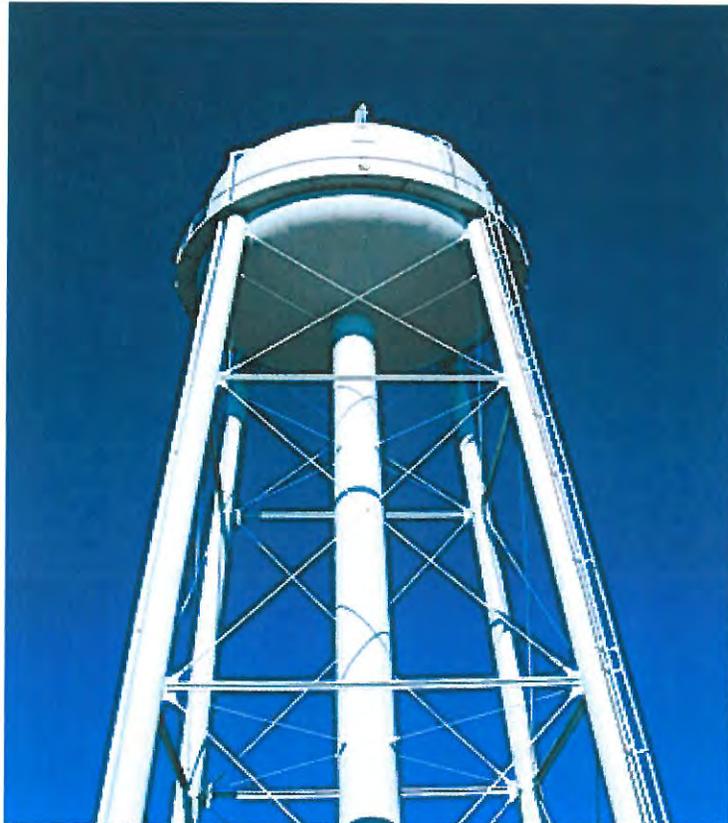




Drinking Water Assistance Fund Program Year 2017 Annual Report



**Division of Drinking and Ground Waters
Drinking Water Assistance Fund
September 2017**

I. Introduction

The State of Ohio is pleased to submit the Ohio Drinking Water State Revolving Fund (DWAF) Annual Report for program year (PY) 2017. This report addresses operation of the DWAF during the time period from July 1, 2016 through June 30, 2017. During that time, Ohio was awarded the 2016 capitalization grant funds and has met the 2014 capitalization grant requirements.

Ohio EPA provides this report detailing the activities undertaken to reach the goals and objectives set forth in the program management plan developed for PY 2017. This report documents the status of the program by describing progress made toward long- and short-term program goals, the funding sources (e.g., federal grants) and uses of all funds (e.g., loans, set-asides), financial status of the DWAF, and compliance with federal Drinking Water State Revolving Fund requirements.

Ohio Drinking Water Assistance Fund Program Year 2017 Overview

Total Capitalization Received: \$22,907,000

Number of Projects Binding Commitments: 34

Project Funding Binding Commitments: \$79,667,494

Average Interest Rate: 0.78 percent (excluding short-term loans)

Total Funds Issued for Disadvantaged Community Loans: \$34,330,119

Total Subsidy Issued for Disadvantaged Community Loans: \$5,501,762

Small Systems Funded: 20 loans for \$10,360,193

Total Disbursements: \$89,807,268

II. Goals and Accomplishments

Long-Term Goals

The long-term goals for this program were established to allow the best use of funds to assist public water systems in meeting their goal to provide safe drinking water to the people of Ohio and continue operation of a revolving fund capable of providing low interest loans to these water systems on a continuing basis. Our short-term goals were geared to provide the necessary structure to develop and implement the DWAF, identify the public water systems most in need of loan assistance, and provide a means for such systems to avail themselves to the loan program.



Goal # 1

Maximize below-market rate loans to eligible public water systems to fund improvements to eliminate public health threats and ensure compliance with federal and state drinking water laws and regulations.

Progress

During PY 2017, there were 34 binding loan commitments totaling \$79,667,494. Of these, 20 of the loans served a population of 10,000 or less. The small systems loans accounted for \$10,360,193 which is 13.3 percent of the funds awarded.

Goal # 2

Target technical assistance to public water systems serving 10,000 or fewer people with a technical assistance program provided by funds from the technical assistance set-aside account.

Progress

W.S.O.S. Community Action Commission, Inc., Great Lakes Rural Community Assistance Program (Ohio RCAP) continued to provide managerial and financial assistance to public water systems with populations of 10,000 or fewer. Capability assurance technical assistance focused on financial management of systems. Five types of training sessions were presented to water boards, mayors, city councils, and operators: Utility Management for Local Officials (2 sessions), Financial Management for Local Officials (2 sessions), Asset Management, Budgeting and Rate Setting for Local Officials (2 sessions), Applied Asset Management Featuring CUPSS (1 session), Total Sustainable Infrastructure: What are you missing and what does it cost (3 sessions) and Total Sustainable Infrastructure: Tools to save money (1 sessions); Total Guiding your utility's future (2 sessions); and, Total Asset Management for Small Communities Field Day (1 session). A total of 14 courses were held, with 210 attendees from 122 systems. Each one-day training session addressed issues related to: utility planning, identifying both direct and indirect operation and maintenance costs, developing budgets, cost recovery, types of financing resources, financial plan development and marketing utility products and services to customers. Copies of templates for spreadsheets of asset management are provided to each attendee on a CD, along with a hard copy of material covered in the session.

In addition to the classroom course, PY 2017 marked the fifth year of the online versions of the Utility Management for Local Officials and Financial Management for Local officials. These courses were successful at training 111 local officials representing 50 systems throughout the state.

In addition to the training detailed above, a summary of other activities performed by Ohio RCAP during PY 2017 are as follows:

Construction loan applications completed = 10

Pre-applications for the project priority list (PPL) completed = 18

Disadvantaged loan applications completed = 4

Assisted in meeting crosscutting requirements = 8

Assisted with locating and procuring funding in addition to the DWAF = 16

Assisted with determining the most affordable option to access safe drinking water = 16

Assisted with readiness to proceed issues = 50

Assisted with capability assurance development = 18

Assisted with community capacity development = 42

Goal # 3

Improve the types and quantity of small and disadvantaged community assistance to reduce the financial impact of capital improvement projects on smaller systems and systems serving less affluent populations.

Progress

During PY 2017, 20 loans to small systems were funded for a total of \$10,360,193. PY 2017 was the tenth program year of implementation of the disadvantaged community loan program. For the program year, 11 systems received disadvantaged community loans with the following terms:

- 2 loans issued as construction at 40 percent principal forgiveness and balance at 0.0 percent interest in 30 years
- 1 loans issued as construction at 30 percent principal forgiveness and balance at 1.08 percent interest in 30 years
- 1 loan issued as construction at 30 percent principal forgiveness and balance at 0.81 percent interest in 30 years
- 2 loans issued as construction at 20 percent principal forgiveness and balance at 1.08 percent interest in 30 years
- 1 loan issued as construction/regionalization at 50 percent principal forgiveness and 0 percent interest in 30 years
- 2 loans issued as planning/asset management receiving \$5,000 towards their asset management plan and balance at 0 percent principal forgiveness in 5 years
- 1 loan issued as construction at 20 percent principal forgiveness and 0 percent interest in 30 years
- 1 loan issued as construction for backup power (\$10,000) at 1.58 percent interest in 20 years

The total amount of funds issued for disadvantaged community loans is \$5,501,762.

Goal # 4

Fund the construction of extensions of public water systems, or if extensions are not economically feasible, the construction of new public water systems to address pockets of contaminated private water systems.

Progress

During PY 2017, Ohio did not fund any systems for the constructions of extensions of public water systems or construction of new public water systems to provide safe water due to wells with bacteriological contamination.

Goal # 5

Promote the development of the technical, managerial and financial capability of public water systems to maintain compliance with the state and federal Safe Drinking Water Act (SDWA) requirements, and Ohio's Capacity Assurance Program.

Progress

Ohio has implemented the Capacity Assurance Program as required in the Safe Drinking Water Act (SDWA) for all new systems and all recipients of DWAF assistance. Rules to implement this program became effective October 1, 1999. Ohio EPA also developed a guidance document to assist systems in the development of an approvable Capacity Assurance Plan (CAP). This guidance became final on September 25, 2000.

Ohio EPA must ensure each Public Water System (PWS) that receives a DWAF loan can demonstrate technical, managerial, and financial capacity. DWAF funds cannot be used to provide any type of assistance to a PWS that lacks the technical, managerial, or financial capability to maintain SDWA compliance, unless the PWS owner agrees to implement feasible and appropriate changes in operation and maintenance practices and in the financial management of the system. All systems that were awarded a loan completed a capacity assurance plan that was evaluated by district and central office personnel from the Division of Drinking and Ground Waters. For further information on accomplishments of the capability assurance program during this program year, please see the *PY 2017 Capacity Assurance Report, Appendix A*.

Ohio EPA provides additional assistance to all potential loan recipients with populations of 10,000 or fewer in the completion of a CAP. Ohio RCAP, program provider of financial and managerial assistance through the Small Systems Technical Assistance Program (SSTAP), assisted in the development of these plans for eligible small systems.

Through the currently enacted rules, guidance document, and additional assistance provided to eligible small systems, Ohio EPA can ensure that each DWAF loan recipient demonstrates capacity assurance. During PY15, Ohio EPA piloted a capability screening tool at 20 systems pursuing WSRLA loans. This tool highlights areas where systems could improve capability. In PY17 Ohio EPA used the tool in the same manner as in PY16.

Goal # 6

Provide financial assistance for completing source water assessments (delineation, inventory, susceptibility analysis and distribution of assessment information) with funds from the PWSS Set-aside to promote the development and implementation of local source water protection plans.

Progress

Ohio EPA utilized the PWSS Set-asides to fund activities during PY2017. Ohio EPA funded approximately six full-time equivalent staff to support implementation of source water assessment activities specified in Ohio's SWAP Program Management and Intended Use Plan for PY2017. Staff also devoted significant effort to help surface water treatment systems deal with Harmful Algal Blooms during the final three months of PY15. Please see Appendix C for the Source Water Assessment and Protection PY2017 Report.

During PY2017, the program has focused on promoting protective strategies, conducting training workshops, providing direct technical assistance to public water system officials, developing education and outreach activities,

completing source water assessment reports for new public water systems, reassessing protection areas as needed to address changes in pumping rate or well configuration, and QA/QC of the source water assessment information and geographic information system database.

During PY2017, 139 source water assessment reports were completed and mailed out. Of these, 53 were for new wells or wellfields and 86 were revisions of earlier source water assessment reports due to new wells at existing wellfields, changed pumping rates, and other types of changes that warranted a revision of the earlier report.

Goal #7

Encourage the consolidation and/or regionalization of small public water systems to allow them to take advantage of the economies of scale available to larger water systems.

Progress

During PY 2017, Ohio funded one project (Alliance), which specifically consolidated/regionalized public water systems.

Short-Term Goals

Goal # 1

Promote the fund as an effective means to provide financial assistance to systems developing capital improvement projects to address new regulations and are listed by Ohio EPA as a “priority” system.



Progress

Ohio EPA has promoted the use of DWAF funds to meet the above goal as follows:

- Use of the DWAF program is promoted by Ohio EPA district office personnel. As water systems are identified that may need to replace or upgrade their equipment to meet one of the new rules, the DWAF program is marketed to them as a means of obtaining funds to meet compliance requirements.
- Ohio EPA has placed information on the Ohio EPA website so that all water systems can be familiar with the requirements of these new rules. Links have also been created from the Ohio EPA website, to the U.S. EPA website, where additional fact sheets are available. Ohio EPA utilizes email to broadly distribute program information and deadlines.
- The technical assistance provider used by Ohio EPA has been promoting the use of DWAF funds as they identify water systems with compliance and infrastructure needs. They have also been distributing fact sheets, pre-applications and providing additional technical assistance, as needed.

Goal # 2

Develop sustainable infrastructure and planning initiatives for public water systems during the 2017 program year.

Progress

Ohio EPA added additional effective management points to the project priority list ranking criteria to encourage sustainable infrastructure activities such as utility board training, asset management planning, water conservation and source water protection. The table below provides a breakdown of the outputs, quantity and outcomes for water systems in PY2017.

Goal #3

Develop a targeted fund for infrastructure improvements at surface water treatment plants to address Harmful Algal Blooms (HABs).

Progress

Ohio EPA made available \$50 million in 0% interest loans to address HAB issues at surface water treatment plants. As of June 30, 2017, Ohio EPA has made available a total of \$150 million for HAB infrastructure loans and for the timeperiod of July 1, 2016 to June 30, 2017 awarded \$34,676,030.63 for a grand total of \$93,586,634.23. Qualifying projects included components at water treatment facilities that treat for toxins produced from harmful algal blooms, as well as projects that implement avoidance strategies such as interconnections with other water supplies, new elevated storage facilities and the installation of

alternative sources for source water. Ohio EPA has made another \$50 million available for this purpose in PY17. See Appendix D for a list of projects awarded during July 1, 2016 to June 30, 2017.

Goal #4

Develop a grant program to allow surface water treatment systems to purchase cyanotoxin testing equipment to increase their capability to respond to HABs in a timely manner.

Ohio EPA established a grant program to disburse grant funding in \$30,000 increments to surface water treatment systems for reimbursement of costs related to purchases of ELISA test kits, spectrophotometers, microscopes, sondes, sampling equipment, training and other necessary laboratory supplies for testing for cyanotoxins. As of June 30, 2017, Ohio EPA has made available a total of \$1.5 million for cyanotoxin testing equipment grants.

Outputs and Outcomes for PY 2017 Loans Awarded

	Output	Quantity	Outcome
1.	Drinking water transmission/distribution projects to construct, rehabilitate or upgrade drinking water transmission and distribution systems across the state.	19	More people getting better drinking water from current and existing treatment systems across the state.
2.	Drinking water treatment projects to construct and/or rehabilitate drinking water treatment facilities across the state.	9	Better drinking water for thousands of people across the state and, upon completion of the projects, facilities that meet all applicable permits and SDWA requirements.
3.	Drinking water source projects to construct and/or rehabilitate drinking water sources across Ohio.	2	Better drinking water and source water that meet all applicable permits and SDWA requirements.
4.	Planning and design loan projects for future improvements at public water systems.	0	Planning and design for future construction projects in Ohio.

III. DWAF Loan and Set-aside Activities

This section provides a discussion of the DWAF assistance activities during PY 2017. Included are details on the sources of funding in the program, the status of loan activities, and the status of Set-aside activities.

Table 1
DWAF Financial Summary for PY 2017

Funding sources for PY 2017	
DWAF 2016 Cap Grant (net of set asides)	20,134,160
DWAF Series Bond Issuance	166,739,642
Note Purchase Contract	(100,000,000)
Loan Repayments	19,046,157
Interest Earnings	1,694,170
Total Sources PY 2017	107,614,129
Funding uses for PY 2017	
PY 17 Total Loan Awards (incl suppl)	83,652,484
Total Uses PY 2017	83,652,484
Increase / (Decrease) in Funds Available	23,961,645
Funds Available End of PY 16	117,268,209
Funds Available End of PY 17	141,229,854

1. Capitalization Grants

Prior to PY 2017, Ohio EPA had received 20 capitalization grants from U.S. EPA. During PY 2017, the total capitalization grant funds received through the end of PY 2017 was \$540,436,400 (see Table 2). Please refer to Table 3, "Set-aside Balances", attached to this report, regarding the remaining grant balances in the Set-aside accounts at the beginning of the program year including amounts taken from the FFY 2016 capitalization grants.

2. State Match

The State of Ohio is required to match all federal capitalization grants with a state match of a least 20 percent. Since the inception of the DWAF program, the state matching funds have been provided from a number of sources

including: The Ohio Water Development Authority, 2001, 2002, 2004, 2010 and 2014 State Match Bond Notes Proceeds, and interest earned on state match accounts.

Table 2 attached to this report provides a breakdown of the match provided to date. The table shows, at the end of the reporting period, the proportion of state match to federal capitalization grants was 20.03 percent, exceeding the requirement.

3. DWAF Leveraged Revenue Bonds

In PY 2017, DWAF Leverage Series 2016 A bonds were issued which provided \$166,739,642 of additional funding for the DWAF Program.

4. Investment Income (interest income)

Investment income in the amount of \$1,694,170 was earned during the reporting period.

5. Repayments

During PY 2017, \$55,215,709 in loan repayments was received. After the funding of debt service payments due on DWAF bonds, \$24,604,376 was deposited into the Other Projects – Repayments fund to be used for the additional funding of loans. At the end of PY 2017, the Repayment Fund balance of \$43,414,898 was available to be used for loans as needed to meet our project demand.

Uses of Funds under the DWAF

The DWAF has provided \$1,150,378,629 in funding to public water systems since its inception, including \$83,652,484 in PY 2017. In addition, the DWAF program has set-aside \$3,289,765 for activities which include Local Assistance and Other State Programs, Small Systems Technical Assistance, and Public Water System Supervision during PY 2017.

1. Loan Assistance Status

The DWAF entered into 35 loan agreements (includes 1 supplemental loan) totaling \$79,667,494 during PY 2017. The loans range in amounts from \$7,112 to \$17,347,066. The normal term for construction loans is 20 years. However, disadvantaged community loans were awarded during PY 2017 that included a 30-year repayment term, zero percent interest rate, and principal forgiveness. Principal forgiveness ranged from \$5,000 to \$3,016,710. Six planning/design loans were awarded in the amount of \$469,467 with a five-year term. The overall rate of return for the long-term loans (i.e. excluding the short-term planning/design/construction loans) is an interest rate of approximately 0.78 percent.

a. Total Loan Awards

During the reporting period, Ohio EPA entered into 34 loan awards totaling \$83,652,485. Of that amount, \$5,648,911 was given in principal forgiveness, and \$78,003,574 was issued in loans. (See Table 9).

b. Project Bypass

During PY 2017, there were no formally bypassed projects.

c. Small Systems

Of the 34 loan awards in PY 2017, 20 loans were awarded to small water systems serving a population of 10,000 or fewer. A total of \$10,360,193 was awarded to small systems during PY 2017. During PY 2017, 13.3 percent of funds made available were awarded to small communities with a cumulative percentage of 15.92 percent awarded to small communities since program inception. (See Table 5)

d. Disbursements

Since the beginning of the program through this reporting period, the total disbursements from the DWAF were \$1,131,967,999. Of that amount, \$58,460,000 was ARRA funds.

e. Top 10 Awarded Projects on the PY 2017 PPL

1. Fairfield County – Allen Road

This construction project includes installation of water mains to provide safe, reliable water to the Department of Developmental Disability and existing homes along Steman Road, Allen Road and State Route 256.

Total Project Cost: \$2,648,226 @ \$1,335,273 loan @ 0.00% for 30 years and \$1,312,953 principal forgiveness. (Central District)

2. Sandusky - HAB

This construction project involves the installation of a new PAC feed system for more effective control of algal toxins and removal of TOC for better control of THMs.

Total Project Cost: \$2,071,950 @ \$2,071,950 loan @ 0.0% for 20 years. (Northwest District)

3. Napoleon - HAB

This project will make improvements to the water treatment plant to directly reduce risks associated with potential Harmful Algae Blooms.

Total Project Cost: \$15,257,015 @ \$12,240,305 loan @0.0% for 30 years and \$3,016,710 principal forgiveness. (Northwest District)

4. Alliance -Marlington Schools

Water from the City of Alliance will be supplied to the Marlington Local School District properties on Moulin Avenue. To accomplish this an 8" waterline will be installed from the intersection of Beeson Street and Sawburg Avenue west along Beeson Street to Moulin Avenue. The waterline would turn south down Moulin Avenue to a distance sufficient to service all of the District's needs.

Total Project Cost: \$1,496,369 @ \$754,491 loan @ 0.0% for 30 years and \$741,878 principal forgiveness. (Northeast District)

5. Somerset

This construction project will address the spillway repairs that are needed and documented in the Ohio Department of Natural Resources (ODNR) Dam Safety Inspection Report. In addition, the project replaces approximately 2,500 ft. of waterline along various streets in need of replacement as well as 2,000 ft. extension along W. Main/US 22.

Total Project Cost: \$508,994 @ \$307,312 loan @ 0.00% for 30 years and \$201,682 principal forgiveness. (Southeast District)

6. Painesville - HAB

This construction project will furnish a new primary raw water supply via a 36-inch diameter intake pipe and crib to be constructed parallel to the existing damaged 36-inch intake that will then be converted to a backup secondary intake to supply water to the Painesville Water Treatment Plant raw water pump station.

Total Project Cost: \$17,347,066 loan @ 0.00% for 20 years. (Northeast District)

7. Wellston

This project is going to replace and upgrade the Motor Control Center and wiring at the South Water Treatment Plant, as well as repairing deteriorating water lines that will increase flow and water pressure.

Total Project Cost: \$721,026 @ \$506,966 loan @ 1.63% for 30 years and \$214,060 principal forgiveness. (Northwest District)

8. Brunersburg Water District

This construction project involves aeration improvements to remove the volatile organics, including Total Trihalomethanes (TTHM's).

Total Project Cost: \$685,671 @ \$545,679 loan @ 1.08% for 30 years and \$139,992 principal forgiveness. (Northwest District)

9. Tappers Plains Chester Water District

This construction project includes the replacement of an existing below grade water booster station with a new above grade station including site piping, site work and approximately 10,300 feet of 8" waterline with the necessary appurtenances along State Route 681, Devenny Road and Rock Springs Road.

Total Project Cost: \$479,111 @ \$384,378 loan @ 1.08% for 30 years and \$94,733 principal forgiveness. (Southeast District)

10. Jewett

This project will replace two in ground finished water reservoirs with a water storage tank in a nearby location. The project will also include a new access road to the tank site, plus a new finished water line running from the water treatment plant to the new water storage tank site.

Total Project Cost: \$307,739 @ \$216,377 loan @ 0.81% for 30 years and \$91,362 principal forgiveness. (Southeast District)

2. Set-aside Activity Status

1) Administration

The Set-asides allowed under the 1996 Amendments to the SDWA from other capitalization grants were used when necessary to supplement existing state programs and funds, and not as substitutes for existing funding. During Program Year 2017, we used less than \$5,000 from the 2014 DWAF Capitalization Grant Administration Set-aside account. By doing this, Ohio EPA could use the maximum amount of funds for infrastructure improvements.

Ohio EPA currently collects administrative fees from loan recipients. Administrative fees collected are deposited into the Administrative Account managed by OWDA. Except for loans to disadvantaged communities, Ohio EPA collected the loan origination fee of 1.0 percent of the principal of each loan originated from the DWAF during PY 2017. The Ohio Water Development Authority (OWDA) requires a fee of 0.35 percent of the entire the loan amount. The OWDA fees are also deposited into the Administrative Account to be utilized by OWDA for administrative costs related to the program. Fees deposited into the Administrative Account must be used solely to defray the costs of administering the program. Funds from the administrative account were used to pay salaries and associated expenses of personnel administering the DWAF program.

These fees are due at the time of the loan award. Administrative funds that remain in the account at the conclusion of the program year remain in the account to address program administrative costs in subsequent program years.

Implementation of the DWAF has involved the expending of 7 FTEs with the Division of Drinking and Ground Waters, with 5.2 FTEs allocated within the Division of Environmental and Financial Assistance.

During the program year, Ohio EPA completed the following administrative activities:

- Development of program documents, procedures and Set-aside work plans
- Solicitation of applications
- Development of comprehensive list of projects
- Evaluation of public water systems for technical, financial, and managerial capacity
- Project selection and development of IUPs
- Conduct public meetings for development of project priority lists and IUPs
- Preparation of capitalization grant applications
- Oversight/implementation of Small Systems Technical Program implementation

2) Local Assistance and Other State Programs

The Set-asides provided for in the 1996 Amendments to the SDWA from capitalization grants are used when necessary to supplement existing state programs and funds, and not as substitutes for existing funding. By doing this, Ohio EPA maximizes the amount of funds available for infrastructure improvements.

- **Capability Assurance Program**
Please see the *PY2017 Capability Assurance Report* for further detailed information, Appendix A.
- **Source Water Assessment and Protection**
Please see the *PY2017 Wellhead Protection Set-aside Report* for further detailed information, Appendix C.

3) Small Systems Technical Assistance

Please see the *PY2017 Small Systems Technical Assistance Set-aside Report* for further detailed information, Appendix B

4) PWSS Set-aside

- **Return to Compliance Activities**
Provide assistance to PWS with compliance needs, i.e., systems with violations, to return the PWS to compliance. 6 FTEs
- **Sanitary Survey Program**
Evaluate PWS for compliance issues and provide technical assistance to return the PWS to compliance. 9 FTEs
- **Harmful Algal Blooms**
Implementation of Ohio Harmful Algal Blooms Response Strategy. 3 FTEs
- **Mobile HAB Laboratory**
The purpose of the mobile laboratory is to enable Division of Environmental Services (DES) staff to provide on-site analysis of above-threshold water samples at public water systems that are not equipped with ELISA, and that are located hours away from any laboratory that could conduct ELISA analyses.

IV. Financial Statements

The Ohio Water Development Authority, our partner in administering the DWAF, is audited annually on a calendar year basis. The DWAF is included in that audit. The annual audit reports, including financial statements, are forwarded to U.S. EPA upon their release by the Auditor, State of Ohio. Financial Statements (Tables 6, 7, 8) for PY 2017 including a balance sheet, statement of cash flows and statement of revenues, expenses and changes in net assets are attached.

Ohio EPA agreed to administer the DWAF in accordance with conditions outlined in the Grant Agreements and the Operating Agreement (July 1998). The following conditions have been met as described in the operating agreement or the capitalization grant agreement and will not be described further:

- Agreement to accept payments
- Follow state laws and procedures
- Follow state accounting and auditing procedures
- Recipient accounting procedures using Generally Accepted Accounting Principles and auditing procedures using Government Auditing Standards
- Use of the Automated Standard Application for Payments
- Preparation of Project Priority List and Program Management and Intended Use Plan annually
- Through the Ohio Water Development Authority, establish and maintain designated DWAF accounts

V. Compliance with Operating Agreement and Grant Conditions

Other conditions, requirements or regulations which were met during PY 2017 include: matching Automated Standard Application for Payments (ASAP) increases at the 20 percent level, expeditious and timely expenditure of funds, providing SRF funds only for eligible activities, compliance with SDWA requirements for all projects receiving binding commitments, the Minority Business Enterprises and the Women's Business Enterprises requirements, compliance with other federal authorities; compliance with the State Environmental Review Process (SERP); compliance with the ASAP cash draw procedures and rules established by U.S. EPA; and the performance of an annual audit and annual review.

As required per the Federal Fiscal Year (FFY) 2012 Consolidated Appropriations Act (P.L. 112-74), Federal Fiscal Year (FFY) 2013 Continuing Resolution (P.L. 112-175) and guidance provided by U.S. EPA for the FFY 2012 and FFY 2013 capitalization grants, below is information on fund sustainability and DWAF Projects & Reporting Benefits system (PBR) reporting.

Regarding Ohio EPA's DWAF fund sustainability, Ohio EPA in conjunction with OWDA has developed a model and modeled the fund since its inception. Based on modeled results for PY 2017, the fund remains sustainable.

During PY 2017, Ohio EPA DWAF met the FFY 2012, 2013, and 2014 capitalization grant requirements for subsidy. See Table 9 for details.

PBR reporting information and the required data elements are provided in Table 9.

Capitalization Grant Award and State Match Summary
As of 6/30/2016

Grant Number	FFY	Appropriation	Cap Grant Award Date	Cap Grant Amount	State Match Amount (20%)	Remarks
FS985954-98	1997		9/11/98	43,073,000.00	8,614,600.00	Provided by OWDA
FS985954-99	1998		9/30/99	22,806,200.00	4,561,240.00	Provided by OWDA
FS985954-00	1999		9/21/00	23,903,100.00	4,780,620.00	2001 BAN
FS985954-00	2000		9/21/00	24,842,200.00	4,968,440.00	2001 BAN
FS985954-00-1	2001		9/19/01	24,944,900.22	4,988,980.04	2001 BAN
FS985954-02	2002		4/26/02	24,347,600.00	4,909,520.00	\$261,960 by 2001 BAN and \$4,647,560 by 2002 SM Bonds
FS985954-03	2003		9/17/03	24,400,100.00	4,880,020.00	2002 SM Bonds
FS985954-04	2004		9/30/04	25,311,500.00	5,062,300.00	\$3,259,157 by 2002 SM Bonds and \$1,803,143 by 2004 SM Bonds
FS985954-05	2005		8/30/05	25,257,900.00	5,051,580.00	2004 SM Bonds
FS985954-06	2006		9/28/06	24,670,900.00	4,934,180.00	2004 SM Bonds
FS985954-07	2007		9/25/07	24,671,000.00	4,934,200.00	2004 SM Bonds
FS985954-08	2008		9/24/08	24,421,000.00	4,884,200.00	2004 SM Bonds
FS985954-09	2009		9/30/09	24,421,000.00	4,884,200.00	2004 SM Bonds
FS985954-10	2011		3/4/11	43,610,000.00	8,722,000.00	2004 SM Bonds
FS985954-11	2011		9/28/11	30,261,000.00	6,052,200.00	2004 / 2010 SM Bonds
FS985954-12-0	2012		9/26/12	30,339,000.00	6,067,800.00	2010 SM Bonds
FS985954-13-0	2013		8/20/13	27,058,000.00	5,411,600.00	2010 SM Bonds
FS985954-14-0	2014		9/29/14	24,586,000.00	4,917,200.00	2010 SM Bonds / 2014 SM Notes
FS985954-15-0	2015		9/17/15	24,405,000.00	4,881,000.00	2014 SM Notes
FS985954-16-0	2016		8/24/16	22,907,000.00	4,581,400.00	2014 SM Notes
				540,436,400.22	108,087,280.04	Total

State Match Sources	Source	Amount
	OWDA	\$13,214,600.00
	2001 BAN	\$15,000,000.00
	2002 SM Bonds	\$12,786,737.00
	2004 SM Bonds	\$33,814,620.00
	2010 SM Bonds	\$18,000,000.00
	2014 SM Notes	11,000,000.00
	DSR Release - 6/11/2014	\$1,976,007.44
	Interest Earned	2,456,116
	Total	\$108,248,080.07

20.03% Percentage of Match
to Capitalization Grants Received

Available State Match 160,800.03

Source: OWDA

Table 3
Set-aside Balances
6/30/2017

Set-Aside Accounts	Prior Year Balances	2016 Amounts	Total for each account
Local Assistance	-	974,732	974,732
Small Community Tech Assistance	384,376	462,140	846,516
Public Water System Supervision	-	734,027	734,027
	384,376	2,170,899	2,555,275

Source: OWDA

Table 4

Proportionality Report

PY 2017 WSRLA Loan Disbursements

	Federal		State	Actual Proportionality Percentage (Total SM/Fed+SM)	WSRLA Federal Amt	State Match	Target Proportionality Percentage
as of 6/30/2016					\$517,529,400	\$103,505,880	16.67%
Disbursed	465,480,301.44	109,790,158.97		19.08%			
as of 9/30/2016					\$540,436,400	\$108,087,280	16.67%
Disbursed	485,614,461.44	109,790,158.97		18.44%			
as of 12/31/2016					\$540,436,400	\$108,087,280	16.67%
Disbursed	485,614,461.44	109,790,158.97		18.44%			
as of 3/31/2017					\$540,436,400	\$108,087,280	16.67%
Disbursed	485,614,461.44	109,790,158.97		18.44%			
as of 6/30/2017					\$540,436,400	\$108,087,280	16.67%
Disbursed	485,614,461.44	109,790,158.97		18.44%			

Source: OWDA

Table 5

15% to Small Communities Calculation
Program Year 2017

Start of PY	End of PY	Total Amount Available in PY	Amount Made Available in PY	15% Made Available	Amount to Small Communities	PY % of Amount Made Available to Small Communities	Cumulative Amount Made Available	Cumulative Amount to Small Communities	Cumulative % of Prior Year		% of Amount Available with Carryover
									Amount Made Available to Small Communities	Amount Made Available to Small Communities	
11/1/1998	6/30/1999	\$90,479,160	\$90,479,160	\$13,571,874	\$1,276,203	1.41%	\$90,479,160	\$1,276,203	1.41%	\$0	1.41%
7/1/1999	6/30/2000	\$122,904,728	\$122,904,728	\$18,435,709	\$6,025,698	4.90%	\$213,383,888	\$7,301,901	3.42%	\$0	4.90%
7/1/2000	6/30/2001	\$108,532,852	\$108,532,852	\$16,279,928	\$6,470,664	5.96%	\$321,916,740	\$13,772,565	4.28%	\$0	5.96%
7/1/2001	6/30/2002	\$49,799,315	\$49,799,315	\$7,469,897	\$15,861,749	31.85%	\$371,716,055	\$29,634,314	7.97%	\$8,391,852	31.85%
7/1/2002	6/30/2003	\$120,855,214	\$120,855,214	\$18,128,282	\$17,097,690	14.15%	\$492,571,269	\$46,732,004	9.49%	\$7,361,260	21.09%
7/1/2003	6/30/2004	\$89,449,175	\$89,449,175	\$13,417,376	\$29,622,629	33.12%	\$582,020,444	\$76,354,633	13.12%	\$23,566,512	41.35%
7/1/2004	6/30/2005	\$134,511,633	\$134,511,633	\$20,176,745	\$16,045,452	11.93%	\$716,532,077	\$92,400,085	12.90%	\$19,435,219	29.45%
7/1/2005	6/30/2006	\$167,734,147	\$167,734,147	\$25,160,122	\$26,693,586	15.91%	\$884,266,224	\$119,093,671	13.47%	\$20,968,683	27.50%
7/1/2006	6/30/2007	\$147,228,481	\$65,000,000	\$9,750,000	\$38,996,743	59.99%	\$949,266,224	\$158,090,414	16.65%	\$50,215,426	40.73%
7/1/2007	6/30/2008	\$137,424,578	\$120,000,000	\$18,000,000	\$23,035,916	19.20%	\$1,069,266,224	\$181,126,330	16.94%	\$55,251,342	53.30%
7/1/2008	6/4/2009	\$124,025,847	\$120,000,000	\$18,000,000	\$7,085,322	5.90%	\$1,189,266,224	\$188,211,652	15.83%	\$44,336,664	50.26%
7/1/2009	6/30/2010	\$143,624,252	\$140,000,000	\$21,000,000	\$55,208,931	39.43%	\$1,329,266,224	\$243,420,583	18.31%	\$78,545,595	69.31%
7/1/2010	6/30/2011	\$115,612,952	\$75,000,000	\$11,250,000	\$14,193,111	18.92%	\$1,404,266,224	\$257,613,694	18.35%	\$81,488,706	80.21%
7/1/2011	6/30/2012	\$158,801,659	\$100,000,000	\$15,000,000	\$37,166,381	37.17%	\$1,504,266,224	\$294,780,075	19.60%	\$103,655,087	74.72%
7/1/2012	6/30/2013	\$126,232,536	\$150,000,000	\$22,500,000	\$32,443,145	21.63%	\$1,479,266,224	\$275,863,728	18.65%	\$88,488,740	87.92%
7/1/2013	6/30/2014	\$106,872,224	\$150,000,000	\$22,500,000	\$13,608,960	9.07%	\$1,629,266,224	\$289,472,688	17.77%	\$79,597,700	95.53%
7/1/2014	6/30/2015	\$235,000,000	\$191,000,000	\$28,650,000	\$6,228,189	3.26%	\$1,820,266,224	\$295,700,877	16.24%	\$57,175,889	36.52%
7/1/2015	6/30/2016	\$248,000,000	\$248,000,000	\$37,200,000	\$80,867,052	32.61%	\$2,068,266,224	\$376,567,929	18.21%	\$100,842,941	55.66%
7/1/2016	6/30/2017	\$362,000,000	\$362,000,000	\$54,300,000	\$10,360,193	2.86%	\$2,430,266,224	\$386,928,122	15.92%	\$56,903,134	30.72%

Table 6

Drinking Water Assistance Fund

Balance Sheet

June 30, 2017

<u>Assets</u>	
Cash and cash equivalents	22,105,843
Investments	177,096,209
Receivables:	
Federal and local government authorities	687,241,566
Other	67,278
Total assets	886,510,896
 <u>Deferred Outflows of Resources</u>	
Loss on Refunding	7,762,067
Total assets and deferred outflows of resources	894,272,963
 <u>Liabilities and Net Position</u>	
Accounts Payable	4,390,886
Accrued interest	1,230,132
Drinking Water Assistance Fund Bonds	
State Match Series	-
Leverage Series	340,854,331
Total liabilities	346,475,349
Net Position	547,797,614
Total liabilities and net position	894,272,963

Table 7**Drinking Water Assistance Fund**Statement of Revenues, Expenses and Changes in Net Assets
Year ended June 30, 2017

Revenues:	
Project revenue	14,892,054
Investment income	1,572,829
Admin fees from projects	580,517
Contribution from U.S. EPA	<u>24,203,193</u>
	41,248,593
Expenses:	
Interest on bonds and notes	10,227,026
Bond and note issuance expense	1,443,200
Loan principal forgiveness and grant expense	5,435,492
State revolving fund administration	3,567,564
Professional services	<u>722,792</u>
	21,396,074
Excess (deficiency) of revenues over expenses	
before non - operating revenue	19,852,519
Other	<u>-</u>
Excess (deficiency) of revenues over expenses	19,852,519
Net Position at beginning of year	<u>527,945,095</u>
Net Position at end of year	<u><u>547,797,614</u></u>

Table 8**Drinking Water Assistance Fund**

Statement of Cash Flows

Year ended June 30, 2017

Operating activities:	
Administrative fees from projects	580,517
Grant expense	(835,231)
State revolving fund administration	(3,567,564)
Professional services	(677,484)
Net cash provided (used) by operating activities	<u>(4,499,762)</u>
Investing activities:	
Proceeds from maturity or sale of investments	201,736,471
Purchase of investments	(314,509,550)
Interest received on investments, net of purchased interest	1,694,170
Interest received on projects	13,265,385
Principal collected on projects	41,950,324
Payment for construction of projects	(89,807,268)
Net cash provided (used) by investing activities	<u>(145,670,468)</u>
Noncapital financing activities:	
Interest paid on bonds and notes, net of purchased interest	(13,658,469)
Redemption of bonds and notes	(21,345,000)
Proceeds of bonds and notes	167,741,455
Bond issuance expense	(1,443,200)
Contribution from U.S. EPA	24,203,193
Net cash provided (used) by noncapital financing activities	<u>155,497,979</u>
Net increase (decrease) in cash and cash equivalents	5,327,749
Cash and cash equivalents at beginning of period	16,765,397
Cash and cash equivalents at end of period (Note 1)	<u><u>22,093,146</u></u>
Reconciliation to net cash provided (used) by oper activities:	
Excess (deficiency) of revenues over expenses before operating transfer	19,852,519
Adjustments:	
Investment income	(1,572,829)
Principal forgiveness and other	4,600,261
Interest on bonds and notes	10,227,026
Project revenue	(14,892,054)
Contribution from U.S. EPA	(24,203,193)
Bond and note issuance expense	1,443,200
Net change in other assets and other liabilities	45,308
Net cash provided (used) by operating activities	<u>(4,499,762)</u>

Note 1: As of June 30, 2017, the Drinking Water Fund balance sheet had cash and cash equivalent balances of \$22,105,843, which includes accrued interest receivable of \$12,697 on money market balances. 6/30/2017 cash and cash equivalent balance for cash flow statement was \$22,093,146 which doesn't include accrued interest receivable of \$12,697.

Table 9
PY 17 Binding Commitments &
Supplemental Loan

Applicant	Project Description	New or Supplemental	Funded Date	WSRLA Loan Amount	Principal Forgiveness Amount	Total Awarded	Interest Determination	Interest Rate	Length of Loan	Population	Purpose of Loan
Henry County Regional Water and Sewer District	Connection to McClure	Supplemental	2/9/2017	\$ 193,814.14	\$ -	\$ 193,814.14	Econ Afford	1.98%	30	487	Construction
Fairfield County	Allen Road Waterline	New	7/8/2016	\$ 1,335,273.00	\$ 1,312,953.00	\$ 2,648,226.00	T-1	0.00%	30	104	Construction
Thurston	Valve & Hydrant Replacement	New	7/28/2016	\$ 69,079.60	\$ 29,600.40	\$ 98,680.00	T-2	1.08%	30	604	Construction
Tupper's Plains-Chester Water District	Gold Ridge Booster Station	New	7/8/2016	\$ 384,378.20	\$ 94,732.80	\$ 479,111.00	T-3	1.08%	30	675	Construction
Adams County Regional Water District	Louisville Water Storage Tank	New	8/26/2016	\$ 23,716.00	\$ -	\$ 23,716.00	Econ Afford	1.08%	20	26,975	Construction
Brunersburg Water & Sewer District	TTHM Reduction Improvements	New	7/28/2016	\$ 545,679.03	\$ 139,991.97	\$ 685,671.00	T-3	1.08%	30	1,527	Construction
Miamisburg	Water Treatment Facility Softening	New	7/28/2016	\$ 13,737,197.86	\$ 10,000.00	\$ 13,747,197.86	Standard	1.58%	20	20,129	Construction
Somerset	Water System Upgrades	New	7/28/2016	\$ 307,312.00	\$ 201,682.00	\$ 508,994.00	T-1	0.00%	30	1,550	Construction
Painesville	New Raw Water Intake HAB	New	8/12/2016	\$ 17,347,066.00	\$ -	\$ 17,347,066.00	Small Sys	0.00%	20	32,000	Construction
Jewett	Water Storage Tank and System Improvements	New	9/20/2016	\$ 216,377.17	\$ 91,362.50	\$ 307,739.67	T-2	0.81%	30	650	Construction
Mahoning Valley Sanitary District	Chemical Feed Systems	New	9/29/2016	\$ 2,570,282.27	\$ -	\$ 2,570,282.27	Econ Afford	0.81%	20	220,000	Construction
Mahoning Valley Sanitary District	Distribution Valves and Main Replacement Phase III	New	9/20/2016	\$ 6,365,190.60	\$ -	\$ 6,365,190.60	Econ Afford	0.81%	20	220,000	Construction
Sandusky	WTP PAC Feed System HAB	New	9/29/2016	\$ 2,071,950.00	\$ -	\$ 2,071,950.00	Econ Afford	0.00%	20	75,912	Construction
Piqua	New Central Water Tower	New	9/29/2016	\$ 3,363,397.50	\$ -	\$ 3,363,397.50	Econ Afford	0.76%	20	20,614	Construction
Northwestern Water & Sewer District	Southern Service Area Water System DBP Improvement	New	9/29/2016	\$ 474,827.00	\$ -	\$ 474,827.00	Small Sys	0.76%	20	3,466	Construction
Wellston	South WTP Upgrade & Waterline Replacement	New	11/3/2016	\$ 70,180.00	\$ -	\$ 70,180.00	T-2	0.88%	5	5,580	Design
Hamilton	River Road Water Main Replacement	New	11/29/2016	\$ 1,030,697.20	\$ -	\$ 1,030,697.20	Standard	1.35%	20	60,690	Construction
Belle Center	Elevated Water Tank	New	12/9/2016	\$ 1,102,206.00	\$ -	\$ 1,102,206.00	Small Sys	1.05%	20	834	Construction
Columbus	Shattuck Area Water Line Improvements	New	12/13/2016	\$ 3,542,580.23	\$ -	\$ 3,542,580.23	Standard	1.55%	20	1,152,993	Construction
Northwestern Water & Sewer District	PCP Waterline Condition Analysis	New	12/9/2016	\$ 217,700.00	\$ -	\$ 217,700.00	Standard	0.00%	5	15,600	Planning
Geneva	Elm Street Improvements	New	2/8/2017	\$ 605,569.82	\$ -	\$ 605,569.82	Standard	1.60%	20	6,158	Construction
Columbus	Argyle Drive Water Line Improvements	New	2/8/2017	\$ 3,050,107.25	\$ -	\$ 3,050,107.25	Standard	2.10%	20	1,152,993	Construction
Columbus	Lamont Avenue Area Waterline Improvements	New	2/8/2017	\$ 2,688,835.96	\$ -	\$ 2,688,835.96	Standard	2.10%	20	1,152,993	Construction
DeGraff	Water Supply and Treatment	New	2/27/2017	\$ 95,353.81	\$ -	\$ 95,353.81	Small Sys	1.60%	5	1,468	Design
Scio	Asset Management & Planning	New	3/10/2017	\$ 7,112.00	\$ 5,000.00	\$ 12,112.00	Econ Afford	0.00%	5	804	Planning
Woodville	Water Treatment Plant Improvements	New	6/29/2017	\$ 48,952.00	\$ -	\$ 48,952.00	Small Sys	1.63%	5	2,102	Design
Napoleon	Water Treatment Plant Improvements	New	4/28/2017	\$ 12,240,304.63	\$ 3,016,710.00	\$ 15,257,014.63	T-3	0.00%	30	13,883	Construction
Wakeman	SR 303/US 20 Connector Waterline	New	4/28/2017	\$ 72,604.00	\$ -	\$ 72,604.00	Small Sys	1.83%	20	75	Construction
Akron	Stow Road Emergency Connection	New	5/4/2017	\$ 756,055.21	\$ -	\$ 756,055.21	Econ Afford	1.83%	20	300,000	Construction
Northwestern Water & Sewer District	Taylor St, Main St, and Oak St Waterline Improv	New	4/28/2017	\$ 399,409.00	\$ -	\$ 399,409.00	Small Sys	1.83%	20	1,913	Construction
Georgetown	State Main Third Street Waterlines	New	5/26/2017	\$ 1,131,732.74	\$ -	\$ 1,131,732.74	Econ Afford	1.83%	20	4,331	Construction
Alliance	Marlington-Alliance Water Line	New	6/29/2017	\$ 722,187.38	\$ 710,115.39	\$ 1,432,302.77	Regionalization	0.00%	30	1,450	Construction
Alliance	Marlington-Alliance Water Line	New	6/29/2017	\$ 32,303.02	\$ 31,763.01	\$ 64,066.03	Regionalization	0.00%	30	1,450	Construction
Tuscarawas	Asset Management Plan	New	6/12/2017	\$ 30,169.00	\$ 5,000.00	\$ 35,169.00	Asset Mgmt/Pln	0.00%	5	1,365	Planning
Scioto Water, Inc.	Rose Hill Area Improvements	New	6/12/2017	\$ 960,000.25	\$ -	\$ 960,000.25	Econ Afford	1.78%	20	6,000	Construction
Wellington	Adams Street Waterline	New	6/29/2017	\$ 193,973.91	\$ -	\$ 193,973.91	Small Sys	1.63%	20	5,004	Construction
TOTALS				\$ 78,003,573.78	\$ 5,648,911.07	\$ 83,652,484.85					

Appendix A



(PWSS Set-aside) Capability Assurance Strategy Annual Report Program Year 2017



Division of Drinking and Ground Waters
Drinking Water Assistance Fund
September 2017

Introduction

This Capability Assurance Strategy Annual Report was prepared by the Ohio Environmental Protection Agency (Ohio EPA), Division of Drinking and Ground Water (DDAGW), in fulfillment of the reporting requirements of the United States Environmental Protection Agency (U.S. EPA) *Guidance on Implementing the Capacity Development Provisions of the Safe Drinking Water Act Amendments of 1996* that requires:

Each year, as a stand-alone submittal or as part of the state's capitalization grant application, the state must provide documentation showing the ongoing implementation of the capacity development strategy.

The report follows the format specified in a memorandum from Cynthia Dougherty, Director, Office of Ground Water and Drinking Water, on June 1, 2005 regarding "Reporting Criteria for Annual State Capacity Development Program Implementation Reports". This report is based on data for State Fiscal Year (PY) 2017 which covers the period July 1, 2016 through June 30, 2017.

This report also serves as a final report for the PY 2017 Public Water System Supervision Workplan as detailed in Appendix I, Sections 5 and 6 of the PY 2017 Drinking Water Assistance Fund Amended Program Management and Intended Use Plan. Additional language in this report explains the activities for 21 FTEs that were applied to this set-aside.

New Public Water Systems

Ohio Revised Code Sections 6109.24 and 6109.22(M) and Ohio Administrative Code Chapter 3745-87 provide for Ohio's legal authority to implement the new systems program.

All new public water systems must submit a capability assurance plan prior to detail plan approval and start-up of the system.

Between July 1, 2016 and June 30, 2017, 1 non-transient non-community public water system was activated. Table A-1 contains a list of the activated system. The activated system list was reviewed to determine which system(s) are truly new versus found, existing systems or for new satellites of existing systems. DDAGW determined 1 system is a new system, they are listed in Table A-2.

Existing Public Water Systems

Listed below are the programs, tools and activities utilized during PY 2017 to assist existing public water systems in acquiring and maintaining technical, managerial and financial capacity.

- Continued use of a new sanitary survey process utilizing more capability related questions;
- Compliance and Operational Review Meetings (CORMs);
- Continued use of the Ohio RCAP List as a proactive measure to assist small systems that are having financial or managerial problems;
- Mailed postcards, sent electronic phone messages and made personal calls to public water systems as reminders to complete required compliance monitoring;
- Utilized email to communicate information to public water systems and laboratories;
- Targeted systems on the enforcement priority list;
- Pursued a legislative change to establish requirements for demonstration of capability at all public water systems; and,
- Offered free technical, managerial and financial training to public water systems.

Who needs assistance and what type is needed?

Ohio continues to identify systems in need of capacity development assistance by using a multi-tiered approach.

Track and enforce requirements through the **sanitary survey process**

Identify systems needing managerial and/or financial assistance to achieve or maintain compliance through **the Ohio RCAP list** process

Identify systems needing capability improvements through the **enforcement** priority list compiled quarterly

Prioritize and improve existing system capacity by sending **reminder postcards, electronic phone messages and personal phone calls** to systems that are near the end of the monitoring period and have not monitored as required.

Ohio RCAP List

The Ohio RCAP list includes only community water systems serving 10,000 or less in population. Systems intended for this list are those that need financial and/or managerial technical assistance to achieve or maintain compliance. A system placed on the Ohio RCAP list and receives the needed assistance may graduate to the PPL/IPL when it is ready to proceed with a project being funded through the Drinking Water State Revolving Loan Fund.

Enforcement

During PY 2017, DDAGW exceeded our commitment to U.S. EPA to address or resolve at least 24 systems with Enforcement Targeting Tool list (ETT) scores of 11 or greater, by addressing 31 systems (129% of goal). These systems were addressed/resolved by systems returning to compliance, DDAGW completing an enforcement action with systems, correcting/updating our database, and by inactivating systems no longer in operation.

During PY 2017, Ohio EPA issued 89 sets of streamlined orders that resulted in 64 of the systems returning to compliance.

During PY 2015, Ohio initiated a new procedure with associated fines for dealing with systems that do not have certified operators. The end result is streamlined orders being sent to systems which fail to respond to initial and secondary violation notices. In PY 2017 six streamlined orders were issued to systems which failed to respond to initial and secondary violation notices, which resulted in all of the systems returning to compliance.

TOTAL COLIFORM WATER SAMPLING REMINDER

THIS IS NOT A VIOLATION NOTICE

THIS IS A REMINDER TO TAKE YOUR COLIFORM BACTERIA SAMPLE

We do not have your drinking water system's Total Coliform sample result for this monitoring period.

Current Monitoring Period: July - September, 2009 Quarter

Required Coliform Sampling: At least one routine sample

Please collect the Bacteria sample before the end of this month

If you have already sampled, please send Ohio EPA the result now, or ask your lab to send the result to Ohio EPA.

If you have any question please call Bob Little at (740) 380-5267

Reminder Postcards and Electronic Phone Messages

Another measure Ohio has taken to prioritize and improve existing system capacity is sending reminder postcards to systems that are near the end of the monitoring period and have not monitored.

During PY 2017:

- Approximately 6,362 total coliform bacteria reminder postcards and 3,724 electronic phone messages were sent to systems that had not monitored yet during the reporting period;
- Of the postcards sent to public water systems to remind them to take a total coliform bacteria sample; approximately 6,100 systems completed their monitoring (97 percent of the systems);
- Approximately 3,762 chemical/radiological reminder postcards and 2,262 electronic phone messages were sent to all public water systems that had not yet completed monitoring;
- Of the postcards sent, approximately 3,509 systems monitored (93 percent of the systems).

The benefit for capacity assurance is two-fold with the reminder postcard and electronic phone message programs. First, it speaks specifically to the managerial capacity of the system. We are providing the systems with a specific tool to better manage their public water system. Second, if a system that typically does not monitor does monitor for the contaminant and a maximum contaminant level is found, it gives Ohio EPA the ability to work with the system to improve the technical capacity of the system. These actions have increased the overall compliance of public water systems in Ohio.

Electronic service communication (ListServ)

An additional form of communication which encourages compliance and furthers system capability is the ListServ (email) communication tool the drinking water program is currently using. The eleven electronic mailing lists being used by DDAGW are as follows:

- operator certification with 2,169 subscribers
- drinking water assistance fund with 3,627 subscribers
- drinking water monitoring and compliance with 2,426 subscribers
- drinking water rules update with 2,993 subscribers

- underground injection control rules with 1,679 subscribers
- eDWR labs with 1,701 subscribers
- eDWR PWSs with 2,129 subscribers
- Spigot News electronic with 2,493 subscribers
- Spigot New (hard copy) with 746 subscribers
- Harmful algal bloom updates with 587 subscribers
- Resiliency and water security with 1,058 subscribers



The electronic mailing lists provide systems and laboratories with quick and timely updates on drinking water monitoring and compliance issues, federal and state drinking water rule making, operator certification information, state revolving fund program information.

Local government, system management and operator training

Each year Ohio EPA DDAGW provides funding to W.S.O.S Community Action Commission, Inc., Great Lakes Rural Community Assistance Program (Ohio RCAP) to present training courses as part of the Drinking Water Assistance Fund program goals and objectives. These one-day courses are free and targeted to board members, mayors, water system superintendents and operators and are as follows:

Utility Management for Local Officials training includes an overview of the three capacity components; managerial, technical and financial;

Financial Management for Local Officials training focuses on financial management, record keeping, and an overview of the theory asset management of a public water system;

Asset Management, Budgeting & Rate Setting for Local Officials training has participants do a hands-on asset management plan using the USEPA Step guide, show how the plan effects budgeting and how rate setting is effected with this data and what to consider when setting rates;

Applied Asset Management Featuring CUPSS training includes an introduction to Check Up Program for Small Systems (CUPSS), an overview of the software and hands-on use of the program.

In PY 2017, Ohio was pleased to offer the free online versions of ***Utility Management for Local Officials*** and ***Financial Management for Local Officials*** courses.

During PY 2017:

- 14 classroom training sessions were held statewide with 210 people in attendance representing 122 systems.
- 188 people attended two online courses representing 88 systems statewide.

RCAP also promotes with brochures at OAWWA, OWEA, ORWA, OML, CCAO, and other statewide events throughout the year.

This type of outreach and education is important for our current existing system strategy to educate existing systems and increase their capability.

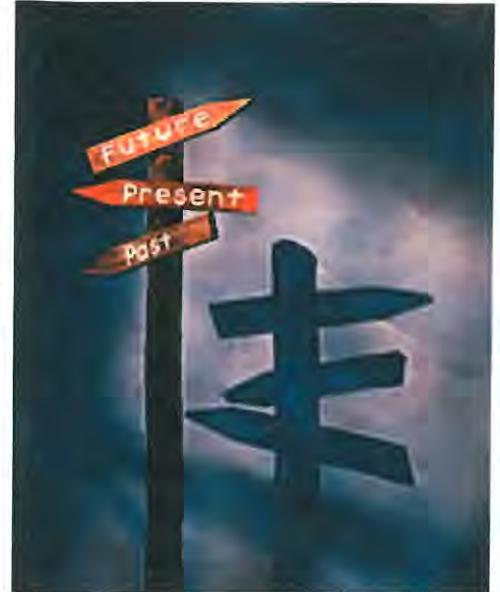
Additional program activities

Continuing in PY 2017, water systems that receive principal forgiveness under the Water Supply Revolving Loan Account (WSRLA) were required to complete Ohio RCAP Courses prior to loan award. The classes assist the water systems in utility and financial management and are available free of charge online or in a classroom setting.

Regionalization, including shared services, was prioritized in PY 17 in selecting fundable projects and included discounts on loan interest rates.

Ohio EPA approved the Association of Boards of Certification (ABC) as an approved operator certification examination provider in January of 2015. As an approved exam provider ABC is authorized to provide tests at five locations throughout the state of Ohio. The addition of ABC as an approved exam provider now gives Ohio operators the ability to take examinations at locations and times that are convenient to the operators and has been very well received. In PY 2017, 892 operators took exams through ABC.

A new web-based reporting application for public water systems was developed in PY14. Public water systems are required to use the new reporting applications to submit their monthly operating reports. This requirement was phased in based on system population, with the largest systems required to begin by July 1, 2013 and the smallest systems by July 1, 2016.



Planning for future changes

In PY 2017 targeted funding for auxiliary power will be prioritized by allowing systems on the PPL to be eligible to receive 50 percent of auxiliary power cost up to \$10,000 in principle forgiveness.

During PY 2017, the State will be refining the requirements for the demonstration of technical, managerial and financial capability, which will in future years include an asset management requirement. This will also include possible targeted funding to support asset management and capability assurance preparation in future years to meet the requirement.

Ohio implemented positions in each district office called District Office Compliance Coordinators, or DOCCs, in PY 2007 and the positions will continue through PY 2017. These individuals work as a lead worker in the district offices and meet regularly to improve consistency on statewide issues and business processes in an effort to increase capability and compliance of public water systems.

Capability assurance plans (CAPs)

Capability assurance plans are required for all new community and non-transient non-community public water systems and all Drinking Water Assistance Fund (DWAF) planning, design and construction loan awardees. Capability assurance plans for systems serving less than 10,000 population can be completed with assistance from Ohio RCAP free of charge to the public water system.

During PY 2017:

- 34 DWAF loans were awarded; and
- All these systems had approved capability assurance plans (30 individual systems).

Strategy Implementation and Modification

Ohio regularly reviews and makes minor revisions to accomplish greater capacity assurance in Ohio's public water systems. It is not a formal review; however, initiatives for working better with existing systems to encourage compliance and capability are never far from our mind. We are continually working on optimizing our program by adding initiatives that are low cost to implement.

Ohio continues to include capability assurance questions to the sanitary survey and the CORM. Other strategies including education, technical assistance and the Ohio RCAP list has continued. Systems placed on this list receive financial, managerial and technical assistance and other educational tools to maintain compliance and/or prevent enforcement issues.

Ohio has also formed a workgroup to initiate improvements to the capability program. The workgroup has developed a framework for assessing a system's current capability, recommending improvements, and establishing eventual consequences if the system cannot demonstrate their capability.

With the support of PWSS funds from the PY 2017 Program Management and Intended Use Plan, the Capability workgroup continues to meet regularly. The workgroup has developed a general framework for assessing a system's current capability, recommending improvements, and establishing eventual consequences if the system cannot demonstrate their capability.

Capability screening tools to assess a public water system's current capability and identify areas for improvement have been developed. During PY17, capability screening was performed at 30 public water systems pursuing WSRLA funding and areas of deficiency were addressed in their CAP submittals prior to loan award. Screenings will be done on all systems receiving funding through the Water Supply Revolving Loan Account (WSRLA).

The screening tool is focused on the following areas for each PWS: Governing body, operations and maintenance, source water protection, water supply and demand, emergency preparedness, asset management, budgeting, rates, reserve accounts, water system policies, compliance and water loss. This will include developing a detailed structure for an acceptable capability assurance program, with emphasis on asset management. This will include the ability to demonstrate the PWS can provide an adequate quantity and quality of drinking water that meets or exceeds standards and conforms to best management practices. In PY16 the workgroup will continue to work on further development of the program.

The Capability Workgroup worked with Agency Administrators in an effort to expand capability requirements with legislative changes. The legislation did pass in July 2017.

Assistance to Public Water Systems with Compliance Needs

With the support of PWSS funds from the PY 2017 Program Management and Intended Use Plan, DDAGW has responded to USEPA's ETT lists and completed CEPS in accordance with the deadlines set by USEPA and the Ohio EPA Compliance Through Assurance Strategy. During PY 2017, DDAGW exceeded our commitment to U.S. EPA to address or resolve at least 24 systems with Enforcement Targeting Tool (ETT) scores of 11 or greater, by addressing more than 31 systems. These systems were addressed/resolved by returning to compliance, completing an enforcement action, correcting/updating our database, or by inactivating systems no longer in operation.

To prevent systems from obtaining ETT scores of 11 or greater, DDAGW conducts limited scope site visits and makes personal phone calls when systems have an ETT score of 8 to 10. And through early enforcement actions, such as streamlined orders for major nitrate and total coliform monitoring violations, DDAGW can identify small systems struggling with compliance and provide early assistance through phone calls and site visits to prevent additional violations.

Ohio has continued to develop and implement enforcement initiatives to address and/or prevent violations. Ohio instituted a regular process for addressing violations for failure to have an operator by issuing notices of violations and enforcement actions. Ohio also began assessing penalties of at least \$150 for each major total coliform or nitrate monitoring violation since January 1, 2016. These programs aid in bringing operators and public water systems back into compliance before reaching ETT scores of 11 or greater.

Conclusion

As shown by the activities mentioned in this report Ohio continues to take a proactive stance in assuring system capability. By working with technical assistance providers, new systems, systems receiving a DWAF loan and existing systems having capability related issues Ohio EPA has demonstrated improvements in system capability.

Table A-1

New Systems from July 1, 2016-June 30, 2017

1 Total

PWSID	System Name	Active Date	County	Primary Source	Type	District
OH0939719	ROSS EARLY LEARNING CENTER PWS	5/1/2017	BUTLER	GW	NTNC	SWDO

Table A-2

New Systems from July 1, 2016-June 30, 2017

1 Total

PWSID	System Name	Active Date	County	Primary Source	Type	District
OH0939719	ROSS EARLY LEARNING CENTER PWS	5/1/2017	BUTLER	GW	NTNC	SWDO

Appendix B



Drinking Water Assistance Fund Small System Technical Assistance Set-Aside Annual Report Program Year 2017



Division of Drinking and Ground Waters
Drinking Water Assistance Fund
September 2017

Introduction

The Safe Drinking Water Act, section 1452 requires that states submit a biennial report to U.S. EPA's regional administrator on the state's activities that receive funding under this section. This Small System Technical Assistance Set-Aside Annual Report is being submitted in compliance with this requirement.

Ohio EPA administered a Small Systems Technical Assistance Program utilizing one assistance provider during program year (PY) 2017. W.S.O.S. Community Action Commission, Inc. /Great Lakes Rural Community Assistance Program (Ohio RCAP) was under agreement to provide small system managerial and financial assistance.

Funding

During PY 2017 Ohio EPA used funds available from the FFY2014 and FFY 2015 technical assistance grant set-aside, (grant account number FS985954-14A and FS985954-15-1).

The technical assistance agreement with W.S.O.S. Inc./Ohio RCAP was in effect from July 1, 2016 through June 30, 2017 and funded with a grant in the amount of \$522,000.00. During PY 2017 \$522,000.00 was disbursed by OWDA.

Full Time Equivalent (FTEs)

In PY 2017, Ohio RCAP allocated 4.7 FTEs to fund the activities of 16 technical assistance coordinators who supplied technical, managerial, and financial training to Ohio public water systems serving populations of 10,000 or fewer.

Goals and Objectives

The goals and objectives for the Drinking Water State Revolving Fund (DWSRF) Small System Technical Assistance program for PY 2017 were:

Goals

1. Maximize below-market rate loans to eligible public water systems to fund improvements to eliminate public health threats and ensure compliance with federal and state drinking water laws and regulations.
2. Target technical assistance to public water systems serving 10,000 or fewer people with a technical assistance program provided by funds from the technical assistance set-aside account.
3. Improve the types and quantity of small and disadvantaged community assistance to reduce the financial impact of capital improvement projects on smaller systems and systems serving less affluent populations.
4. Promote the development of the technical, managerial and financial capability of public water systems to maintain compliance with the state and federal Safe Drinking Water Act (SWDA) requirements, and Ohio's Capacity Assurance Program.
5. Fund the construction of extensions of public water systems, or if extensions are not economically feasible, the construction of new public water systems to address pockets of contaminated private water systems.
6. Encourage the consolidation and/or regionalization of small public water systems to allow them to take advantage of the economies of scale available to larger water systems.

Objectives

1. Assist small systems on the Intended Project List, Project Priority List and the Great Lakes RCAP List to increase financial, managerial and system technical capabilities.
2. Assist small systems with the preparation of applications for the Drinking Water State Revolving Loan Fund (DWSRF) including determining the ability to repay and meeting state and other crosscutting requirements.
3. Assist small systems with project planning and determining the most cost effective option for a public water supply to access safe drinking water, i.e. line extension from another community, restructuring, regionalization, retailer of water from another source, etc.
4. Assist small systems with project development and/or readiness to proceed issues for funding by providing information and/or short course training that includes but is not limited to; hiring an engineer, developing project schedules, obtaining cost estimates, completing data collection for project (population impacted, median household income levels), defining the need and obtaining supporting documentation, description of the proposed project, project alternatives considered and why rejected.
5. Assist small systems with locating and procuring sources of funding in addition to the DWSRF. RCAP will coordinate financing packages with the following sources, including but not limited to: The Ohio Department of Development's Community Development Block Grant program, The Ohio Water Development Authority, Ohio's Issue 2 program, Ohio's Appalachian Regional Commission Grants program, Ohio's Department of Development Local Government Initiative Fund, The United States Department of Agriculture Rural Development program and RCAP's Community Loan Fund program for water infrastructure development.
6. Assist small systems applying for a WSRLA loan, and new and existing community and non-transient non-community water systems, in the development and/or completion of the technical, managerial and financial components of the capability assurance plan.
7. Assist small systems in increasing managerial and financial capability of their public water system. This will include issues relating to utility planning, identifying both direct and indirect operation and maintenance costs, developing budgets, cost recovery, types of financing resources, financial plan development, and marketing utility products and services to customers.
8. Provide two training sessions on *Utility Management for Local Officials*; two training sessions on *Financial Management for Local Officials*; two training sessions on *Asset Management for Local Officials*; one training session on *Applied Asset Management using CUPSS*; three training sessions on *Sustainable Infrastructure: What Are You Missing and What Does It Cost*; one training session on *Sustainable Infrastructure: Tools To Save Money*; and, two training sessions on *Guiding Your Utility's Future*. As part of this Grant Agreement, a total of fifteen classroom training sessions will be provided to small systems.
9. Provide monitoring assessment and outreach services for the online training sessions on *Utility Management for Local Officials* and *Financial Management for Local Officials*, which includes identifying who the governing board is for a system who is required to take the course, obtaining a roster list along with term limits of that body, track who has completed the courses and notify OEPA when the system has fulfilled the training requirement.
10. Provide assistance to communities identified by Ohio EPA that need intensive technical assistance (ITA); this assistance will be in the form of a Pilot Project, the "RCAP Team Approach" which will assist communities that are lacking in capacity or are in violation status and need help to move them toward capacity and compliance status.

11. Provide technical assistance to communities on the RCAP Referral List and to those who request additional assistance as the result of training activities. The short course manual entitled "The Art and Science of Utility Rate Analysis and Structure" will be provided to communities who need additional assistance with rate setting. A short course slide presentation on rate setting will be provided to community decision makers who cannot find time to attend our 6-hour time course on this topic. Likewise, a similar short course slide presentation has been developed for Asset Management. The CUPSS program serves as the platform for this community specific decision maker training.
12. Assist small systems which need special attention to help move water system improvement project(s) forward by offering a recently developed short course entitled "Project Development – A short course for Water and Wastewater System Owners" to enrolled communities. This course is designed to help promote consistency in small community project development across the state.
13. Provide assistance to communities identified by Ohio EPA that will work cooperatively with RCAP to develop Asset Management Plans for their PWS; this assistance will be in the form of a Demonstration Project, which will assist communities to develop and implement asset management plans using CUPSS as a platform.

Summary of Program Accomplishments

Ohio RCAP provided services under the Drinking Water Technical Services Set-Aside during PY 2017. Their services are offered to public water systems with 10,000 population or fewer. Attachment B-1 contains information taken from quarterly reports; it details activities and sites that received assistance during the program year. Additional information about Ohio RCAP training for the program year is included in Attachment B-2.

The PY 2017 objectives for Ohio RCAP were as follows:

Objective 1

Assist small systems on the Intended Project List, Project Priority List and the Great Lakes RCAP List to increase financial, managerial and system technical capabilities.

During PY 2017 Ohio RCAP assisted 84 systems on the Intended Project Priority List and the RCAP List.

Objective 2

Assist small systems with the preparation of applications for the DWSRF including determining the ability to repay.

During PY 2017, Ohio RCAP assisted 23 systems in the preparation and completion of applications for loans, including:

- 10 construction loan applications
- 18 pre-applications for the new project priority list (PPL)
- 4 disadvantaged community applications

Attachment B-1 indicates the activities undertaken throughout the year for each system assisted.

Objective 3

Assisted 16 systems with determination of the most cost effective option for a Public Water Supply to access safe drinking water.

Assist small systems with project development and/or readiness to proceed issues for funding by providing information and/or short course training that includes but is not limited to; hiring an engineer, developing project schedules, obtaining cost estimates, completing data collection for project (population impacted, median household income levels), defining the need and obtaining supporting documentation, description of the proposed project, project alternatives considered and why rejected

Objective 4**Assisted 50 systems with readiness to proceed issues.**

Assist small systems with locating and procuring sources of funding in addition to the DWSRF. RCAP will coordinate financing packages with the following sources, including but not limited to: The Ohio Department of Development's Community Development Block Grant program, The Ohio Water Development Authority, Ohio's Issue 2 program, Ohio's Appalachian Regional Commission Grants program, Ohio's Department of Development Local Government Initiative Fund, The United States Department of Agriculture Rural Development program and RCAP's Community Loan Fund program for water infrastructure development

Objective 5**Assisted 16 systems with locating and procuring sources of funding in addition to the DWSRF.**

Ohio RCAP coordinates financing packages for systems using The Ohio Department of Development's Community Development Block Grant program, The Ohio Water Development Authority, Ohio's Issue 2 program, Ohio's Appalachian Regional Commission Grants program, Ohio's Department of Development Local Government Initiative Fund, The United States Department of Agriculture Rural Development program and RCAP's Community Loan Fund program for water infrastructure development.

Objective 6**Assist systems in the development and/or completion of all components of the capability assurance documentation.**

During PY 2017, 18 capability assurance plans (CAPs) were completed.

Objective 7**Assist in increasing managerial and financial capability of small systems.**

In addition to assisting community's complete capability assurance documentation, 16 systems were assisted with planning and studies to increase managerial and financial capability of the system.

Objective 8**Assist systems by sponsoring training seminars for small systems utility board training, financial management, asset management and budget and rate setting training.**

Ohio RCAP continued their emphasis on providing training courses to water boards and system operators. To this end, Ohio RCAP held 14 training sessions throughout the state to provide water board training. This training was aimed at providing water boards a better appreciation of planning for operational expenses, emergency measures, equipment replacement, laws, and regulations, funding sources, rate setting, and other aspects of operating a successful water supply. Each course is a one-day training session with resource materials in a take-home binder, plus a CD of functional programs with examples for accounting use.

Two courses of Utility Management for Local Officials were held throughout Ohio. This course includes an overview of the three capability components; managerial, technical and financial.

Two courses of Financial Management for Local Officials were held at various locations in Ohio. This course focuses on financial management, record keeping, and an overview of the theory asset management of a public water system.

Two courses of Asset Management, Budgeting and Rate Setting for Local Officials were held throughout Ohio. This course has participants perform hands-on asset management plan using the U.S. EPA Step guide. Participants discuss how the plan effects budgeting, how rate setting is effected with this data and what to consider when setting rates.

One course of Applied Asset Management Featuring CUPSS training includes an introduction to Check Up Program for Small Systems (CUPSS), an overview of the software and hands-on use of the program.

Two courses of Containing the Cost of Your Utility focus on how to best manage utilities with limited resources.

In addition to the classroom course, PY 2017 offered online versions of the Utility Management for Local Officials and Financial Management for Local officials. These courses had 188 attendees training local officials representing 88 systems throughout the state.

Objective 9:

Provided monitoring assessment and outreach services for the online training sessions:

Total systems tracked- 15

Total systems trained online- 88

Total attendees trained online- 188

Total systems trained online for Utility Management- 50

Total attendees trained online for Utility Management- 111

Total systems trained online for Financial Management- 33

Total attendees trained online for Financial Management- 77

Objective 10:

Assisted six communities identified by Ohio EPA that need intensive technical assistance. This objective is a 2-3-year pilot program and is referred to as the "RCAP Team Approach."

During PY 2017 Ohio RCAP provided intensive technical assistance to the Villages of Bellaire, Continental, Martinsburg, Pomeroy, Scio and West Farmington. Details of the assistance are provided in Objective 8 of Attachment B-1 below

Objective 11:

Assisted 11 local systems with priority on public health-based issues using the water use advisory list, RCAP list and the ETT.

Objective 12:

Assist small systems by conducting Project Development short course

Number of systems assisted- 0 (Project Development short course is conducted on as needed basis and there were no requests for the course in PY'16).

Objective 13:

Provide assistance to communities to develop Asset Management Plans

During PY 2017 Ohio RCAP provided assistance in the development of asset management plans to Cleves, Jackson County Water Authority, Leetonia, Lodi, Martins Ferry, New Waterford, Plymouth, Sebring, and Wintersville.

Success Story Summary

West Farmington

The Village of West Farmington located in northwest Trumbull County has a water treatment and distribution system to service properties within and near the corporate boundaries of the Village that serves 278 customers. Trumbull County was notified of operational problems with their water treatment plant (WTP) that has caused the Village to look outside their corporate

boundaries for an alternate water supply source. The Village was originally referred to RCAP by the Ohio EPA and soon after was enrolled under the EPA/RCAP Intensive Technical Assistance Program due to their capacity development issues and to address Findings and Orders. These issues included a high delinquency rate, high water loss, frequent line breaks, high energy costs at the WTP, a large amount of turnover in managerial staff and an inability to maintain consistency in enforcing rules and regulations.

During the year RCAP assisted the system with facilitating discussions between Ohio EPA and Trumbull County to complete the proposed transmission line project.

Because of EPA/RCAP Intensive Technical Assistance, the Village and Trumbull County are continuing to work towards this joint project and it is anticipated they will receive their loan in January 2018.

Conclusion

During PY 2017, Ohio EPA and our technical assistance provider helped many small systems such as West Farmington through training, in-person onsite meetings and 12 loan awards to small systems totaling \$7,663,418. By meeting our goals and objectives, we continue to provide Ohio's small systems with the technical, managerial and financial assistance they need.

**W.S.O.S. (RCAP) Final Report
July 1, 2016 to June 30, 2017**

The following technical assistance was completed in accordance with the agreement between Ohio EPA and W.S.O.S. Community Action Commission for Small Systems Technical Assistance, July 1, 2016 – June 30, 2017. The goals of the technical assistance program is to: 1) assist small systems (less than 10,000 in population) and rural areas in complying with the Safe Drinking Water Act (SDWA) regulations; 2) market and use the Water Supply Revolving Loan Account (WSRLA) loan program to assist small systems in obtaining adequate funding to maintain and upgrade their infrastructure; and 3) protect public health and safety. The program goals were met by completing the following tasks:

Task 1 – Assist small systems on the IPL, PPL, and RCAP List to increase TMF capabilities

Number of systems assisted- 84

Task 2 – Assist small systems with DWSRF applications and crosscutting requirements

Number of systems assisted- 23

Systems assisted with-

Pre-Applications/Nominations- 18

Planning/Design Loan Applications- 5

Construction Loan Applications- 10

Disadvantaged Loan Applications- 4

Crosscutting Requirements- 8

Task 3 – Assist small systems with project planning and determining the most cost effective option

Number of systems assisted- 16

Task 4 – Assist small systems with project development and readiness to proceed issues

Number of systems assisted- 50

Task 5 – Assist small systems with locating and procuring other sources of funding

Number of systems assisted- 16

Task 6 – Assist small systems applying for a WSRLA loan with a capability assurance plan

Number of systems assisted- 18

Task 7 – Assist small systems with capacity development

Number of systems assisted- 42

Task 8 – Provide classroom training sessions to small systems

Total classroom training sessions- 14

Total Asset Management for Small Communities Field Day training sessions- 1

Total Utility Management for Local Officials classroom training sessions- 2 Total

Financial Management for Local Officials classroom training sessions- 2

Total Asset Management, Budgeting, and Rate Setting classroom training sessions- 2
Total Applied Asset Management Using CUPSS classroom training sessions- 1
Total Sustainable Infrastructure: What Are You Missing and What Does It Cost classroom training sessions- 3
Total Sustainable Infrastructure: Tools to Save Money classroom training sessions- 1
Total Guiding Your Utility's Future classroom training sessions- 2
Total systems trained in classroom- 122
Total classroom attendees- 210

Task 9 – Provide monitoring assessment and outreach services for the online training sessions

Total systems tracked- 15
Total systems receiving Utility Management for Local Officials training online- 50
Total attendees Utility Management for Local Officials training online- 111
Total systems receiving Financial Management for Local Officials training online- 33
Total attendees Financial Management for Local Officials training online- 77
Total systems receiving training online- 88
Total attendees trained online- 188

Task 10 – Provide assistance to communities that need intensive technical assistance

Number of communities assisted- 6

Bellaire- During the year RCAP conducted training on budgeting and rate setting for council; presented the final rate analysis report to council; recommended small annual inflationary increases of 3% along with encouraging the utility to strategically look at ways to optimize services.

Continental- During the year RCAP worked with the village and Ohio EPA to address the findings and orders; completed an asset management plan and submitted it to Ohio EPA to address that requirement in the findings and orders; worked with staff to develop a data monitoring spreadsheet; reviewed the water tower inspection report; trained the operators and village administrator on how to maintain water quality from source to customer; inspected the village's source and storage and documented their circulating pump at the tower; worked on developing a distribution optimization plan.

Martinsburg- During the year RCAP assisted village with requesting and reviewing cost estimates on tower rehabilitation; worked with the village to have the wells inspected; reviewed the water tower inspection report and proposals; assisted with the master meter inspection; discussed priority needs of the water system with the village; assisted the village with the engineer procurement process; assessed available financing options; prepared a project financing plan.

Pomeroy- During the year RCAP reviewed water audit findings; communicated with village regarding the timeline for completing the energy audit; met with the mayor to discuss the energy audit and utilizing their existing GIS information to identify their assets; communicated with the village regarding council approving a rate increase and 4.5% automatic annual rate increase; communicated with the village regarding changes they had made to their process control including repairing a well, repairing a high service pump, and changing their backwashing routine; obtained electrical usage information; started on a rudimentary energy review.

Scio- During the year RCAP met with regulatory and financing agencies to discuss the no-use order and plan to increase TMF capacity of the system; attended a council meeting to discuss asset management, rate analysis, and GIS; provided list of materials need to begin the asset management plan and rate analysis; reviewed and questioned project design and discussed energy efficiency; completed and submitted WSRLA nomination for planning; gathered information needed for the WSRLA application, rate study, energy audit, and asset management plan; attended CAP Screening meeting with SE District Office staff and village personnel; completed WSRLA planning application and communicated with the DEFA project coordinator; completed and forwarded CAP financial section to Ohio EPA; worked on asset

management plan; met with staff to discuss methodology of rate study and reviewed and confirmed materials to be used in study; gathered additional information and began working on the rate study.

West Farmington- During the year RCAP communicated with the village regarding them hiring a new water superintendent/village administrator to operate the WTP; communicated with the village and encouraged them to continue to move forward with the county project; met with mayor, fiscal officer, and WTP superintendent about the "Blueprint for Prosperity" waterline project; received notification that the West Farmington council unanimously passed an ordinance to enter into the project; communicated with village regarding Trumbull County's presentation to council which included a draft master meter agreement that details all of the actions the county has agreed to do for the village's distribution system prior to running the waterline to the village; communicated with the mayor and OEPA concerning the required training village members need to complete; communicated with the village regarding Trumbull County providing a contract operator to operate the WTP and Trumbull County planning to do extensive work on the village's distribution system including service lines; worked with the Mayor to find one more member of council to complete the RCAP 101 and 201 training in order to satisfy OEPA's principal forgiveness training requirement; performed a meter audit.

Task 11 – Provide technical assistance to communities on the RCAP Referral List

Number of communities assisted- 11

Task 12 – Assist small systems by conducting Project Development short course

Number of systems assisted- 0 (Project Development short course is conducted on as needed basis and there were no requests for the course in PY'16).

Task 13 – Provide assistance to communities to develop Asset Management Plans

Number of systems assisted- 8

Cleves- During the year RCAP completed data input worksheets and imported asset inventory information into CMMS software; communicated with the village regarding project development; provided the village with a demo of the CMMS program; communicated with the village regarding the need to gather updated financial and production data for the rate analysis; explained how the rate study would work and how it differs from the financial feasibility study completed for the WSRLA loan application; communicated with engineer regarding cleaning-up data for the CMMS software; collected updated financial data; communicated with the administrator and operator regarding improved maintenance budget.

Jackson County Water Company- During the year RCAP obtained updated GIS information from the system's engineer; met with the water company to review the progress made and to discuss the status of GIS mapping; communicated with the water company regarding data used for hydraulic modeling; met with the water company and discussed CMMS options, collected financial data, and updated rate study spreadsheet; sent further updated spreadsheet to the water company for review; met with system to review rate study information and review preventive maintenance improvements; discussed the need to finish radio read meter conversion quickly so that the meter reader could be retrained for preventive maintenance activities; discussed getting feedback from system staff on the proposed maintenance program changes; discussed with the system the need to review the draft preventive maintenance budget with staff; discussed the fact that the system has been partially funding depreciation so they have a track record of putting aside money for predictive repairs.

Leetonia- During the year RCAP worked on a data format issue with the CMMS software vendor; put data into a format that can be used in its mapping application; communicated with the operator to help with entering missing lab and mobile asset data into CMMS software; obtained updated cost data to use; communicated with the village regarding their future CMMS options; reviewed and discussed original asset management plan findings and recommendations;

suggested that the village update their water audit and develop a plan to reduce unaccounted for water; assisted the village with getting set back up on their CMMS software.

Lodi- During the year RCAP completed GIS work; met with the community, operators, engineer and GIS Team leader to review the mapping and complete the problem ID exercise; developed a capital improvement plan; met with system and reviewed CMMS options and worked on cleaning up asset inventory data; communicated with the system regarding their decision on what CMMS to purchase; populated GIS database with asset attribute information from the problem ID exercise; completed and sent a revised worksheet to the system for review before starting CMMS download; updated rate study worksheet; worked on data clean-up for the CMMS download; communicated with the system regarding them partially implementing improved maintenance recommendations developed in the rate study and further rate increases being difficult to get approved through council; completed asset inventory clean-up for fittings and laterals; organized the asset inventory worksheet; collected partial 2015 and 2016 financial for the rate study update.

Martins Ferry- During the year RCAP completed inventory attributes, improved maintenance plan, and targets for escrowing reserve funds; completed asset management plan report; presented final asset management plan report to council.

New Waterford- During the year RCAP provided maps to the village to mark up with estimated line ages; met with village and completed a condition assessment for the distribution system; obtained information for the administrative review; worked on administrative review and entering asset management plan information into the draft report; prepared list of inventory items which need cleaned up; reviewed map notes and highlights from problem ID exercise for final entry into GIS; communicated with village regarding asset inventory; obtained and scanned updated financial reports for 2016; reviewed condition assessment map and discussed condition rating data that needs to be entered into GIS by assigned technician.

Sebring- During the year RCAP met with village manager, distribution superintendent, contract water plant operator in charge, and operator to obtain input on their asset management plan; toured the WTP and obtained more background information on their lead crisis; obtained the latest GIS maps of the village; reviewed financial data to date; organized data to formulate the asset management plan; reviewed list of all distribution system assets from the GIS survey completed earlier this year; collected additional information on the distribution system from the service director; communicated with the system regarding the hiring of a Class 3 operator of record; worked on finalizing the asset management plan report.

Wintersville- During the year RCAP worked to organize asset inventory into a CMMS download file; downloaded some of the asset inventory data into the CMMS software; completed reload of the asset inventory data to CMMS because information was missing from the first data; downloaded pipeline segments to the CMMS software and communicated with GIS team regarding the segments not downloading correctly; requested information for the rate study and improved maintenance budget; worked on redoing the pipe inventory excel download to make CMMS mapping more useful.

Leveraged Funds- During the year RCAP assisted 20 systems in obtaining \$12,270,206 in leveraged funds (\$11,021,147 in loan funds and \$1,249,059 in grant funds). See table below. Ohio EPA made 36 loans through the Drinking Water State Revolving Loan Fund (DWSRLF), 19 to small systems and 17 to large systems. Out of those 36 loans, Ohio EPA provided principal forgiveness to 6 systems, 5 small systems and 1 large system. Small systems received 15% of the DWSRLF and large systems received 85%. RCAP provided assistance to 12 of the 19 small systems who received DWSRLF. The twelve systems RCAP assisted obtained \$7,663,418 (10%) of the total DWSRLF (\$77,011,023). The twelve systems RCAP assisted obtained \$7,663,418 (66%) of the total DWSRLF to small systems (\$11,678,046).

LEVERAGED FUNDS			
Community	Loan	Grant	Source
Amesville	\$ 100,000	\$ 99,999	OPWC
Belle Center	\$ 1,117,086	\$ -	SRF
Clarksburg	\$ 516,804	\$ -	OWDA
Clarksburg	\$ -	\$ 250,000	ARC
Clarksburg	\$ -	\$ 300,000	CDBG
Corning	\$ 39,300	\$ -	OWDA
Corning	\$ 480,329	\$ -	OWDA
De Graff	\$ 95,354	\$ -	SRF
Garrettsville	\$ 553,851	\$ -	SRF
Geneva	\$ 605,570	\$ -	SRF
Georgetown	\$ 1,131,733	\$ -	SRF
Hayesville	\$ 90,400	\$ -	OWDA
Leading Creek CD	\$ 646,596	\$ -	OWDA
Mt. Pleasant	\$ 100,400	\$ -	OWDA
Scio	\$ 7,112	\$ 5,000	SRF
Scioto Water, Inc.	\$ 960,000	\$ -	SRF
Seville	\$ 3,078,411	\$ -	SRF
Shiloh	\$ 647,960	\$ -	OWDA
Sugar Grove	\$ -	\$ 375,000	CDBG
Tuscarawas	\$ 30,169	\$ 5,000	SRF
Wellington	\$ 193,974	\$ -	SRF
Wellston	\$ 70,180	\$ -	SRF
Wellston	\$ 506,966	\$ 214,060	SRF
Woodville	\$ 48,952	\$ -	SRF
Total Loan	\$ 11,021,147	\$ 1,249,059	Total Grant
		\$ 12,270,206	
Total Leveraged Funds			

Needs Surveys

No needs surveys were conducted in PY'17.

Small Water System Capacity Development Contract

Distribution System Field Days- Scheduled five trainings in Bowling Green, Wellston, Yellow Springs, Carrollton, and Cardington; completed two trainings in Bowling Green (NWDO) and Wellston (SEDO).

Date	Location	Course	Entity	# of Participants	# of Systems
05/10/17	Bowling Green	Condition Assessment and Equipment Demonstration Field Day	RCAP	66	21
06/22/17	Wellston	Condition Assessment and Equipment Demonstration Field Day	RCAP	61	21
TOTAL				127	42

Asset Management Training- Completed new training curriculum; scheduled six trainings in New Philadelphia, Mansfield, Aurora, Logan, Washington Courthouse, and Bowling Green; completed training in New Philadelphia.

Date	Location	Course	Entity	# of Participants	# of Systems
05/24/17	New Philadelphia	Applying Asset Management	RCAP	14	9
TOTAL				14	9

Asset Management Webinar Series- Worked on development of webinar curriculum. Webinars will occur weekly in late August and September 2017.

CTAM Certification- Ten staff members attended the CTAM classroom training May 16-19 and received their certification. Two additional staff members will attend the CTAM training online and acquire their certification.

Asset Management Web Training- Met with consultant and provided curriculum materials to begin curriculum development. Web training will be completed by September 30, 2017.

Trainer Passport Program- Identified staff members who will be trained starting first quarter PY 2018.

APPENDIX

First Quarter Report - July 1, 2016 to September 30, 2016

Second Quarter Report - October 1, 2016 to December 31, 2016

Third Quarter Report - January 1, 2017 to March 31, 2017

Fourth Quarter Report - April 1, 2017 to June 30, 2017

RCAP Quarterly Report for July 1, 2016 to September 30, 2016

Task 1 – Assist small systems on the IPL, PPL, and RCAP List to increase TMF capabilities

Number of systems assisted- 70

Addyston
Adena
Alliance
Amesville
Ashley
Beaver
Bellaire
Belle Center
Bellevue
Bolivar
Brilliant
Campbell
Carrollton
Cleves
Continental
Corning
Creston
Crooksville
De Graff
Edgerton
Erie County (Bay View)
Erie County Huron East WD
Fairview
Franklin County Water/Sewer District
Garrettsville
Geneva
Georgetown
Glouster
Grafton
Hayesville
Highland Ridge Water Association
Jackson County Water Company
Jewett
Kelleys Island
Kettlersville Water Association
Leading Creek Conservancy District
Leetonia
Lodi
Marlington Schools
Martins Ferry
Martinsburg

Mingo Junction
Mt. Pleasant
Murray City
New Lexington
New Straitsville
New Waterford
Oak Hill
Paw Paw Lake Home Company
Payne
Pike Water Incorporated
Pomeroy
Put-In-Bay
Quaker City
Sardinia
Scio
Scioto Water, Inc.
Sebring
Seville
Sheffield Lake
Shiloh
St. Mary's
Sugar Grove
Tuppers Plains Chester Water District
Wakeman
Wellington
Wellston
West Farmington (Trumbull County Braceville PWS)
Wintersville
Woodville

Task 2 – Assist small systems with DWSRF applications and crosscutting requirements

Number of systems assisted- 4

Pre-Applications/Nominations- 1

Scio

Planning/Design Loan Applications- 1

Wellston

Construction Loan Applications- 0

Disadvantaged Loan Applications- 0

Crosscutting Requirements- 2

Brilliant
Glouster

Task 3 – Assist small systems with project planning and determining the most cost effective option

Number of systems assisted- 6

Carrollton
Kettlersville Water Association
Martinsburg
Mingo Junction
Mt. Pleasant
Shiloh

Task 4 – Assist small systems with project development and readiness-to-proceed issues

Number of systems assisted- 34

Amesville - Funding
Ashley - Project Schedule
Beaver - Funding
Bolivar - Gathering Supporting Documentation
Bolivar - Completing Data Collection
Brilliant - Funding
Campbell - Project Schedule
Campbell - Project Schedule
Corning - Funding
Crooksville - Funding
De Graff - Funding
Fairview - Funding
Garrettsville - Funding
Geneva - Funding
Grafton - Funding
Grafton - Funding
Hayesville - Funding
Highland Ridge Water Association
Leetonia- Meter Replacement - Obtaining Cost Estimates
Leetonia- Planning - Determining Project Alternatives
Martinsburg - Determining Project Alternatives
Martinsburg - Obtaining Cost Estimates
Mingo Junction - Other
Mt. Pleasant - Funding
Mt. Pleasant - Funding
Mt. Pleasant - Completing Data Collection
New Straitsville - Funding
New Waterford - Funding
Paw Paw Lake Home Company

Pike Water Incorporated - Funding
Sardinia - Funding
Scio - Funding
Scioto Water, Inc. - Funding
Sebring - Completing Data Collection
Seville - Funding
Sheffield Lake - Funding
Sugar Grove - Funding
Wakeman - Funding
Wellington - Funding
Wellston - Funding
Woodville - Funding

Task 5 – Assist small systems with locating and procuring other sources of funding

Number of systems assisted- 13

Addyston - OWDA
Amesville - OPWC
Carrollton - CDBG
Corning - OWDA
Georgetown - OWDA
Hayesville - OWDA
Mt. Pleasant - OWDA
Mt. Pleasant - OPWC
New Waterford - ARC
New Waterford - U.S. Army Corps
New Waterford - OPWC
Pike Water Incorporated - ARC
Wellston - ARC

Task 6 – Assist small systems applying for a WSRLA loan with a capability assurance plan

Number of systems assisted- 1

Wellston

Task 7 – Assist small systems with capacity development

Number of systems assisted- 23

Addyston - Financing Plan
Bellaire - Rate Study
Belle Center - Financing Plan
Carrollton - Financing Plan
Cleves - Utility Planning
Continental - Capital Improvement Plan
Edgerton - Capital Improvement Plan

Georgetown - Financing Plan
Jackson County Water Company - Utility Planning
Kettlersville Water Association - Utility Planning
Leetonia- Asset Management - Utility Planning
Lodi - Utility Planning
Martins Ferry - Utility Planning
Martinsburg - TA to Governing Board
Mingo Junction - Other
Murray City - Other
Murray City - Utility Planning
New Waterford - Utility Planning
Oak Hill - Other
Pomeroy - Other
Scio - Rate Study
Scio - Other
Scio - Other
Sebring - Utility Planning
Shiloh - Capital Improvement Plan
West Farmington - Other
Wintersville - Utility Planning

Task 8 – Provide classroom training sessions to small systems

None

Task 9 – Provide monitoring assessment for the online training sessions and track what systems have fulfilled the principal forgiveness training requirement

Number of online systems for Utility Management- 15

Number of online training attendees for Utility Management- 28

Number of online systems for Financial Management- 12

Number of online attendees for Financial Management- 23

Number of systems tracked- 1

Task 10 – Provide assistance to communities that need intensive technical assistance

Number of communities assisted- 6

Communities assisted- Bellaire, Continental, Martinsburg, Pomeroy, Scio, West Farmington

Community- Bellaire

Capacity development needs- Adequate rates, capital improvement planning, emergency connection.

Assistance provided- Completed presentation and training on budgeting and rate setting for council and final rate analysis report and presented to council. Current water rates are 2.17% of MHI. The fund balance has decreased 49% since 2011. Estimated capital improvements are around \$19 million. The

historical trends in operating expenses along with estimated capital needs do not appear to be sustainable. RCAP recommended small annual inflationary increases of 3% along with encouraging the utility to strategically look at ways to optimize services.

Benchmarks accomplished- Presented water utility rate analysis to council.

Effectiveness- System increased their TMF capacity but financial challenges continue to exist.

Next steps- None, intensive technical assistance completed.

Community- Continental

Capacity development needs- Adequate rates, asset management plan, board training.

Assistance provided- Met with council and explained the CIP and requested they review and prioritize their most needed and affordable asset improvements; contacted NWDO compliance representative and reviewed all the requirements that had been imposed on the village; contacted the village to explain the details and explain their options; developed asset management plan and submitted to Ohio EPA to address requirement in the findings and orders.

Benchmarks accomplished- Completed asset management plan.

Effectiveness- System is steadily increasing their TMF capacity.

Next steps- Meet with council to review capital improvement plan and obtain their input on prioritizing future projects. Provide technical assistance regarding compliance issues. Complete distribution optimization plan.

Community- Martinsburg

Capacity development needs- Increase TMF capacity.

Assistance provided- Met with village to discuss the importance of identifying a project scope and funding options; met with council to discuss the process for obtaining estimates for tank cleaning and painting and discussed options for financing; assisted village with requesting and reviewing cost estimates on tower rehabilitation.

Benchmarks accomplished- Identified scope of priority project.

Effectiveness- TBD

Next steps- Acquire funding for tower project. Complete capital improvement plan, rate study, and asset management plan.

Community- Pomeroy

Capacity development needs- Increase TMF capacity.

Assistance provided- Reviewed water audit findings; communicated with village regarding future energy audit.

Benchmarks accomplished- Established work plan.

Effectiveness- TBD

Next steps- Complete energy audit and asset management plan.

Community- Scio

Capacity development needs- Increase TMF capacity.

Assistance provided- Met with regulatory and financing agencies to discuss the no-use order and plan to increase TMF capacity of the system; attended council meeting to discuss asset management, rate analysis, and GIS; provided list of materials need to begin the asset management plan and rate analysis; reviewed and questioned project design and discussed energy efficiency; completed and submitted WSRLA nomination for planning; communicated with DEFA staff.

Benchmarks accomplished- Established work plan.

Effectiveness- TBD

Next steps- Complete rate study, energy audit, and asset management plan.

Community- West Farmington

Capacity development needs- Increase TMF capacity and address Findings and Orders.

Assistance provided- Communicated with the village and county individually since no conference call was required this month because the waterline project schedule had been outlined by Trumbull County; communicated with the village regarding them hiring a new water superintendent/village administrator to operate the WTP.

Benchmarks accomplished- None.

Effectiveness- System is slowly increasing their TMF capacity.

Next steps- Continue to facilitate discussions between Ohio EPA and Trumbull County to complete the proposed transmission line project; continue to facilitate and host periodic teleconferences with the county, village and NEDO; continue working with NEDO, county, and village officials toward addressing findings and orders; and complete water utility rate analysis and basic asset management plan for the village.

Task 11 – Provide technical assistance to communities on the RCAP Referral List

Number of communities assisted- 6

Bellaire

Kelleys Island

Mingo Junction

Murray City

Oak Hill

Payne

Task 12 – Assist small systems by conducting Project Development short course

Number of systems assisted- 0

Task 13 – Provide assistance to communities to develop asset management plans

Number of communities assisted- 8

Communities assisted- Cleves, Jackson County Water Company, Leetonia, Lodi, Martins Ferry, New Waterford, Sebring, Wintersville

Community- Cleves

Assistance provided- Completed data input worksheets and imported asset inventory information into CMMS software.

Benchmarks accomplished- Setup CMMS software. Effectiveness- TBD

Community- Jackson County Water Company

Assistance provided- Obtained updated GIS information from the system's engineer. Benchmarks accomplished- None.

Effectiveness- Completion of the asset management plan continues to be delayed due to GIS data.

Community- Leetonia

Assistance provided- Worked on a data format issue with the CMMS software vendor; put data into a format that can be used in its mapping application; communicated with the

operator to help with entering missing lab and mobile asset data into CMMS software; obtained updated cost data to use. Benchmarks accomplished- Setup CMMS software. Effectiveness- The village has an asset management plan to better manage their water system and is working on implementing CMMS software.

Community- Lodi

Assistance provided- Completed GIS work; met with the community, operators, engineer and GIS Team leader to review the mapping and complete the problem ID exercise; developed a capital improvement plan.

Benchmarks accomplished- Completed GIS, completed problem ID exercise, and developed a capital improvement plan.

Effectiveness- TBD

Community- Martins Ferry

Assistance provided- Completed inventory attributes, improved maintenance plan, and targets for escrowing reserve funds; completed asset management plan report; presented final asset management plan report to council.

Benchmarks accomplished- Completed asset management plan report and presented to system. Effectiveness- The village has an asset management plan to better manage their water system.

Community- New Waterford

Assistance provided- Conducted kick-off meeting; provided maps to the village to mark up with estimated line ages; met with village and completed a condition assessment for the distribution system; obtained information for the administrative review; worked on administrative review and entering asset management plan information into the draft report; prepared list of inventory items which need cleaned up.

Benchmarks accomplished- Conducted kick-off meeting, completed condition assessment, completed administrative review.

Effectiveness- TBD

Community- Sebring

Assistance provided- Met with village manager, distribution superintendent, contract water plant operator in charge, and operator to obtain input on their asset management plan; toured the WTP and obtained more background information on their lead crisis; obtained the latest GIS maps of the village; reviewed financial data to date.

Benchmarks accomplished- Completed draft asset management plan report. Effectiveness- TBD

Community- Wintersville

Assistance provided- Worked to organize asset inventory into a CMMS download file; downloaded some of the asset inventory data into the CMMS software.

Benchmarks accomplished- Setup CMMS software. Effectiveness- TBD

Leveraged Funds

Community	Loan	Grant	Source
Hayesville	\$ 90,400	\$ 0	OWDA
Mt. Pleasant	\$ 100,400	\$ 0	OWDA
Shiloh	\$ 647,960	\$ 0	OWDA
Subtotal	\$ 838,760	\$ 0	
Total		\$ 838,760	

Needs Surveys

None during the quarter

RCAP Quarterly Report for October 1, 2016 to December 31, 2016

Task 1 – Assist small systems on the IPL, PPL, and RCAP List to increase TMF capabilities

Number of systems assisted- 55

Addison
Aumsville
Ashley
Belle Center
Bolivar
Brilliant WSD
Rupersburg WD
Campbell
Carrollton
Cleves
Continental
Corning
Crooksville
De Graff
Edgerton
Fairview
Franklin County WSD
Garrettsville
Geneva
Georgetown
Gloater
Grafton
Highland Ridge Water Association
Jackson County Water Company
Kettlersville Water Association
Leading Creek Conservancy District
Leetonia
Lodi
Marblehead
Martins Ferry
Martinsburg
Mingo Junction
Mt. Pleasant
Murray City
New Straitsville
New Waterford
Oak Hill
Paw Paw Lake Home Company
Payne
Pike Water Incorporated
Pomeroy

Scio
Scioto Water, Inc.
Sebring
Seville
Sheffield Lake
Shiloh
Sugar Grove
Tuscarawas
Wakeman
Wellington
Wellston
West Farmington
Wintersville
Woodville

Task 2 – Assist small systems with DWSRF applications and crosscutting requirements

Number of systems assisted- 5

Pre-Applications/Nominations- 0

Planning/Design Loan Applications- 2

Scio
Woodville

Construction Loan Applications- 1

Paw Paw Lake Home Company

Disadvantaged Loan Applications- 0

Crosscutting Requirements- 2

Campbell
Glouster

Task 3 – Assist small systems with project planning and determining the most cost effective option

Number of systems assisted- 8

Amesville
Brilliant WSD
Carrollton
Kettlersville Water Association
Leetonia
Martinsburg
New Straitsville
Payne

Task 4 – Assist small systems with project development and readiness-to-proceed issues

Number of systems assisted- 33

Addyston - Funding
Amesville - Funding
Belle Center - Funding
Bolivar - Gathering Supporting Documentation
Brilliant - Funding
Campbell - Completing Data Collection
Campbell - Project Schedule
Carrollton - Project Schedule
Corning - Funding
Crooksville - Funding
De Graff - Funding
Fairview - Gathering Supporting Documentation
Garrettsville - Funding
Georgetown - Funding
Grafton - Funding
Highland Ridge Water Association - Funding
Kettlersville Water Association - Funding
Leading Creek Conservancy District - Funding
Leetonia - Gathering Supporting Documentation
Leetonia - Determining Project Alternatives
Mt. Pleasant - Funding
New Straitsville - Funding
New Waterford - Funding
New Waterford - Project Schedule
Paw Paw Lake Home Company - Funding
Pike Water Incorporated - Funding
Scio - Funding
Scio - Other
Scioto Water, Inc. - Funding
Seville - Funding
Shiloh - Project Schedule
Sugar Grove - Funding
Tuscarawas - Funding
Tuscarawas - Completing Data Collection
Wakeman - Funding
Wellington - Funding
Wellston - Funding
Woodville - Funding

Task 5 – Assist small systems with locating and procuring other sources of funding

Number of systems assisted- 9

Amesville - OPWC
Brilliant WSD - CDBG
Corning - OWDA
Leading Creek Conservancy District
Mt. Pleasant - OPWC
Mt. Pleasant - OWDA
New Waterford - ARC
New Waterford - OPWC
Pike Water Incorporated - CDBG
Sugar Grove - CDBG
Wellston - ARC

Task 6 – Assist small systems applying for a WSRLA loan with a capability assurance plan

Number of systems assisted- 4

Paw Paw Lake Home Company
Scio
Wakeman
Woodville

Task 7 – Assist small systems with capacity development

Number of systems assisted- 22

Addyston - Financing Plan
Amesville - Financing Plan
Brunersburg WD - Utility Planning
Cleves - Utility Planning
Continental - Other
Edgerton - Capital Improvement Plan
Georgetown - Financing Plan
Jackson County Water Company - Utility Planning
Kettlersville Water Association - Utility Planning
Kettlersville Water Association - Financing Plan
Leetonia- Utility Planning
Lodi - Utility Planning
Marblehead - Capital Improvement Plan
Martinsburg - Capital Improvement Plan
Murray City - Other
New Waterford - Utility Planning
Oak Hill - Utility Planning
Pomeroy - Utility Planning
Scio - Rate Study

Scio - Other
 Sebring - Other
 Tuscarawas - Other
 West Farmington - Other
 Wintersville - Utility Planning

Task 8 – Provide classroom training sessions to small systems

Date	Location	Course	Entity	# of Participants	# of Systems
10/06/16	Botkins	Simplified Asset Management using Excel	RCAP	50	27
10/06/16	Botkins	Budgeting for Best Management Practices	RCAP	50	27
10/06/16	Botkins	Water Audits	RCAP	17	13
10/06/16	Botkins	GIS Web Applications	RCAP	36	13
10/06/16	Botkins	GIS Mobile Applications	RCAP	22	11
10/25/16	Ashland	Asset Management, Budgeting, and Rate Setting	RCAP	12	8
11/09/16	Lima	What Are You Missing?	RCAP	13	9
TOTAL				200	108

Task 9 – Provide monitoring assessment for the online training sessions and track what systems have fulfilled the principal forgiveness training requirement

Number of online systems for Utility Management- 13

Number of online training attendees for Utility Management- 16

Number of online systems for Financial Management- 10

Number of online attendees for Financial Management- 15

Number of systems tracked- 2

Task 10 – Provide assistance to communities that need intensive technical assistance

Number of communities assisted- 5

Communities assisted- Continental, Martinsburg, Pomeroy, Scio, West Farmington

Community- Continental

Capacity development needs- Adequate rates, asset management plan, board training.

Assistance provided- Communicated with the village regarding their contact with OEPA NWDO concerning the general plan requirements; met with water treatment plant operators and provided a list of data required to complete a distribution optimization plan; worked on developing a distribution optimization plan.

Benchmarks accomplished- None.

Effectiveness- The village is steadily increasing their TMF capacity.

Next steps- Complete capital improvement plan; provide technical assistance regarding compliance issues; complete distribution optimization plan.

Community- Martinsburg

Capacity development needs- Increase TMF capacity.

Assistance provided- Communicated with the village regarding the status of tank inspection; met with the village to discuss the status of tank inspection results.

Benchmarks accomplished- None.

Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Acquire funding for tower project; complete capital improvement plan; complete rate study; complete asset management plan; assist village in hiring engineer to assist with development of other improvements to water system.

Community- Pomeroy

Capacity development needs- Increase TMF capacity.

Assistance provided- Communicated with the village regarding water billing information received and reviewed; communicated with the fiscal officer regarding the timeline for completing the energy audit and the new water operator; sent fiscal officer list of items needed to complete an energy audit; met with mayor to discuss the energy audit and utilizing their existing GIS information to identify where their inventory is located; communicated with village regarding council approving a rate increase and 4.5% automatic annual rate increase.

Benchmarks accomplished- Facilitated rate increase.

Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Complete energy audit and asset management plan.

Community- Scio

Capacity development needs- Increase TMF capacity.

Assistance provided- Communicated with the village staff to gather information needed for the WSRLA application, rate study, energy audit, and asset management plan; attended CAP Screening meeting with SE District Office staff and village personnel; met with village clerk to gather info for WSRLA application, rate study and asset management plan; completed WSRLA planning application and communicated with the DEFA project coordinator; completed and forwarded CAP financial section to Ohio EPA; worked on rate study; gathered information to complete asset management plan.

Benchmarks accomplished- Completed WSRLA application.

Effectiveness- The village is steadily increasing their TMF capacity.

Next steps- Complete rate study, energy audit, and asset management plan.

Community- West Farmington

Capacity development needs- Increase TMF capacity and address findings and orders.

Assistance provided- Communicated with the village and encouraged them to continue to move forward with the county project.

Benchmarks accomplished- None.

Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Continue to facilitate discussions between Ohio EPA and Trumbull County to complete the proposed transmission line project; continue to facilitate and host periodic teleconferences with the county, village and NEDO; continue working with NEDO, county, and village officials toward addressing findings and orders; and complete water utility rate analysis and basic asset management plan for the village.

Task 11 – Provide technical assistance to communities on the RCAP Referral List

Number of communities assisted- 6

Bellaire
Kelleys Island
Mingo Junction
Murray City
Oak Hill
Payne

Task 12 – Assist small systems by conducting Project Development short course

Number of systems assisted- 0

Task 13 – Provide assistance to communities to develop asset management plans

Number of communities assisted- 7

Communities assisted- Cleves, Jackson County Water Company, Leetonia, Lodi, New Waterford, Sebring, Wintersville

Community- Cleves

Assistance provided- Communicated with the village regarding project development.

Benchmarks accomplished- None.

Effectiveness- The village is developing an asset management plan.

Community- Jackson County Water Company

Assistance provided- Met with the water company to review the progress made and to discuss the status of GIS mapping; communicated with the water company regarding data used for hydraulic modeling; met with the water company and discussed CMMS options, collected financial data, and updated rate study spreadsheet; sent further updated spreadsheet to the water company for review.

Benchmarks accomplished- Rate study spreadsheet.

Effectiveness- The water company is developing an asset management plan.

Community- Leetonia

Assistance provided- Communicated with the village regarding their future CMMS options; reviewed and discussed original asset management plan findings and recommendations; suggested that the village update their water audit and develop a plan to reduce unaccounted for water.

Benchmarks accomplished- None.

Effectiveness- The village has an asset management plan to better manage their water system.

Community- Lodi

Assistance provided- Rescheduled October meeting for November to allow more time to review the asset inventory developed from GIS mapping; met with system and reviewed CMMS options and worked on cleaning up asset inventory data; communicated with the system regarding their decision on what CMMS to purchase; populated GIS database with asset attribute information from the problem ID exercise; completed and sent a revised worksheet to the system for review before starting CMMS download; updated rate study worksheet with results from the November meeting.

Benchmarks accomplished- Finalized asset attribute information.

Effectiveness- The village is developing an asset management plan.

Community- New Waterford

Assistance provided- Worked on asset inventory clean up; reviewed map notes and highlights from problem ID exercise for final entry into GIS; communicated with village regarding asset inventory.

Benchmarks accomplished- Completed asset inventory.

Effectiveness- The village is developing an asset management plan.

Community- Sebring

Assistance provided- Organized data to formulate the asset management plan; reviewed list of all distribution system assets from the GIS survey completed earlier this year; worked on finalizing the asset management plan report.

Benchmarks accomplished- None.

Effectiveness- The village is developing an asset management plan.

Community- Wintersville

Assistance provided- Completed reload of the asset inventory data to CMMS because information was missing from the first data.

Benchmarks accomplished- Setup CMMS software.

Effectiveness- The village is developing an asset management plan.

Leveraged Funds

Community	Loan	Grant	Source
Belle Center	\$ 1,117,086		SRF
Corning	\$ 39,300		OWDA
Wellston	\$ 70,180		SRF
Subtotal	\$ 1,226,566	\$ 0	
Total		\$ 1,226,566	

Needs Surveys

None during the quarter

RCAP Quarterly Report for January 1, 2017 to March 31, 2017

Task 1 – Assist small systems on the IPL, PPL, and RCAP List to increase TMF capabilities

Number of systems assisted- 59

Addyston
Amesville
Beaver
Belle Center
Bolivar
Bremen
Brilliant
Brunersburg WD
Campbell
Carrollton
Cleves
Continental
Corning
Crooksville
De Graff
Edgerton
Fairview
Franklin County Water/Sewer District
Gallia County Rural Water Association
Garrettsville
Georgetown
Glouster
Grafton
Hamler
Highland Ridge Water Association
Jackson County Water Company
Kelleys Island
Kettlersville Water Association
LaRue
Leading Creek Conservancy District
Leetonia
Lodi
Malinta
Martins Ferry
Martinsburg
Middlefield
Mingo Junction
MT Victory
Mt. Pleasant
Murray City

New Straitsville
New Waterford
Oak Hill
Paw Paw Lake Home Company
Payne
Pike Water Incorporated
Pomeroy
Scio
Scioto Water, Inc.
Sebring
Seville
Shiloh
Sugar Grove
Tuscarawas
Wellington
Wellston
West Farmington
Winona Water Supply
Wintersville

Task 2 – Assist small systems with DWSRF applications and crosscutting requirements

Number of systems assisted- 18

Pre-Applications/Nominations- 17

Amesville
Bremen
Brilliant
Campbell
De Graff
Fairview
Gallia County Rural Water Association
Glouster
Leading Creek Conservancy District
Leetonia
Mt. Pleasant
MT Victory
New Waterford
Pike Water Incorporated
Scioto Water, Inc.
Tuscarawas
Wellston

Planning/Design Loan Applications- 2

De Graff
Tuscarawas

Construction Loan Applications- 8

Amesville
Brilliant
Crooksville
Garrettsville
Georgetown
Highland Ridge Water Association
Scioto Water, Inc.
Wellston

Disadvantaged Loan Applications- 4

Amesville
Brilliant
Highland Ridge Water Association
Wellston

Crosscutting Requirements- 4

Amesville - Income Survey
Brilliant WSD - Environmental Assessment
Brilliant WSD - Income Survey
Campbell - Environmental Assessment

Task 3 – Assist small systems with project planning and determining the most cost effective option

Number of systems assisted- 7

Carrollton
Leading Creek Conservancy District
Leetonia
Martinsburg
Middlefield
New Straitsville
Winona Water Supply

Task 4 – Assist small systems with project development and readiness-to-proceed issues

Number of systems assisted- 36

Amesville - Funding
Belle Center - Project Description
Bolivar - Completing Data Collection
Bremen - Funding
Brilliant - Funding
Campbell - Completing Data Collection
Campbell - Funding
Carrollton - Obtaining Cost Estimates
Corning - Funding
Crooksville - Funding
Gallia County Rural Water Association - Funding
Garrettsville - Funding
Georgetown - Funding
Glouster - Funding
Grafton - Funding
Highland Ridge Water Association - Completing Data Collection
Highland Ridge Water Association - Completing Data Collection
Leading Creek Conservancy District - Funding
Leetonia - Project Schedule
Leetonia- Planning
Martinsburg - Other
Middlefield - Funding
MT Victory - Funding
Mt. Pleasant - Funding
Mt. Pleasant - Gathering Supporting Documentation
New Straitsville - Funding
New Waterford - Funding
Paw Paw Lake Home Company - Funding
Pike Water Incorporated - Funding
Scio - Funding
Scioto Water, Inc. - Funding
Seville - Funding
Sheffield Lake - Funding
Shiloh - Other
Sugar Grove - Funding
Tuscarawas Village - Funding
Wellington - Funding
Wellston - Funding
Winona Water Supply - Funding
Woodville - Funding

Task 5 – Assist small systems with locating and procuring other sources of funding

Number of systems assisted- 10

Amesville - OPWC
Amesville - CDBG
Brilliant - CDBG
LaRue - CDBG
Leading Creek Conservancy District - OWDA
Leading Creek Conservancy District - ARC
Leading Creek Conservancy District - USDA/RD
Middlefield - OWDA
Mt. Pleasant - ARC
New Straitsville - CDBG
Pike Water Incorporated - CDBG
Pike Water Incorporated - ARC
Sugar Grove - CDBG
Wellston - ARC

Task 6 – Assist small systems applying for a WSRLA loan with a capability assurance plan

Number of systems assisted- 10

Amesville
Brilliant
Crooksville
De Graff
Garrettsville
Georgetown
Highland Ridge Water Association
Scioto Water, Inc.
Tuscarawas
Wellston

Task 7 – Assist small systems with capacity development

Number of systems assisted- 29

Addyston - Financing Plan
Amesville - Utility Planning
Beaver - Other
Carrollton - Financing Plan
Cleves - Utility Planning
Continental - Other
Corning - Utility Planning
Georgetown - Financing Plan

Glouster - Utility Planning
Highland Ridge Water Association - O&M Costs
Jackson County Water Company - Utility Planning
Kelleys Island - Capital Improvement Plan
LaRue - Capital Improvement Plan
Leetonia - Financing Plan
Lodi - Utility Planning
Malinta - TA to Governing Board
Martinsburg - Capital Improvement Plan
Murray City - Utility Planning
New Straitsville - Utility Planning
New Waterford - Utility Planning
Oak Hill - Utility Planning
Payne - TA to Governing Board
Pomeroy - Utility Planning
Scio - Rate Study
Sebring - Utility Planning
Sugar Grove - Utility Planning
Springwater Gardens – TA to Governing Board
Wellston - Utility Planning
West Farmington - Utility Planning
Wintersville - Utility Planning

Task 8 – Provide classroom training sessions to small systems

Date	Location	Course	Entity	# of Participants	# of Systems
03/28/17	Piqua	Utility Management for Local Officials	RCAP	13	10
03/29/17	Piqua	Financial Management for Local Officials	RCAP	10	5
TOTAL				23	15

Task 9 – Provide monitoring assessment for the online training sessions and track what systems have fulfilled the principal forgiveness training requirement

Number of online systems for Utility Management- 34

Number of online training attendees for Utility Management- 43

Number of online systems for Financial Management- 15

Number of online attendees for Financial Management- 21

Number of systems tracked- 5

Task 10 – Provide assistance to communities that need intensive technical assistance

Number of communities assisted- 5

Communities assisted- Continental, Martinsburg, Pomeroy, Scio, West Farmington

Community- Continental

Capacity development needs- Adequate rates, asset management plan, board training.

Assistance provided- Worked on developing a distribution optimization plan; collected additional data for the distribution optimization plan; worked with staff on a draft data monitoring spreadsheet; reviewed the recent water tower inspection.

Benchmarks accomplished- Completed draft data monitoring spreadsheet. Effectiveness- The village is steadily increasing their TMF capacity.

Next steps- Complete capital improvement plan; provide technical assistance regarding compliance issues; complete distribution optimization plan.

Community- Martinsburg

Capacity development needs- Increase TMF capacity.

Assistance provided- Worked with village to have wells inspected; reviewed water tower inspection report and proposals; assisted with master meter inspection.

Benchmarks accomplished- Reviewed water tower inspection report. Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Acquire funding for tower project; complete capital improvement plan; complete rate study; complete asset management plan; assist village in hiring engineer to assist with development of other improvements to water system.

Community- Pomeroy

Capacity development needs- Increase TMF capacity.

Assistance provided- Shared link to RCAP video library with village and followed up with fiscal officer regarding list of items needed to complete an energy audit; followed up with village to determine what changes they had made to their process control since the January meeting. The village had repaired a well, high service pump, and changed their backwashing routine.

Benchmarks accomplished- Validated that system had made process control changes. Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Complete energy audit and asset management plan.

Community- Scio

Capacity development needs- Increase TMF capacity.

Assistance provided- Communicated with DEFA staff regarding the planning loan scheduled for award in February 2017; began working on asset management plan and rate study; communicated with village regarding expenses; gathered additional financial documents; attended council meeting and discussed concept of rate study, fixed and variable costs, number of customers billed and future costs.

Benchmarks accomplished- Received planning loan approval. Effectiveness- The village is steadily increasing their TMF capacity.

Next steps- Complete rate study, energy audit, and asset management plan.

Community- West Farmington

Capacity development needs- Increase TMF capacity and address findings and orders.

Assistance provided- Met with mayor, fiscal officer, and WTP superintendent about the "Blueprint for Prosperity" waterline project; received notification that the West Farmington council unanimously passed an ordinance to enter into the project; communicated with village regarding Trumbull County's presenting council with a draft master meter agreement that details all of the actions the county has agreed to do for the village's distribution system prior to running the waterline to the village; contacted county to see if the county required assistance from RCAP on completion of the CAP for the waterline project; communicated with the mayor and OEPA concerning the required training village members need to complete.

Benchmarks accomplished- Village and county reached an agreement for services. Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Continue to facilitate discussions between Ohio EPA and Trumbull County to complete the proposed transmission line project; continue to facilitate and host periodic teleconferences with the county, village and NEDO; continue working with NEDO, county, and village officials toward addressing findings and orders; and complete water utility rate analysis and basic asset management plan for the village.

Task 11 – Provide technical assistance to communities on the RCAP Referral List

Number of communities assisted- 5

LaRue
Murray City
Oak Hill
Payne
Springwater Gardens

Task 12 – Assist small systems by conducting Project Development short course

Number of systems assisted- 0

Task 13 – Provide assistance to communities to develop asset management plans

Number of communities assisted- 7

Communities assisted- Cleves, Jackson County Water Company, Leetonia, Lodi, New Waterford, Sebring, Wintersville

Community- Cleves

Assistance provided- Met on January 4th to review progress; provided village with a demo of the CMMS program; communicated with the village regarding the need to gather updated financial and production data for the rate analysis; explained how the rate study would work and how it differs from the financial feasibility study completed for the WSRLA loan application; communicated with engineer regarding cleaning-up data for the CMMS software; collected updated financial data; communicated with the administrator and operator regarding improved maintenance budget.

Benchmarks accomplished- Collected financial data.

Effectiveness- The village is developing an asset management plan.

Community- Jackson County Water Company

Assistance provided- Met with system on January 25 to review rate study information and review preventive maintenance improvements; the system had not made any progress on predictive maintenance or phase 8B capital improvement planning; discussed the need to finish radio read meter conversion quickly so that the meter reader could be retrained for preventive maintenance activities; discussed getting feedback from system staff on the proposed maintenance program changes; rescheduled the last two meeting dates due to no progress by the system; discussed with the system the need to review the draft preventive maintenance budget with staff; discussed the fact that the system has been partially funding depreciation so they have a track record of putting aside money for predictive repairs.

Benchmarks accomplished- Established what needs to be done regarding preventive maintenance. Effectiveness- The water company is developing an asset management plan.

Community- Leetonia

Assistance provided- Assisted the village with getting set back up on their CMMS software, Models By Toggles.

Benchmarks accomplished- Set the system back up on their previous CMMS software.

Effectiveness- The village has an asset management plan to better manage their water system.

Community- Lodi

Assistance provided- Worked on data clean-up for the CMMS download; communicated with the system regarding them partially implementing improved maintenance recommendations developed in the rate study and further rate increases being difficult to get approved through council; completed asset inventory clean-up for fittings and laterals; organized the asset inventory worksheet; scheduled next meeting for 4/13 to complete large asset inventory worksheet; collected partial 2015 and 2016 financial for the rate study update.

Benchmarks accomplished- Organized the asset inventory worksheet. Effectiveness- The village is developing an asset management plan.

Community- New Waterford

Assistance provided- Obtained and scanned updated financial reports for 2016; reviewed condition assessment map and discussed condition rating data that needs to be entered into GIS by assigned technician.

Benchmarks accomplished- Obtained most recent financial reports. Effectiveness- The village is developing an asset management plan.

Community- Sebring

Assistance provided- Collected additional information on the distribution system from the service director; communicated with the system regarding the hiring of a Class 3 operator of record; continued to work on the asset management program for the village.

Benchmarks accomplished- Collected final distribution system information needed. Effectiveness- The village is developing an asset management plan.

Community- Wintersville

Assistance provided- Downloaded pipeline segments to the CMMS software and communicated with GIS team regarding the segments not downloading correctly; requested information for the rate study and improved maintenance budget; worked on redoing the pipe inventory excel download to make CMMS mapping more useful.

Benchmarks accomplished- Requested information for the rate study and improved maintenance budget.

Effectiveness- The village is developing an asset management plan.

Leveraged Funds

Community	Loan	Grant	Source
Clarksburg	\$ 516,804.00		OWDA
Clarksburg		\$ 250,000.00	ARC
Clarksburg		\$ 300,000.00	CDBG
De Graff	\$ 95,353.81		SRF
Geneva	\$ 605,569.82		SRF
Leading Creek CD	\$ 646,596.00		OWDA
Scio	\$ 7,112.00	\$ 5,000.00	SRF
Sugar Grove		\$ 375,000.00	CDBG
Subtotal	\$ 1,871,435.63	\$ 930,000.00	
Total		\$ 2,801,435.60	

Needs Surveys

None during the quarter

RCAP Quarterly Report for April 1, 2017 to June 30, 2017

Task 1 – Assist small systems on the IPL, PPL, and RCAP List to increase TMF capabilities

Number of systems assisted- 47

Addyston
Amesville
Belle Center
Bolivar
Brilliant
Campbell
Cleves
Continental
Corning
Crooksville
Gallia County Rural Water Association
Garrettsville
Georgetown
Glouster
Grafton
Highland Ridge Water Association
Jackson County Water Company
LaRue
Leading Creek Conservancy District
Leetonia
Lodi
Malvern
Martinsburg
Middlefield
MT Victory
Mt. Pleasant
Murray City
New Straitsville
New Waterford
Oak Hill
Paw Paw Lake Home Company
Pike Water Incorporated
Pomeroy
Scio
Scioto Water, Inc.
Sebring
Seville
Shiloh
Shreve
Springwater Gardens

Sugar Grove
Tuscarawas Village
Wellington
Wellston
West Farmington
Winona Water Supply
Wintersville

Task 2 – Assist small systems with DWSRF applications and crosscutting requirements

Number of systems assisted- 6

Pre-Applications/Nominations- 0

Planning/Design Loan Applications- 0

Construction Loan Applications- 1

Mt. Pleasant

Disadvantaged Loan Applications- 0

Crosscutting Requirements- 5

Brilliant - Environmental Assessment
Garrettsville - Bidding Requirement
Middlefield - Bidding Requirement
New Waterford - Environmental Assessment
Paw Paw Lake Home Company - Bidding Requirement

Task 3 – Assist small systems with project planning and determining the most cost effective option

Number of systems assisted- 5

Leetonia
Malvern
Martinsburg
New Straitsville
Springwater Gardens

Task 4 – Assist small systems with project development and readiness-to-proceed issues

Number of systems assisted- 30

Amesville - Funding
Amesville - Project Schedule
Belle Center - Project Schedule
Campbell - Project Schedule

Campbell - Other
Campbell - Funding
Cleves - Funding
Corning - Funding
Crooksville - Funding
Gallia County Rural Water Association - Funding
Garrettsville - Funding
Georgetown - Funding
Glouster - Funding
Grafton - Funding
Highland Ridge Water Association - Funding
Leading Creek Conservancy District - Funding
Leetonia - Project Schedule
Leetonia - Determining Project Alternatives
Malvern - Project Description
Malvern - Hiring an Engineer
Martinsburg - Funding
Martinsburg - Hiring an Engineer
Middlefield - Funding
Mt. Pleasant - Completing Data Collection
Mt. Pleasant - Funding
New Straitsville - Funding
New Waterford - Funding
Paw Paw Lake Home Company - Funding
Pike Water Incorporated - Funding
Scioto Water, Inc. - Funding
Seville - Funding
Shiloh - Other
Sugar Grove - Funding
Tuscarawas Village - Funding
Wellington - Funding
Wellston - Funding
Winona Water Supply - Funding

Task 5 – Assist small systems with locating and procuring other sources of funding

Number of systems assisted- 5

Amesville - CDBG
Brilliant - CDBG
Corning - OWDA
Leading Creek Conservancy District - ARC
Middlefield - OWDA

Task 6 – Assist small systems applying for a WSRLA loan with a capability assurance plan

Number of systems assisted- 4

Grafton
Mt. Pleasant
Seville
Wellington

Task 7 – Assist small systems with capacity development

Number of systems assisted- 21

Amesville - Financing Plan
Belle Center - Other
Cleves - Utility Planning
Continental - Other
Continental - Utility Planning
LaRue - Utility Planning
Leetonia - Other
Leetonia- Utility Planning
Lodi - Utility Planning
Martinsburg - Financing Plan
Mt. Pleasant - Other
Mt. Pleasant - TA to Governing Board
Murray City - Other
New Straitsville - Financing Plan
New Waterford - Utility Planning
Oak Hill - Utility Planning
Pomeroy - Utility Planning
Scio - Rate Study
Scio - Other
Sebring - Other
Sebring - Utility Planning
Shiloh - Other
Shreve - Other
Springwater Gardens - Other
West Farmington - Utility Planning
Wintersville - Utility Planning

Task 8 – Provide classroom training sessions to small systems

Date	Location	Course	Entity	# of Participants	# of Systems
04/04/17	Piqua	Asset Management, Budgeting, and Rate Setting	RCAP	7	7
04/05/17	Norwalk	What Are You Missing and what Does It Cost You?	RCAP	16	10
04/18/17	Nelsonville	Utility Management for Local Officials	RCAP	14	6
04/19/17	Nelsonville	Financial Management for Local Officials	RCAP	8	3
05/02/17	Findlay	Applied Asset Management	RCAP	19	10
05/03/17	Findlay	Guiding Your Utility's Future	RCAP	21	10
05/09/17	Cambridge	What Are You Missing and what Does It Cost You?	RCAP	6	5
05/10/17	Canton	Tools to Save Money	RCAP	10	8
05/23/17	Lancaster	Guiding Your Utility's Future	RCAP	11	4
TOTAL				112	63

Task 9 – Provide monitoring assessment for the online training sessions and track what systems have fulfilled the principal forgiveness training requirement

Number of online systems for Utility Management- 11

Number of online training attendees for Utility Management- 24

Number of online systems for Financial Management- 6

Number of online attendees for Financial Management- 18

Number of systems tracked- 7

Task 10 – Provide assistance to communities that need intensive technical assistance

Number of communities assisted- 5

Communities assisted- Continental, Martinsburg, Pomeroy, Scio, West Farmington

Community- Continental

Capacity development needs- Adequate rates, asset management plan, board training.

Assistance provided- Met with system operators and village administrator and trained them on how to maintain water quality from source to customer; inspected their source and storage and documented their circulating pump at the tower; recommended they continue to monitor the cl2 levels on the edges and dead end lines to monitor water age; worked on the distribution optimization plan; obtained additional data from the village for the plan; met with staff and Ohio EPA to discuss village's progress towards completing F&O requirements; met with new superintendent to discuss any additional needs the system may have.

Benchmarks accomplished- Trained staff on how to maintain water quality from source to customer; drafted distribution optimization plan.

Effectiveness- The village is steadily increasing their TMF capacity.

Next steps- Complete capital improvement plan; provide technical assistance regarding compliance issues; complete distribution optimization plan.

Community- Martinsburg

Capacity development needs- Increase TMF capacity.

Assistance provided- Met with staff to discuss priority needs of the water system, the need to hire an engineer, and the available financing options; met with project team to discuss project scope and costs of system improvements and potential funding sources; attended council meeting to discuss proposed project financing plan.

Benchmarks accomplished- Assisted village with hiring engineer.

Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Acquire funding for tower project; complete capital improvement plan; complete rate study; complete asset management plan.

Community- Pomeroy

Capacity development needs- Increase TMF capacity.

Assistance provided- Obtained electrical usage information to start on a rudimentary energy review.

Benchmarks accomplished- Obtained data needed for energy review.

Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Complete energy audit and asset management plan.

Community- Scio

Capacity development needs- Increase TMF capacity.

Assistance provided- Gathered additional data from village for asset management plan; worked on asset management plan; met with staff to discuss methodology of rate study and reviewed and confirmed materials to be used in study; gathered additional information and began working on rate study.

Benchmarks accomplished- Obtained data needed for rate study.

Effectiveness- The village is steadily increasing their TMF capacity.

Next steps- Complete rate study, energy audit, and asset management plan.

Community- West Farmington

Capacity development needs- Increase TMF capacity and address findings and orders.

Assistance provided- Invited mayor to attend operator stakeholders meeting at Lorain County Community College, which she accepted; met with village's fiscal officer and discussed the water system; communicated with the village regarding Trumbull County providing a contract operator to operate the WTP and Trumbull County planning to do extensive work on the village's distribution system including service lines; worked with the Mayor to find one more member of council to complete the RCAP 101 and 201 training in order to satisfy OEPA's principal forgiveness training requirement; performed a meter audit.

Benchmarks accomplished- Completed meter audit.

Effectiveness- The village is slowly increasing their TMF capacity.

Next steps- Continue to facilitate discussions between Ohio EPA and Trumbull County to complete the proposed transmission line project; continue to facilitate and host periodic teleconferences with the county, village and NEDO; continue working with NEDO, county, and village officials toward addressing findings and orders; and complete water utility rate analysis and basic asset management plan for the village.

Task 11 – Provide technical assistance to communities on the RCAP Referral List

Number of communities assisted- 6

LaRue
Murray City
Oak Hill
Shreve
Springwater Gardens
Winona Water Supply

Task 12 – Assist small systems by conducting Project Development short course

Number of systems assisted- 0

Task 13 – Provide assistance to communities to develop asset management plans

Number of communities assisted- 6

Communities assisted- Cleves, Jackson County Water Company, Lodi, New Waterford, Sebring, Wintersville

Community- Cleves

Assistance provided- Met with the engineer and reviewed his 10 year capital improvement plan which includes several renovation projects plus Nano filtration softening; communicated to the engineer that incorporating these projects into the financial plan will require a significant rate increase; communicated with the engineer regarding ongoing asset attribute data clean-up as well as new funding requests for two small projects for OWDA; reviewed updated asset attribute and cost data from engineer; worked on application for the Shawnee Project.

Benchmarks accomplished- Obtained capital improvement plan and final asset attribute data.

Effectiveness- The village is developing an asset management plan.

Community- Jackson County Water Company

Assistance provided- Discussed with the system the need to review the draft preventive maintenance budget with staff.

Benchmarks accomplished- None.

Effectiveness- The water company is developing an asset management plan.

Community- Lodi

Assistance provided- Met with the community and collected information to update the rate study and reviewed improved maintenance plan; communicated with staff regarding their engineer currently working on a capital improvement plan using the information from the problem ID exercise and completing cost estimates for budgeting and planning purposes.

Benchmarks accomplished- Obtained data needed for rate study.

Effectiveness- The village is developing an asset management plan.

Community- New Waterford

Assistance provided- Completed minor updates to asset inventory and added age and diameter data that was previously missing; discussed potential to have water system serve as pilot for a new asset management software company; sent company some information about New Waterford's system.

Benchmarks accomplished- Completed asset inventory attribute data.

Effectiveness- The village is developing an asset management plan.

Community- Sebring

Assistance provided- Continued to work on the asset management program for the village.

Benchmarks accomplished-None.

Effectiveness- The village is developing an asset management plan.

Community- Wintersville

Assistance provided- Worked on redoing the pipe inventory excel download to make CMMS mapping more useful.

Benchmarks accomplished- None.

Effectiveness- The village is developing an asset management plan.

Leveraged Funds

Community	Loan	Grant	Source
Amesville	100,000	99,999	OPWC
Corning	480,329		OWDA
Garrettsville	553,851		SRF
Georgetown	1,131,733		SRF
Scioto Water, Inc.	960,000		SRF
Seville	3,078,411		SRF
Tuscarawas	30,169	5,000	SRF
Wellington	193,974		SRF
Wellston	506,966	214,060	SRF
Woodville	48,952		SRF
Subtotal	7,084,385	319,059	
Total		7,403,444	

Needs Surveys

None during the quarter

Small Water System Capacity Development Contract

Distribution System Field Days- Scheduled five trainings in Bowling Green, Wellston, Yellow Springs, Carrollton, and Cardington; completed two trainings in Bowling Green (NWDO) and Wellston (SEDO).

Date	Location	Course	Entity	# of Participants	# of Systems
05/10/17	Bowling Green	Condition Assessment and Equipment Demonstration Field Day	RCAP	66	21
06/22/17	Wellston	Condition Assessment and Equipment Demonstration Field Day	RCAP	61	21
TOTAL				127	42

Asset Management Training- Completed new training curriculum; scheduled six trainings in New Philadelphia, Mansfield, Aurora, Logan, Washington Courthouse, and Bowling Green; completed training in New Philadelphia.

Date	Location	Course	Entity	# of Participants	# of Systems
05/24/17	New Philadelphia	Applying Asset Management	RCAP	14	9
TOTAL				14	9

Asset Management Webinar Series- Worked on development of webinar curriculum. Webinars will occur weekly in late August and September 2017.

CTAM Certification- Ten staff members attended the CTAM classroom training May 16-19 and received their certification. Two additional staff members will attend the CTAM training online and acquire their certification.

Asset Management Web Training- Met with consultant and provided curriculum materials to begin curriculum development. Web training will be completed by September 30, 2017.

Trainer Passport Program- Identified staff members who will be trained starting first quarter PY 2018.



Field Training & Asset Management For Water and Wastewater Operators and Engineers

**Wednesday, May 10, 2017, 8 a.m. – 4 p.m.
Simpson Building, 1291 Conneaut Ave.,
Bowling Green, OH**

TMACOG is partnering with the Rural Community Assistance Partnership to provide training for water and wastewater operators and for professional engineers working in that field.

Attendees will earn six contact hours of required Operation and Maintenance/Continuing Professional Development at a convenient location with a TMACOG-member discount rate. Breakfast, lunch and refreshments will be provided. Take home a flash drive with all presentation/training materials.

Register online [here](#).

Space is limited to the first 100 paid registrants and early registration is encouraged. The registration fee is \$40 for TMACOG member communities and \$75 for non-TMACOG members.

The program includes presentations on:

- Condition Assessments
- The Value of Water
- Budgeting for Best Maintenance Practices
- GIS: Inventory & Attributes

There will also be a choice of classes that include field practice:

- RCAP Water Auditing Presentation (with field presentation)
- RCAP Condition Assessment Presentation: Manhole & Pipeline CA Presentation (with field presentation)
- GIS Web Applications

Thank you to Jones & Henry for sponsoring this training session. For more information, contact TMACOG Water Quality Planner **Kris Barnswell**: 419.241.9155 ext. 123.

Field Day Trainings



Ohio Dates and Locations:

Wellston

6/22/2017

Fire Station
101 West Second St.

Yellow Springs

7/20/2017

John Bryan Community Center
100 Dayton St.

Carrollton

8/10/2017

Friendship Center/Carroll
County Fairgrounds
100 Kensington RD

Cardington

9/21/2017

American Legion
307 Park St.

Register online at

www.ohrcap.org.

or contact Nadine Thompson
nethompson@wsos.org

1-800-775-9767

419/332-2056

Topics will include:

- ◆ Using Condition Assessments to Improve Reliability
- ◆ Revenue Water and Metering Technologies
- ◆ Hydrant Testing and Directional Flushing
(Ohio RCAP)
- ◆ Valve Exercising and Maintenance
(EH Wachs)
- ◆ MH Inspection and SL-RAT Acoustical Pipeline Testing
- ◆ Sewer Cleaning and CCTV
(Jack Doheny Companies)
- ◆ Electroscan Pipeline Inspections -Yellow Springs location only
(New Technology for Pipe Inspection)
- ◆ Data Management using GIS Web Applications
- ◆ Field Inspections using GIS Mobile Applications
(RCAP Cooperative Services)
- ◆ It's all about the DATA: GIS Mapping / Computerized Maintenance Management
- ◆ Budgeting for Improved Maintenance

4.5 CE hours and lunch will be provided.



Utility Management for Local Officials *On-line course available*

5 OEPA Contact Hrs. 9:00-4:00 lunch on your own 8:30-Registration

This course focuses upon Technical, Managerial, and Financial Capacity of your system. Topics include regulatory and legal requirements, planning, emergencies, responsibilities of operators, management, and decision makers (Council or Board Members), rules and regulations, personnel issues, budgeting and finances, record keeping, rate adjustments, operational issues, and more.

March 28, 2017

Edison State College Piqua
1973 Edison Drive
Piqua, OH 45356

April 18, 2017

Hocking College Nelsonville
3301 Hocking Parkway
Nelsonville, OH 45764

March 29, 2017

Edison State College Piqua
1973 Edison Drive
Piqua, OH 45356

April 19, 2017

Hocking College Nelsonville
3301 Hocking Parkway
Nelsonville, OH 45764

April 4, 2017

Edison State College Piqua
1973 Edison Drive
Piqua, OH 45356

May 2, 2017

USDA/Rural Devt.
7868 County Rd 140
Findlay, OH 45840

May 24, 2017

Kent State @ Tuscarawas
330 University Drive NE
Founders Hall RM C105
New Philadelphia, OH 44663

Financial Management for Local Officials *On-line course available*

5 OEPA Contact Hrs. 9:00-4:00 lunch on your own 8:30-Registration

This course focuses upon evaluating financial policies and records, planning financial needs, and implementing and monitoring. Learn about policies & guidelines, important data and records, goals & budgeting, capital improvement planning, internal controls, rate and fees, asset management, and more.

Asset Management, Budgeting & Rate Setting

5.5 OEPA Contact Hrs. 9:00-4:15 lunch on your own 8:30-Registration

This course focuses upon asset management, budgeting, and rate setting. Topics include inventorying assets, developing & implementing an asset management plan, incorporating the plan and reserves into the budget, setting goals for rates and implementing, providing templates for budgets and rate setting, and more.

Applied Asset Management

5 OEPA Contact Hrs. (Applied for) 9:00-4:00 lunch on your own 8:30-Registration

This course will provide a background for asset management, including how to determine your assets, how to perform uniform condition assessments, and to identify the best management practices to maintain your assets. We will introduce attendees to multiple asset management software applications, including the Check-Up Program for Small Systems (CUP\$\$, free from the US EPA), several low-cost software programs, and the RCAP asset benchmarking and task management spreadsheets. There will be opportunity for hands-on training allowing participants to use their own assets.

PRE-REGISTRATION DEADLINE IS FRIDAY BEFORE EACH TRAINING

Pre- Register On-line at www.ohiorcap.org or Contact Nadine Thompson at 800-775-9767 or nethompson@wsos.org

Applying Asset Management



Ohio Dates and Locations:

8:30 Registration

9:00-3:45 Session

Lunch on Own

Mansfield

8/8/2017

Holiday Inn (Leland Rm)
116 Park Ave. West

Aurora

8/9/2017

Aurora Inn Hotel & Event Center
Veranda Room
30 Shawnee Trail

Logan

8/15/2017

Ohio EPA Conf. RM 100
2195 E. Front St.

Washington Court House

8/16/2017

Southern State Community College
1270 US Rte. 62 SW Rm 136/138

Bowling Green

9/6/17

OEPA N.W. District Office
347 N. Dunbridge Rd.

In preparation for Ohio EPA's proposed requirement for all PWSs in Ohio to develop an Asset Management Program, this course provides a background on better understanding Asset Management.

Topics include:

- Overview of Asset Management
- An example of an Asset Mgmt. Plan Developed using CUPSS
- Examination of an Asset Mgmt. Program Based on Ohio EPA's Guidelines
- Detailed review on designing an Asset Mgmt. Program
- Review of Asset Mgmt. Software

Register online at www.ohrcap.org, or contact Nadine Thompson - nethompson@wsos.org
1-800-775-9767 or 419/332-2056

**5.0 CE hours (O&M) will be provided
No Cost**



Appendix C



Drinking Water Assistance Fund Source Water Assessment and Protection Annual Report

Program Year 2017



In April 2017, the City of Springboro was recognized for Exceptional Implementation of source water protection activities.

Division of Drinking and Ground Waters
Drinking Water Assistance Fund
September 2017

Ohio EPA utilized a portion of the Public Water System Supervision Set-aside to fund source water assessment and protection activities specified in the Drinking Water State Revolving Funds Intended Use Plan for Program Year 2017 (DW SRF IUP). These funds were used to complete source water assessment and protection activities for public water systems; assist communities developing source water protection plans; conduct source water protection education and outreach; provide technical assistance; and manage general administrative and support information. This report summarizes the annual expenditures, goals and objectives of the Source Water Assessment and Protection (SWAP) Program, and program accomplishments by Activity as listed in the DW SRF IUP for Program Year (PY) 2017.

At the end of March 2017, the supervisor for the Central Office SWAP retired, and the remaining staff member had to learn additional procedures, integrating QA/QC and program oversight tasks into his workload. An additional person was hired in April, allowing some tasks and responsibilities to be given to him.

In April 2016, the SWAP secure website was hacked, and the usefulness of the secure website was reevaluated at this juncture and ultimately it was decided to remove it and make all the SWAP reports accessible on the regular SWAP website. In July 2016, the ITS unit uploaded a SWAP web mapping application based on ArcGIS online, an

extremely user-friendly replacement for the secured website (see <https://oepa.maps.arcgis.com/apps/webapviewer/index.html?id=38d04980a40d41f59d832a50f3fc0b92>). Open access to this information has dramatically reduced the number of requests for assistance staff have needed to process. In June 2016, the month prior to the mapping application being available, SWAP staff processed 20 requests; in June 2017, staff processed one.

As noted last year, in 2015 Ohio began using the triennial "SWAP Survey", offered online, to gauge substantial implementation of source water protection at the local level. In PY2017, based on these survey results, several certificates of recognition were publicly awarded to systems that are conducting "exceptional implementation". In addition, staff began preparations to conduct the next survey in January 2018.

During much of PY2017 staff reviewed the SWAP Program's policies and procedures, many of which needed updating to account for staffing changes, software modifications, and outdated references.

- A. **Expenditures** Ohio EPA used approximately 6 full time equivalent staff to support implementation of the source water assessment and protection activities specified in identified in Ohio's DW SRF Intended Use Plan for PY 2017.

B. Goals and Objectives

The goals and objectives for the Source Water Assessment and Protection Program for PY2017 were as follows:

1. Complete source water assessments for new public water systems, and revise previous delineations to address changed pumping configurations or better information, and refine delineations in potential karst/shallow fractured bedrock hydrogeologic settings.
2. Encourage and provide direct technical assistance to public water systems in development and implementation of source water protection plans;
3. Coordinate with other environmental programs to include source water protection in their siting and outreach activities. Conduct public outreach and education; disseminate source water assessments to public water systems and the public via a secure web site.
4. Provide general program support activities for staff including: time accounting and budgeting, planning, personnel management, computer programming, network support, GIS management and data acquisition, data management, information tracking, staff training, federal reporting, etc.

C. Overview of Program Accomplishments

During PY 2017, the program has focused on completing source water assessment

reports for new public water systems, revising assessments for systems with new wells or changes in pumpage promoting protective strategies, providing direct technical assistance to public water system officials, developing education and outreach activities, preparing for the 2018 SWAP survey, and verifying results during outreach visits, and QA/QC of the source water assessment information geographic information system databases.

During PY 2017, 139 source water assessment reports were completed. Of these, 53 were for new wells or wellfields and 86 were revisions of earlier source water assessment reports due to new wells at existing wellfields, changed pumping rates, and other types of changes that warranted a revision of the earlier report.

Staff reported one or more meetings with 72 public water system operators or local source water protection teams, where they provided information and technical guidance on developing or implementing a local source water protection plan.

Eleven source water protection plans developed by municipal public water systems were received by the Agency during PY2017 and ten plans were endorsed by the agency within that timeframe. The Agency also received and accepted checklist-style protection plans from an additional 58 nonmunicipal systems (community and noncommunity). As of June 30, 2017, 69 percent of all

community water systems covering 84.3 percent of the population served by community systems are substantially implementing source water protection measures under the criteria described in Ohio EPA's program.

Finally, staff responded to 77 technical assistance requests for site-specific maps showing locations of source water protection areas and any nearby waste or product management and storage facilities. (Note: with the uploading of the SWAP web map in PY2016, these requests have dropped significantly.) Staff also reviewed 23 coal or industrial minerals mining applications and 61 CWA Section 401 permits for potential drinking water impacts.

D. Program Accomplishment by Activity

Accomplishments for each of the program activities identified in the PY 2017 DW SRF IUP are summarized below:

Activity 1 – Source Water Assessment. Complete source water assessments for new public water systems and update delineations for new sources (well or water supply intakes).

Proposed Outcome/Product

1. Complete source water assessment reports for new public water systems.
2. Revise previous assessments to address changed pumping configurations or better information
3. Revise assessments completed in karst areas.
4. Review for endorsement assessment reports completed by public water systems.

Actual Work Completed

- **Assessment Reports.** Completed 139 SWAP reports for public water systems using ground water. Of these, 53 were for new wells or wellfields and 86 were revisions of earlier source water assessment reports due to new wells at existing wellfields, changed pumping rates, and other types of changes that warranted a revision of the earlier report.
- **New Well Sitings.** In addition to the above, SWAP staff assisted Drinking Water inspectors with siting 71 new wells, providing preliminary maps of the source water protection area with known potential contaminant sources shown. This preliminary mapping enables inspectors to observe required setbacks from various potential contaminant sources.

Supplemental Environmental Benefits

Describing and mapping source water assessment areas enables other

environmental programs to prioritize their own regulatory and outreach activities based on their regulated facilities' *proximity to public drinking water sources*. The inclusion of susceptibility evaluations in SWAP reports helps these other programs to further target their efforts based on *likelihood of ground water impacts*. The reports are used extensively by private environmental consultants—who access them directly through the password-protected web site—as a primary source of hydrogeologic information. They are also used extensively by other DDAGW staff for locating Class V wells in SWAP areas as well as for source designations of new wells, Hydrogeologic Sensitivity Assessments (for the Ground Water Rule), and—more recently—to locate salt piles in SWAP areas (see Activity 2).

Activity 2 - Source Water Protection Planning. Encourage and provide direct technical assistance to public water systems in development and implementation of source water protection plans.

Proposed Outcome/Product(s)

1. Local development of source water protection plans and local implementation of protective strategies.

2. Up to ten local/regional source water protection workshops, led by Ohio EPA.
3. Direct technical assistance to public water systems developing local source water protection plans.

Actual Work Completed

- **Protection Plan Reviews.** Reviewed eleven municipal Source Water Protection Plans; ten were endorsed by the Agency. (See list in Appendix 1.)
- **Meetings.** Participated in one or more meetings with 72 public water system operators or local source water protection teams, where staff provided information and guidance on developing or implementing a local source water protection plan. See list of public water systems in Appendix 2.
- **Checklist Plans.** Received 58 Source Water Protection Plan checklists from non-municipal systems.
- **Certificates.** Returned personalized and signed certificates of recognition to 69 public water systems that had sent in a source water protection plan or a checklist.

Activity 3 – Coordination, Outreach/Education and Technical Assistance. Conduct public outreach and education and disseminate source water assessments to public water systems and the public via a secure web site; collaborate with State environmental programs to develop and implement source water protection strategies.

Proposed Outcome/Product(s)

1. Continue development and maintenance of secure web page to access reports.
2. Document management.
3. Respond to technical assistance requests.
4. Update source water assessment and protection web pages.

Actual Work Completed

- **Secure SWAP Web page.** In July 2016, the SWAP secure website was replaced with a web mapping application based on ArcGIS online, an extremely user-friendly

replacement for the secure website. Open access to this information has dramatically reduced the number of requests for assistance staff have needed to process.

- **SWAP Newsletter.** Completed the 2016 SWAP newsletter, summarizing Source Water Assessment and Protection accomplishments in Ohio during calendar year 2016.
- **Technical Assistance Maps.** Responded to 77 technical assistance requests for site-specific maps showing locations of source water protection areas and any nearby waste or product management and storage facilities. Most of these requests came from private consultants or other state agencies. Staff also reviewed 23 coal or industrial minerals mining applications, 61 CWA Section 401 permits, of which nine were for proposed pipeline projects, for potential drinking water impacts.
- **Presentations.** SWAP staff gave numerous presentations, which included formal presentations at the Ohio Campground Owners Association (OCHOA) annual training event and AWWA conferences, as well as presentations at schools and various local festivals.

- **ORWA.** Held quarterly meetings with Farm Service Agency (FSA) staff and Ohio Rural Water Association (OWRA) Source Water Protection staff to coordinate development of local source water protection plans
- **Region V Meeting.** Organized and hosted the annual Region V Source Water Protection Managers meeting and held at Maumee Bay State Park, near Toledo, Ohio.
- **Oil/Gas Pipelines.** SWAP staff reviewed the planned routes for nine proposed oil/gas pipelines and shared the resulting information and maps with public water systems whose source water protection areas are traversed by or contiguous to a proposed pipeline route.
- **2018 SWAP Survey.** Staff have begun preparations for administering the 2018 SWAP Survey, including selecting a new delivery platform.

Activity 4 – General Program Support. Provide administrative, computer and data management and geographic information program support to program staff.

Proposed Outcome/Product

1. Federal reporting

Actual Work Completed

- **Annual Report.** Completed Program Year 2016 DW SRF Source Water Assessment and Protection Set-aside Annual Report, September 2016.
- **QA/QC.** Continued to QA/QC the statewide geographic information system data layer of Source Water Protection areas and well locations.
- **General Management.** Provided general management and supervision to staff, completed annual report, all staff performed time accounting procedures and provided support for accounting, budgeting and purchasing.
- **Administrative Support.** Administrative staff provided general office support to program staff
- **Technical Support.** Information management staff provided technical support for staff.

Appendix 1 – List of Public Water Systems that received Endorsement of a Source Water Protection Plan during PY 2017

City of Delaware
Killbuck Village
Village of New Waterford
Painesville City
Village of West Salem
New Bremen Village
Saint Henry Village
Woodville Village
City of Barnesville
Powhatan Point Village

Appendix 2 – List of Community Water Systems receiving Protection Planning Assistance during PY 2017

City of London	Village of Paulding	Village of Byesville
City of Circleville	Village of Payne	Tri County Rural Water and Sewer District
Village of Danville	Village of Sherwood	Waterford Water and Sewer Association
Village of Martinsburg	Village of Spencerville	Village of Beverly
Aqua Ohio - Tiffin	City of Van Wert	Scioto Water, Inc., Sugar Camp
City of Delaware	Village of West Salem	Scioto Water, Inc., Rose Hill
Village of Antwerp	City of Franklin	Village of Barnesville
Aqua Ohio Tiffin	Village of Yellow Springs	Village of Powhatan Point
Village of Archbold	Village of Jamestown	Village of Enon
City of Bowling Green	City of Cincinnati	Village of West Liberty
Village of Bradner	Warren County - Renneker	Village of Lakeview
City of Celina	Warren County - Socialville	Village of Belle Center
City of Defiance	Warren County – Massie Wayne	Village of West Mansfield
City of Delphos	Warren County – Franklin Area	City of New Carlisle
Village of Deshler	Village of Versailles	Village of Quincy
City of Findlay	City of Xenia	City of Bellefontaine
Village of Hamler	Jefferson Regional Water Authority	Village of North Lewisburg
Village of Hicksville	City of West Carrollton	City of Plain City
Village of Kalida	The Village of Coal Grove	
City of Kenton	Village of Middleport	
Village of Leipsic	Warren Community Water and Sewer Association	
City of Lima	City of Marietta	
Madison Water District	Village of Woodsfield	
City of Mansfield	City of St. Clairsville	
Village of Montpelier	City of Cambridge	
Village of Napoleon	Village of Caldwell	
Village of Oakwood		
Village of Ottawa		

Appendix D
WSRLA – Harmful Algal Bloom (HAB) Discount Project Awards
July 1, 2016 to June 30, 2017

WSRLA – Harmful Algal Bloom (HAB) Discount Project Awards								
Applicant	County	LE Basin? (Y/N)	Project Name	OWDA Board Date	Last Signature Date	Total WSRLA Loan Amount	HAB Discount Amount	Brief Description (one sentence)
Painesville	Lake	Y - Eastern	New raw water intake	7/28/2016	8/12/2016	\$17,347,066.00	\$17,347,066.00	This construction project will furnish a new primary water supply.
Sandusky	Erie	Y - Western	Water Treatment Plant PAC Feed System	09/29/2016	09/29/2016	\$2,071,950.00	\$2,071,950.00	This construction project involves the installation of a new PAC feed system for more effective control of algal toxins and removal of TOC for better control of THMs.
Napoleon	Henry	Y	Water Treatment Plant Imp	04/24/2017	04/28/2017	\$15,257,014.63	\$15,257,014.63	This project will make improvements to the water treatment plant to directly reduce risks associated with potential Harmful Algae Blooms.
TOTALS						\$34,676,030.63	\$34,676,030.63	