

**California Department of Public Health
Safe Drinking Water State Revolving Fund**

**Annual Capacity Development
Program Implementation Report
to the
United States
Environmental Protection Agency**

State Fiscal Year 2008 - 2009

September 30, 2009

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I. State Capacity Development Program Annual Reporting Criteria

A. New Systems Program Annual Reporting Criteria

1. California's Legal Authority

California's legal authority is set forth in the California Health and Safety Code through the permitting process. No changes to this authority occurred during the State fiscal year (SFY) 2008-09.

2. California's Control Points

The California Department of Public Health (CDPH) uses the water supply permit as the control point. No change has occurred to this process during the SFY 2008-09.

3. New Public Water Systems

Listed below are the new community and nontransient noncommunity public water systems for the past three SFYs. None are on the United States Environmental Protection Agency's (EPA) Significant Non-Compliers List:

<u>SFY</u>	<u>Number</u>	<u>Public Water System Name</u>
2006-07	0300086	Grace Fellowship Church
	0410019	CSU Chico, University Farm
	1400528	Crystal Geyser Bottling Plant
	1502645	Meadows of the Kern Mutual Water Company
	2100584	McElvoy Ranch Water System
	3107327	Hidden Falls
	3910029	Oakwood Lake Mobile Home Park
	4200947	Better Cooling Produce
	4901326	Spooners Resort
	4901327	Gold Ridge Pinot Winery
	4901330	Madrona Manor
	4901332	Wine Country Ind Park – Bldg C
	5000563	Elks Lodge 1282
	5200565	Richfield Elementary School

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2007-08

0409177	G & J Properties
1000550	FCSA #44d-Monti Verdi
1400527	Keeler Yard LADWP [formerly Sulfate Road LADWP]
1502724	Quail Valley WD – Eastside System
1503194	Paradise Water System
1503226	Quail Valley WD – Westside System
1503482	Rio Mesa Mutual Water
1503536	Glennville Mutual Water
1503543	Summit Industrial Park
1503558	El Camino Pines Lutheran
1503578	Cameron Pointe Water System
1503642	Weeks Wholesale Rose Grower Water System
1503645	Robert's Investments
1503646	Christian Life Assembly
1503652	Lucich Farms Cold Storage
1805007	Herlong Utilities Cooperative
1909646	Agua Dulce Winery
2000203	Outback, Inc
2000757	MD #63 Meadow Springs Ranch
2000938	Pacific Ethanol
2400219	Merced New Life School
2702607	McCahon Floral WS
2702704	Harris Road WS #10
3110150	CalAm – West Placer
3705051	Sutherland Reservoir Recreation Area
3705056	Jess Martin County Park
4000803	Rancho Salinas MBWC
4300993	Z Best Products [formerly Riverside RV Park]
4300994	Riverside RV Park
4500337	Meeks Lumber, Anderson
4800804	Fred H Rehrman Migrant Center
4800826	Vaca-Dixon Substation
4901278	Cline Cellars
4901295	Deerfield Ranch Winery LLC
5000537	Simile Pentecost Plaza
5000548	Montpelier Orchards
5000570	Valley Peterbilt
5000580	Grover Landscape
5105006	Yuba City USD Transportation
5200525	Creative Learning Center
5400505	Hartland Christian Association

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5403127	Monrovia Venice Hills Nursery
5403131	Sunny Acres Water System
5800006	Lewis Carroll School
5805001	Plumas Lake

2008-09

0409179	L. C. Hunting Club
0409181	Blue Oak Terrace Mutual
1000574	FCSA #34-B Ventana Hills
3301113	Anza Baptist Church
3710049	US Border Patrol – Pine Valley Station
4010901	SLOCSA #10 – Cayucos
4500340	Mount Lassen Woods Water System
4810033	Hines Nursery Winters South
5000581	Pioneer Equine Hospital
5000583	Salida Hulling Association Water System
5403128	Mozzarella Fresca
5403130	Eleanor Roosevelt Learning Center
5403132	Calgren Renewable Fuels
5403133	Summitt Charter Academy
5401044	Cal Trans-Visalia Maintenance Station

B. Existing System Strategy

1. Acquiring and Maintaining Technical, Managerial, and Financial Capacity

California used the following programs, tools and activities to assist existing public water systems in achieving and maintaining TMF capacity:

a. TMF Assessments

CDPH's TMF assessment consists of 16 criteria that reflect a public water system's capacity to sustain viability. The TMF assessments are completed for applicants of the Safe Drinking Water State Revolving Fund (SRF) and American Recovery and Reinvestment Act (ARRA) funding, and for public water systems that are undergoing a change of ownership. Based upon the TMF assessment, SRF or ARRA funding or the domestic water permit may be denied. In some cases conditions are placed in the domestic water permit as a result of the TMF assessment.

All of the current TMF assessment documents including forms and guidance information are posted on the CDPH capacity development web page for easy reference by public water system personnel, regulators, and

other interested parties. The completed TMF assessments and TMF staff evaluations for SRF and ARRA projects and for new community and nontransient noncommunity systems are reviewed by CDPH headquarters staff for completeness and statewide consistency. During the past year CDPH staff reviewed the required TMF documents for 105 SRF projects, 61 ARRA projects, and 16 new systems. A statewide database is maintained for these TMF assessments and TMF staff evaluations.

b. Training Workshops

Rural Community Assistance Corporation (RCAC) develops and conducts statewide classroom and online training workshops that focus on building the TMF capacity of public water systems. In addition, they develop and present California Technical Assistance Providers (CalTAP) Fairs that showcase the free services and materials of organizations with agreements or contracts through the SRF program. During SFY 2008-09, RCAC presented a total of 55 workshops as well as 2 CalTAP Fairs. These events have averaged 28 attendees per workshop while the CalTAP Fairs have averaged 114 attendees.

RCAC has developed a reporting tool which measures the outcomes that their workshops have on the activities of the water system personnel who attend them. One to three months after a particular workshop an electronic Performance Assessment Rating Tool (PART) asks the participants to describe the measurable changes that have been made to the water system as well as the changes they intend to implement within the upcoming year as a result of attending the workshop. A sampling of the PART responses from the workshop attendees includes:

- 1) *"I used your budget template for making up my budget for FY 09-10; I have also begun our capital improvement plan. I set up a savings account for O&M reserves and transferred funds into it." [Basic Financial Management]*
- 2) *"Required relocation of a community fertilizer pile." [Source Water Protection]*
- 3) *"Our Board president is working with our operator to make a list of projects and estimate costs. The Board has increased allocations to equipment reserve funds." [Capital Improvement Plans]*
- 4) *"Created an outline of responsibilities for the board." [Board Roles and Responsibilities]*

- 5) *“Created a directory with groundwater rule requirements. Prepared a groundwater rule standard operating procedure for operators to follow.”* [Groundwater Rule]
 - 6) *“I did the TMF Tune-up, got the analysis, and am discussing it with our watermaster.”* [Basic Budgets]
 - 7) *We “modified the budget review template for board reviews, established a CIP committee, and added two new financial policies.”* [Rate Setting]
 - 8) *I “got our testing up to date with the State, changed labs to avoid having problems with our test results being transmitted to the State, and established regular contact with” my DHS contact.* [Safe Drinking Water Act]
- c. Technical Assistance

Direct technical assistance is provided to public water systems by CDPH staff as well as by third party providers that include RCAC, California Rural Water Association (CRWA), Self-Help Enterprises (SHE), and University of California, Davis (UCD). During SFY 2008-09, CDPH staff has provided technical assistance to 2,115 public water systems.

During SFY 2008-09, CRWA staff has provided technical assistance to 231 small public water systems that have been placed on a prioritized list by CDPH based on information that the water system lacks TMF capacity. CRWA activities have included:

- 1) Rectifying compliance issues;
- 2) Completing the SRF, ARRA, and other CDPH funding programs’ applications and TMF assessments; and
- 3) Improving the overall TMF capacity of small public water systems by completing:
 - a) Five-year budget projections and capital improvement plans;
 - b) Water system technical evaluations;
 - c) Operations plans; and
 - d) Emergency response plans.

SHE has provided technical assistance to water systems that have applied for CDPH funding in the counties of Stanislaus, Merced, Mariposa, Madera, Fresno, King, Tulare, and Kern. Often this assistance has consisted of community outreach in which SHE works closely with water system decision makers and constituents to facilitate the acquisition of funding. SHE also has provided assistance in completing the required TMF assessments and other documents for CDPH funding. During SFY 2008-09 SHE has provided assistance to 77 public water systems.

During SFY 2008-09 RCAC has provided technical assistance to 11 small public water systems. This is often assistance to demonstrate how to develop a budget with a capital improvement plan or to give a presentation to water system constituents and management staff regarding the need for a plan to develop increased sources of revenues. Under their technical assistance component RCAC also assists small water systems in implementing the Check Up Program for Small Systems (CUPSS).

UCD has provided the following three types of services in this contract year by:

- 1) Assisting 12 water systems in identifying and developing appropriate improvements to their infrastructure during SFY 2008-09; and
- 2) Participating in bench scale research, arsenic removal current practices survey, cost evaluation associated with arsenic leachability from spent media, and other endeavors.

2. Identification of Water Systems in Need for Capacity Development Assistance

CDPH identifies public water systems in need of capacity development assistance with the following tools:

- a. The assistance referral list (ARL) is the primary system that CDPH uses to address the need for capacity development in existing public water systems. Technical assistance assignments for CRWA program specialists are derived from this prioritized list. The ARL is generated with input from CDPH and LPA staff and identifies five main concerns:
 - 1) Serious health deficiencies
 - 2) Noncompliance with drinking water standards
 - 3) Funding applications
 - 4) TMF deficiencies
 - 5) Waterworks standards

- b. California's baseline assessment is known as the TMF Tune-up and has been developed under contract with UCD. The link for the TMF Tune-up is <http://neien.des.ucdavis.edu/tmf/> and requires a public water system number to access it. During SFY 2008-09, 137 public water systems have completed the TMF Tune-up bringing the total to 424 systems since its inception. CDPH is currently working with UCD to implement the reporting component of the TMF Tune-up. This will help measure the impact on TMF capacity of the training and technical assistance that the water systems have received.

3. California's Approach for Providing Capacity Development Assistance

CDPH has identified a number of approaches for identifying statewide public water system capacity concerns and providing for their capacity development needs:

- a. The CDPH capacity development website <http://www.cdph.ca.gov/certlic/drinkingwater/Pages/TMF.aspx> provides tools for water systems to use that will assist them in developing their TMF capacities. These tools include the current TMF documents, various budget templates, an equipment life expectancy chart, sample emergency notification letters, and operations plan and emergency response plan templates. In addition, links to the websites of organizations that provide services for small water systems are provided.
- b. The Expense Reimbursement Grant (ERG) program is administered by CPS Human Resources Services (CPS) for CDPH. These federal grant funds are intended to alleviate the costs for operators related to obtaining and maintaining drinking water operator certification. Operators and prospective operators associated with community or nontransient noncommunity public water systems having populations under 3300 receive an ERG identification number which is used to register for drinking water related conferences, workshops, and specialized training courses as well as for exam and certification fees and related materials.
- c. CalTAP is the stakeholder advisory committee that is comprised of all of the organizations who have held agreements or contracts with CDPH under the SRF program as well as the CDPH district engineers and LPA representatives. The SRF organizations include CRWA, RCAC, SHE, UCD, and CSUS. Also included are CPS for the ERG program and the American Water Works Association-California Nevada Section. The

CalTAP Workgroup is a subcommittee that does not include the regulators. CalTAP affords these entities a forum to discuss drinking water issues and to work together toward solving mutual concerns.

- d. The *Basic Small Water System Operations* book has been developed by California State University, Sacramento (CSUS) to satisfy the high school or general equivalency diploma requirement for prospective certified operators. Because this book is also a good resource for small water systems, it has been distributed to LPA and CDPH field offices as well as to county, state college, and university libraries. Additionally, it is available for sale to the public through the CSUS website.
- e. CDPH staff has given presentations at the five Funding Fairs offered throughout the state in 2009. These events enable public water system personnel to obtain information about various infrastructure funding sources including the SRF program. This is especially helpful for water systems whose projects are large or do not meet the California funding program criteria because they are able to learn about additional funding sources outside of CDPH for their project.

4. Review of the Implementation of the Existing System Strategy

CDPH did not complete an extensive review of the implementation of the existing system strategy during SFY 2008-09.

5. Modification to the Existing System Strategy

During SFY 2008-09 CDPH did not make modifications to the overall existing system strategy based on a review of the strategy.

II. Reporting Period and Submittal Dates

The annual implementation reporting period reflects SFY July 1, 2008, to June 30, 2009. This report will be submitted the United States Environmental Protection Agency Region IX by September 30, 2009.