determine a timeline for correcting improper installations and/or additional installations.

   As an alternative to the above required inspection performed by the customers employed contractor and form submitted to TCPUD, the customer may agree to install an AG or RPBA for premises isolation within **1 year** of notification by TCPUD or an alternate time period acceptable to TCPUD.

4. For all ***existing residential/TNC premises***, TCPUD will require the customer to submit to TCPUD, within **60 days** of notification, a completed "Residential Cross Connection Hazard Assessment" form. The form can be completed by the customer or, their employed certified CCCS. If completed by the customer, and the reply indicates special plumbing or water use on the premises, the customer shall allow further evaluation by a customer employed CCCS or, TCPUD CCCS of the hazard posed to the water system by the customer's plumbing system. Recommendations for the installation at the meter of an AG, DCVA or, RPBA, or commensurate in-premises backflow preventers will be reviewed by the TCPUD CCCP Coordinator or other TCPUD CCCS. TCPUD will work with each customer to determine a timeline for correcting improper installations and/or additional installations.

As an alternative to the submittal of the required "Cross Connection Hazard Assessment" form, TCPUD may specify the backflow preventer required to be installed as a condition of service. TCPUD will provide guidance on the type and location of the backflow preventer to be installed.

5. For all existing services, should the customer fail to submit the required "Cross Connection Hazard Assessment" form, TCPUD may have the assessment performed by a certified CCCS employed by TCPUD or, a certified CCCS, require the installation of an RPBA for premises isolation, or take other such actions consistent with the previously stated policies and bill the customer for the associated costs.

Cross-Connection Hazard Assessment Schedule for Initial Hazard Assessments

The schedule for initial hazard assessment is outlined in the following table. The schedule starts from the date the CCCP is adopted by TCPUD's Board of Directors unless otherwise stated.

Initial Hazard Assessment	Schedule
Assessment of all **new service connections**	At time of application for water service
Assessment of all **TNC premises**	Within 3 years of the adoption of the CCCPH – **by July 1, 2027**
Assessment of all **non-residential premises**	Within **5 years** of the adoption of the CCCP by the TCPUD Board of Directors
Assessment of all **residential premises**	Within **7 years** of the adoption of the CCCP by the TCPUD Board of Directors

Initial Hazard Assessment residential/non-residential Completion Estimate Table (Annual):

Initial Hazard Assessment	Estimate - Number/Year
Assessment of **residential/TNC premises** - approximately 6,000 total	6,000/7 years = **857/year**
Assessment of **non-residential premises –** approximately 450 total	450/5 years = **90/year**
Total residential/non-residential (yrs 1-5)	947/year
Total residential/non-residential (yrs 6-7)	857/year

Cross-Connection Hazard Assessment Schedule for Subsequent Hazard Re-Assessments

For subsequent cross-connection hazard assessments, procedures for evaluating the backflow requirements are:

1. For all **non-residential premises**, the customer will be required to, within 90 Days of notification by TCPUD, have a hazard re-assessment performed by a customer employed certified CCCS.

2. For **residential/TNC premises**, TCPUD will require the customer to submit to TCPUD, within 120 Days of TCPUD notification, a completed "Cross-Connection Hazard Assessment" form. The procedure used for evaluating the hazard re-assessment and the potential change in the required backflow prevention will be the same as used for the initial hazard assessment.

The frequency of hazard re-assessments will be as shown in the table below:

Type of Service	Frequency of Re-Evaluation
Any premises with an RPBA or AG installed for premises isolation	None required as long as the RPBA/AG passes annual tests and/or inspections
Any Non-Residential premises with a DCVA installed for premises isolation	Every **5 years** or upon change in use or, when a TCPUD Permit is pulled (on-site CCCS inspection)
Any Residential/ TNC Premises with a DCVA installed for premises isolation	Upon change in use or, when a TCPUD permit is pulled (questionnaire)
Services where TCPUD relies upon in-premises protection	Upon change in use or, when a TCPUD Permit is pulled (questionnaire)
Residential/TNC services with no known special plumbing or water use on the premises	Upon change in use or, when a TCPUD Permit is pulled (questionnaire)

TCPUD will inform the customer that the Cross-Connection Hazard Assessment of a customer's premises (whether by a TCPUD CCCS, customer employed CCCS, or by the customer via questionnaire – residential premises only) is for the sole purpose of establishing TCPUD's minimum requirements for the protection of the public water supply, and that the required backflow protection will be commensurate with TCPUD's assessment of the degree of hazard. All Non-Residential premises will be required to have Cross-Connection Hazard Assessment performed by a customer employed CCCS.

****Copy of existing "Residential Cross Connection Hazard Assessment" (survey) attached as Appendix Item C****

Element 4
Backflow Prevention

TCPUD Responsibilities

1. By way of this written CCCP, TCPUD shall have regulatory responsibility for the protection of the public potable water distribution system from contamination or pollution due to the backflow of contaminants or pollutants through the water service connection.

2. If, in the judgment of TCPUD an approved backflow prevention assembly is required at the customer's water service connection for the safety of the water system, TCPUD or its designated agent shall give notice in writing to the customer to install such an approved backflow prevention assembly at specific locations on the premises.

3. TCPUD shall not be responsible for any loss or damage directly or indirectly resulting from or caused by the proper, improper, or negligent installation, operation, use, repair or maintenance of, or interfering with, any protective device by any customer or any other person.

Customer Responsibilities

1. It shall be the responsibility of each customer, at his sole expense, to furnish, install, and keep in good working order and safe condition any and all protective devices.

2. Once notified of the need to install backflow protection, the customer shall install within a reasonable time, such protection at customer's own expense.

3. Failure, refusal or inability on the part of the customer to install, have tested and maintain said protection shall constitute a ground for discontinuing water service to the premises until such requirements have been satisfactorily met.

4. It shall be the duty of the customer at any premises where backflow protection is installed to have certified inspections and operational tests made at their sole expense at least once per year. In those instances where TCPUD deems the hazard to be great enough, certified inspections may be required at more frequent intervals. These inspections and tests shall be at the sole expense of the customer and shall be performed by a Backflow Prevention Assembly Tester (BPAT) certified by a State Water Resources Control Board recognized certification organization. All tests shall be submitted to TCPUD using the approved online portal test submittal method. These assemblies shall be repaired, overhauled or replaced at the expense of the customer whenever said assemblies are found to be defective.

Water System

1. The water system shall be considered as made up of two parts; the utility system and the customer system.

2. Utility system shall consist of the source facilities and the distribution system and shall include all those facilities of the water system under the complete control of the utility up to the point where the customer's system begins.

3. The customer's system shall include those parts of the facilities beyond the termination of the utility distribution system which are utilized in conveying utility-delivered domestic water to points of use.

Backflow Prevention Devices

1. **Air-Gap** (AG) - a physical vertical separation of at least two (2) times the effective opening, as defined in section 207.0 of the California Plumbing Code, between the free-flowing discharge end of a potable water supply pipeline and the flood level of an open or non-pressurized receiving vessel, and in no case less than one (1) inch.

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

3. **Double Check Valve Assembly** (DCVA) - an assembly consisting of two independently-acting internally-loaded check valves, with tightly closing shut-off valves located at each end of the assembly (upstream and downstream of the two check valves) and fitted with test cocks that enable accurate field testing of the assembly. This type of assembly may only be used to isolate low hazard cross-connections.

4. **Pressure Vacuum Breaker** (PVB) – an assembly with an independently-acting internally-loaded check valve and an independently-acting loaded air inlet valve located on the discharge side of the check valve; with test cocks and tightly closing shutoff valves located at each end of the assembly that enable accurate field testing of the assembly. This type of assembly may only be used for protection from back siphonage and is not to be used to protect from backpressure.

5. **Spill -Resistant Pressure Vacuum Breaker** (SVB) - an assembly with an independently-acting internally-loaded check valve and an independently-acting loaded air inlet valve located on the discharge side of the check valve; with shutoff valves at each end and a test cock and bleed/vent port, to enable accurate field testing of the assembly. This type of assembly may only be used for protection from back siphonage and is not to be used to protect from backpressure.

Backflow Preventer Requirements

The type of backflow assembly required shall depend upon the potential degree of hazard which exists. The following shall apply to all new and existing customers:

1. TCPUD will require that water service to all premises with a high-hazard connection as described in Appendix D of the CCCPH to be isolated at the meter with an AG or RPBA. In lieu of isolation at the meter, certain premises, with the concurrence of TCPUD's CCCPC, may install in-premises backflow protection commensurate with the degree of hazard, as determined by the TCPUD's CCCPC.

   Due to site constraints (e.g. narrow property, down sloping property, lake front, lack of snow storage, etc.) and the fact that all of TCPUD's water service area is located in snow country TCPUD's CCCPC shall determine if Residential Premises with certain high-hazard connections as described in Appendix D of the CCCPH shall be allowed to install a DCVA in lieu of an RPBA with a heated enclosure at the meter. Those certain high-hazard connections include but are not limited to:

   a. Residential wastewater lift stations;
   b. Residential premises with an auxiliary water supply

   These certain high-hazard premises outfitted with a DCVA at the meter shall be subject to increased testing frequency (e.g. twice/year, quarterly, etc.) as determined by the TCPUD CCCPC.

2. TCPUD has identified additional premises for which premises isolation is mandatory. Such premises shall include:
   a. The existence of cross-connections;
   b. The type and use of materials handled and present, or likely to be, on the user premises;
   c. The degree of piping system complexity and accessibility;
   d. Access to auxilliary water supplies, pumping systems, or pressure systems;
   e. Distribution system conditions that increase the likelihood of a backflow event (e.g. hydraulic gradient differences impacted by main breaks and high water demand situations, multiple service connections that may result in flow-through conditions, etc);
   f. User premises accessibility;
   g. Premises with plumbing subject to frequent changes;
   h. Plumbing with a repeat history of cross-connections being established or reestablished.

3. Premises not required to be isolated with an AG, DCVA or, RPBA may install in-premises protection in accordance with the California Uniform Plumbing Code (CUPC) in lieu of premise isolation. Such in-premise installations shall provide backflow protection commensurate with the degree of hazard, as determined by the TCPUD's CCCPC.

4. Any backflow prevention assembly required herein shall be a model and size approved by the District. The term "approved backflow prevention assembly" shall mean an assembly that has been manufactured in full conformance with the standards established by at least one of the following:
    a. Standards found in Chapter 10 of the Manual of Cross-Connection Control, Tenth Edition, published by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research or;
    b. Certification requirements for backflow prevention assemblies found in the Standards of ASSE International current as of 2022 that include ASSE 1015-2021 for the DC, ASSE 1048-2021 for the DCDA & DCDA-II, ASSE 1013-2021 for the RP, and ASSE 1047-2021 for the RPDA & RPDA-II and must have the 1YT mark.

All Air Gap installation requirements:

a. The receiving water container to be located on the water user's premises at the water user's service connection unless an alternate location has been approved by the PWS;
b. All piping between the Consumer's service connection and the discharge location of the receiving water container must be above finished grade and be accessible for visual inspection unless an alternative piping configuration is approved by the PWS;
c. the PWS must ensure that the AG specified in CCCPH section 3.3.1 (a) has been installed; and
d. any new air gap installation at a user service connection must be reviewed and approved by the State Water Board prior to installation.

Backflow Preventer Installation Requirements:

a. Installed in the orientation for which they are approved.
b. Installed in a manner that will protect them from weather-related conditions such as flooding and freezing.
c. Installed as close to the point of connection to the water supply as practical.
d. In no case shall a cut, tee, or tap be made between the consumer's point of connection to the public water system and the backflow prevention assembly.
e. Installation of a backflow prevention assembly greater than 12 inches away from the water meter must be approved in advance by TCPUD.
f. DCVA and RPBA assemblies shall be installed with a minimum side clearance of twelve inches, except that a minimum side clearance of twenty-four inches must be provided on the side of the assembly that contains the test cocks. TCPUD may approve alternate clearances providing that there is adequate clearance for field testing and maintenance.
g. No post-manufacture modifications to backflow prevention assemblies shall be accepted.
h. A manner and location that facilitates their proper operation, maintenance, and testing or inspection, and in compliance with safety regulations.

i. Accordance with the installation standards outlined in the most recently published edition of the CCCPH, or University of Southern California Foundation for Cross-Connection Control and Hydraulic Research (USCFCCCHR) Manual of Cross-Connection Control, unless the manufacturer's requirements are more stringent.
j. All backflow prevention assembly installations shall be inspected by the TCPUD prior to backfill, to ensure compliance with these requirements.
k. Installations shall conform to standard construction drawings and specifications of TCPUD.

TCPUD has no regulatory responsibility or authority over the installation and operation of the Customer's plumbing system. The Customer is solely responsible for compliance with all applicable regulations and for prevention of contamination of the plumbing system from sources within their premises. Any action taken by TCPUD to survey plumbing, inspect or test backflow prevention assemblies, or to require premises containment (installation of DC or RP on service) is solely for the purposes of reducing the risk of contamination of TCPUD's water distribution system.

TCPUD will inform the Customer that any action taken by the TCPUD shall not be construed by the Customer as guidance on the safety or reliability of the Customer's plumbing system. TCPUD will not provide advice to the Customer on the design and installation of plumbing other than through the general public education program.

Except for easements containing the TCPUD's distribution system, TCPUD will not undertake work on the Customer's premises.

All presently installed backflow prevention assemblies which do not meet the requirements of this section but were approved assemblies for the purposes described herein at the time of installation and which have been properly maintained, shall, except for the field testing and maintenance requirements, be excluded from the requirements of these rules so long as TCPUD and/or Health Officer is assured that they will satisfactorily protect TCPUD's water distribution system. Whenever the existing assembly is moved from the present location or requires more than annual testing or when the (TCPUD or Health Officer) finds that the maintenance constitutes a hazard to health, the unit shall be replaced by an approved backflow prevention assembly meeting the requirements of TCPUD.

DCVA's installed to mitigate a health hazard shall be replaced with an approved RP or AG at the discretion of, and within the time period specified by TCPUD.

Improper installations such as an installation in a confined space, with unapproved modifications or in an unapproved configuration or orientation will be retrofitted with an approved method of backflow prevention installed in accordance with TCPUD's installation requirements, at the expense of the Consumer, when repair of the assembly is required to pass a functional test.

Notwithstanding anything contained herein, installations that create a risk to public health will require retrofit.

TCPUD will ensure that approved backflow prevention assemblies protect the public water system from contamination. Any backflow prevention device or assembly required herein shall be of a type, make, model and size approved by TCPUD.

Said USCFCCCHR and ASSE standards and specifications have been adopted by TCPUD. Final approval shall be evidenced by a "Certificate of Approval" for the said USCFCCCHR and ASSE Specifications, issued by the approved testing laboratory.

Testing laboratories other than the laboratories listed above will be added to an approved list as they are qualified by the SWRCB.

Backflow preventers that may be subjected to backpressure or back siphonage that have been fully tested and have been granted a Certificate of Approval by said qualified laboratory and are listed on the laboratory's current list of approved backflow prevention assemblies, may be used without further testing or qualification.

Schedule for Installation of Backflow Preventers

The following table shows the schedule that TCPUD will follow for installation of backflow preventers when they are required (based on the hazard evaluation).

Type of Service	Schedule
All new service connections with cross-connection hazards	Before service is initiated
Existing connections with CCCPH Appendix D-type hazards and other high cross-connection hazards	Within **90 days** after notification
Existing connections with other than Appendix D of CCCPH or high cross-connection hazards	Within **180 days** after notification
Existing fire protection systems using chemicals or supplied by unapproved auxiliary water source	Within **90 days** after notification
Existing fire protection systems not using chemicals and supplied by purveyor’s water	Within **1 year** after notification

TCPUD may consider granting an extension of time for the installation of a backflow preventer for an existing connection if requested by the Customer.

Element 5
Certified Backflow Prevention Assembly Testers (BPAT) and Certified Cross-Connection Control Specialists (CCCS)

1. General Requirements

If a BPAT finds a cross-connection hazard that is unprotected, that is, with no backflow prevention assembly or the wrong type of assembly, the tester must inform the customer of the hazard and potential health risk associated with it. The tester must also report the situation to TCPUD immediately (by telephone if the hazard has no protection at all). An assembly that is the wrong type for the hazard should not be tested.

TCPUD requires BPATs to notify TCPUD within twenty-four hours if a backflow incident or cross-connection is observed during field testing. TCPUD shall immediately conduct an investigation and discontinue service to the user premises if a backflow incident is confirmed, and water service shall not be restored to that user premises until TCPUD receives a passing Backflow Prevention Assembly (BPA) field test from a certified BPAT and the assembly is protecting the TCPUD water supply.

BPATs must report the removal or replacement of a backflow prevention assembly on a Backflow Prevention Assembly Test Report. It is important that the information for both the old and new assemblies be reported on the same form.

2. List of Pre-Approved Certified Backflow Prevention Assembly Testers and Certified Cross-Connection Control Specialists

TCPUD will maintain a list of certified BPATs that are pre-approved by the Purveyor to perform the following activities:

- Backflow assembly testing
- Backflow assembly inspection for proper installation

TCPUD will also maintain a list of certified CCCSs that are pre-approved by the Purveyor to perform the following activities:

- Cross-Connection hazard evaluations;
- Backflow assembly inspection for proper application
- Backflow assembly inspection for proper installation

The list(s) will be revised annually.

3. Pre-Approval Qualifications

BPATs and CCCS who wish to be included on the TCPUD pre-approved list and/or provide testing in the TCPUD service area must provide the following information:

- Current and Valid Certification as a BPAT and/or CCCS by providing copies of certificates and/or cards;
- Make, model and serial number of testing equipment (BPAT listing only);
- Evidence of test equipment calibration within the past 12 months (BPAT listing only)
- BPAT and/or CCCS or the company must not have been removed from another Agency's list, reprimanded by or subject of an investigation by an agency, or water utility related to backflow prevention assembly testing, installation, and repair or reporting;
- BPAT and/or CCCS or the company must not have any unresolved customer complaints reported to TCPUD, CA-NV AWWA, or the CA State Contractors License Board.

4. Denial, Suspension or Revocation of BPAT/CCCS Approval

BPAT/CCCS approval by TCPUD may be denied, suspended or revoked upon any of the following grounds:

- A BPAT is no longer in possession of a current and valid certificate as a Backflow Prevention Assembly Tester as determined by TCPUD.
- A BPAT is no longer in possession of a current and valid test kit calibration certificate.
- A CCCS is no longer in possession of a current and valid certificate as a Cross-Connection Control Specialist issued by the certification entity as determined by TCPUD.
- TCPUD determines that a material misrepresentation was included or omitted by the BPAT/CCCS on the initial or renewal application for BPAT/CCCS certification by TCPUD.
- TCPUD determines that the BPAT, in the performance of a test or repair required by the Purveyor, commits an act that may pose a threat to public health and safety.
- A BPAT repeatedly submits incomplete or incorrect test reports to TCPUD.
- A BPAT fails to report an assembly that has been modified or incorrectly installed.
- TCPUD determines that a material misrepresentation was included or omitted by the BPAT on the backflow assembly test report form submitted to TCPUD by the BPAT.
- A BPAT performs backflow prevention assembly repair with parts other than OEM parts.
- A BPAT performs a backflow assembly test using testing procedures other than those accepted by TCPUD.
- A BPAT fails to ensure that all backflow prevention assemblies at the consumer's service connection are identified and tested.
- A BPAT/CCCS fails to report a cross-connection hazard that is unprotected, that is, with no backflow prevention assembly or the wrong type of assembly.
- A BPAT fails to report the removal or replacement of a backflow prevention assembly on a Backflow Prevention Assembly Test Report.

- A BPAT performs a repair upon a backflow prevention assembly which has been required to be replaced by TCPUD.
- If a BPAT/CCCS has unresolved consumer complaints or complaints from multiple consumers.
- If a BPAT/CCCS is under investigation by a District Attorney, the CSLB, any Federal or State Law Enforcement agency, TCPUD or other organization conducting a CCCP with approved BPATs/CCCSs.
- Fraud or gross negligence in the performing of their duties.
- If a BPAT/CCCS is removed from another water agency's list of approved BPAT/CCCS.

Written notice of the denial, suspension or revocation of a TCPUD BPAT/CCCS Approval shall be served to the BPAT/CCCS by certified mail with a description of the violation and supporting facts.

- The notice shall contain a statement of the time period of denial, suspension or revocation. TCPUD may deny, suspend or revoke a BPAT/CCCS approval for a period between five (5) days and one year, at the discretion of TCPUD.
- The notice shall contain a statement of the effective date of the denial, suspension or revocation.

5. BPAT/CCCS Appeals

Any BPAT/CCCS who is dissatisfied with any determination made under this CCCP may at any time within thirty (30) days after such determination, appeal to the Board of Directors by giving written notice to the General Manager and to the District Clerk setting forth the determination with which such person is dissatisfied.

The General Manager shall investigate and report to the Board of Directors on the matter appealed. The Board of Directors shall cause ten (10) days written notice be given to all persons affected by the appeal prior to the time fixed for hearing the appeal. The Board of Directors may, at any time, upon its own motion, revise any determination made by the General Manager.

6. Quality Assurance

TCPUD's CCCPC will review within 30 days of receipt the backflow preventer inspection/test report forms submitted by pre-approved BPATs/CCCSs.

TCPUD's CCCPC shall provide follow-up on backflow assemblies and/or test reports that are deficient in any way.

TCPUD's CCCPC will report incidences of fraud or gross incompetence or negligence on the part of any BPAT or CCCS to the General Manager and to the certifying entity as well as any other agencies or authorities as deemed appropriate by TCPUD's General Manager.

Element 6
Backflow Preventer Inspection and Testing Procedures

1. Inspection and Testing of Backflow Preventers

All backflow preventers that TCPUD relies upon for protection of the water system will be subject to inspection and testing. This includes backflow preventers installed for in-premises protection that TCPUD relies upon for protection of the water system.

Inspection and testing of backflow preventers will be as follows:

- TCPUD CCS shall inspect backflow preventers for proper application (i.e., to ensure that the preventer installed is commensurate with the assessed degree of hazard).
- Only certified CCCSs or, backflow prevention assembly testers shall perform inspections of backflow preventers for correct installation. This includes TCPUD CCC staff or outside contractors.
- Only certified BPAT's shall test assemblies relied upon by TCPUD to protect the public water system.

Customers with a backflow prevention assembly on their premise shall have the assembly inspected and tested on at least an annual basis by a certified BPAT.

It shall be unlawful to use any backflow prevention assembly required by CCCPH and TCPUD unless such assembly is in good repair. Assemblies which are found not to be in good repair shall be repaired and re-tested as required immediately upon discovery. A backflow assembly test report shall be filed with Purveyor within ten (10) days after such a test.

When assemblies are determined to be defective, they shall be repaired or replaced by the customer within fourteen (14) days.

2. Frequency of Inspection and Testing

Inspection and testing of backflow preventers shall be conducted:

- At the time of installation;
- Annually after installation;
- After a backflow incident; and
- After repair, reinstallation, relocation, or re-plumbing.

All air gap separations shall be inspected annually and after modifications to the installation.

TCPUD may require a backflow preventer to be inspected and/or tested more frequently

than once a year, when it protects against a high-health hazard or when it repeatedly fails tests or inspections.

3. Responsibility for Inspection and Testing

TCPUD will be responsible for inspection and testing of all TCPUD-owned backflow preventers.

TCPUD will require the customer to be responsible for inspection and testing of backflow preventers owned by the customer. The customer shall employ, at customer expense, a BPAT pre-approved by TCPUD to conduct the inspection and test within the time period specified in the testing notice sent by TCPUD. The test report shall be completed and signed by the BPAT, then submitted to TCPUD via the required submittal method, before the due date specified by TCPUD.

4. Notification of Inspection and/or Testing

TCPUD will notify in writing or email all customers who own backflow preventers that are relied upon to protect the public water system to have their backflow preventer(s) inspected and tested. First Notices will be sent out not less than 90 days prior to the due date of the inspection and test. The notice will specify the due date by which the inspection and test must be received by TCPUD. Typically, by **July 31st** of each year.

5. Approved Test Procedures

TCPUD requires that all assemblies relied upon for the protection of the public water system be tested in accordance with approved test procedures as specified in the CCCPH Article 4.

TCPUD will require all assembly tests to be reported per the required submittal method within the time frame provided as specified in items 3 and 4 of this section. Test results will be reported on the form shown in **Appendix D**.

6. Backflow Assembly Test Reports

Test results must be submitted within ten (10) days of the test date. Test results must be submitted by the BPAT.

7. Repairs

Any assembly that fails routine testing shall be repaired within fourteen (14) days of the initial test date.

The customer must notify TCPUD if repairs cannot be made within the specified period.

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

TCPUD shall determine the level of risk the failed assembly presents to the water supply and, if necessary, discontinue water service.

8. Enforcement

To enforce this ordinance, it may become necessary to discontinue water service through connection(s) to the parcel. In the event water service is discontinued, the LAA's will be notified. Conditions that warrant discontinuance of service include but are not limited to the following:

1. When TCPUD identifies a water use that represents a clear and immediate hazard to the potable water supply that cannot be immediately abated.
2. Direct or indirect connection between the public water system and a sewer line.
    a. For conditions 1 and 2 TCPUD will take the following steps:
        i. Make a reasonable effort to advise water user of intent to terminate water service.
        ii. Terminate water supply and lock the service valve. The water service will remain inactive until correction of violation has been approved by TCPUD.
3. Unprotected direct or indirect connection between the public water system and an auxiliary water system.
4. Refusal to inspect an air gap separation.
5. Refusal to install a required backflow prevention assembly.
6. Refusal to test a backflow prevention assembly.
7. Refusal to repair or replace a faulty backflow prevention assembly.
8. Refusal to upgrade a backflow prevention assembly to the necessary level of protection.
9. Any refusal to comply with the requirements set forth in the Cross-Connection Control Program Plan.
    a. For conditions 3 through 9 Purveyor will notify the Consumer in writing specifying the corrective action needed and the time period in which it must be done. If no action is taken within the allowed time periods, water service may be terminated.

When a customer fails to have an assembly tested by a certified BPAT by the specified due date, and TCPUD has not approved an extension to the due date, TCPUD will take the following enforcement action:

- TCPUD will send a Second Notice with a new due date giving the customer an additional 30 days to send in the test report. Typically, by **August 31st** of each year.

- If the customer has not had the assembly tested by the due date specified in the Second Notice, TCPUD will send a Third Notice – 10 Day Water Shutoff Notification, by certified mail, giving the customer and additional 10 days from the date specified in the Third Notice to have the assembly tested.
- If the customer has not responded satisfactorily to TCPUD within **10 days of the due date specified in the Third Notice**, TCPUD will post the property with a **48-hour** water Service Shut off Notification. In addition, a five hundred ($500) dollar per day fine will be imposed on the customer.
- TCPUD will notify the LAA's of the potential enforcement action when the Third Notice is sent out.

In addition to the grounds for termination set forth in this section, TCPUD may terminate potable water service to any premises if a required backflow prevention assembly or air gap is removed by the consumer, or if TCPUD finds evidence that an installed backflow prevention assembly or air gap has been bypassed or rendered ineffective.

Any customer aggrieved by a decision reached pursuant to the provisions of the CCCP may file an appeal from the decision to the TCPUD General Manager. The appeal shall be in written form and shall briefly describe the nature of the decision made and the reasons for the appeal. Within thirty (30) days of receiving such an appeal, TCPUD's General Manager shall select a date to hold a hearing. The General Manager shall give the appealing party five (10) days written notice of the time and place of the hearing, by United States mail, postage prepaid, addressed to the persons at their last known addresses. The hearing need not be a formal public hearing, provided that all interested persons shall be given a reasonable opportunity to be heard. The TCPUD General Manager shall determine whether the appeal is well founded, based upon the provisions of the CCCP, and the decision shall be final and conclusive.

Upon finding by TCPUD that a person has violated any provision of the CCCP, directive of TCPUD made pursuant to the CCCP, knowingly filed a false statement or report required pursuant to the CCCP, or by bypassing or rendering inoperative any backflow prevention assembly installed under the provisions of the CCCP, TCPUD may issue an administrative order requiring that the violation be corrected and may issue an administrative fine up to five hundred dollars ($100.00) per day. In addition, water service may be terminated.

Element 7
Recordkeeping

TCPUD is required to develop and implement a recordkeeping system in accordance with CCCPH section 3.5.1 - Recordkeeping.

1. Types of Records and Data to be Maintained

TCPUD will maintain records of the following types of information required by the CCCPH:

a. Service connections/customer premise information including:
- Two most recent Hazard Assessments for each user premise;
- required backflow preventer to protect the public water system;
- the most current cross-connection tests (e.g. shutdown test, dye test);
- if a user supervisor is designated for a user premise, the current contact information for the user supervisor and water user, and any applicable training and qualifications as described by CCCPH section 3.2.2(f);
- descriptions and follow-up actions related to all backflow incidents;
- if any portion of the cross-connection control program is carried out under contract or agreement, a copy of the current contract or agreement;
- the current Cross-Connection Control Plan as required in CCCPH section 3.1.4; and
- any public outreach or education materials issued as required in CCCPH section 3.1.3.(a)(9) for the previous three calendar years;

b. Backflow preventer inventory and information including:
- For each AG installation the associated hazard or application and the location, owner, inspection dates, inspection results, person conducting inspection and as-built plans of the AG;
- Backflow assembly hazard, location, assembly description (type, manufacturer, make, model, size, and serial number), installation, inspection and test dates, test results and data, and person performing test;
- Results of all BPA field testing and AG and swivel-ell inspections for the previous three calendar years, including the name, test date, repair date, and certification number of the backflow prevention assembly tester for each BPA field test and AG and swivel-ell; and
- Repairs made to, or replacement or relocation of, BPAs for the previous three calendar years;

TCPUD shall maintain records on all assemblies that protect the public water system from contamination. At a minimum, the Purveyor will maintain records on all premises containment assemblies required to protect the public water system. All records shall be made available to the State Water Board upon request.

2. How Records will be Maintained

TCPUD shall maintain records using various software/database platforms:

- **Syncta**
  - All backflow preventor inventory and information
  - Customer/Lot information copied over from Springbrook
- **Springbrook**
  - All customer and lot information linked to individual utility billing accounts
- **LaserFiche**
  - All TCPUD maintained property records and information using Assessors Parcel Number (APN) format

3. Reports to be Prepared and Submitted to the SWRCB

TCPUD shall prepare and submit the following reports as required by the CCCPH including:

- Cross-connection control program activities report for the calendar year, to be sent to SWRCB when requested;
- Cross-connection control program summary information, when required, or when there are significant policy changes;
- Backflow incident reports to SWRCB; and
- Documentation when exceptions to mandatory premises containment are granted.

TCPUD's Certified CCCS will prepare all CCC-related reports required by the CCCPH.

Element 8
Backflow Incident Response, Reporting and Notification

1. Backflow Incident Response Plan

TCPUD's CCCS shall participate in the development of a backflow incident response plan that will be part of the water system's emergency response plan as required by the CCCPH Article 5. The incident response plan shall include, but will not be limited to:

- Consideration of complaints or reports of changes in water quality as possible incidents of backflow;
- Notification of affected population;
- Notification and coordination with other agencies, such as SWRCB, the LAA, and the local health jurisdiction;
- Identification of the source of contamination including water quality sampling and pressure recording;
- Isolation of the source of contamination and the affected area(s);
- Cleaning, flushing, and other measures to mitigate and correct the problem;
- Apply corrective actions to prevent future backflow occurrences; and
- Documentation of the investigation, and any response and follow-up activities.

2. Backflow Incident Notification

The TCPUD CCCPC shall notify the State Water Board of any known incident of backflow within 24 hours of the determination. If required by the State Water Board, TCPUD shall issue a Tier 1 public notification pursuant to CCR, Title 22, Section 64463.1.

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

****Copy of existing "Incident Report" attached as Appendix Item E.****

Element 9
Public Outreach and Education

1. Customer Education

TCPUD will distribute with water bills or some other means, at regular intervals, public education brochures to system customers. For residential customers, such brochures will describe the cross-connection hazards in homes and the recommended assemblies or devices that should be installed by the homeowner to reduce the hazard to the public water system. The education program will emphasize the responsibility of the customer in preventing the contamination of the public water supply. TCPUD shall utilize the University of Southern California Foundation for Cross Connection Control "Working Together for Safe Water" brochure or, equivalent.

The information distributed by TCPUD shall include, but not be limited to, the following subjects:

- Cross-connection hazards in general;
- Irrigation system hazards and corrective actions;
- Fire sprinkler cross-connection hazards;
- Importance of annual inspection and/or testing of backflow preventers; and
- Thermal expansion in hot water systems when backflow preventers are installed for premises isolation.

TCPUD will distribute informational brochures to all customers every two to three years.

2. Public Outreach

In cooperation with other local water purveyors, TCPUD may participate in an outreach program consisting of:

- Distribution of cross-connection control information to hardware and plumbing stores serving the area;
- Participation in fairs, exhibits, and other events; and
- Special education sessions for irrigation contractors, fire sprinkler contractors, local backflow assembly testers, etc.

Element 10
Local Administrative Authority Coordination

The CCCPH requires PWS's to coordinate with the Local Administrative Authority (LAA) on CCC matters. The California Plumbing Code does not require the LAA to coordinate with the PWS on CCC matters. The TCPUD Boundary overlaps two counties that act as the respective LAA - El Dorado County and Placer County.

The level of coordination with the LAA may vary. The coordination options outlined in the CCCPH include:

- Exchange of Information level of coordination
- Interaction level of coordination
- Combined/Joint Program level of coordination

TCPUD shall utilize the **Exchange of Information** level of coordination and will endeavor to work with the LAA's exchanging the following information:

1. Notify the LAA (local building official/plumbing inspector) of TCPUD's CCCP type (combination premise/in-premise containment) and policies.
2. Request to be notified by the LAA of all permits for new premises and for permits for plumbing changes to existing premises served by the public water system.
3. Notify the LAA of any enforcement action in which water service is discontinued and of any backflow incidents known by the purveyor to have contaminated the public water system or the customer's plumbing system.

Local Administrative Authority Agency	Contact Number
El Dorado County Building Department	530.573.3330
El Dorado County Environmental Health Department	530.573.3450
Placer County Building Department	530.581.6200
Placer County Environmental Health Department	530.581.6240

Appendix A

ORDINANCE NO. 314 OF
TAHOE CITY PUBLIC UTILITY DISTRICT
AMENDING AND MODIFYING WATER ORDINANCE NO. 263, SECTION 7 – CROSS-CONNECTION CONTROL

WHEREAS, Tahoe City Public Utility District ("District") was formed pursuant to the California Public Utility District Act to provide potable water and sewer collection service to lands within the District; and,

WHEREAS, the Board of Directors of Tahoe City Public Utility District ("the Board") has the authority to establish rules, regulations, and policies by operating rule, ordinance, by-law and/or resolution; and,

WHEREAS, the Board adopted the District's current cross-connection control standards in Section 7 – Cross-Connection Control of Water Ordinance No. 263, which was adopted on May, 26th 2009; and

WHEREAS, the cross-connection control standards establish the District's requirements for cross-connection control program administration and the design, construction, installation, and maintenance of backflow prevention assemblies; and,

WHEREAS, the purpose of these standards and requirements is to protect the District's potable water supply from the possibility of contaminants, pollutants, or water from unapproved sources entering the District's water distribution system through cross-connections; and,

WHEREAS, on July 1 2024, the State Water Resources Control Board Division of Drinking Water ("DDW") issued their Cross Connection Control Policy Handbook ("CCCPH"), whereby all water purveyors were required to submit a Cross-Connection Control Plan ("CCCP") to comply with the CCCPH by July 1, 2025; and

WHEREAS, the District prepared and submitted its CCCP to the DDW in June 2025, pursuant to Section 3.1.4, Article 1, Chapter 3 of the CCCPH; and

WHEREAS, the District's CCCP has been reviewed and approved by DDW staff pending submittal of the requirements for Element 1 – CCCP Legal Authority which requires the Board to formally adopt the CCCP by operating rule, ordinance, by-law, or resolution; and

WHEREAS, in order to comply with the CCCHP the District must repeal its current cross-connection control standards that are set forth in Section 7 of Water Ordinance No. 263 and adopt its new CCCP; and

WHEREAS, the District would like to further amend Water Ordinance No. 263 to permit the adoption and amendment of the CCCP and other similar documents, by resolution so that any necessary or desired changes can be accomplished in a more streamlined manner than amending the ordinance.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF TAHOE CITY PUBLIC UTILITY DISTRICT HEREBY ORDAINS AS FOLLOWS:

SECTION 1: FINDINGS. After hearing testimony, considering the evidence offered, and duly deliberating the matters presented, the Board finds and determines that:

A. The above recitals are true and correct.

B. Section 7 – Cross-Connection Control of Water Ordinance 263 is hereby repealed in its entirety and replaced with the following new Section 7:

7. CROSS-CONNECTION CONTROL

7.1 The District Board may, from time to time, by resolution adopt or amend the District's cross-connection control standards, by way of a Cross-Connection Control Plan or a similar document, that establishes the District's requirements for cross-connection control program administration and the design, construction, installation, and maintenance of backflow prevention assemblies. The purpose of these standards is to protect the District's potable water supply from the possibility of contaminants, pollutants, or water from unapproved sources entering the District's water distribution system through cross-connections. Any person receiving or using water from the District's water distribution system shall comply with all provisions of the District's approved Cross-Connection Control Plan, and the violation of any provision thereof shall constitute an infraction. In the event a water customer is found to be in violation of the District's Cross-Connection Control Plan by the Cross Connection Control Plan Coordinator or their designee, the customer's water service may be terminated. The Cross-Connection Control Plan shall be enforceable in accordance with this Water Ordinance.

SECTION 2: EFFECTIVE DATE. This Ordinance shall become effective 30 days from the date of its enactment.

PASSED AND ADOPTED on the 19th day of December 2025, at a regular meeting of the Board of Directors of Tahoe City Public Utility District by the following vote:

AYES:	Beals, Wilkins, Pang, Scoville, Friedman
NOES:	None
ABSENT:	None

TAHOE CITY PUBLIC UTILITY DISTRICT

BY: _____
Judy Friedman, President

ATTEST: _____
Terri Viehmann, District Clerk

RESOLUTION NO. 25-31
A RESOLUTION OF THE TAHOE CITY PUBLIC UTILITY DISTRICT TO ADOPT A CROSS-CONNECTION CONTROL PLAN AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD - DIVISION OF DRINKING WATER

WHEREAS, Tahoe City Public Utility District ("District") was formed pursuant to the California Public Utility District Act to provide potable water and sewer collection service to lands within the District and currently provides potable water service to nine (9) distinct Public Water Systems ("PWS") regulated by the State Water Resources Control Board Division of Drinking Water ("DDW") within the District's boundary; and

WHEREAS, the Board of Directors of Tahoe City Public Utility District ("the Board") has the authority to establish rules, regulations, and policies by operating rule, ordinance, by-law and/or resolution; and

WHEREAS, the District, as the operator of PWS, is required by DDW and State law to implement and enforce a Cross-Connection Control Plan ("CCCP") to protect the public water supply as defined in California's Health and Safety Code section 116275 (h); and

WHEREAS, on July 1 2024, the DDW issued their Cross Connection Control Policy Handbook ("CCCPH"), whereby all water purveyors were required to submit a CCCP to comply with the CCCPH by July 1, 2025; and

WHEREAS, the CCCP must include the ten (10) required elements described by the CCCPH that outline and describe the administrative and technical procedures the District will implement and maintain to protect the public water supply from contamination and pollution due to cross-connections; and

WHEREAS, the District prepared and submitted its CCCP, attached as Exhibit A, to the DDW in June 2025, pursuant to Section 3.1.4, Article 1, Chapter 3 of the CCCPH; and

WHEREAS, the District's CCCP has been reviewed and approved by DDW staff pending submittal of the requirements for Element 1 – CCCP Legal Authority which requires the Board to formally adopt the CCCP by operating rule, ordinance, by-law, or resolution; and

WHEREAS, on December 19, 2025, the same day this Resolution 25-31 is passed and adopted, the District approved Water Ordinance No. 314 which repealed Water Ordinance No. 263 Section 7 – Cross-Connection Control and which set forth the District's previous cross-connection control standards, and replaced it with a new Water Ordinance Section 7 – Cross-Connection Control, which authorizes the District to adopt and amend a Cross-Connection Control Plan or a similar document by resolution and to enforce that Plan in accordance with the CCCPH, and the Water Ordinance; and

WHEREAS, the Resolution No. 25-31 and the District's CCCP will become effective upon the effective date of Water Ordinance No. 314 which will be 30 days from its adoption; and

WHEREAS, this Resolution No. 25-31, shall serve as the formal instrument by which the Board approves and adopts the CCCP, granting District staff the legal authority to implement and enforce the CCCP in accordance with the provisions of the CCCPH, and the Water Ordinance; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tahoe City Public Utility District, as follows:

1. That the above recitations are true and correct.
2. That District's CCCP, attached as Exhibit A, is approved and adopted.
3. That District is authorized to implement and enforce the approved Cross-Connection Control Plan.
4. That this Resolution 25-31, adopting the Cross-Connection Control Plan, shall become effective upon the effective date of Water Ordinance No. 314.

PASSED AND ADOPTED on the 19th day of December 2025, at a regular meeting of the Board of Directors of Tahoe City Public Utility District by the following vote:

AYES:	Beals, Wilkins, Pang, Scoville, Friedman
NOES:	None
ABSENT:	None

TAHOE CITY PUBLIC UTILITY DISTRICT

BY: _____
Judy Friedman, President

ATTEST: _____
Terri Viehmann, District Clerk

Appendix B

Appendix B
Cross-Connection Control Plan - Staff

Cross-Connection Control Plan Coordinator

In-house employee or contractor?	☒ In House ☐ Contractor
Name:	**Kris Vickers**
Title:	**Technical Services Manager/CCCPC**
Phone number:	**(530) 580-6328**
Email:	**kvickers@tcpud.org**
Address:	**221 Fairway Drive Tahoe City, CA 96145**
Coordinator qualifications (experience, training, and/or certifications):	**28 years Utility Industry experience, 10 years as TCPUD backflow program manager, CA-NV AWWA Backflow Assembly General Tester - #16191, CA-NV AWWA Cross-Connection Control Specialist - #2823**

Additional Cross Connection Control Staff

In-house employee or contractor?	☒ In House ☐ Contractor
Name:	**Brent Pass**
Title:	**Construction Inspector II**
Phone number:	**(530) 580-6321**
Email:	**bpass@tcpud.org**
Address:	**221 Fairway Drive Tahoe City, CA 96145**
Cross Connection Control Staff (experience, training, and/or certifications):	**CA-NV AWWA Backflow Assembly General Tester - #18137, CA-NV AWWA Cross Connection Control Specialist - #3469**
In-house employee or contractor?	☒ In House ☐ Contractor
Name:	**Devin Peterson**
Title:	**Construction Inspector I**
Phone number:	**(530) 580-6293**
Email:	**dpeterson@tcpud.org**
Address:	**221 Fairway Drive Tahoe City, CA 96145**
Cross Connection Control Staff qualifications (experience, training, and/or certifications):	**CA-NV AWWA Backflow Assembly General Tester - #19347, CA-NV AWWA Cross Connection Control Specialist - #3563**

Appendix C

Tahoe City Public Utility District
P.O. Box 5249
Tahoe City, CA 96145

Property Owner Name: _____

Property Address: _____

Property APN: _____

Email: _____ **Phone Number:** _____

RESIDENTIAL CROSS-CONNECTION SURVEY

Please indicate below whether you have any of the following equipment installed in your home or on your property. Please be sure to mark "yes" or "no" to all of the items.
**Note: Depending on how the following equipment is plumbed, a backflow prevention assembly may or may not be necessary. For any questions, please email backflow@tcpud.org or, call (530) 580-6281.

Y	**N**	Hydronic Heat
Y	**N**	Hydronic Heated Driveway and/or Walkway
Y	**N**	Solar Panels
Y	**N**	Hydronic Boiler / Water Heat Exchanger / Indirect Water Heater
		☐ Single-Wall Water Heat Exchanger
		☐ Double-Wall Water Heat Exchanger
Y	**N**	Regular Hot Water Tank (gas or electric heat source)
Y	**N**	Residential Fire Sprinkler System
		☐ Pumper Connection for Fire Trucks
Y	**N**	Lawn or Drip Irrigation System
		☐ Irrigation with Injected Fertilizer or Chemicals
Y	**N**	Frost Free Yard Hydrant(s)
Y	**N**	Household Sewage Pump
Y	**N**	Trap Primer to Floor Sink
Y	**N**	Stop and Waste Valve (aka Stop and Drain Valve)
Y	**N**	Auxiliary Water Supply
		☐ Well
		☐ Lake, Stream, or River Intake
		☐ Spring
		☐ Other (Rainwater Cistern, Grey Water, etc.)
Y	**N**	Sauna
		☐ Steam
		☐ Dry
Y	**N**	Hot Tub
		☐ Hose Fed
		☐ Automatic Fill
Y	**N**	Swimming / Lap Pool
Y	**N**	Booster Pump on Domestic Water Supply
Y	**N**	Livestock on Property (horses, cattle, goats, llamas, chickens, etc.)
Y	**N**	Do you plan a remodel which may include any of the above equipment?

Completed by: _____ **Date:** _____

Appendix D

APN_____

TCPUD WTR SYS_____

SUBMIT to
https://tcpud-testers.syncta.com/

TAHOE CITY PUBLIC UTILITY DISTRICT BACKFLOW PREVENTION ASSEMBLY TEST REPORT

P.O. Box 5249, 221 Fairway Drive, Tahoe City, California 96145 · (530) 580-6281 · Fax (530) 581-1368

Customer Name _____

Physical Address _____

Mailing Address _____

City / State / Zip Code _____

Type of Service:

❑ Meter Protection
❑ Irrigation
❑ Fire Protection
❑ Other_____

Manufacturer_____ RP Device_____ Double Check_____ PVB_____ Number of Devices at this location_____

Model _____ Size_____ Location of Device_____

Serial Number_____ New Device _____ Replacement Device _____ Serial Number of OLD Device_____

	Reduced Pressure Principle Assembly			Pressure Vacuum Breaker	
	Double Check Valve Assembly			Air Inlet	Check Valve
	1st Check	2nd Check	Relief Valve		
Initial Test	Held at: _____ psid	Held at: _____ psid	Opened at: _____ psid	Opened at: _____ psid	Held at: _____ psid
Passed / Failed	Leaked: ☐	Leaked: ☐ Closed Tight: ☐	Did Not Open: ☐	Did Not Open: ☐	Leaked: ☐
Repairs made and Materials Used					
Initial Test	Held at: _____ psid	Held at: _____ psid	Opened at: _____ psid	Opened at: _____ psid	Held at: _____ psid
Passed / Failed	Leaked: ☐	Closed Tight: ☐			

The cross-connection control assembly detailed herein has been tested and maintained as required by the SWRCB and the CCCPH and TCPUD's CCCP and is certified to comply with these regulations. All testers must have a copy of their current AWWA certification and test equipment calibration certificate on file with the District.

Comments:_____

_____

_____

The above is certified to be true. _____(signature)

Certified Tester_____ Tester Number_____

Gauge Serial Number_____ Today's Test Date_____

Appendix E

TCPUD
BACKFLOW INCIDENT REPORT FORM

Water System: _____

Water System Number: _____

Incident Date: _____

Incident Time (if known):_____

Incident Location: _____

How was the incident discovered?

_____

Backflow Originated from:

Premise Location: _____

Address: _____

Premise Contact Person: _____ Title:_____

Phone:_____ Email: _____

Connection Type: (please check one)

Industrial Commercial Single-Family Residential Multi-Family Residential

Irrigation Recycled Water Water System Facility

Other: _____

Description and source of backflow substance (please be as descriptive as possible):

_____

_____

If available, please attach an MSDS or other chemical description form

Was the backflow fluid contained within the user side? YES ☐ NO ☐

Estimated Number of Affected Persons: _____

F-2 Number and description of consumer complaints received:

_____

_____

Did any consumers report illness? Please describe.

_____

_____

_____

If applicable, please describe the consumer notification:

_____

_____

_____

INVESTIGATION

Please describe the water system investigation including time frames:

_____

_____

_____

_____

_____

_____

What was the area system pressure?_____

Is this within typical range: YES ☐ NO ☐ - typical pressure:_____

Was a sample of the water contaminated by the backflow incident collected and stored before flushing? YES ☐ NO ☐

Please describe all sampling:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

DDW recommends laboratory or field sampling for the following parameters: total coliform, E. coli, free and total chlorine residual, pH, odor, turbidity, temperature, and color. Additional sampling should be collected at the PWS and regulatory agency's discretion.

CORRECTIVE ACTIONS

Please describe the corrective actions taken by the water system:

_____
_____
_____
_____
_____
_____

Was the chlorine residual increased after discovery of backflow incident? YES ☐ NO ☐

Date of the last cross-connection control hazard assessment of the premise with the backflow incident conducted: _____

Did the premise have backflow prevention assemblies? YES ☐ NO ☐

Date of most recent backflow prevention assembly test(s): _____

When was the Division of Drinking Water or Local County Health office notified?

Date: _____Time: _____ Contact Person: _____

Was the Division or Local County Health notified within 24 hours? YES ☐ NO ☐

Other agencies or organizations contacted?

CERTIFICATION

Name: _____ Job Title: _____

Certification(s): _____

_____

Please list all cross-connection control related certifications including number and expiration date

I certify that the forgoing information is true and correct to the best of my ability.

Signature: _____ Date: _____

Attach the following applicable documentation

1. Laboratory Test Results
2. Sketch of the cross-connection and modifications
3. MSDS or chemical information forms if chemical hazard is known
4. Applicable backflow assembly test reports including the most recent test before the incident
5. Other relevant supporting documentation