

Cross-Connection Control Program Plan for City of Napa Water System

A. Requirement for Program

City of Napa, CA2810003, hereinafter referred to as “the Purveyor”, has the responsibility to protect the public water system from contamination due to cross connections. A cross connection may be defined as *“any actual or potential connection or structural arrangement between a public or a consumer's water system and any other source or system through which it is possible to introduce into any part of the potable system any used water, industrial fluid, gas, or substance other than the intended potable water with which the system is supplied. Bypass arrangements, jumper connections, removable sections, swivel or change-over devices and other temporary or permanent devices through which or because of which backflow can occur are considered to be cross connections.”*

All public water systems are required to develop and implement cross-connection control (CCC) programs. The CCC requirements are contained in California State Water Resources Control Board (SWRCB) Cross-Connection Control Program Handbook (CCCPC). The minimum required elements of a CCC program are:

1. Operating rules or ordinances
2. Cross-Connection Control Program Coordinator (CCCPC)
3. Hazard Assessments
4. Backflow Prevention
5. Certified Backflow Prevention Assembly Testers (BPAT) and Certified Cross- Connection Control Specialists (CCCS)
6. Backflow Prevention Assembly Testing
7. Recordkeeping
8. Backflow Incident Response, Reporting and Notification
9. Public Outreach and Education
10. Local Entity Coordination

B. Program Objectives

The objectives of the CCC program are to:

1. Reasonably reduce the risk of contamination of the public water distribution system; and
2. Reasonably reduce the Purveyor's exposure to legal liability arising from the backflow of any contaminant originating from the Consumer's plumbing system and then supplied to other Consumer;

C. Summary of Program Decisions

The following table summarizes the major policy and program decisions adopted for the City of Napa water system. The items in the table represent CCC program areas that have more than one acceptable approach or option.

CCC Program Decision Summary Table for the City of Napa

Decision Item	Decision
1. Type of Program	
a. Premises containment only	X
b. Premises containment and in-premises protection (combination program)	
2. Extent of Coordination with LAA	
a. Information exchange	X
b. Interaction	
c. Joint program	
3. Relationship with Consumer	
a. Signed service agreement or contract	
b. Ordinance/resolution; implied service agreement	X
4. Enforcement of Corrective Action	
a. Rely upon shut-off of water service	X
b. Rely upon purveyor-installed premises containment	
5. Assessment and Re-assessment of Hazards	
a. By purveyor's staff or equivalent	X
b. By a certified Cross-Connection Control Specialist (CCCS) employed by Consumer; report reviewed by purveyor's CCCS	
6. Location and Ownership of Premises containment Assembly	
a. On purveyor's service line	
b. On Consumer's service line	X
7. CCCS Option – Purveyor's Program Management	
a. Purveyor's staff member certified	X
b. Inter-agency agreement or use other agency's CCCS	
c. Contract with consultant CCCS	
8. Testing of Assemblies	
a. By purveyor's staff or purveyor-employed Backflow Prevention Assembly Tester (BPAT)	
b. By Consumer-employed (contractor) BPAT	X
9. Cost Recovery	
a. Borne by all Consumers (general water rates)	
b. Assessed to specific class (commercial meters)	
c. Each Consumer directly bears cost	X

D. Required Elements of Program

The **City of Napa** water system has adopted Municipal Code 13.08 (Ordinance 2025-___), reproduced as Exhibit A which authorizes the Purveyor to implement a CCC program. The Purveyor is the Utilities Director who is authorized by the Napa City Council to implement the Cross Connection Control Program (CCCP). The Ordinance also authorizes the Purveyor to terminate water service to Consumers that do not comply with the resolution. However, the primary method for protection of the PWS will be the installation of a backflow preventer by the Consumer, at the Consumer's expense.

<i>Legal Instrument Status</i>	<i>Schedule</i>
<i>Preparation of proposed legal instrument</i>	<i>Municipal Code Section 13.08</i>
<i>Introduction of the legal instrument to governing body</i>	<i>October 21, 2025</i>
<i>Adoption of legal instrument</i>	<i>November 4, 2025</i>
<i>Legal instrument becomes effective</i>	<i>November 4, 2025</i>

Schedules may vary depending on governing body procedures.)

1. **Program Administration:** The responsibility for administration of the CCC Program rests with the City of Napa Utilities Department herein referred to as "Purveyor." General policy direction and risk management decisions are adopted by the Napa City Council and implementation authority granted to the Utilities Director.
2. The Purveyor will employ or have on staff at least one-person certified as a Cross-Connection Control Specialist (CCCS) to develop and implement the CCC program. As an alternative, or when no staff or employees are properly qualified, the Purveyor may retain a certified CCCS on contract to provide the necessary expertise and services. The certified CCCS, or their designee, shall be able to be contacted within one hour in the event of a cross-connection incident.
3. The following cross connection related tasks will be performed by or under the direction of the Purveyor's CCCPC in consultation with the certified CCCS (on staff or under contract):
 - Preparation of and recommendations regarding changes to the CCC program;
 - Performance of and/or reviews of CCC hazard evaluations;
 - Recommendations on the type of backflow prevention assembly to be installed;
 - Recommendations on schedules for retrofitting of backflow prevention assemblies;
 - Inspections of backflow prevention assemblies for proper application and installation;
 - Reviews of backflow prevention assembly inspection and test reports;
 - Reviews of backflow prevention assembly testing quality control information;
 - Recommendations and/or the granting of exceptions to mandatory premises containment;
 - Participation in or cooperation with other water utility staff in the investigation of backflow incidents and other water quality problems;

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- Completion of Backflow Incident Reports; and
 - Completion of CCC Activity and Program Summary Reports.
4. The Purveyor may delegate other CCC program activities to other personnel who are not CCCPCs or certified CCCSs, including clerical support staff. These activities include:
- Administration of paperwork associated with service agreements;
 - Field inspection to comply with installation standards
 - Mailing, collecting, and initial screening of hazard evaluation/water use questionnaires;
 - Mailing of assembly testing notices;
 - Receiving and screening of assembly testing reports;
 - CCC program database administration and record keeping;
 - Dissemination of public education material; and
 - Assisting with tasks and coordination with the LAA;
 - Testing and reporting of backflow incident corrective actions.
5. The following table identifies the current CCCPC employed or retained on contract by the Purveyor to manage the Purveyor's CCC program:

Name of CCCPC	Dean Hanna, Water Distribution Manager
Address	
City, State, Zip	
Telephone Number	
CCCS Certification Number	CCCS #02276

6. The following table identifies the current certified CCCS employed or retained on contract by the Purveyor to act as the CCC program technical resource for the Purveyor:

Name of CCCS	Dean Hanna, Water Distribution Manager
Address	
City, State, Zip	
Telephone Number	
CCCS Certification Number	CCCS #02276

7. The following table identifies the authorized alternative designated representative(s) of the CCCPC in the event of a cross-connection incident:

Name of Designee	Dean Hanna, Water Distribution Manager
Address	
City, State, Zip	

Telephone Number	
CCCS Certification Number (If Applicable)	CCCS #02276

Initial Cross-Connection Hazard Assessments

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

1. For all ***new non-residential services***, the Purveyor will require at Consumer's expense installation of either a double-check valve assembly (DC), a reduced-pressure principle backflow assembly (RP), or an Air Gap (AG) to protect the public water system according to the degree of hazard.
2. For all ***new residential services***, the Purveyor will require at Consumer's expense installation of either a double-check valve assembly (DC), a reduced-pressure principle backflow assembly (RP) according to the degree of hazard on the property.
3. For all ***existing non-residential services***, the Purveyor will require the Consumer to submit to the Purveyor, within ninety days of notification, an evaluation by a certified CCCS (performed at Consumer's expense), of the hazard posed by the plumbing system, with recommendations for the installation at the meter of either a DC, RP, or AG.

As an alternative to the above requirement for a survey by a certified CCCS, the Consumer may agree to install an AG or RP for premises containment within ninety days of notification by the Purveyor or an alternative time period acceptable to the Purveyor.

4. For all ***existing residential services***, the Purveyor will require that the Consumer submit with the application for water service a hazard assessment (performed at Consumer's expense) by a certified CCCS of the hazard posed by the proposed plumbing system, with recommendations for the installation at the meter of either a DC, a RP, or an AG within six months of notification. The Purveyor may accept the recommendations or submit the recommendations to a certified CCCS employed by the PWS for peer review and concurrence before acceptance.

As an alternative to the above requirement for a survey by a certified CCCS, the Consumer may agree to install an approved AG or RP for premises containment as a condition of service.

5. For all existing services, should the Consumer fail to supply the required information for a hazard assessment or fail to submit a completed "Water Use Questionnaire," the Purveyor may have the assessment made by a certified CCCS employed by the Purveyor, require the

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installation of an RP or AG for premises containment, or take other such actions consistent with Napa Municipal Code Section 13.08 and bill the Consumer for the associated costs.

Cross-Connection Hazard Survey Schedule for Initial Hazard Assessments

The schedule for initial hazard assessment is outlined in the following table. The schedule starts from the date the CCC program is established.

Initial Assessment Task	Schedule
Assessment of all new connections	At time of application for water service
Identification and assessment of high-hazard premises which are listed on Appendix D of the CCCPH	50 per year
Identification and assessment of hazardous premises supplemental to Appendix D of the CCCPH	Upon application for building permit to modify water service, or evidence exists of changes in the activities or materials on a user's premises, or if backflow from a user's premises occurs.
Identification of residential connections with special plumbing facilities and/or water use on the premises	Upon application for building permit to modify water service, or evidence exists of changes in the activities or materials on a user's premises, or if backflow from a user's premises occurs.

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

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

1. For **residential services**, the Purveyor will require the Consumer to submit to the Purveyor, within two months of purveyor notification, a hazard re-assessment (at the Consumer's expense) by a certified CCCS.
2. For all **non-residential services**, the Purveyor will require the Consumer to submit to the Purveyor, within two months of purveyor notification, a hazard re-assessment (at the Consumer's expense) by a certified CCCS.

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

Type of Service	Frequency of Re-Evaluation
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Any services with reduced-pressure principle backflow assembly (RP) or Air Gap (AG) installed for premises containment	Upon application for building permit to modify water service, or evidence exists of changes in the activities or materials on a user's premises, or if backflow from a user's premises
Non-Residential services with double-check valve assembly (DC) installed for premises containment	Upon application for building permit to modify water service, or evidence exists of changes in the activities or materials on a user's premises, or if backflow from a user's premises occurs.
Residential services with special plumbing where the purveyor relies upon compliance with California Plumbing Code (CPC)	Upon application for building permit to modify water service, or evidence exists of changes in the activities or materials on a user's premises, or if backflow from a user's premises occurs.
Residential services with DC installed for premises containment	Upon application for building permit to modify water service, or evidence exists of changes in the activities or materials on a user's premises, or if backflow from a user's premises occurs.
Residential services with no known special plumbing or water use on the premises	Upon application for building permit to modify water service, or evidence exists of changes in the activities or materials on a user's premises, or if backflow from a user's premises occurs.

The Purveyor will inform the Consumer that the Purveyor's survey of a Consumer's premises (whether by a representative of the Purveyor or through the evaluation of a questionnaire completed by the Consumer) is for the sole purpose of establishing the Purveyor's minimum requirements for the protection of the public water supply system, and that the required backflow protection will be commensurate with the Purveyor's assessment of the degree of hazard.

The Purveyor will also inform the Consumer or any regulatory agencies that the Purveyor's survey, requirements for the installation of backflow prevention assemblies, lack of requirements for the installation of backflow prevention assemblies, or other actions by the purveyor's personnel or agent do not constitute an approval of the Consumer's plumbing system or an assurance to the Consumer or any regulatory agency of the absence of cross connections.

Backflow Prevention Assembly Requirements

The following service policy shall apply to all new and existing Consumers:

1. The Purveyor will require that water service to all **non-residential Consumers** be isolated at the meter by an approved RP acceptable to the Purveyor. All high-hazard connections of the type described in Appendix D of CCCPH shall be isolated with a RP or Air Gap.
2. The Purveyor will require all **residential Consumers** with facilities of the type described in Appendix D of CCCPH to be isolated with an Air Gap or RP. All other residential Consumers with special plumbing or water use on the premises will be isolated with the minimum of a DC. "Special plumbing" includes, but is not limited to, the following:

- a. A lawn irrigation system;
 - b. A solar heating system;
 - c. An auxiliary source of supply, e.g., a well or creek;
 - d. Piping for livestock watering, hobby farming, etc.;
 - e. A water softening or treatment system;
 - f. Closed loop residential fire sprinkler system; and
 - g. Swimming Pools; and
 - h. Property containing a boat moorage.
3. Fire Sprinkler Systems. Retrofitting existing fire sprinkler systems shall require the Consumer to provide the City, and Fire Department with an updated hydraulic analysis to certify proper system operation with the additional pressure loss. The Fire Department, shall review and approve all applications for construction or retrofit of fire sprinkler systems.
 - a. Commercial Fire Sprinkler Systems
 1. Systems utilizing only the Purveyor water supply and that use piping approved for potable water use –DC
 2. Systems utilizing only the Purveyor water supply and that use piping not approved for potable water use –DC
 3. Systems utilizing the Purveyor water supply and that also contain chemical additives, on site water storage, auxiliary water supplies or fire booster pumps – RP
 - b. Residential Fire Sprinkler Systems
 1. Systems utilizing only the Purveyor water supply through a combination service connection (domestic and fire) and that use piping approved for potable water use – DC
 2. Systems utilizing only the Purveyor water supply through a combination service connection (domestic and fire) and that use piping not approved for potable water use – DC
 3. Systems utilizing the Purveyor water supply through a combination service connection (domestic and fire) and that also contain chemical additives, on site water storage, auxiliary water supplies or fire booster pumps – RP
 4. Systems that are constructed using potable water piping in a complete flow through design (no dead ends) to prevent stagnant water and utilizing the Purveyor water supply may not be required to install an approved backflow prevention assembly. This provision does not apply to parcels with more than one service connection.
4. **Additional premises requiring premises containment.** The Purveyor has chosen to supplement Appendix D of CCCPH by identifying additional premises or premises types for which premises containment is mandated. Such premises will include aircraft and automotive manufacturers, pulp and paper mills, military bases, tall buildings, premises with complex plumbing, premises with plumbing subject to frequent changes, plumbing with a repeat history of cross-connections being established or reestablished, and premises with public swimming pools

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The following list includes those facilities and activities requiring backflow protection with the minimum level indicated. This list may be subject to change based on the findings of Purveyor's inspection of the premises. This is a non-exclusive list and any facility or activity not shown may be required to install backflow prevention devices as determined by the CCCPC.

- a. Automotive Repair and Service Facilities – RP
- b. Autopsy Facilities – RP
- c. Auxiliary Water Systems (residential and non-residential)– RP
- d. Bars - RP
- e. Beverage Bottling Plant – RP
- f. Breweries – RP
- g. Buildings
 - 1. Any building with sewage pumps or ejectors – RP
 - 2. Any building containing non-potable water reuse systems utilizing pumps –RP
 - 3. Any building containing mechanical equipment using chemicals with a potable water makeup line connected to the mechanical equipment. – RP
 - 4. Any building containing a carbonator (soft drink dispenser) -RP
 - 5. Any non-residential or non-single family residential with an ornamental fountain– RP
 - 6. Multi-storied building with equal to or greater than 40 feet in height from service connection or that uses booster pumps or elevated storage tank to distribute water on site – DC
 - 7. Any commercial structure in which the specific business activity cannot be ascertained or is subject to change without a building permit - RP
- h. Chemical Plants – Any premises, where the manufacturing, storing, compounding, or processing of chemicals occurs. Where chemicals are used as additives in the processing of products.- RP
- i. Commercial Kitchens or Food Preparation Facilities – RP
- j. Convalescent Homes - RP
- k. Dairy Processing Plants - RP
- l. Dental Clinics - RP
- m. Dry Cleaning Facilities – RP
- n. Fuel Storage or Dispensing Facilities - RP
- o. Film Processing Facilities – RP
- p. Florists - RP
- q. Grocery Stores – RP
- r. Hazardous or potentially hazardous treatment processes with pumping equipment. - RP
- s. Hospitals – RP
- t. Ice Manufacturing Plants – RP
- u. Indoor Fitness facilities with a Spa or Pool – RP
- v. Irrigation systems with capabilities for injecting fertilizers, or hazardous chemicals. – RP
- w. Irrigation systems only single use meter – RP
- x. Laboratories – including, but not limited to, teaching institutions, biological and

- analytical facilities.- RP
- y. Laundries (Commercial) – RP
- z. Massage Therapy Clinics and Spas - RP
- aa. Medical Building and Clinics – RP
- bb. Metal Manufacturing, Cleaning, Processing or Fabricating Plants - RP
- cc. Morgues – RP
- dd. Mortuaries – RP
- ee. Multiple Services: Includes two or more interconnected services provided by one or more water suppliers to a single Owner and/or Operator complex – RP
- ff. Nursing Homes - RP
- gg. Oil/Gas Production, Storage or Transmission premises – RP
- hh. Paper and Paper Products Manufacturing Plants – RP
- ii. Pet Stores – RP
- jj. Plastic Manufacturing, Extruding and Injection Molding – RP
- kk. Plating Plants – RP
- ll. Public or Commercial Swimming Pool – RP
- mm. Portable Spray or Cleaning Equipment which can be connected to the Purveyor water system – RP
- nn. Radioactive Materials or Substances processing or storage – AG
- oo. Recycled Water – This includes premises where recycled water is used with no interconnection to the Purveyor water system – RP
- pp. Restaurant - RP
- qq. Restricted, Classified, or Other Closed Facilities – RP
- rr. Rubber Manufacturing – RP
- ss. Salon, Hair and/or Nails - RP
- tt. Sand and Gravel Plants – RP
- uu. Sanitariums - RP
- vv. Schools, Colleges and University – RP
- ww. Sewer Treatment Facilities- AG
- xx. Solar Heating
 - 1. Solar collection systems that contain any hazardous materials and have a direct connection to the Purveyor water system. – RP
 - 2. Solar system that is once through such as domestic hot water systems do not require protection.
- yy. Tank Trucks – AG
- zz. Vehicle Washing Facilities – RP
- aaa. Veterinary Facilities, Kennels, Animal Boarding- RP

5. **For all Consumers**, the required premises containment DC or RP shall be:

- a. Purchased and installed by the Consumer at the Consumer's expense immediately downstream of the water meter in accordance with the Purveyor's standards described hereinafter; and
- b. Maintained, tested, and inspected in accordance with the Purveyor's standards described hereinafter.

For new Consumers, the Purveyor will not turn on water (except for testing purposes) at the meter until the Consumer complies with the above requirements.

The failure of the Consumer to comply with the Purveyor's installation and maintenance requirements shall be subject to isolation from the public system until the appropriate backflow prevention assembly is installed, tested, and performing properly.

6. Approved Backflow Preventers and Installation

All backflow preventers relied upon by the Purveyor to protect the public water system shall meet the definition of "approved backflow assembly" as contained in CCCPH.

a. All Air Gap installation requirements:

1. 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;
2. 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;
3. the PWS must ensure that the AG specified in CCCPH section 3.3.1 (a) has been installed; and
4. any new air gap installation at a user service connection must be reviewed and approved by the State Water Board prior to installation.

b. Backflow prevention assembly installation requirements:

1. Installed in the orientation for which they are approved.
2. Installed in a manner that will protect them from weather-related conditions such as flooding and freezing.
3. Installed as close to the point of connection to the Purveyor water supply as practical.
4. 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.
5. Installation of a backflow prevention assembly greater than 12 inches away from the water meter must be approved in advance by Purveyor. Where practical the service line between the water meter and the backflow prevention assembly may be required to be sleeved with PVC piping or capped by concrete to prevent future interconnections.
6. DC and RP 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. Purveyor may approve alternate clearances providing that there is adequate clearance for field testing and maintenance.

7. No post-manufacture modifications to backflow prevention assemblies shall be accepted.
8. A manner and location that facilitates their proper operation, maintenance, and testing or inspection, and in compliance with safety regulations.
9. 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.
10. All backflow prevention assembly installations shall be inspected by the Purveyor prior to backfill, to ensure compliance with these requirements.
11. Installations shall conform to standard construction drawings and specifications of the Purveyor.

The Purveyor has no regulatory responsibility or authority over the installation and operation of the Consumer's plumbing system. The Consumer 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 the Purveyor 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 the Purveyor's distribution system.

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

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

Existing Backflow Prevention Assemblies. 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 the Purveyor and/or Health Officer is assured that they will satisfactorily protect the water Purveyor's system. Whenever the existing device is moved from the present location or requires more than annual testing or when the (Purveyor 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 Purveyor.

DCs 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 Purveyor.

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 Purveyor'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.

The Purveyor 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 the Purveyor. 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:

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

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

8. Schedule for Installation of Backflow Preventers

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

Type of Service	Schedule
New connections with cross-connection hazards	Before service is initiated
Existing connections with 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

The Purveyor may consider granting an extension of time for installation of backflow preventer for an existing connection if requested by the Consumer.

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

1. General Requirements

Certified Backflow Prevention Assembly Testers shall be responsible for ensuring that all backflow prevention assemblies at the Consumer's service connection are identified and tested.

Purveyor requires BPATs to notify the Purveyor within twenty-four hours if a backflow incident or cross-connection is observed during field testing. Purveyor 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 the Purveyor receives a passing Backflow Prevention Assembly (BPA) field test from a certified BPAT and the assembly is protecting the Purveyor.

If a BPAT finds an assembly that has been modified or incorrectly installed, they must immediately report the situation to Purveyor and not test the assembly. To report the situation, describe it in the "Comments" section of the Backflow Assembly Test Report Form and submit the form. All assemblies must be on the "Approved Backflow Prevention Assemblies" list developed by the USCFCCCHR or ASSE. Any modification of an assembly – such as relocation of valves, bypass arrangements, and jumper connections, whether temporary or permanent – invalidates the USCFCCCHR or ASSE approval and is not permitted. Likewise, an assembly that has been installed in an orientation for which it was not designed or approved is also not permitted.

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 Consumer of the hazard and potential health risk associated with it. The tester must also report the situation to Purveyor immediately (by telephone if the hazard has no protection at all). An assembly that is wrong type for the hazard should be tested and failed for the improper installation.

If a BPAT finds an existing backflow prevention assembly that is not tagged or is out of compliance with its test date, the tester must inform the Consumer of the need to test the assembly and must report the assembly to Purveyor immediately.

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.

BPATS must report if any part of a backflow prevention assembly identification tag is damaged or missing and must install a properly identified replacement assembly or with prior City approval, they may affix a permanent tag with the assembly size, model and serial number which matches the original factory information for the assembly.

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

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

- Backflow assembly testing.

The Purveyor 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 preventer inspection for proper application; and
- Backflow preventer inspection for proper installation.

The list(s) will be revised annually or more frequently if necessary.

3. Pre-Approval Qualifications

BPATs and CCCSs who wish to be included on the Purveyor's pre-approved list and/or provide testing in the Purveyor's service area must apply to the Purveyor and furnish the following information:

- Evidence of current BPAT or CCCS certification, as recognized in the CCCPH, in good standing;
- Make, model and serial number of testing equipment (BPAT listing only);
- Evidence of test equipment verification of accuracy and/or calibration within the past 12 months (BPAT listing only);
- Evidence showing possession of a license to operate a business in the City of Napa.
- Applicant and/or 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.
- Applicant and/or Company must not have any unresolved Consumer complaints reported to the Purveyor, certifying agency, or the State Contractor's License Board.

The Purveyor CCCPC may suspend or revoke approval of an individual BPAT and or company from the list of approved testers if the individual or company fails or refuses to comply with the Purveyor CCCP Policies and Regulations or engages in dishonest business practices within Purveyors jurisdiction, fails to maintain a valid BPAT Certification or installs, repairs or tests backflow assemblies in a negligent manner. Failure to abide by any of these requirements may be grounds for exclusion from the approved testers list for a period of (1) one year.

All applicants must sign and agree to the following BPAT/ CCCS Code of Conduct:

The Purveyor Code of Conduct requires BPATs and CCCSs to act honestly, competently, and with integrity and to use their knowledge and skill for the enhancement of public health and the protection of Purveyor water system.

1. Be truthful and accurate in what they say, do and write.
2. Adhere to all rules, laws and regulations applicable to the profession.
3. Not misrepresent nor permit misrepresentation of their qualifications.
4. Not conduct themselves in a manner that subverts or attempts to subvert the laws and regulations applicable to the profession.
5. Not misuse the certificate, logo, and marks of the Purveyor as they are property of Purveyor.
6. Uphold and follow all policies and procedures required by Purveyor to remain in good standing.
7. Report any past or pending personal litigation or disciplinary action within the scope of the BPAT/ CCCS certification and resulting resolution to Purveyor.
8. Not participate in any interest, activity, or influence which may be perceived to influence a decision purely for personal gain and not in the interest of public health and environmental safety.

Failure to adhere to the Code is grounds for Suspension or Revocation of the Purveyor BPAT/ CCCS approval.

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

BPAT/CCCS Approval by Purveyor 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 issued by the certification entity as determined by the Purveyor.
- 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 the Purveyor.
- Purveyor determines that a material misrepresentation was included or omitted by the BPAT/CCCS on the initial or renewal application for BPAT/CCCS certification by Purveyor.
- Purveyor 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 fails to submit backflow assembly test report forms within five (5) days of performing a backflow assembly test required by Purveyor.
- A BPAT repeatedly submits incomplete or incorrect test reports to the Purveyor.
- A BPAT fails to report an assembly that has been modified or incorrectly installed.
- Purveyor determines that a material misrepresentation was included or omitted by the BPAT on the backflow assembly test report form submitted to the Purveyor by the BPAT.
- A BPAT performs a 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 the Purveyor.
- 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.

- Failure to maintain the required business.
- A BPAT performs a repair upon a backflow prevention assembly which has been required to be replaced by the Purveyor.
- 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, Purveyor 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.
- Failure to provide the Purveyor CCCPC with a schedule or list of locations, dates and approximate arrival times during which a BPAT will be working within Purveyor's jurisdiction upon request of the CCCPC.

Written notice of the denial, suspension or revocation of a Purveyor 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 right to request an appeal hearing before the Purveyor CCCPC or their designee.
- The notice shall contain a statement of the time period of denial, suspension or revocation. The Purveyor may deny, suspend or revoke a Purveyor BPAT/CCCS approval for a period between five (5) days and one year, at the discretion of the Purveyor.
- The notice shall contain a statement of the effective date of the denial, suspension or revocation. Suspension or revocation issued will be effective ten (10) calendar days from the date appearing on the written notice unless a timely appeal is filed.

Notice of the suspension or revocation of a Purveyor BPAT/CCCS approval shall be provided to the BPAT/CCCS certification organization with a description of the violation and supporting facts.

5. BPAT/CCCS Appeals

The decision of the Purveyor CCCPC is appealable to the Purveyor's Director and/or Deputy Director

An appeal must be in writing and be hand-delivered or mailed to the Purveyor's Director.

An appeal must be received by the Purveyor's Director on or before the effective date of suspension or revocation.

The filing of a timely appeal will stay a suspension or revocation pending a decision on the appeal by the Purveyor's Director or their designee.

A hearing shall be scheduled within thirty (30) days unless an extension is authorized by the appellant.

- The following rules shall apply to any hearing required by this Section. All parties involved shall have the right to offer testimonial, documentary, and tangible evidence bearing on the issues, to be represented by counsel, and to confront and cross-examine witnesses. Any

relevant evidence may be admitted if it is the sort of evidence upon which reasonable persons are accustomed to rely in the conduct of serious affairs. Formal rules of discovery do not apply to proceedings governed by this Section. Unless otherwise specifically prohibited by law, the burden of proof is on the BPAT/CCCS in any hearing or other matter under this Section.

No reapplication will be accepted within six (6) months after a Purveyor BPAT/CCCS Approval is revoked.

The decision of the Purveyor's Director or their designee shall be a final administrative order, with no further administrative right of appeal.

6. Quality Assurance

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

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

The Purveyor's CCCPC may conduct follow up tests on backflow assemblies tested by a BPAT at the discretion of the Purveyor.

The Purveyor's CCCPC may require a BPAT to attend additional training, submit to re-examination or other demonstration of competency or any combination thereof, as may be deemed necessary by the Purveyor's CCCPC.

The Purveyor's CCCPC may require a BPAT to provide a schedule or list of locations dates and approximate arrival times of when a BPAT is anticipating to be performing work on Purveyor's service protection backflow assemblies so that the CCCPC may meet the BPAT at the site(s) to review the BPAT's performance as it pertains to the Purveyor's CCCPC.

- The CCCPC does not need to make their presence known to the BPAT and may review the BPAT performance from a distance or through the use of video recording.

The Purveyor's CCCPC will report incidences of fraud or gross incompetence or negligence on the part of any BPAT or CCCPC to the Purveyor's Director and to the certifying organization as well as any other agencies or authorities as deemed appropriate by the Purveyor's Director.

1. Inspection and Testing of Backflow Prevention Assemblies

All backflow prevention assemblies that the Purveyor relies upon for protection of the water system will be subject to inspection and, if applicable, testing.

Inspection and testing of backflow preventers will be as follows:

- The Purveyor's certified CCCS will inspect backflow preventers for proper application (i.e., to ensure that the preventer installed is commensurate with the assessed degree of

- hazard).
- Either a certified CCCS or backflow prevention assembly tester (BPAT) will perform inspections of backflow preventers for correct installation.
 - A certified backflow prevention assembly tester will test all assemblies relied upon by the Purveyor to protect the public water system.

Consumers 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 the Purveyor 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 seven (7) days after such a test.

When assemblies are determined to be defective, they shall be repaired or replaced by the consumer within 30 calendar days, or service will be discontinued. If service is discontinued, the consumer shall pay the required fees as specified in Master Fee Schedule.

2. Frequency of Inspection and Testing

Inspection and testing of backflow preventers will be conducted:

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

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

The Purveyor 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 annual tests or inspections.

3. Responsibility for Inspection and Testing

The Purveyor will be responsible for inspection and testing of all purveyor-owned backflow preventers and air gaps.

The Purveyor will require the Consumer to be responsible for inspection and testing of backflow preventers owned by the Consumer. The Consumer shall employ, at the Consumers expense, a certified BPAT pre-approved by the Purveyor to conduct the inspection and test within the time period specified in the testing notice sent by the Purveyor. The test results shall be completed and entered by the BPAT into the Purveyor's web based test report system, before the due date specified by the Purveyor.

The Consumer may request an extension of the due date for returning a test report by submitting a written request to the Purveyor. The Purveyor may grant one extension up to 30 days.

4. Notification of Inspection and/or Testing

The Purveyor will notify in writing all Consumers who own backflow preventers that are relied upon to protect the public water system to have their backflow preventer(s) inspected and/or tested. Notices will be sent out not less than 30 days before the due date of the inspection and/or test. The notice will also specify the date (up to 30 days after the due date of the inspection and/or test date) by which the inspection/test report must be received by the Purveyor. If the Purveyor has not received a passed test report in the designated time frame, the Enforcement policies shall be applied.

5. Approved Test Procedures

The Purveyor will require that all assemblies relied upon to protect the public water system be tested in accordance with approved test procedures as specified in CCCPH Article 4. Any proposal to use alternate test procedures must be approved by the Purveyor's CCCS.

6. Backflow Assembly Test Reports

Test results of new assemblies must be submitted within seven (7) calendar days of the test date. Test results may be submitted electronically in PDF format or by mail or in person in original hard-copy format to:

*City of Napa Utilities Department
Attention: Cross-Connection Control Program
1700 Second Street
Napa, Ca, 94559
backflow@Cityofnapa.org*

Test results of existing assemblies must be submitted within seven (7) calendar days of the test date into the online test report database.

Failing test results must be submitted within 24 hours of the test date.

Test results must be submitted within seven (7) calendar days of the test date. Test results must be entered into the Purveyors online database portal by the BPAT.

7. Repairs

Any assembly that fails routine testing shall be repaired within thirty (30) days of the initial test date.

The Consumer must notify Purveyor 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.

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

Pursuant to section 116875 of California Health and Safety Code, any failed assembly that is not “lead free”, that is not specifically exempted by section 116875, must be replaced with an approved “lead free” assembly rather than being repaired.

8. Enforcement

To enforce this ordinance, it may become necessary to discontinue water service through connection(s) to the parcel, or parcels under common control. Conditions that warrant discontinuance of service include but are not limited to the following:

1. When Purveyor 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 Purveyor 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 the Purveyor.
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 completed. If no action is taken within the allowed time periods, water service may be terminated.

When a Consumer fails to send in the inspection/test report by the due date specified, and the Purveyor has not approved an extension to the due date, the Purveyor will take the following enforcement action:

1. The Purveyor will send a second notice giving the Consumer an additional 15 days to

- send in the inspection/test report.
2. If the Consumer has not sent in the inspection/test report by the due date given in the second notice, the Purveyor will send a third notice, by hand delivery, giving the Consumer an additional 7 days to send in the report. The notice will also inform the Consumer that failure to satisfactorily respond to this notice will result in water service being shut off.
 3. The Purveyor will send copies of the third notice to the owner and occupants of the premises (if different from the Consumer) and to the LAA.
 4. If the owner and/or occupants have not responded satisfactorily to the Purveyor within 10 days of the due date specified in the third notice, the Purveyor will implement water service shut-off procedures. If the Consumer's water service is discontinued due to violations of this Program, the Consumer shall be subject to Delinquency Shut Off Fee specified in Purveyor's current Master Fee Schedule. Upon seeking renewed service from the Purveyor, the backflow prevention assembly being returned to service must be tested in accordance with Purveyor requirements.
 5. The Purveyor will arrange for the inspection and/or testing of the Consumer-owned backflow preventers by a certified BPAT and will bill the Consumer the actual or typical cost of inspection and/or testing in the service area plus administrative costs. Collection and enforcement procedures for such charges will be the same as for other water utility charges as approved in the Master Fee Schedule.

When a consumer fails to send in the repair/replacement inspection/test report by the initial test date indicated on the test form, and the

Purveyor has not approved an extension to the due date, the Purveyor will take the following enforcement action:

1. The Purveyor will send a second notice giving the Consumer an additional 15 days to send in the passing inspection/test report.
2. If the Consumer has not sent in the passing inspection/test report by the due date given in the second notice, the Purveyor will send a third notice by hand delivery, giving the consumer an additional 7 days to send in the report. The notice will also inform the consumer that failure to satisfactorily respond to this notice will result in water service shut-off.
3. The Purveyor will send copies of the third notice to the owner and occupants of the premises (if different from the consumer).
4. If the owner and/or occupants have not responded satisfactorily to the Purveyor within 7 days of the due date specified in the third notice, the Purveyor will implement water service shut-off procedures. If the Consumer's water service is discontinued due to violations of this Program, the consumer shall be subject to Delinquency Shut Off Fee specified in Purveyor's current Master Fee Schedule. Upon seeking renewed service from the Purveyor, the backflow prevention assembly being returned to service must be tested in accordance with Purveyor requirements.

In addition to the grounds for termination set forth in this section, Purveyor may terminate potable water service to any premises if a required backflow prevention assembly or air gap is removed by

the consumer, or if Purveyor finds evidence that an installed backflow prevention assembly or air gap has been bypassed or rendered ineffective.

If Purveyor decides that immediate termination of service may pose a health issue, they may choose to have the necessary repairs, replacements, or installations completed by a contractor and pass the cost for such service and an administrative penalty on to the Consumer. The Consumer will be notified in writing specifying the corrective actions being taken and time period in which it will be performed. If no action is taken by the Consumer, then work shall begin. If the Consumer fails to pay the cost and administrative penalty, the customer will be subject to shut-off procedures.

9. Fees and Charges

Administration of this Program requires the collection of fees as appropriate that can be assigned to the consumer and services performed that are not considered an appropriate charge under Purveyor's Master Fee Schedule.

1. Types of Records and Data to be Maintained

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

- Service connections/Consumer premises 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);
 - 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;
- 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;

The Purveyor will 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

The Purveyor will maintain records using the following methods:

- Paper Records
 - Field survey forms
- Commercial computer database software program currently Tokay.
 - type of backflow prevention assembly
 - Record of Notification letters
 - backflow prevention assembly test dates and results including recommendations for repair or replacement

3. Reports to be Prepared and Submitted to SWRCB

The Purveyor will prepare the following reports required by 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.

The Purveyor's CERTIFIED CCCS will review all CCC-related reports for correctness, and prepare and sign the exceptions reports.

1. Backflow Incident Response Plan

The Purveyor's CCCS will participate in developing a backflow incident response plan that will be part of the water system's emergency response program as required by CCCPH Article 5. The incident response plan will 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 Purveyor's 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, the Purveyor shall issue a Tier 1 public notification pursuant to CCR, Title 22, Section 64463.1.

If required by the State Water Board, the Purveyor 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 the Purveyor 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.

3. Technical Resources

The Purveyor will use the most recently published edition of the manual, *M14 Backflow Prevention and Cross-Connection Control Recommended Practices*, published by the American Water Works Association as a supplement to the Backflow Incident Response Plan for the City of Napa Water System.

1. Consumer Education

The Purveyor will publish on its website, public education information to system Consumers. For residential Consumers, information 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 Consumer in preventing the contamination of the public water supply. The Purveyor's staff will produce the public education information or the Purveyor will obtain brochures from:

- American Water Works Association (AWWA)
- California/Nevada Section of American Water Works Association (CA/NV-AWWA);
- University of Southern California Foundation for Cross-Connection Control and Hydraulic Research (USC FCCCHR);
- Other national backflow prevention associations, such as the American Backflow Prevention Association (ABPA); and/or
- Other water utilities.

The information distributed by the Purveyor will 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 containment.

The Purveyor will make information available to all Consumers.

1. *Authority through the Napa City Municipal Code*

The California CCCPH requires coordination between the water Purveyor and the Local Administrative Authority (LAA) in matters pertaining to cross-connection control.

The Purveyor is authorized to implement this CCC program through City of Napa Municipal Code Section 13.08 and the Utilities Director has the authority to administer this program and the regulatory requirements.

E. Other Provisions

1. Recycled Water Swivel-Ell

Except as otherwise allowed or prohibited in statute or in CCR Title 22, Division 4, Chapter 3, a swivel-ell may be used instead of an AG for premises containment protection when temporarily substituting tertiary recycled water use areas with potable water from a PWS if all the following criteria are met:

- (1) the swivel-ell is approved by the *Purveyor* and the State Water Board;
- (2) the design and construction-related requirements of the swivel-ell adheres to the criteria in CCCPH Appendix C;
- (3) at least every 12 months, inspections shall be performed and documented to confirm ongoing compliance with the design and construction-related requirements in CCCPH Appendix C;
- (4) the RP used in conjunction with the swivel-ell shall be field tested and found to be functioning properly:
 - (A) immediately upon each switchover to potable water use, a visual inspection of the RP shall be completed.
 - (B) within 72 hours of each switchover to potable water use, a field test shall be completed, and
 - (C) at least every 12 weeks the use site is supplied with potable water; and
- (5) there is a legally binding agreement between the *Purveyor* and the entity supplying the recycled water, signed by those with relevant legal authority, that shall include the following requirements:

(A) The State Water Board will be notified within 24 hours of all switchovers to or from potable water, will be given an estimate of the timeframe until the next switchover, and will be provided the results of the field testing required in paragraph (4);

(B) a trained representative of the PWS be present to supervise each switchover; and

(C) within seven days of each switchover, if requested by the State Water Board, the *Purveyor* will submit a written report describing compliance with this subsection, as well as potable and recycled water usage information.

F. Relationship to Other Planning and Operations Program Requirements

The Purveyor will consider the requirements and consequences of the CCC program on the utility's planning and operations requirements. Such considerations include, but are not limited to ensuring:

- And promoting adequate communication between CCC program personnel and other water utility staff;
- That adequate training is provided to all staff to recognize potential cross-connection control problems;
- That cross-connection issues be considered in water quality investigations;
- That future re-zoning of the water distribution system makes adequate provisions for expected head losses incurred through the installation of backflow assemblies;
- That CCC program personnel be consulted in the design of water and wastewater treatment facilities and when proposals are made to receive or distribute reclaimed water;
- That operations under normal conditions do not result in excessive pressure losses; and
- That adequate financial and administrative resources are available to carry out the CCC program.

Exhibit A: Ordinance 2025-XX

Exhibit B: State Water Resources Control Board Cross Connection Policy Handbook Appendix

D; [Cross-Connection Control Policy Handbook](#)