



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

**BOARD OF SUPERVISORS**

ALLEN ISHIDA  
District One

PETE VANDER POEL  
District Two

PHILLIP A. COX  
District Three

J. STEVEN WORTHLEY  
District Four

MIKE ENNIS  
District Five

**AGENDA DATE:** June 19, 2012

|   |   |   |
|---|---|---|
| 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:** Authorizing the Matheny Tract State Water Resource Control Board Clean Water State Revolving Fund and/or Small Community Wastewater Grant Application for Planning Funds

**REQUEST(S):**

That the Board of Supervisors:

1. Authorize submittal of a Financial Assistance Application for a financing agreement from the State Water Resources Control Board Clean Water State Revolving Fund and/or Small Community Wastewater Grant application for \$223,621 to finance planning activities for a future wastewater project to serve the community of Matheny Tract.
2. Agree that if the application for funding is approved, the County will comply with all applicable state and federal statutory and regulatory requirements related to any financing or financial assistance received and will use the funds for eligible activities in the manner presented in the application as approved by the State Water Resources Control Board.
3. Authorize the Chairman of the Board to execute in the name of the County of Tulare, the application, the Agreement, any amendments thereto, and all other documents required by State Water Resources Control Board for participation in the Clean Water State Revolving Fund Program, subject to County Counsel review and approval.
4. Authorize and direct the Resource Management Agency Assistant Director of Public Works to sign Funds Requests and other required reporting forms.

**SUBJECT:** Authorizing the Matheny Tract State Water Resource Control Board  
Clean Water State Revolving Fund and/or Small Community Wastewater  
Grant Application for Planning Funds

**DATE:** June 19, 2012

**SUMMARY:**

The community of Matheny Tract is currently unsewered. The aging septic systems in use within the community have a high failure rate due to their age and poor soil suitability (slow percolation and a tendency toward seepage in the bottom layer of the soil range). It is believed that septic problems may have contributed to historical incidents of bacteriological contamination in the area's drinking water. Matheny Tract septic tanks generally require frequent pumping to maintain functionality, which presents a significant financial burden to the low-income residents of Matheny Tract. Septic tank pumping can cost upwards of \$300 per occurrence.

The proposed application to State Water Resources Control Board (SWRCB) would request planning funding in the amount of \$223,621 to conduct a study that would analyze the wastewater treatment needs of the community, identify potential solutions, analyze alternatives and recommend a preferred alternative, and develop a preliminary cost estimate (the "Project Feasibility Report"). The plan of study also includes environmental review, a draft revenue program for the operation of the proposed facility, formation of organizational structure needed to operate the proposed facility, and the completion of application documents for the design and construction phases of the project. (Note: The County has been awarded complementary funding through the Strategic Growth Council for related wastewater project planning activities for Matheny Tract. The State Revolving Fund/Small Community Wastewater Grant application described herein is designed to augment, not overlap, the Strategic Growth Council funding. Project budgets are included in the draft application materials.)

Matheny Tract's population is estimated at 1,212 people. It has also been reported through the 2010 US Census that approximately 320 housing units exist in the community proper. Further, Census demographics estimate the average family size to be 4.05 persons per household.

There are two main choices of treating the wastewater generated by Matheny Tract. They are as follows:

1. Construct a wastewater treatment facility (WWTF)
2. Construct a collection system and connection to the City of Tulare sanitary sewer trunkline already existing in South Pratt Street (Road 96), which would convey waste to the City of Tulare WWTF.

The construction of a WWTF would require acquisition of property, extensive environmental review, and the creation of some form of governance (Community Services District, Public Utility District, etc.) to own and operate the facility.

The connection to City of Tulare's existing trunkline and WWTF would require

**SUBJECT:** Authorizing the Matheny Tract State Water Resource Control Board  
Clean Water State Revolving Fund and/or Small Community Wastewater  
Grant Application for Planning Funds  
**DATE:** June 19, 2012

construction of collection facilities and connection in Pratt Street. Agreements and capacity of the City of Tulare's WWTF will have to be determined.

The sewer collection system within the community proper would be about the same for whichever treatment choice is determined to be viable.

On September 20, 2011, the County of Tulare and the City of Tulare executed a Memorandum of Understanding to promote the development of a sanitary sewer system in Matheny Tract. Staff did contact the city of Tulare to see if they would take the lead in applying for this grant. It was indicated that since the County had received the Strategic Growth Council grant for Matheny Tract that it was in the best interest of the project for the County to retain the lead to better coordinate both of the grants. Staff will continue to work with the city of Tulare through the planning study.

The 2011 Intended Use Plan (IUP) for the Clean Water State Revolving Fund (CWSRF) program provides for the availability of up to \$500,000 in Principal Forgiveness for planning loans made to Disadvantaged Communities, of which Matheny Tract is one. These funds are extremely limited and may not necessarily be replenished, making this funding opportunity a valuable and time-sensitive one.

**FISCAL IMPACT/FINANCING:**

Self-Help Enterprises, Inc. has agreed to provide application preparation services at no cost to the County. Some County staff time will be required to provide supporting documentation and review of application materials. It is anticipated that the CWSRF program will cover 100% of planning project costs of \$223,621 with a Principal Forgiveness "loan" that would not need to be repaid.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes the Quality of Life initiative to promote public health and welfare and the Economic Well-Being initiative to promote effective growth management and quality standard of living. This proposed grant with its planning activities will take the necessary first steps toward developing a wastewater collection and treatment system for Matheny Tract residents, which will improve public health and welfare and further the continued improvement of a suitable living environment and promote a quality standard of living.

**SUBJECT:** Authorizing the Matheny Tract State Water Resource Control Board  
Clean Water State Revolving Fund and/or Small Community Wastewater  
Grant Application for Planning Funds

**DATE:** June 19, 2012

**ADMINISTRATIVE SIGN-OFF:**

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Britt L. Fussel, P.E.  
Assistant Director—Public Works  
County Surveyor

Cc: Auditor-Controller  
County Counsel  
County Administrative Office (2)

Attachment(s) Attachment A - Application

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

IN THE MATTER OF AUTHORIZING THE )  
MATHENY TRACT STATE WATER )  
RESOURCES CONTROL BOARD CLEAN )  
WATER STATE REVOLVING GRANT ) Resolution No. \_\_\_\_\_  
AND/OR SMALL COMMUNITY )  
WASTEWATER GRANT APPLICATION )  
FOR )  
PLANNING FUNDS )

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD JUNE 19, 2012, THE  
FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: JEAN M. ROUSSEAU  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Authorized submittal of a Financial Assistance Application for a financing agreement from the State Water Resources Control Board Clean Water State Revolving Fund and/or Small Community Wastewater Grant application for \$223,621 to finance planning activities for a future wastewater project to serve the serve the community of Matheny Tract.
2. Agreed that if the application for funding is approved, the County has and will comply with all applicable state and federal statutory and regulatory requirements related to any financing or financial assistance received and will use the funds for eligible activities in the manner presented in the application as approved by the State Water Resources Control Board.
3. Authorized the Chairman of the Board or his designee to negotiate and execute in the name of the County of Tulare, the application, the financial assistance

agreement, any amendments or change orders thereto, and all other documents required by State Water Resources Control Board for participation in the Clean Water State Revolving Fund Program, subject to County Counsel review and approval.

4. Authorized and directed the Resource Management Agency Assistant Director of Public Works to certify financing agreement disbursements on behalf of the County of Tulare, and other required reporting forms.

# Matheny Tract

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## Financial Assistance Application

State Water Resources Control Board (State Water Board)  
Division of Financial Assistance (Division)

**Financial Assistance Application & Instructions**

**Type of Assistance Requested**

- ☒ A. Clean Water State Revolving Fund Program (CWSRF) ☐ B. Water Recycling Funding Program (WRFP) ☒ C. Small Community Wastewater Grant Program (SCWG)

Amount of Assistance Requested: \$ 223,621

FAAST (On-Line) PIN No.: \_\_\_\_\_  
SWRCB Assigned Project No.: \_\_\_\_\_

**I. Applicant Information**

Agency Name: County of Tulare c/o Resource Management Agency  
Street Address: 5961 South Mooney Blvd.  
Mailing Address: 5961 South Mooney Blvd.  
County: Tulare County Federal ID Number: 94-6000545  
Authorized Representative, Title: Allen Ishida, Chairman Phone: 559- 636-5000  
Contact Person, Title: Britt Fussell, Asst. Director--Public Works Phone: 559-624-7000 E-mail: BFussell@co.tulare.ca.us

**II. Project Information**

Note: The Instructions contains multiple templates and further guidance to complete this application.

- Project Description: (Attach a brief description. Label as Attachment 1)
- Project Name: Matheny Tract New Wastewater System  
Estimated Construction Start Date: \_\_\_\_\_
- Regional Water Quality Control Board: 5F Central Valley RWQCB 4. WDR Permit No (if applicable) N/A
- Current Project Status: ☐ Planning Underway: ☐ Planning Complete ☒ Other Planning Study Pending
- Estimated Project Capital Costs and Funding Summary: Funding

| Cost Classification                             | SWRCB<br>Program Share<br>\$ | Applicant's<br>Share \$ | Other Loans or<br>Grants, etc. \$ | Total \$  |
|---|------------------------------|-------------------------|-----------------------------------|-----------|
| A. Facilities Construction                      |                              |                         |                                   |           |
| B. Facilities Planning (a, b)                   | \$199,621                    | -0-                     | \$51,000                          | \$250,621 |
| C. Facilities Design (a)                        |                              |                         | \$305,000                         | \$305,000 |
| D. Administration and Legal (a)                 | \$24,000                     |                         | \$40,000                          | \$64,000  |
| E. Land and Right-of-Way                        |                              |                         |                                   |           |
| F. Contingencies (a) (c) (d)                    |                              |                         | \$40,959                          | \$40,959  |
| G. Relocation of Utilities (a)                  |                              |                         |                                   |           |
| H. Engineering Services During Construction (a) |                              |                         |                                   |           |
| I. Other Costs (Explain) Compliance & Permits   |                              |                         | \$13,000                          | \$13,000  |
| J. Total Capital Costs                          |                              |                         | \$449,959                         | \$673,580 |
| K. Additional Cash Flow Needs (c)               | Not Fundable                 |                         |                                   |           |
| L. Total Funding Requirements                   | \$223,621                    | -0-                     | \$449,959                         | \$673,580 |

(a) Soft Costs may be provided for planning, design, legal, engineering during construction, relocation payments, and administration costs. For details, please refer to the Policy or guidelines of the corresponding program.

(b) CWSRF Program and SCWG Program only.

(c) This is the amount in excess of the total capital costs needed to cover cash flow requirements during construction.

(d) Contingencies costs are not eligible for funding under the CWSRF and WRFP Programs.

All costs in Item 6 above are adjusted to the following date: \_\_\_\_\_ by using the following rate of inflation  
\_\_\_\_\_ % annually, or cost index: (name) \_\_\_\_\_, (index value) \_\_\_\_\_

**7. Sources of Funds for Capital Costs and Estimated Disbursement Projections:**

| Source (e)                         | Amount, \$ |
|------------------------------------|------------|
| A. State Funds Requested           | \$223,621  |
| B. Grant Requested                 |            |
| C. Cash Reserves Now on Deposit    |            |
| D. Bonds                           |            |
| E. Tax Levies                      |            |
| F. Non-cash                        |            |
| G. Short Term Loans or Notes       |            |
| H. Other State Financing or Grants | \$449,959  |
| I. Other Federal Grants or Loans   |            |
| J. Other                           |            |
| K. Total                           | \$ 673,580 |

(e) Attach the Estimated Annual Disbursement Schedule: Application Instructions contains the template (label as Attachment 2).

N/A (Planning Application)

**III. Authorization and Other Approvals (All Programs with exceptions noted below)**

- Legal Authority (except SCWG):** Submit a legal opinion addressing the following issues (label as Attachment 3):
  - The legal authority to enter into a financing agreement with the SWRCB, including legal citations;
  - Agency's attorney contact information; and
  - Any requirements that the applicant hold an election before entering into a financing agreement with the State Water Board. If an election is required, state the date held or the date scheduled: N/A
- Applicant Authorization:** Submit a certified copy of a resolution adopted by the governing body (label as Attachment 4A). A model resolution is given in the Application & Instructions for your reference.
- Water Rights:** To comply with Sections 1210 through 1212 of the Water Code, an approved Petition for Change may be required from the State Water Board, Division of Water Rights. If the project is not a wastewater project an appropriate water right may be required if water will be diverted from a surface or subterranean stream.  
Have you filed a petition with the Division of Water Rights? ☐ Yes ☐ No ☐ (Not Applicable)  
Applicant must submit a written determination from the Division of Water Rights showing whether a petition must be filed or no further action is required. If no water rights petition is required, submit documentation and label as Attachment 4B. If a water rights petition is required, provide a copy of the water rights petition and label as Attachment 4B.  
To obtain a written determination, submit an email request including a brief project description (one page or less) to the Division of Water Rights, kmrowka@waterboards.ca.gov for your project. The project description needs to include whether: (a) the wastewater project currently discharges to a stream and any change to the discharge amount as a result of the proposed project; or (b) the non-wastewater project will divert from a surface or subterranean stream. For information regarding water rights, applicants may review the following web site:  
[http://www.swrcb.ca.gov/water\\_issues/programs/grants\\_loans/water\\_recycling/waterrightsrequirements.shtml](http://www.swrcb.ca.gov/water_issues/programs/grants_loans/water_recycling/waterrightsrequirements.shtml).  
If additional information is needed, please contact the Division of Water Rights, Kathy Mrowka, at (916)341-5363.
- Project Report or Facilities Planning Document:** Submit a completed facilities planning document and any supplementary documents that contain the required facilities planning information described in each of the program guidelines (label as Attachment 5). (Not Applicable)
- Environmental Review (SCWG not CEQA+):** Refer to the *Instructions and Guidance for Environmental Compliance Information* for details on meeting state and federal environmental review requirements. Submit the California Environmental Quality Act (CEQA) Checklist portion of this document and all available environmental documents for your project (label as Attachment 6). (Not Applicable)
- Credit Review Package (except SCWG):** Submit a Credit Review Package (label as Attachment 7) as specified in the Instructions' Credit Review Checklist. For Program specific information, please refer to the respective Program guidelines.
- Project Schedule:** Submit a project schedule showing project milestone dates (label as Attachment 8). This schedule should be updated periodically as more information becomes available. All WFRP projects must submit a construction finance plan, please refer to the WFRP Guidelines.
- Regional Water Quality Control Board Requirements:** Submit adopted or tentative State Water Resources Control or Regional Water Quality Control Board Waste Discharge Requirements, amended Basin Plan Total Maximum Daily Loading for the project's discharge to an impaired water body, Water Recycling Requirements, and/or NPDES Permit (label as Attachment 9).

9. **Applicant's Authority on Property Access to Construct Project:** A legal description of the site on which the project is to be constructed and an opinion signed by competent title counsel describing the interest the applicant has in the site, including information as to any easements and rights-of-way and certifying that the estate or interest is legal and valid. The opinion should also include information as to whether or not: (Not Applicable)

- The applicant (or the present owner if fee simple title has not been or is not to be acquired) has good and valid title to the entire site (excluding easements and rights-of-way) free and clear of any pre-existing mortgages, deeds of trust, liens or other encumbrances, which would affect the value or usefulness of the site for the purpose intended;
- Certifying that the applicant has sufficient property rights in the land used for all portions of the Project to enable it to access, construct, operate, maintain, and allow for outside inspections of the Project throughout the useful life of the Project and/or the CWSRF financing term, whichever period is longer;
- Any deeds or documents required to be recorded in order to protect the title of the owner, and the interest of the applicant have been duly recorded or filed for record whenever necessary; and
- The applicant has complied with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4601). (label as Attachment 10).

10. **Real Property Acquisitions:** Has all necessary land or right-of-way been acquired? ☐ Yes ☒ No  
If no, submit status of acquisitions (label as Attachment 11A). (Not Applicable)

11. **Agreements with Other Parties:** Please list all agreements and approvals needed for implementation of the project. Submit and explain status of said agreements and approvals (label as Attachment 11B). (Not Applicable)

12. **Tax Questionnaire (except SCWG):** Please complete and submit the Tax Questionnaire (contained within the Instructions) with the application (label as Attachment 11C). (Not Applicable)

13. **Water Conservation Plan:** Prior to approval of the project by the State Water Board, specific Water Conservation requirements must be achieved. In fulfillment of these requirements, please indicate below what pertinent information you are submitting (label as Attachment 12).

- ☐ Proof of signed Memorandum of Understanding with the California Urban Water Conservation Council.
- ☐ Copy of the Urban Water Management Plan submitted to the CA Department of Water Resources (See item 14).
- ☐ Copy of the developed Water Conservation Program for approval by the State Water Board.
- ☒ None at this time. Please explain: Planning not yet initiated

14. **Urban Water Management Plan (UWMP):** If you are a water supplier to more than 3,000 customers or supplying more than 3,000 acre-feet annually you are required to submit an UWMP to the Dept. of Water Resources (DWR). Please submit documentation showing that the UWMP has been submitted to the DWR and Water Code Section 10631.5 Best Management Practices Compliance (label as Attachment 13A).

15. **Compliance with Water Metering Requirements:** Water Code Section 529.5 requires urban water suppliers to comply with water metering requirements to obtain state financial assistance. Please submit the Certification of Compliance, included in the Application Instructions, with water metering requirements or exemption (label as Attachment 13B).

#### IV. Other Submittals (Program specific information required noted below)

##### A – **Clean Water State Revolving Fund Program Projects**

1. **Dedicated Source of Net revenues (for CWSRF or WRF loans):** A "Dedicated Source of Net revenues" is required to repay the financing agreement. Please attach appropriate resolution or ordinance or indicate schedule to provide dedicated source of revenue (label as Attachment 14). A Dedicated Source of Net revenues must be approved before a financing agreement can be issued. This is the same document requested within the Credit Review Package, Item Number 10.
2. **Certification of Compliance with Federal Laws and Authorities:** See Application Instructions for the appropriate form (label as Attachment 15)
3. **Reimbursement Resolution:** Please complete and submit a Reimbursement Resolution (label as Attachment 16). A template Reimbursement Resolution is included in the Application Instructions. (Not Applicable)
4. **General Plan Certification:** Please complete and submit the General Plan Certification contained within the Application Instructions (label as Attachment 17). (Not Applicable)

**B - Water Recycling Projects (CWSRF or WRFP)**

This section applies to water recycling projects for the purpose of providing water supply rather than water pollution control or wastewater disposal. For water recycling projects funded by the CWSRF, the documents required under section IV.A. must also be submitted.

N/A

**1. Estimated Annual Costs:**

| Cost Classification                     | Annual Costs, \$ |            |
|---|------------------|------------|
|   | First Year       | Fifth Year |
| Debt Service                            |                  |            |
| Fixed Operation and Maintenance Cost    |                  |            |
| Variable Operation and Maintenance Cost |                  |            |
| Other (explain)                         |                  |            |
| Total Annual Costs                      |                  |            |

Assumed Date of Costs for:

First Year of Operation: \_\_\_\_\_

Fifth Year of Operation: \_\_\_\_\_

Assumed Cost Index or Rate of Inflation: Index Name: \_\_\_\_\_ Index Value: \_\_\_\_\_ or  
Inflation Rate: \_\_\_\_\_ % per yr.

**2. Annual Deliveries:**

| Year of Operation | 1 | 2 | 3 | 4 | 5 |
|-------------------|---|---|---|---|---|
| No. of Sites      |   |   |   |   |   |
| Amount, Ac-ft/yr  |   |   |   |   |   |

**3. Reclaimed Water User Assurances:** Please indicate method of providing user assurances.☐

User Agreements

☐

Mandatory Use Ordinance

Refer to Water Recycling Funding Guidelines for latest requirements and timing of submittals (label as Attachment 18).

**4. Water Supply Project Best Management Practices (BMPs):** Please provide a copy of the Department of Water Resources BMPs eligibility to receive grant or financing determination letter (label as Attachment 19) for surface or groundwater storage, recycling, desalination, water conservation, water supply reliability and water supply augmentation projects.

**V. Notes or Explanations:****VI. Certification and Signature of Authorized Representative**

I certify that the information in this application, including all attachments, is true and correct to the best of my knowledge and belief. I understand that updated information will be required later.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: Allen Ishida, Board Chairman

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## Financial Assistance Application Checklist

State Water Resources Control Board (State Water Board)  
Division of Financial Assistance (Division)  
**Financial Assistance Application Checklist**

Submit your Financial Assistance Application with all the documents listed below. After review of your application, the Division of Financial Assistance (Division) will issue a Facilities Plan or a Concept Approval Letter and a preliminary funding commitment if the application meets all applicable program requirements.

| Attach No.  | Title of Attachment   | Application Ref. Section | Attachment Notes |
|---|---|--------------------------|------------------|
| <b>Submit the following documents for all Financial Assistance Programs (exceptions noted)</b>      |   |                          |                  |
| 1   | Project Description   | II.1                     |                  |
| 2   | Estimated Annual Disbursement Schedule (except SCWG) (*see note)      | II.7                     |                  |
| 3   | Legal Authority (except SCWG)   | III.1                    |                  |
| 4A  | Application and Authorization Resolution                              | III.2                    |                  |
| 4B  | Water Rights determination from the Division of Water Rights          | III.3                    | (Not Applicable) |
| 5   | Project Report and/or Facilities Planning Document                    | III.4                    | (Not Applicable) |
| 6   | CEQA Checklist and Environmental Documents (SCWG: no CEQA+)           | III.5                    | (Not Applicable) |
| 7   | Credit Review Package (except SCWG)                                   | III.6                    |                  |
| 8   | Project Schedule  | III.7                    |                  |
| 9   | Regional Water Board Requirements (Waste Discharge Requirements)      | III.8                    |                  |
| 10  | Applicant's Authority on Property Access to Construct Project         | III.9                    | (Not Applicable) |
| 11A   | Real Property Acquisition   | III.10                   | (Not Applicable) |
| 11B   | Agreements with Other Parties   | III.11                   | (Not Applicable) |
| 11C   | Tax Questionnaire (except SCWG)                                       | III.12                   | (Not Applicable) |
| 12  | Water Conservation Plan (except SCWG)                                 | III.13                   |                  |
| 13A   | Urban Water Management Plan (if required)                             | III.14                   |                  |
| 13B   | Compliance with Water Metering Requirements                           | III.15                   |                  |
| <b>CWSRF Program only (include, in addition to the items 1 - 13 above, the following documents)</b> |   |                          |                  |
| 14  | Dedicated Source of Net Revenue (loans only, not required for grants) | IV.A.1                   |                  |
| 15  | Certification of Compliance With Federal Laws and Authorities         | IV.A.2                   |                  |
| 16  | Reimbursement Resolution (Loans only)                                 | IV.A.3                   |                  |
| 17  | General Plan Certification  | IV.A.4                   |                  |
| <b>WRFP only (include, in addition to the items 1 - 13 above, the following documents)</b>          |   |                          |                  |
| 18  | Recycled Water User Assurances  | IV.B.3                   |                  |
| 19  | AB 1420 Determination Letter  | IV.B.4                   |                  |

\*Note - The Estimated Annual Disbursement Schedule is the Agency's estimate of future requests for CWSRF, SCWG or WRFP funds based on the Project's construction schedule. The Division uses these estimates for financial forecasting purposes and will periodically request updates from the Agency as the schedule proceeds closer to actual construction.

November 2011 Version

## Attachment 1

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### Project Description/Plan of Study

# **Matheny Tract, Tulare County Wastewater Collection, Treatment and Disposal Project Plan of Study**

## **Scope of Planning Work**

This document sets forth the scope of the proposed Matheny Tract Wastewater Collection, Treatment and Disposal Facilities Plan Project. The Tasks necessary to complete the Facilities Planning are lumped into the following categories:

- A. Project Feasibility Report
- B. Environmental Documents
- C. Organizational structure formation
- D. Preparation of Credit Review Package for Clean Water State Revolving Fund (CWSRF) Construction Application
- E. Preparation of Balance of CWSRF Construction Application Items

The scope of items 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.

The following scope is based largely upon the current application requirements of the CWSRF Program and the United States Department of Agriculture - Rural Utilities Program (USDA-RU). Changes to streamline and simplify the CWSRF application process are anticipated later this year. Modifications to the individual tasks outlined below will be permitted as necessary to address changes to the CWSRF or USDA-RU application requirements.

### **A. Project Feasibility Report**

A Project Feasibility Report shall be prepared and submitted for review. The Project Feasibility Report will contain the following:

1. Introduction

A brief background and overview of the community of Matheny Tract and Project Feasibility Report will be provided including the social and economic make up of the community.

## 2. Executive Summary

Key investigations and findings developed throughout the Project Feasibility Report will be summarized.

## 3. Project Planning Area

- a. Location: A map of the project service area will be provided as well as photographs indicating legal and natural boundaries, major obstacles, elevations, etc.
- b. A summary of Environmental Resources Present will be provided indicating the location and significance of important land resources (farmland, wetlands and 100/500-year floodplains, including stream crossings), historic sites, endangered species/critical habitats, etc., that must be considered in project planning. This narrative summary will make reference to the CEQA/NEPA document(s).
- c. Growth Areas and Population Trends. A discussion of the population, flows, loadings and peaking factors for the proposed project will be made. This discussion must include an estimate of the existing service area characteristics as well as the 20-year and 40-year projections. Economic and social factors of the said area i.e. median income, residents per household, schools, economy base, resident age, density etc. Total number of anticipated wastewater service connections including a breakdown by category: residential, industrial, commercial, etc.
- d. Unallocated Potable Water. A statement that identifies and discusses available potable water in the project service area. Address whether the amount of available potable water is sufficient to cover the service area growth and operation of the proposed project.

## 4. Existing Facilities and Need for Project

A description of existing septic tank systems in the unsewered community of Matheny Tract, property parcel sizes, soil types in community and NRCS evaluation of suitability for septic tank effluent absorption fields will be presented. A description of the existing or potential

public health or water quality problem in the community will be included. The results of previous community survey will be presented.

5. Wastewater Flows and Loads

The estimated wastewater flows and loading based on number of dwellings and businesses in community and comparison with flows and loadings per EDU with other similar communities will be prepared. Flows and loadings will be assessed based on influent characteristics in existing treatment plants for Tulare County Service Area #1 Zones of Benefit (Delft Colony, Tooleville, and Traver). A description of the reasonable growth capacity that is necessary to meet the needs during the planning period will be included.

6. Waste Discharge and Treatment Requirements

A summary of key requirements of the anticipated Waste Discharge Order from the Central Valley Regional Water Quality Control Board will be prepared.

7. Development and Screening of Alternatives Considered

The Report will include an analysis of the various options for wastewater collection, treatment and disposal for facilities to serve Matheny Tract. The Report will include an evaluation of the cost-effectiveness of alternative solutions to correct the identified problem including cost estimates and design criteria. As one alternative, the Project Feasibility Report for an unsewered community such as Matheny Tract must consider No Project and on-site systems. In addition, the alternative analysis will include the following:

Collection system – Sizing of traditional gravity collection system options and location of pumping station(s)

Treatment Plant – Siting of potential community treatment facility and comparison of transporting wastewater to existing wastewater treatment and disposal facilities including that operated by the City of Tulare.

Disposal Facilities – Evaluation of Disposal options for a community treatment facility including evaporation/percolation ponds, agricultural irrigation; evaluation of disposal facilities at the City of Tulare.

This section will provide the following information related to each alternative considered:

- a. The description for each alternative will include the facilities associated with the alternative; feasible wastewater treatment technologies and a comparison of such.
- b. Design Criteria including design parameters used for evaluation purposes.
- c. Map including a schematic layout.
- d. Potential Environmental Impacts (not duplicating CEQA and NEPA documents) describing only those unique direct and indirect impacts on floodplains, wetlands, other important land resources, endangered species, historical and archaeological properties, etc., as they relate to a specific alternative.
- e. Climate Change Evaluation over the useful life of each alternative.
- f. Land Requirements. Identify sites and easements required.
- g. Construction Problems anticipated. A discussion of concerns such as limited access, or other conditions which may affect cost of construction or operation of facility.
- h. Cost Estimates. Provide cost estimates for each alternative, including a breakdown of the following costs:
  - (1) Construction.
  - (2) Non-Construction.
  - (3) Annual Operations and Maintenance.
- i. Advantages/Disadvantages. Describe how the specific alternative meets the governing entity's needs with respect to financial, managerial, and operational resources. An explanation of how the proposal complies with regulatory requirements and existing comprehensive area-wide development plans. An explanation of how the proposal satisfies public and environmental concerns.

## 8. Selection of an Alternative

- a. Present Worth (life cycle) cost analysis will be completed to compare the feasible alternatives. All of the items from the cost estimate will be included in the analysis. The "real" federal discount rate from Appendix C of OMB Circular A-94 ([www.whitehouse.gov/omb/circulars/a094/a94\\_appx-c.html](http://www.whitehouse.gov/omb/circulars/a094/a94_appx-c.html)) will be used for determining the present worth of the uniform series of O & M values (in today's dollars).

- b. A matrix rating system will be utilized in displaying the information on each alternative.
- c. Other non-monetary factors will be considered in determining which alternative should be selected.

9. Proposed Project (Recommended Alternative)

This section will contain a fully developed description of the proposed project based on the preliminary description under the evaluation of alternatives. At least the following information will be included:

- a. Project Design.
  - (1) Collection System Layout. Identify general location of line improvements:  
Lengths, sizes, and key components.
  - (2) Pumping Stations. Identify size, type, site location, and any special power requirements.
  - (3) Treatment. Describe process in detail and identify location of any treatment units and site of any discharges.
  - (4) Reclamation. Describe process in detail and identify location of disposal area
- b. Total Project Cost Estimate, including an itemized estimate of the project cost based on the stated period of construction. Include development and construction, land and rights, legal, engineering, interest, equipment, contingencies, refinancing, and other costs associated with the proposed project.
- c. Annual Operating Budget.
  - (1) Income. Provide a proposed rate schedule. Project income realistically for proposed new users.
  - (2) Operations and Maintenance (O&M) Costs. Estimated project costs over a ten year period based on actual costs of other existing facilities of similar size, complexity and governance. Include facts in the report to substantiate operation and maintenance cost estimates. Include salaries, benefits, water purchase, taxes, accounting and auditing fees, legal fees, interest, utilities, oil and fuel, insurance, annual repairs and maintenance, supplies, chemicals, office supplies and printing, regulatory fees and miscellaneous.