



**RESOURCE
MANAGEMENT AGENCY
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
EDDIE VALERO
District Four
DENNIS TOWNSEND
District Five

AGENDA DATE: May 19, 2020 – REVISED

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
CONTACT PERSON: Celeste Perez PHONE: (559) 624-7010				

SUBJECT: Financial Assistance Planning Application for Soults and Lone Oak Tracts Wastewater Improvements

REQUEST(S):

That the Board of Supervisors:

1. Authorize submittal of a Financial Assistance Application for \$500,000 for a financing agreement from the State Water Resources Control Board for a Clean Water State Revolving Fund Grant or the Small Community Wastewater Grant for the planning and design of wastewater improvements for Soults and Lone Oak Tracts; and
2. Authorize and direct the Chair to sign, for and on behalf of the County, the Financial Assistance Application; and
3. Authorize and direct the Chair to sign the Certification for Compliance with Water Metering Requirements for Funding Applications in Attachment B to the Financial Assistance Application; and
4. Authorize and direct the Director of the Resource Management Agency, or his/her designee, to file the Financial Assistance Application; and
5. Adopt the attached Resolution.

SUMMARY:

This Proposition 1 wastewater grant application is for a feasibility / planning study to provide sewer services to Soults and Lone Oak Tracts. Soults Tract and Lone Oak Tracts are both located entirely within the County, along the western boundary of the City of Tulare. Soults Tract consists of 36 rural residential properties with a population of approximately 126 people. Lone Oak Tract is located just south of Soults Tract and consists of approximately 50 residential homes and 180 people.

Although these Tracts have water systems, they rely on individual, private septic

SUBJECT: Financial Assistance Planning Application for Soults and Lone Oak Tracts Wastewater Improvements

DATE: May 19, 2020

tanks for their wastewater disposal. Soults Tract Mutual Water Company and Self Help Enterprises is currently working towards a drinking water consolidation with the City of Tulare. The Board approved the Notice of Exemption for this water consolidation project on November 19, 2020 (Attachment C). The City of Tulare is already providing drinking water to the Lone Oak Tract.

The County is currently working cooperatively with the City to be the lead agency for grant and environmental purposes for this project. Ultimately, the City would provide sewer services connected to the City's Waste Water Treatment Plant through extra territorial agreements with the individuals. If found to be feasible, the City confirmed it will provide sewer services through a will serve letter and operational agreement with the County. (City of Tulare Resolution 19-35 - Attachment D).

The concern addressed through this planning grant is the lack of a sustainable, long-term wastewater collection plan for the both Tracts. The ongoing use of the existing septic systems could negatively affect the groundwater quality in the area. The Plan of Study (Attachment E) includes the Scope of Work that would entail evaluation of the problem, identification and evaluation of alternatives to solve the problem, selection of an alternative, environmental and engineering documents to construct the selected project, and preparation of the SWRCB CWSRF Financial Assistance Application for Construction/Implementation to apply for funding to construct the selected project

Although the attached form resolution gives the Chairman the authority to sign the ultimate agreement, per County policy, the agreement will be brought back to the Board for approval before signature.

FISCAL IMPACT/FINANCING:

No Net Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

This grant application links with the Safety and Security element of the Strategic Plan under the goal of providing an adequate and safe water supply. Under this project, the County will further improved wastewater treatment and collection.

SUBJECT: Financial Assistance Planning Application for Souls and Lone Oak
Tracts Wastewater Improvements

DATE: May 19, 2020

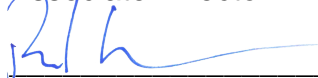
ADMINISTRATIVE SIGN-OFF:



Aaron R. Bock, MCRP, JD, LEED AP
Assistant Director



Michael Washam
Associate Director



Reed Schenke, P.E.
Director

Cc: County Administrative Office

Attachment(s) A – Resolution
B – Financial Assistance Planning Application
C – Notice of Exemption Resolution 2019-0995
D – City of Tulare Resolution 19-35
E – Plan of Study

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF FINANCIAL)
ASSISTANCE PLANNING APPLICATION) Resolution No. _____
FOR SOULTS AND LONE OAK TRACTS)
WASTEWATER IMPROVEMENTS)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD MAY 19, 2020, BY
THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Authorized submittal of a Financial Assistance Application for \$500,000 for a financing agreement from the State Water Resources Control Board for a Clean Water State Revolving Fund Grant or the Small Community Wastewater Grant for the planning and design of wastewater improvements for Soultis and Lone Oak Tracts; and
2. Authorized and directed the Chair to sign, for and on behalf of the County, the Financial Assistance Application; and
3. Authorized and directed the Chair to sign the Certification for Compliance with Water Metering Requirements for Funding Applications in Attachment B to the Financial Assistance Application; and
4. Authorized and directed the Director of the Resource Management Agency, or his/her designee, to file the Financial Assistance Application; and
5. Adopted the attached Resolution.

“Attachment A”

Resolution

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

AUTHORIZING RESOLUTION
RESOLUTION NO: _____

WHEREAS TULARE COUNTY IS SEEKING FUNDING FOR THE PLANNING AND DESIGN OF THE SOULTS AND LONE OAK TRACTS WASTEWATER IMPROVEMENTS PROJECT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNYT OF TULARE, AS FOLLOWS:

The CHAIRMAN OF THE BOARD OF SUPERVISORS (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning and design of THE SOULTS AND LONE OAK TRACTS WASTEWATER IMPROVEMENT PROJECTS (the "Project").

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the TULARE COUNTY BOARD OF SUPERVISORS held on APRIL 28, 2020.

UPON MOTION OF SUPERVISOR _____, SECONDED BY SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD MAY 19 2020, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

“Attachment B”

Planning Financial Assistance Application

PRINT

SAVE

PLANNING OR DESIGN FINANCIAL ASSISTANCE APPLICATION

I. APPLICANT INFORMATION			
Applicant (Entity) Name: County of Tulare			
Entity Type: <input checked="" type="checkbox"/> Public - Local <input type="checkbox"/> Public - State <input type="checkbox"/> Indian Tribe <input type="checkbox"/> Nonprofit <input type="checkbox"/> Other: Specify			
Charter City/County: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Street Address: 2800 West Burrel Avenue	City: Visalia	State: CA	Zip+4 Code: 93291-4541
Mailing Address: 5961 South Mooney Boulevard	City: Visalia	State: CA	Zip+4 Code: 93277-9394
Congressional District(s): 22, 22, 23			
State Senate District(s): 16, 18			
State Assembly District(s): 23, 26			
County (or Counties): County of Tulare			
Regional Water Board: <input type="checkbox"/> 1 (North Coast) <input type="checkbox"/> 2 (San Francisco Bay) <input type="checkbox"/> 3 (Central Coast) <input type="checkbox"/> 4 (Los Angeles)			
<input checked="" type="checkbox"/> 5 (Central Valley) <input type="checkbox"/> 6 (Lahontan) <input type="checkbox"/> 7 (Colorado River) <input type="checkbox"/> 8 (Santa Ana) <input type="checkbox"/> 9 (San Diego)			
Federal ID No.: 94-6000545		Data Universal Numbering System (DUNS) No.: 168783512	
Authorized Representative Name, Title: Pete Vander Poel, Chair			
Phone No.: (559) 636-5000		Email Address: hrobello1@co.tulare.ca.us	
General Contact Person Name: Aaron Bock			
Phone No.: (559) 624-7050		Email Address: abock@co.tulare.ca.us	
Financial Contact Person Name: Sherman Dix			
Phone No.: (559) 624-7030		Email Address: sdix@co.tulare.ca.us	
Legal Counsel Name: Deanne H. Peterson			
Phone No.: (559) 636-4950		Email Address: Lsantill@co.tulare.ca.us	
Bond Counsel Name (if applicable): N/A			
Phone No.: ()		Email Address:	
II. PROJECT INFORMATION			
Project Title: Feasibility Study Soult's Tract & Lone Oak Tract Wastewater Improvements			
CWSRF Planning/Design Financing Amount Requested: \$ 500,000			
III. PROJECT SERVICE AREA DEMOGRAPHICS			
Active Service Connections			<input checked="" type="checkbox"/> Not Applicable
Connection Type	Number of Connections	Current Monthly Service Charge	Projected Monthly Service Charge at Planning Completion*
Residential		\$	\$
Commercial		\$	\$
Industrial		\$	\$
Other		\$	\$
TOTAL		\$	\$
*Rate increase effective date for projected monthly service charges:			
			State Use Only
			CWSRF Project #
			Project Manager
			Date Received

Date of the most recent Proposition 218 public hearing: N/A	
Current Year Median Household Income: \$ 47,115	Current Year Estimated Population Served: 246
Are less than 50% of residences permanently occupied? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
IV. REGULATORY INFORMATION	
NPDES Permit and/or WDR Order No.: N/A	
Has enforcement action occurred as a result of the water quality problem? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
V. COMPLIANCE WITH URBAN WATER MANAGEMENT AND WATER RIGHTS REQUIREMENTS	
Are you an Urban Water Supplier*? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<ul style="list-style-type: none"> • If yes, have you submitted an Urban Water Management Plan to the Department of Water Resources? <input type="checkbox"/> Yes <input type="checkbox"/> No 	
*An Urban Water Supplier provides water for municipal purposes either directly or indirectly to more than 3,000 customers or supplies more than 3,000 acre-feet of water annually. The Urban Water Management Planning Act, Water Code, Section 10631.5, requires every urban water supplier to prepare and adopt an Urban Water Management Plan that includes specific elements.	
Is your entity a water diverter and subject to section 5103 of the Water Code? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
VI. DISCUSSION OF MATERIAL EVENTS, MATERIAL OBLIGATION CONDITIONS, AND ANY DEBT LIMIT	
Identify any current, prior or pending material events such as bankruptcy, defaults, litigation, grant jury findings, unscheduled draws on reserve funds, substitution of insurers or their failure to perform, unscheduled draws on credit enhancements, actions taken in anticipation of filing Chapter 9, rating changes, relevant conditions in material obligations, and any local debt limit.	
N/A	
Please provide website link or PDF copy of your Debt Management Policy: N/A	
VII. ATTACHMENTS	
<input checked="" type="checkbox"/> 1 – Plan of Study <input checked="" type="checkbox"/> 2 – Certification for Compliance with Water Metering Form <input type="checkbox"/> 3 – Regional Water Quality Control Board Requirements <input checked="" type="checkbox"/> 4 – Authorizing Resolution/Ordinance <input type="checkbox"/> 5 - Relevant Service, Management, Operating or Joint Powers Agreements <input checked="" type="checkbox"/> 6 - Audited Financial Statements (3 years) <input type="checkbox"/> 7 – Rate Adoption Resolution/Ordinance The following attachments are not required for Small Disadvantaged Communities applying for 100% grant. If a loan determination applies, applicant must submit all attachments. <input type="checkbox"/> 8 – Budgets or Projections (2 years) <input type="checkbox"/> 9 – Pledged Revenues and Fund(s) Resolution/Ordinance <input type="checkbox"/> 10 – Related Debt or no Debt Letter <input type="checkbox"/> 11 – Debt Management Policy	
CERTIFICATION AND SIGNATURE OF AUTHORIZED REPRESENTATIVE	
To the best of my knowledge and belief, I certify that I am authorized to submit this application; the information provided in this application is true and correct; the documentation has been duly authorized by the governing body of the applicant; and the entity possesses the legal authority to apply for the financing and enter into a financing agreement with the State Water Resources Control Board and to finance and construct the proposed facilities.	
Name of Authorized Representative: <u>Pete Vander Poel</u>	Title: <u>Chair</u>
Signature of Authorized Representative: _____	Date: _____

**CERTIFICATION FOR COMPLIANCE WITH WATER METERING
REQUIREMENTS FOR FUNDING APPLICATIONS**



Funding Entity name: County of Tulare

Funding Program name: Clean Water State Revolving Fund

Applicant (Entity name): County of Tulare

Please check one of the boxes below and sign and date this form.

As the authorized representative for the applicant Entity, I certify under penalty of perjury that the Entity is not an urban water supplier, as that term is understood pursuant to the provisions of section 529.5 of the Water Code.

As the authorized representative for the applicant Entity, I certify under penalty of perjury that the applicant Entity has fully complied with the provisions of Division 1, Chapter 8, Article 3.5 of the California Water Code (sections 525 through 529.7 inclusive) and that the ordinances, rules, or regulations submitted with this certification as listed below have been duly adopted and are in effect as of this date.

I understand that the Funding Entity will rely on this signed certification in order to approve funding and that false and/or inaccurate representations in this Certification Statement may result in loss of all funds awarded to the applicant for its project. Additionally, for the aforementioned reasons, the Funding Entity may withhold disbursement of project funds, and/or pursue any other applicable legal remedy.

Pete Vander Poel

Name of Authorized Representative
(Please print)

Chair

Title

Signature of Authorized Representative

Date

“Attachment C”

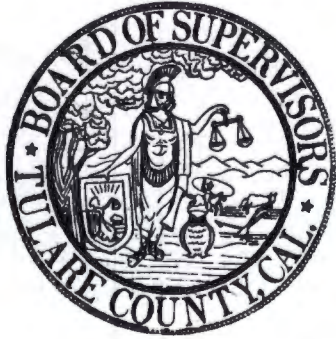
Notice of Exemption Resolution 2019-0995

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF ADOPT THE)
CATEGORICAL EXEMPTION FOR) Resolution No. 2019-0995
SOULTS MUTUAL WATER COMPANY)
WATER SYSTEM IMPROVEMENT)
PROJECT)

UPON MOTION OF SUPERVISOR VANDER POEL, SECONDED BY SUPERVISOR VALERO, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD NOVEMBER 19, 2019, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS CROCKER, VANDER POEL, SHUKLIAN, VALERO AND TOWNSEND
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE



ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: *Mercedes Lamas*
Deputy Clerk

1. Adopted the Categorical Exemption prepared pursuant to the California Environmental Quality Act (CEQA) and the State CEQA Guidelines per Section 15302(c) Replacement or Reconstruction, Soult's Mutual Water Company Water System Improvement Project; and
2. Authorized the Environmental Assessment Officer, or designee, to sign and file the Notice of Exemption with the County Clerk.

“Attachment D”

City of Tulare Resolution19-35

RESOLUTION 19-35

RESOLUTION OF THE TULARE CITY COUNCIL IN SUPPORT OF THE TULARE COUNTY RESOURCE MANAGEMENT AGENCY ACTING AS LEAD AGENCY TO APPLY FOR GRANT FUNDING TO EXPLORE THE FEASIBILITY OF THE CITY OF TULARE PROVIDING WASTE WATER SERVICES TO TWO UNINCORPORATED TULARE COUNTY SUBDIVISIONS KNOWN AS SOULTS AND LONE OAK TRACT

WHEREAS, On June 3, 2019, staff attended a meeting with Tulare County Resource Management Agency staff, Self-Help Enterprises and the Leadership Counsel for Justice and Accountability to discuss the potential for the Soult and Lone Oak subdivisions to connect to City of Tulare sewer; and

WHEREAS, Tulare County Resource Management Agency staff has expressed their intent to apply for Proposition 1 grant funding to explore the feasibility of the subdivisions hooking up to City sewer; and

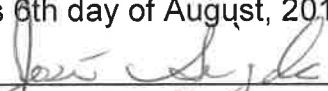
WHEREAS, Self-Help Enterprises has committed to obtain the necessary income survey data and to prepare a draft Plan of Study, which will assist with the County in preparing the grant application; and

WHEREAS, representatives from Leadership Counsel for Justice and Accountability have sent a letter to City staff requesting the City Council's support for the Tulare County Resource Management Agency to act as lead agency to apply for the grant funding and confirm the City's intent to serve the Soult and Lone Oak Tract with waste water services should a feasibility study prove favorable and Tulare County be successful in securing grant funding.

NOW, THEREFORE, BE IT RESOLVED, the Tulare City Council supports the Tulare County Resource Management Agency's intent to apply for funding opportunities, including but not limited to Proposition 1 grant funding, to explore the feasibility of the City providing waste water services to the unincorporated subdivisions known as Soult and Lone Oak Tracts.

NOW, THEREFORE, BE IT FURTHER RESOLVED, should the feasibility study prove favorable and upon Tulare County receiving grant funding to pay for the extension of infrastructure and services, the City's commitment to provide waste water services shall be conditioned upon the approval of the Tulare Board of Public Utilities and LAFCo and upon the execution of an operating agreement between the City and County of Tulare.

PASSED, APPROVED, AND ADOPTED this 6th day of August, 2019.



President of the Council and Ex-Officio
Mayor of the City of Tulare

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF TULARE) ss.
CITY OF TULARE)

I, Rob A. Hunt, City Clerk of the City of Tulare, certify the foregoing is the full and true Resolution 19- 35 passed and adopted by the Council of the City of Tulare at a regular meeting held on August 6, 2019, by the following vote:

Aye(s) Greg Winkler; Dennis Medeiros; Luther Jones; Terry Sayer; Jose Sypala

Noe(s) n/a Absent/Abstention(s) NA

Dated: 8/6/19

ROB A. HUNT, CITY CLERK

By Roxanne Yoder, Chief Deputy



“Attachment E”

Plan of Study

Souls and Lone Oak Tracts, Tulare County Wastewater Improvements Project Plan of Study

Problem Statement

This plan of study has been developed as a component of the State Water Resources Control Board (SWRCB) Clean Water State Revolving Fund (CWSRF) Financial Assistance Application for Planning to address the wastewater collection concerns for the Souls and Lone Oak Tracts, immediately west of the City of Tulare (City), California. Treatment for the wastewater would be provided by the City. Souls Tract is comprised of one community near the intersection of Souls Drive and Haven Avenue and the Lone Oak Tract is just south of Souls Tract, located near the intersection of Alpine Avenue and Enterprise Street. The two communities contain a total of 81 residences (36 and 45, respectively). Souls Tract is currently served by Souls Mutual Water Company (SMWC) for potable water service and is in the process of consolidating with the City of Tulare's water distribution system and will receive potable water supply from the City once the project is complete. The Lone Oak Tract receives potable water supply from the City through a separate agreement. Both agreements authorize (or will authorize) the City to operate and maintain both water systems and enforce water-related ordinances outside the city limits. Currently, all residences within the Souls and Lone Oak Tracts are connected to individual septic systems.

The problem to be addressed through this planning grant is the lack of a sustainable, long-term wastewater collection plan for the community. The ongoing use of the existing septic systems could negatively affect the groundwater quality in the area.

The Scope of Work to be included in planning grant is discussed in further detail below and would entail evaluation of the problem, identification and evaluation of alternatives to solve the problem, selection of an alternative, environmental and engineering documents to construct the selected project, and preparation of the SWRCB CWSRF Financial Assistance Application for Construction/Implementation to apply for funding to construct the selected project.

Scope of Work

This document sets forth the scope of work for the proposed Souls and Lone Oak Tracts Wastewater Collection, Treatment and Disposal Project (Project). The tasks necessary to complete the planning work for the Project include (presented in order of preparation):

- A. Preliminary Design
- B. Environmental Documents
- C. Governance Formation or Modifications
- D. Conduct Sewer Rate Study (Optional)
- E. Preparation of Preliminary Construction Documents
- F. Preparation of Fiscal Sustainability Plan and Debt Management Policy (Optional)
- G. Preparation of CWSRF Construction Funding Application
- H. Grant Administration and Project Support (County of Tulare)
- I. Grant Administration and Project Support (City of Tulare) [Optional]

The tasks below are arranged according to the major sections to be included in the Planning Documents, followed by tasks related to the overall preparation and presentation of the planning work.

Task A: Preliminary Design

- **Prepare Draft & Final Project Report**

A Project Report shall be prepared in accordance with the SWRCB requirements and will include a background of the community and Project purpose, wastewater characteristics, existing facilities and current water quality, treatment objectives, alternative analysis and identification of a selected Project.

The alternatives analyzed as part of the Project Report may include:

- 1) Alternative 1: Construction of a wastewater collection system within both tracts and connection to the City's existing 30-inch sewer main in Enterprise Street at Alpine Avenue for the Lone Oak tract and at Enterprise Street at Souls Drive for the Souls Tract. In this alternative, the wastewater systems for both tracts would be consolidated with the City of Tulare, which would provide treatment at the City's domestic wastewater treatment plant.
- 2) Alternative 2: Construction of a wastewater collection system and localized community drain field (cluster system).
- 3) Alternative 3: Construction of a small packaged wastewater treatment plant within the communities that services the two tracts.
- 4) Alternative 4: No Project.

The alternatives analysis will include estimate of capital and ongoing Operations and Maintenance costs, possible scenarios for governance structure and potential funding mechanisms for construction of the improvements.

The selected project discussion will also include a discussion regarding acceptance by the community and local and State agencies, before proceeding with design or environmental documents.

- **Right-of-Way Investigation**

This task will include investigation of right-of-way requirements for the selected alternative and documentation of how to proceed with attaining additional rights-of-way or easements, if needed. This information will be included in the Project Report.

- **Public Participation Program**

Conduct public outreach and information meetings throughout development of the project to encourage public comment and concurrence. Public agreement with the proposed improvement is vital to the success of implementing the selected alternative.

- **Anti-Degradation Analysis Report and Hydrogeological Study (Optional)**

A hydrogeologist will prepare a hydrogeology report for use in preparation of an Anti-Degradation Analysis report should Alternative 2 or 3 be selected. Both reports will be submitted with the Report of Waste Discharge (RWD) to the Regional Water Quality Control Board (RWQCB) for review and approval.

- **Report of Waste Discharge (Optional)**

If Alternative 1 is selected, an update to the City's RWD will not be necessary as the City has the capacity to consolidate the two tracts. In the case of Alternatives 2 and 3, an RWD will have to be prepared and submitted to the RWQCB for review and approval.

Task B: Environmental Documents

Environmental documents will be prepared and submitted for review, in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). Depending on the selected Alternative, the appropriate level of documentation is likely to be an Initial Study and Mitigated Negative Declaration (IS/MND) along with any reports needed to comply with federal cross-cutters. This scope of work does not anticipate an Environmental Impact Report (EIR) will be necessary; however, if Alternative 2 is selected, an EIR may be needed.

This task includes preparation of the biological assessment and cultural resources inventory needed for completion of the CEQA and NEPA environmental documents.

- **Initial Study / Mitigated Negative Declaration**

This task would include early consultation with the SWRCB, preparation of a draft IS/MND (including appropriate studies), circulation of the draft document for comment to the State Clearinghouse, SWRCB and other stakeholders, finalization of the draft document with responses to comments received and adoption/recordation of the Final IS/MND.

The SWRCB Environmental Package Checklist and Evaluation Form for Environmental Review and Federal Coordination will be completed and submitted, also.

If an alternative is selected warranting an Environmental Impact Report, this task scope and budget will require revision to address that level of documentation.

- **Cultural and Biological Technical Studies**

This task includes preparation of the biological assessment and cultural resources inventory needed for completion of the CEQA and NEPA environmental documents.

Task C: Governance Formation or Modifications

Depending on the alternative selected in Task A, the governance implications could follow one of two options. Either Option C.1 or C.2 will be selected based on the outcome of Task A, both options will not be undertaken.

Option C.1: If Alternative 1 is selected, and that services would be provided through an extraterritorial service agreement (ESA) by the City of Tulare, this task would include preparation of the Local Agency Formation Commission (LAFCo) applications and documents for the selected governance modification to support the project. These documents would include (a) a memo detailing the request, (b) a resolution requesting the ESA, (c) the ESA, and (d) the environmental determination. Approval would be an administrative function of the LAFCO staff and would not require a board action.

It is assumed the project would not include annexation of the project area. Additionally, while the project area is within the County of Tulare, its powers do not include wastewater service; it is unlikely that the County wishes to activate additional powers in order to serve the area.

Option C.2: If Alternatives 2 or 3 are selected, a new governing entity would be needed to own and operate the new wastewater collection and treatment facilities. This task would include evaluation of a new governance structure to provide wastewater services.

This task includes payment of LAFCo fees to support either option described above.

Task D: Conduct Sewer Rate Study (Optional)

This task will only be undertaken if Alternative 2 or 3 is selected.

This task would include evaluation of expenses related to the construction, management, and operation of the selected project. Expenses may include debt repayment, office staff, operators, equipment maintenance, power costs, chemical costs, reserves for equipment replacement, professional services, permit fees, etc. Sewer rates will be evaluated to establish revenues to pay the sewer related expenses.

A Sewer Rate Study will be prepared with recommended rates. The Sewer Rate Study will be presented to the organization responsible for construction, management, and operation of the sewer system, as developed in Task C. Revisions will be considered based on input received from the organization.

This task will also include assistance with preparing a Proposition 218 notice to customers and public meetings as required for the Proposition 218 process.

Task E: Preparation of Preliminary Construction Documents

Preliminary construction documents, including plans, specifications and engineer's opinion of probable construction cost will be prepared for the selected project discussed in the Project

Report. Depending on the selected project in the Project Report, the effort to prepare construction documents will vary; this scope will be more fully defined once the selected project is known. Construction documents will not be finalized until construction funding is received to allow for modifications to the documents based on current codes and ordinances in place at that time.

Preparation of Fiscal Sustainability Plan and Debt Management Policy (Optional)

This task will only be undertaken if Alternative 2 or 3 are selected.

This task would include development and implementation of a fiscal sustainability plan and a Debt Management Policy to comply with CWSRF policy.

Task F: Preparation of CWSRF Construction Funding Application

Preparation of Credit Review Package and SWRCB, CWSRF Financial Assistance Application are included in this task.

Task G: Grant Administration and Project Support (County of Tulare)

This task includes the following subtasks:

- Prepare and submit reimbursement claims, quarterly and final reporting, and maintain deliverable status with Department of Financial Assistance Project Manager.
- Attend community outreach meetings and provide content and assistance, as needed.
- Review of Draft Project Report, and schematic and draft construction documents by County staff or subconsultants.

Task H: Grant Administration and Project Support (City of Tulare) [Optional]

This task would only be undertaken if Alternative 1 is selected.

- Prepare and submit documentation for reimbursement claims, quarterly and/or final reporting to the County of Tulare.
- Attend community outreach meetings and provide content and assistance, as needed.
- Review of Draft Project Report, and schematic and draft construction documents by City staff or City-contracted subconsultants.

Planning Budget

See attached Planning Budget

Planning Schedule

See attached Planning Schedule

Planning Budget

Souls and Lone Oak Wastewater System Improvement Project

	Estimated Cost
Task A: Preliminary Design	
Prepare Draft and Final Project Report	\$ 60,000
Right-of-Way Investigation	\$ 5,000
Public Participation Program	\$ 15,000
Prepare Anti-Degradation Analysis and Hydrogeological Study (Optional)	\$ 30,000
Prepare Report of Waste Discharge (Optional)	\$ 17,000
SubTotal:	\$ 127,000
Task B: Environmental Documents	
Initial Study / Mitigated Negative Declaration	\$ 40,000
Cultural and Biological Technical Studies	\$ 20,000
SubTotal:	\$ 60,000
Task C: Governance Formation or Modifications	
Preparation of LAFCo Documentation for ESA or District Formation	\$ 15,000
LAFCo Fees	\$ 5,000
SubTotal:	\$ 20,000
Task D: Conduct Sewer Rate Study (Optional)	
Conduct Sewer Rate Study	\$ 12,000
Proposition 218 Process Support	\$ 5,000
SubTotal:	\$ 17,000
Task E: Preparation of Preliminary Construction Documents	
Conduct geotechnical investigation	\$ 20,000
Conduct topographic and boundary surveys	\$ 15,000
Prepare preliminary construction documents	\$ 130,000
SubTotal:	\$ 165,000
Task F: Preparation of Fiscal Sustainability Plan and Debt Management Policy (Optional)	
Development, implementation, and adoption of FSP and DMP	\$ 18,000
SubTotal:	\$ 18,000
Task G: Preparation of CWSRF Construction Funding Application	
Preparation and Submission of Attachments 1 through 16	\$ 20,000
SubTotal:	\$ 20,000
Task H: Grant Administration and Project Support (County of Tulare)	
Administration Support for Planning Grant	\$ 29,000
Outreach Participation	\$ 2,000
Engineering Review of Deliverables	\$ 10,000
SubTotal:	\$ 41,000
Task I: Grant Administration and Project Support (City of Tulare) [Optional]	
Administration Support for Planning Grant	\$ 20,000
Outreach Participation	\$ 2,000
Engineering Review of Deliverables	\$ 10,000
SubTotal:	\$ 32,000
TOTAL:	\$ 500,000

Planning Schedule Souls and Lone Oak Tract County of Tulare

	Month*																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Task A: Preliminary Design																		
Prepare Draft and Final Project Report																		
Right-of-Way Investigation																		
Public Participation Program																		
Prepare Anti-Degradation Analysis and Hydrogeological Study (Optional)																		
Prepare Report of Waste Discharge (Optional)																		
Task B: Environmental Documents																		
Initial Study / Mitigated Negative Declaration																		
Cultural and Biological Technical Studies																		
Task C: Governance Formation or Modifications																		
Preparation of LAFCo Documentation for ESA or District Formation																		
LAFCo Fees																		
Task D: Conduct Sewer Rate Study (Optional)																		
Conduct Sewer Rate Study																		
Proposition 218 Process Support																		
Task E: Preparation of Preliminary Construction Documents																		
Conduct geotechnical investigation																		
Conduct topographic and boundary surveys																		
Prepare preliminary construction documents																		
Task F: Preparation of Fiscal Sustainability Plan and Debt Management Policy (Optional)																		
Development, implementation, and adoption of FSP and DMP																		
Task G: Preparation of CWSRF Construction Funding Application																		
Preparation and Submission of Attachments 1 through 16																		
Task H: Grant Administration and Project Support (County of Tulare)																		
Administration Support for Planning Grant																		
Outreach Participation																		
Engineering Review of Deliverables																		
Task I: Grant Administration and Project Support (City of Tulare) [Optional]																		
Administration Support for Planning Grant																		
Outreach Participation																		
Engineering Review of Deliverables																		

*Months are in sequence after Execution of Planning Contract