

## APPENDIX B: eCCR Certification Form (Suggested Format)

### Consumer Confidence Report Certification Form

(To be submitted with a copy of the CCR)

Water System Name:	City of Vallejo-Lakes
Water System Number:	CA4810021

The water system named above hereby certifies that its Consumer Confidence Report was distributed on **03/27/2024** (date) to customers (and appropriate notices of availability have been given). Further, the system certifies that the information contained in the report is correct and consistent with the compliance monitoring data previously submitted to the State Water Resources Control Board, Division of Drinking Water (DDW).

Certified by:

Name: <b>Vidia Gillula</b>	Title: <b>Water Quality Manager</b>
Signature: <i>Vidia Gillula</i>	Date: <b>10/1/2024</b>
Phone number: <b>707-649-3472</b>	

To summarize report delivery used and good-faith efforts taken, please complete this page by checking all items that apply and fill-in where appropriate:

- ☒ CCR was distributed by mail or other direct delivery methods (attach description of other direct delivery methods used).
- ☒ CCR was distributed using electronic delivery methods described in the Guidance for Electronic Delivery of the Consumer Confidence Report (water systems utilizing electronic delivery methods must complete the second page).
- ☒ "Good faith" efforts were used to reach non-bill paying consumers. Those efforts included the following methods:
  - ☒ Posting the CCR at the following URL:  
[www.cityofvallejo.net/waterqualityreport](http://www.cityofvallejo.net/waterqualityreport)
  - ☒ Mailing the CCR to postal patrons within the service area (attach zip codes used).
  - ☐ Advertising the availability of the CCR in news media (attach copy of press release)
  - ☐ Publication of the CCR in a local newspaper of general circulation (attach a copy of the published notice, including name of newspaper and date published)
  - ☒ Posted the CCR in public places (attach a list of locations).

- ☐ Delivery of multiple copies of CCR to single-billed addresses serving several persons, such as apartments, businesses, and schools
- ☐ Delivery to community organizations (attach a list of organizations)
- ☒ Publication of the CCR in the electronic city newsletter or electronic community newsletter or listserv (attach a copy of the article or notice).
- ☒ Electronic announcement of CCR availability via social media outlets (attach list of social media outlets utilized).
- ☒ Other (attach a list of other methods used).
- ☒ *For systems serving at least 100,000 persons:* Posted CCR on a publicly accessible internet site at the following URL:  
[www.cityofvallejo.net/waterqualityreport](http://www.cityofvallejo.net/waterqualityreport)
- ☐ *For privately-owned utilities:* Delivered the CCR to the California Public Utilities Commission

### **Consumer Confidence Report Electronic Delivery Certification**

*Water systems utilizing electronic distribution methods for CCR delivery must complete this page by checking all items that apply and fill-in where appropriate.*

- ☒ Water system mailed a notification that the CCR is available and provides a direct URL to the CCR on a publicly available website where it can be viewed (attach a copy of the mailed CCR notification). URL:  
[www.cityofvallejo.net/waterqualityreport](http://www.cityofvallejo.net/waterqualityreport)
- ☐ Water system emailed a notification that the CCR is available and provides a direct URL to the CCR on a publicly available site on the Internet where it can be viewed (attach a copy of the emailed CCR notification). URL:  
 www.\_\_\_\_\_
- ☐ Water system emailed the CCR as an electronic file email attachment.
- ☐ Water system emailed the CCR text and tables inserted or embedded into the body of an email, not as an attachment (attach a copy of the emailed CCR).
- ☐ *Requires prior DDW review and approval.* Water system utilized other electronic delivery method that meets the direct delivery requirement.

*Provide a brief description of the water system's electronic delivery procedures and include how the water system ensures delivery to customers unable to receive electronic delivery.*

The City of Vallejo Water Department included an insert in all utility billing statements mailings that informed the recipient where and when the 2023 CCR will be available to all customers on the City's website. The insert was printed in English, Spanish and Tagalog and included a statement on what the CCR is and the importance of the report. The City also provided a phone number and email to request delivery of a hard copy of CCR if customers wish to do so.

The City of Vallejo Water Department also placed notices in the City's weekly newsletter and on the City's social media platforms on how customers could access and download a digital copy by providing a direct link to CCR.

For any customers that are unable to receive electronic delivery the City provides them with a hard copy of the CCR by mail, if customers request it via phone or email.

*This form is provided as a convenience and may be used to meet the certification requirement of section 64483(c) of the California Code of Regulations.*

**2023 Consumer Confidence Reports  
Methods of Distribution  
City of Vallejo - Lakes**



The **bill-paying and non-billing water customer communication** included the following information:

- The short URL: [www.cityofvallejo.net/waterqualityreport](http://www.cityofvallejo.net/waterqualityreport)
  - Short statement on what the water quality report is and the importance of the report.
  - Provided phone number and email to request delivery of hard copy of CCR.
1. Bill-Paying water customers
    - a. All water customers received bill inserts in February and March 2024 bills.  
(Copy of Insert attached).
      - i. Multi-lingual (English, Spanish, and Tagalog)
  2. Non-Bill-Paying Water Consumers
    - a. Posted CCR on website, linked directly to CCR,  
[www.cityofvallejo.net/waterqualityreport](http://www.cityofvallejo.net/waterqualityreport)
    - b. Posted about the CCR availability on the City of Vallejo's Instagram, Facebook, and LinkedIn pages (copy of one of the posts attached).
    - c. Posted about the CCR availability in the City of Vallejo's weekly newsletter (copy of notice attached).
  3. Hard copies of the 2024 were delivered in the following manner:
    - a. Mailed to water customers/consumers upon request at the following zip codes: 94534.
    - b. Distributed the CCR to the following public places:
      - i. Vallejo City Hall (water billing)
      - ii. Vallejo JFK Library
      - iii. Vallejo Springstowne Library
    - c. Copies of the report were displayed prominently at the Fleming Hill WTP public lobby area.
    - d. Copies of the report were and shall be distributed at outreach events in the community, including farmers markets, community, and City events.
  4. Digital and/or hardcopies were sent to the water representatives of the following Local Agencies:
    - a. City of Fairfield (Hard and Digital Copies)