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# CARMEL AREA WASTEWATER DISTRICT

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## Regular Board Meeting

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3945 Rio Road, Carmel, CA 93923

April 30, 2020  
Thursday  
9:00AM

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# Carmel Area Wastewater District

P.O. Box 221428 Carmel California 93922 ❖ (831) 624-1248 ❖ FAX (831) 624-0811

Barbara Buikema  
General Manager  
Ed Waggoner  
Operations Superintendent  
Robert R. Wellington  
Legal Counsel

Board of Directors  
Gregory D'Ambrosio  
Michael K. Rachel  
Robert Siegfried  
Charlotte F. Townsend  
Ken White

## COVID-19 Public Meeting Procedures

As per the Governor's Executive Order #N-29-20 (March 17, 2020) the following will be in effect until rescinded.

- CAWD will not make a physical location available from which members of the public may observe and offer public comment.
- All CAWD public meetings shall take place via teleconferencing and shall be posted on the District website ([www.cawd.org](http://www.cawd.org)) and allow members of the public to attend and address the meeting electronically.
- The District will give advance notice of all teleconference meeting as prescribed by the Brown Act
- The public may listen to the meeting by logging on to the District website and clicking on the Virtual Webinar.
- Public comment may be submitted 24 hours prior to the meeting by clicking on the "Public Comment Form" listed directly beneath the Virtual Webinar on our website. If received within 24 hours of the meeting we will ensure that a response is given at the meeting. Any comments after the cutoff will still receive a response; however, it may not be during the meeting.
- The District is requesting that the public submit comments at least 24 hours in advance of the scheduled meeting to enable staff to post all comment on the District web site. Any comment received after this time will be posted after the Board meeting.
- The teleconference Board meeting will require that all voting is done by roll call
- The teleconference Board meeting will require that speakers identify themselves prior to addressing other attendees in order to facilitate the flow of the meeting and minimize confusion.
- The District advises that the public refer to our web site periodically for updates regarding the District and Board activity.



**CARMEL AREA WASTEWATER DISTRICT (CAWD)**  
**BUDGET COMMITTEE MEETING MINUTES**  
March 23, 2020 at 10:00 a.m.

Teleconference Webinar  
(See California Executive Order N-29-20 during Covid19 Pandemic)

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**CALL TO ORDER - ROLL CALL**     The meeting was called to order at 9:00 a.m.

**Present:**     Committee Members: Robert Siegfried & Greg D'Ambrosio

**Absent:**     N/A

**Others:**     Barbara Buikema, CAWD General Manager

**1. Appearances/Public Comments:**

None

**2. Agenda Changes: Notification**

The Agenda was not noticed due to an oversight and so there is no decision or recommendation from the committee for the Board to receive, but it can consider the discussion held, and at most a consensus of the committee, for the Board to consider in connection with its consideration of the matter during the COVID-19 pandemic.

**3. Agenda:** Review of the 2020-21 Preliminary Budget Rate and a change in protocol was due to the COVID-19 pandemic, which necessitated a reduction in rates due the financial impact on constituents.

The Committee discussed the budget rates and the need for a reduction in rates. There is nothing further to report.

**ADJOURNMENT:** *There being no further business to come before the Committee, Director D'Ambrosio adjourned the meeting at 10:40 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, March 26, 2020, or an alternate, acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.*

***As Reported To:***

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***Barbara Buikema, General Manager***

**APPROVED:**

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***Ken White, President***



# CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES March 26, 2020

Teleconference Webinar  
(See California Executive Order N-29-20 during Covid19 Pandemic)

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**CALL TO ORDER - ROLL CALL** - The meeting was called to order at 9:06 a.m.

**Present:** Directors: D' Ambrosio, Robert Siegfried, Charlotte Townsend, Michael Rachel,  
And President White

**Absent:** None

**A quorum was present.**

**Others: Via Zoom**

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)  
Rachel Lather, District Engineer, CAWD  
Patrick Treanor, Plant Engineer, CAWD  
Chris Foley, Maintenance Superintendent, CAWD  
Daryl Lauer, Collections Superintendent, CAWD  
Domine Barringer, Administrative Assistant/Board Clerk, CAWD  
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD  
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel  
Richard Verbanec, Director, Pebble Beach Community Service District (PBCSD)  
Mike Niccum, General Manager, PBCSD

**1. Public Comments:**

No public comment

**2. Agenda Changes:**

- *Hayashi Wayland Bank Statement Review letter of CAWD February 2020 statements.*
- *Revised Preliminary Rate Model for Fiscal Year 2020-2021 – Agenda item No.*

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**THE CONSENT CALENDAR RECEIPT AND APPROVAL WAS MOVED TO THE END OF THE MEETING FOR DISCUSSION**

**ITEM NO. 3 ON THE AGENDA WAS MOVED TO THE END OF THE MEETING-**

Robert Bowman Collection Worker of the Year did not appear because of COVID-19. The Board requested this item be brought forward to a later date when the COVID orders have been lifted.

**ACTION ITEMS BEFORE THE BOARD**

*Action Items consist of business which requires a vote by the Board. These items are acted upon in the following sequence: (1) Staff Report (2) Board Questions to Staff (3) Public Comments, and (4) Board Discussion and Action.*

**RESOLUTIONS**

**3. Resolution No. 2020-15;** report given by Principal Engineer, Rachél Lather

***Board Action***

***After brief discussion, a motion to approve was made by Director D'Ambrosio and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-15 to authorize the General Manager to contract with Denise Duffy & Associates, Inc. to provide project environmental surveys, monitor and report, and implement the Restoration Plan for the Hatton Canyon Pipeline Replacement Project #18-17 for \$77,848.***

**4. Resolution No. 2020-16;** report given by Principal Engineer, Rachél Lather

***Board Action***

***After extensive discussion, a motion to approve was made by Director White and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-16, as amended, accepting the lowest responsible bid for the Rio Road Cured in Place Pipe (CIPP) Lining Project #19-07.***

**5. Resolution No. 2020-17;** report given by Principal Engineer, Rachél Lather

***A motion to approve was made by Director Rachel and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-17, authorizing the General Manager to contract with PSOMAS to provide construction management and inspection services for the Rio Road CIPP Lining Project #19-07 in the amount of \$162,480.***

**6. Resolution No. 2020-18;** report given by Plant Engineer, Patrick Treanor

***Board Action***

***A motion to approve was made by Director Siegfried and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020- 18, approving a Notice of Intent to adopt a Mitigated Negative Declaration for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01.***

**7. Resolution No. 2020-19;** report given by General Manager, Barbara Buikema

***Board Action***

***A motion to approve was made by Director Townsend and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-19, requesting the County Elections Department conduct an election for the District's Board Member seat openings, and consolidate the election with the statewide election on November 3, 2020.***

**8. Resolution No. 2020-20;** report given by General Manager, Barbara Buikema

***Board Action***

***After extensive discussion, a motion to approve was made by Director Rachel and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-20, approving the Carmel Area Wastewater District Coronavirus Disease (COVID-19) Risk Mitigation and Response Plan.***

**OTHER ITEMS BEFORE THE BOARD**

**9. CAWD FY 2020-21 Preliminary Budget - Report by General Manager, Barbara Buikema**

***Board Action***

***A motion to approve was made by Director Townsend and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously accepted the CAWD FY 2020-21 Preliminary Budget.***

**10. CAWD FY 2020-21 Preliminary Rate Model - Report by General Manager, Barbara Buikema**

***Board Action***

***A motion to approve was made by Director Siegfried and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously accepted the CAWD FY 2020-21 Preliminary Rate Model.***

**INFORMATION/DISCUSSION ITEMS**

**11. The General Manager's report on the PBCSD February 28, 2020 Board Meeting was reviewed.**

*It was noted that CAWD's outcome of negotiations with the California Coastal Commission was favorable. It was also announced that the March PBCSD Board Meeting is cancelled. The ongoing favorable collaboration and relationship between CAWD and PBCSD was acknowledged.*

**12.** *The General Manager Quarterly Progress Report was reviewed.*

**13.** *There was no update on the proposed Mr. Larsen sewer connection in Carmel Highlands.*

## **STAFF & BOARD MEMBER REPORTS**

*Staff Reports include items for which verbal reports/presentation will be provided. If a specific presentation is planned, it will be listed, and summary information may be included with the Agenda. Brief oral reports may be provided for items arising after the Agenda preparation. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda Item.*

## **COMMUNICATIONS**

**14.** *The General Manager's Report included an update on CAWD's California Coastal Commission Meeting, and the approval of the amended Coastal Development Permit issued to CAWD. The work done by staff, counsel, and consultants, to finalize negotiations with the California Coastal Commission, was commended.*

**15.** *Announcements on Subjects of Interest to the Board Made by Members of the Board or Staff*

*Oral reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.*

- *Director Townsend recited a letter that was sent to the Editor of The Carmel Pine Cone on July 20, 1949:*

*"Dear Sir: I believe that the Carmel Sanitary Board is acting illegally: first, in opening bids when blocked by a majority of protest; second, in presenting a new estimate (fifty percent less) immediately after their first one was rejected.//*

*As to our own place, it is ridiculous to assess us more than six thousand dollars (according to the new cut-rate estimate) for a facility which we shall never need; while a big new house covering a little lot, which therefore perhaps really needs the service, will pay less than one hundred and fifty dollars – more than forty times less. But we shall not press this absurdity; but consider ourselves fortunate as long as we are not actually compelled to hook up with a system that at present shockingly defiles the river-mouth and may in future pollute the bay.*

*Sincerely yours,  
Robinson Jeffers"*

- The Board agreed by Roll Call vote to publish a prepared letter from the Board to the public addressing COVID-19 in The Pine Cone.

Ayes: Director Siegfried, Director D’Ambrosio, Director Rachel, Director Townsend, and President White

Noes: None

Abstentions: None

Absent: None

- Director D’Ambrosio is scheduled to attend the PBCSD Board Meeting on Friday, April 24, 2020 at 9:30 a.m.
- Director Townsend is scheduled to attend the Special Districts Association of Monterey County meeting on ~~Tuesday, April 21, 2020 at 6:00 p.m. -Cancelled~~
- Director Townsend and Director White are scheduled to attend the Reclamation Management Committee meeting on Wednesday, May 13, 2020 at 9:30 a.m. Tentative depending on COVID-19 Stay in Place Order.

### **Item #3 MOVED TO THE END OF THE MEETING**

**16.** The recognition of Robert Bowman as the 2019 CWEA Monterey Bay Section Collection Worker of the Year is moved to next month’s Board Meeting on April 30, 2020.

### **ACTION ITEMS BEFORE THE BOARD**

*Action Items consist of business which requires a vote by the Board. These items are acted upon in the following sequence: (1) Staff Report (2) Board Questions to Staff (3) Public Comments, and (4) Board Discussion and Action.*

### **CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS**

*The Consent Agenda consists of routine items for which Board approval can be taken with a single motion and vote. A Board Member may request that any item be placed on the Regular Agenda for separate consideration.*

#### ***Board Action***

***After discussion of Item Nos. 10 & 12 of the Agenda, a motion to receive and approve was made by Director D’Ambrosio and seconded by Director Rachel. After a Roll Call vote, the Board unanimously received and approved the Meeting Minutes and the following Consent Calendar/Agenda items:***



- 17. COVID- 19 Public Meeting Procedures**
  
- 18. Regular Board Meeting Minutes of February 27, 2020**  
Special Committee Meeting Minutes of March 6, 2020  
Budget Committee Meeting Minutes of March 9, 2020  
Budget Committee Meeting Minutes of March 12, 2020  
Budget Committee Meeting Minutes of March 13, 2020
  
- 19. Bank Statement Review by Hayashi Wayland – February 2020**
  
- 20. Schedule of Cash Receipts and Disbursements – February 2020**
  
- 21. Register of Disbursements - Carmel Area Wastewater District – February 2020**
  
- 22. Register of Disbursements – CAWD/PBCSD Reclamation Project – February 2020**
  
- 23. Financial Statements and Supplementary Schedules – February 2020**
  
- 24. Collection System Superintendent’s Report (February & January 2020 & December 2019)**
  
- 25. Safety and Regulatory Compliance Report – February 2020**
  
- 26. Treatment Facility Operations Report – (February & January 2020 & December 2019)**
  
- 27. Laboratory/Environmental Compliance Report – February 2020**
  
- 28. Capital Projects Report/Implementation Plan**
  
- 29. Project Summaries**
  
- 30. Plant Operations Report – February 2020**
  
- 31. Maintenance Projects Report – February 2020**
  
- 32. Principal Engineer Monthly Report General Engineering – February 2020**

### **33. ADJOURNMENT**

*There being no further business to come before the Board, the President adjourned the meeting at 11:12 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, **April 30, 2020** or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, [www.cawd.org](http://www.cawd.org), calling the District office at 831-624-1248 or via email at [downstream@cawd.org](mailto:downstream@cawd.org).*

***As Reported To:***

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***Domine Barringer, Secretary to the Board***

***APPROVED:***

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***Ken White, President***



## HAYASHI | WAYLAND

### INDEPENDENT ACCOUNTANTS' REPORT

April 21, 2020

To the Board of Directors  
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of March 2020. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

We have completed our review of your bank reconciliation for the Union Bank O&M account, the Union Bank payroll account and the Monterey County Sweep account. This service is limited in scope and is neither designed nor intended to deter or discover fraud, embezzlements or any other irregularities.

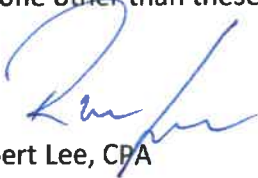
The procedures we performed and the associated findings are as follows:

- (1) We reviewed individual checks (or electronic images of individual checks or substitute checks). This procedure did not reveal any differences.
- (2) We examined the signatures on each check and compared them to a copy of the signature card on file with your bank to determine if the correct authorized people have signed the checks (we are not handwriting or forgery experts). This procedure did not reveal any differences.
- (3) We examined the payee on the check and matched it to the payee name appearing in your cash disbursements journal. This procedure did not reveal any differences.
- (4) We matched interbank account transfers. This procedure did not reveal any differences.



We were not engaged to and did not conduct an audit, the objective of which would be the expression of an opinion on the cash disbursements records or cash receipts records, accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Directors of Carmel Area Wastewater District, and is not intended to be and should not be used by anyone other than these specified parties.



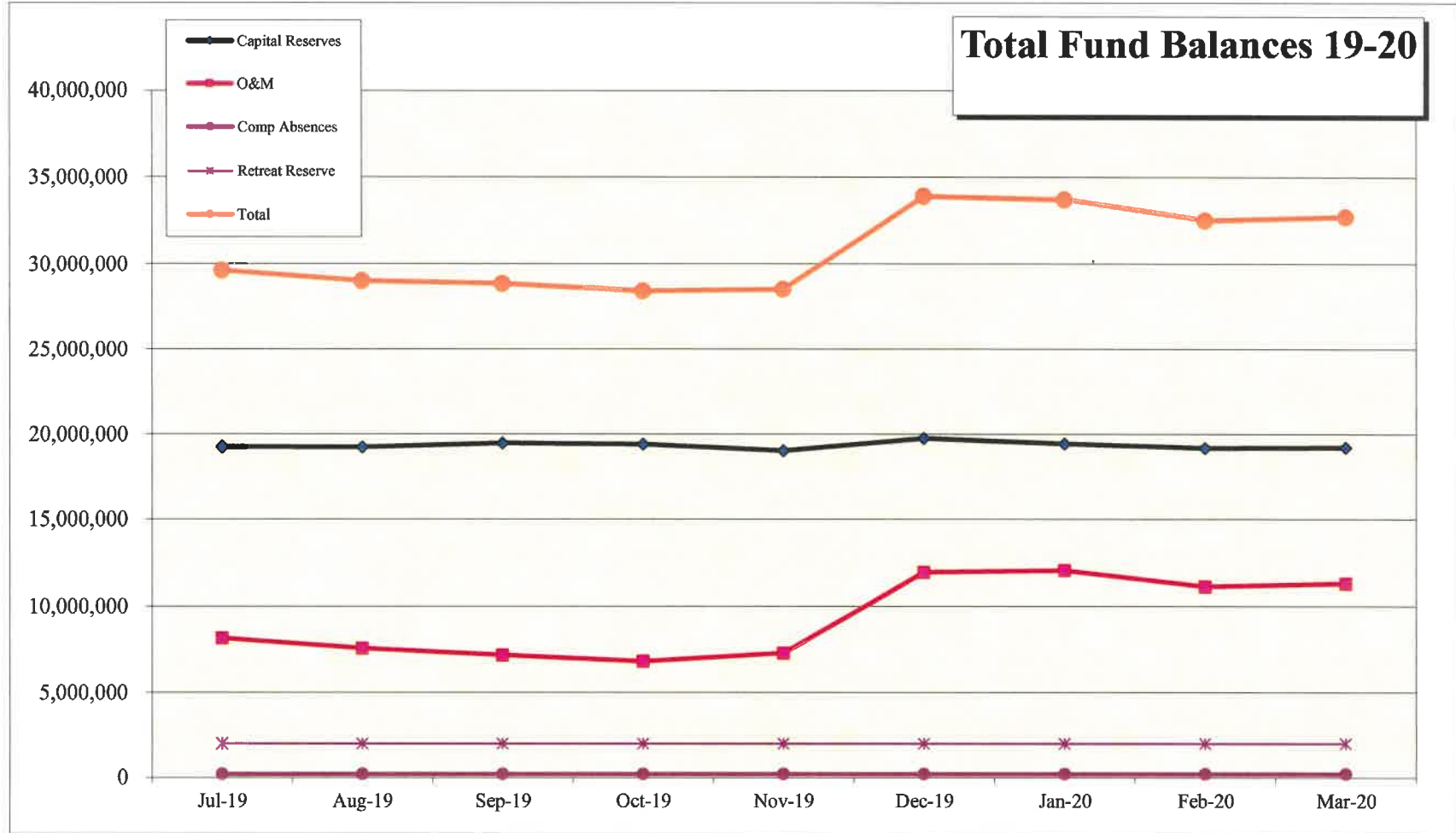
Robert Lee, CPA  
Partner  
Hayashi Wayland

Cc: Mr. Ken White, President

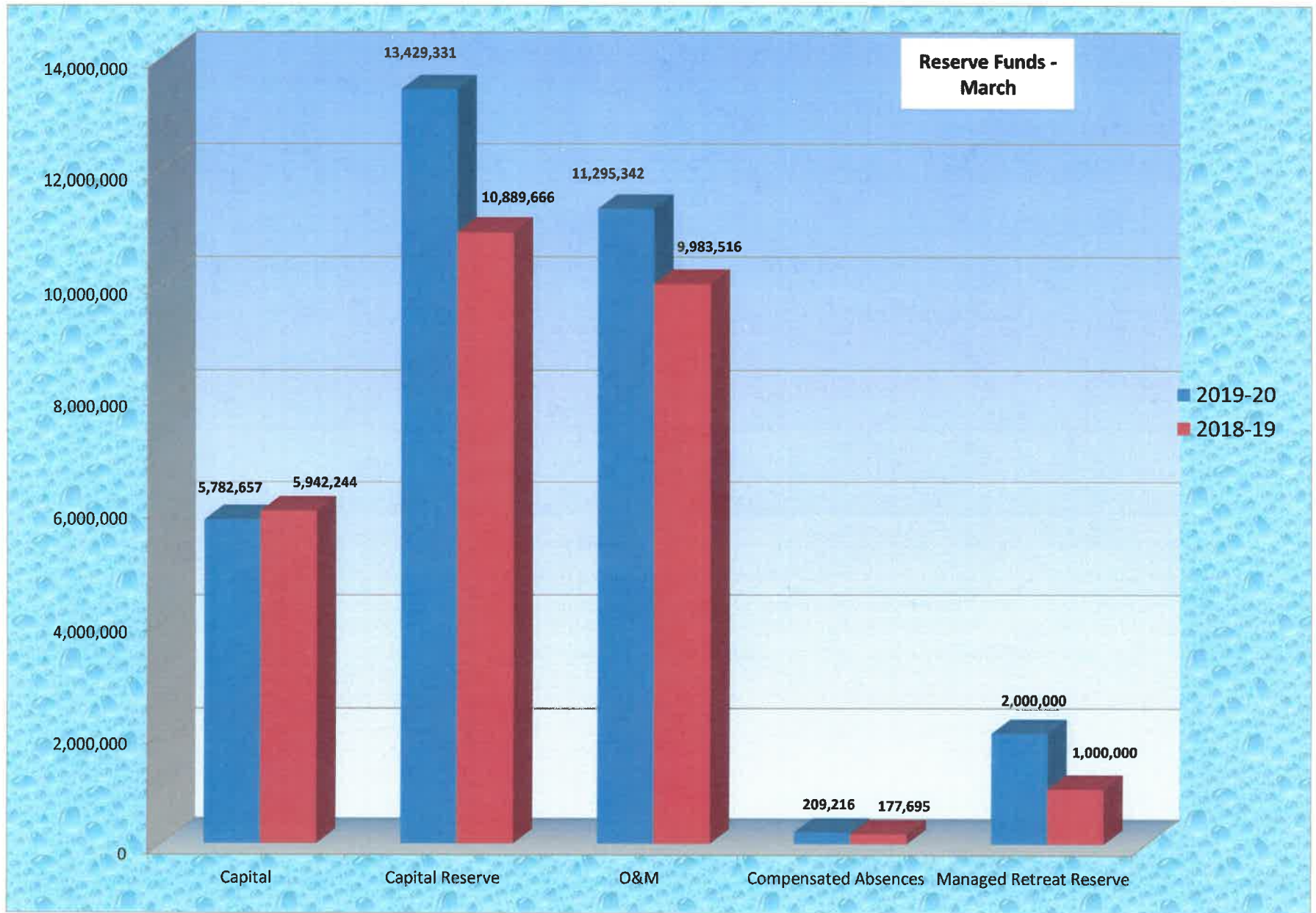


**Carmel Area Wastewater District**  
**Schedule of Cash Receipts and Disbursements - MARCH 2020**

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Union Bank Bank O & M Balance	Union Bank Bank PR Balance	L.A.I.F. Balance
<b>BALANCE BEGINNING OF MONTH</b>	\$5,855,564	\$13,326,949	\$11,112,886	\$209,216	\$2,000,000	\$32,504,615	\$794,547	\$115,787	\$1,178,922
<b>Receipts:</b>									
User Fees			731,137						
Property Taxes		102,382							
PBCSD Treatment Fees							90,000		
Reclamation O & M reimbursement							91,608		
Reclamation capital billing									
Permits							6,765		
PBCSD capital billing									
Other misc. revenue							7,296		
Interest income								1	
Connection Fees									
Plan Review							1,700		
W/C audit refund									
CCLEAN receipts									
Pooled liability dividend							18,743		
Void checks							1,942		
<b>Total Receipts</b>	<b>0</b>	<b>102,382</b>	<b>731,137</b>	<b>0</b>	<b>0</b>	<b>833,518</b>	<b>218,054</b>	<b>1</b>	<b>0</b>
<b>Fund Transfers:</b>									
Transfers to Union Bank O&M	(72,907)		(527,093)				600,000		
Transfers to Union Bank PR							(330,000)	330,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
<b>Total Transfers</b>	<b>(72,907)</b>	<b>0</b>	<b>(527,093)</b>	<b>0</b>	<b>0</b>	<b>(600,000)</b>	<b>270,000</b>	<b>330,000</b>	<b>0</b>
<b>Disbursements:</b>									
Operations and capital							494,964		
Payroll & payroll taxes								309,730	
Employee Dental reimbursements							3,667		
CALPERS EFT							46,698		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							881		
Home Depot EFT							79		
US Bank EFT							10,779		
Deferred comp contributions EFT								16,702	
PEHP contributions EFT								2,928	
Bank/ADP fees							0	1,679	
Highlands Bond Debt Service Payment							24,203		
Annual County admin billing fee			21,589						
Unfunded CALPERS liability									
Void deposit check-NSF							225		
<b>Total Disbursements</b>	<b>0</b>	<b>0</b>	<b>21,589</b>	<b>0</b>	<b>0</b>	<b>21,589</b>	<b>581,497</b>	<b>331,039</b>	<b>0</b>
<b>BALANCE END OF MONTH</b>	<b>5,782,657</b>	<b>13,429,331</b>	<b>11,295,342</b>	<b>209,216</b>	<b>2,000,000</b>	<b>32,716,545</b>	<b>701,104</b>	<b>114,749</b>	<b>1,178,922</b>



*Capital Reserve + O&M + O&M Reserve + Compensated Absences Reserve = Total Fund held in County*



Carmel Area Wastewater District  
Disbursements  
Mar-20

Date	Check	Vendor	Description	Amount
03/03/20	34756	3T Equipment Company	90 degree swivel for vehicle	645.16
03/03/20	34757	Allied Fluid Products	Iron flanges and plug valves	3,290.64
03/03/20	34758	Andrew Millington	Dental	206.00
03/03/20	34759	Applied Industrial Technologies	Electric motor and flange	9,087.84
03/03/20	34760	Applied Marine Sciences	CCLEAN January expenses	97,334.52
03/03/20	34761	AT&T Mobility	Cell Service	630.13
03/03/20	34762	Barbara Buikema	Reimbursement for admin kitchen supplies	7.76
03/03/20	34763	Bryan Mailey Electric	Electrical shutdown of headworks classifier	140.00
03/03/20	34764	Carmel Pine Cone	Legal notices for Projects 18-18 and 19-07 to accept bids	286.00
03/03/20	34765	Cintas Corporation	Laundry service	652.62
03/03/20	34766	Cole-Parmer	Tygon tubing	476.71
03/03/20	34767	CSI HR Group LLC	January human resource service	3,375.00
03/03/20	34768	Culligan Water	C&I Exchange service for the lab	17.35
03/03/20	34769	CWEA	Employee annual membership	192.00
03/03/20	34770	Daryl Lauer	Dental	166.40
03/03/20	34771	Direct TV	Monthly service	88.24
03/03/20	34772	Exceedio	Windows 10 upgrades	280.00
03/03/20	34773	Fastenal Company	Operating supplies	543.23
03/03/20	34774	Gavilan/Salinas Crane & Rigging	Hoist rental for grit screw	1,330.00
03/03/20	34775	Got.Net	Domain parking	24.20
03/03/20	34776	Kemira Water Solutions	Ferric chloride	3,629.61
03/03/20	34777	Kennedy/Jenks Consultants	Project 18-01, Mech/Elec Rehab & Sludge Holding Tank (CAPITAL)	15,618.75
03/03/20	34778	McMaster-Carr	Operating supplies	136.81
03/03/20	34779	MetLife-Group Benefits	Life insurance premium	1,173.74
03/03/20	34780	Michael Garrison	Dental	786.00
03/03/20	34781	Monterey Tire Service	Tire and stem	1,007.92
03/03/20	34782	The NELAC Institute	Electronic copy of TNI Laboratory Standard Volume for the lab	97.50
03/03/20	34783	Office Team	Admin temp service	461.00
03/03/20	34784	Patelco Credit Union	Health Savings Accounts	5,614.78
03/03/20	34785	R&B Company	Flanges and adapters	1,647.37
03/03/20	34786	Rachel Lather-Hidalgo	Vision copay	10.00
03/03/20	34787	Teledyne Instruments	Pump discharge tubing and access kits	244.60
03/03/20	34788	Toro Petroleum	Mobil oil	502.71
03/03/20	34789	Vision Service Plan	Vision insurance premium	529.20
03/04/20	34790	Unum Life Insurance	Long term disability premium	1,981.65
03/05/20	34791	DKF Solutions	Traffic control class	265.00
03/05/20	34792	Evantec Corporation	Lab supplies	587.11
03/05/20	34793	McMaster-Carr	Floor mount support	458.57
03/05/20	34794	Smitty's Janitorial	Monthly service	1,110.00
03/05/20	34795	Town & Country Gardening	Monthly service	610.00
03/06/20	34796	Matthews Mechanical	Install valves at the secondary clarifier and headworks	13,712.89
03/06/20	34797	Motion Industries	PDFV-V pressure relief valves and top valves	5,709.37
03/11/20	34798	Complete Engineered Solutions	2-ton biogas chiller	8,432.53
03/12/20	34799	American Fidelity Assurance Company	Flex accounts	123.07
03/12/20	34800	AT&T CALNET 3	Various phone lines for devices	650.13



**Carmel Area Wastewater District**  
**Disbursements**  
**Mar-20**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/12/20	34801	Beecher Engineering	Standby Power Reliability Project #18-08 correspondence and specs (CAPITAL)	400.00
03/12/20	34802	Blackburn MFG	Green marker paint and flags	409.31
03/12/20	34803	Brain-Based Strategies Consulting	Executive coaching	2,250.00
03/12/20	34804	Buckles-Smith Electric	Electrical supplies	129.76
03/12/20	34805	Cal-Am Water	Monthly service	832.98
03/12/20	34806	Carmel Marina Corporation	Plant rollofs and admin garbage	2,907.25
03/12/20	34807	Causey Consulting	Sanitary Sewer Management Plan support services	3,550.00
03/12/20	34808	CAWD\PBCSD Reclamation Project	Reimbursement for tertiary lab PG&E	349.98
03/12/20	34809	Christopher Foley	Public Safety Power Shutoff Exercise class expenses	19.00
03/12/20	34810	Cintas Corporation	Laundry service	676.63
03/12/20	34811	Clark Pest Control	Plant service	273.00
03/12/20	34812	Comcast	Pump stations internet	107.47
03/12/20	34813	Del Monte Gardeners	Clear fallen trees at Pescadero and Hatton Canyon	1,000.00
03/12/20	34814	Downey Brand	Carmel River Watch legal fees	4,191.50
03/12/20	34815	Edges Electrical	Electrical supplies	30.01
03/12/20	34816	Fastenal Company	Operating supplies	2,970.54
03/12/20	34817	GLS US	Shipping expenses for brine samples	229.48
03/12/20	34818	Grainger	Operating supplies	26.00
03/12/20	34819	Hayashi & Wayland Accounting	Bank reconciliation oversight	375.00
03/12/20	34820	ICON Cloud Solutions	Monthly telephone service	579.24
03/12/20	34821	Image Source	Plant copier service	89.99
03/12/20	34822	Kennedy/Jenks Consultants	Rio Road CIPP Lining Project #19-07 project management and design (CAPITAL)	28,075.00
03/12/20	34823	Kristina Pacheco	Office supplies reimbursement	23.68
03/12/20	34824	Liberty Composting	Sludge hauling	6,096.48
03/12/20	34825	Liberty Process Equipment	Rotor, stator and parts	3,585.18
03/12/20	34826	McCabe & Company	Coastal Commission consulting	8,094.62
03/12/20	34827	McMaster-Carr	Operating supplies	189.03
03/12/20	34828	Mission Communications	Annual renewal of the manhole monitoring service	4,143.60
03/12/20	34829	MNS Engineers	Carmel Valley Sewer System Expansion Feasibility Study	420.00
03/12/20	34830	Monterey Bay Analytical Services	Final effluent sample analysis	595.00
03/12/20	34831	Monterey Bay Window Cleaning	Clean admin building windows, gutters and skylights	1,268.00
03/12/20	34832	MSDSonline dba VelocityEHS	Annual renewal of the electronic SDS database	2,329.00
03/12/20	34833	Murphy Austin Adams Schoenfeld LLP	CRFree Project legal expense regarding option agreement	9,648.50
03/12/20	34834	Office Team	Admin temp service for scanning	691.50
03/12/20	34835	Peninsula Welding & Medical Supply	Non-liquid cylinder rental for lab	103.20
03/12/20	34836	Pure Water	Monthly service	166.90
03/12/20	34837	Quill LLC	Plant and admin office supplies	371.24
03/12/20	34838	R&B Company	Plug valves with gear operated chain wheels, flanges and adapters	17,631.51
03/12/20	34839	Rachel Lather-Hidalgo	Dental	19.00
03/12/20	34840	Rooter King Monterey County	Reimbursement of permit fees for cancelled work	335.00
03/12/20	34841	Smith & Loveless	Shade Aide HMI Screen	1,051.64
03/12/20	34842	Streamline	Website maintenance	400.00
03/12/20	34843	Univar USA	Sodium hypochlorite and bisulfate	10,988.37
03/12/20	34844	Water Environmental	Employee annual membership renewal	332.00
03/12/20	34845	Wellington Law Offices	Legal services	5,918.00

Carmel Area Wastewater District  
Disbursements  
Mar-20

Date	Check	Vendor	Description	Amount
03/13/20	34846	American Fidelity Assurance Company	Flex accounts	123.07
03/13/20	34847	Buckles-Smith Electric	Electrical supplies	612.81
03/13/20	34848	Cal-Am Water	Monthly service	64.34
03/13/20	34849	Frisch Engineering	Pump Stations SCADA Project #18-18 (CAPITAL)	8,750.00
03/13/20	34850	MNS Engineers	Upper Rancho Canada Pipe Relocation Project #19-13 and Hatton Canyon Trail Project #18-17 (CAPITAL)	1,625.00
03/13/20	34851	Office Team	Admin temp for scanning	345.75
03/13/20	34852	Robert Bowman	Vacation buy back	1,339.92
03/13/20	34853	Shape Incorporated	Xylem sensor floats	1,592.98
03/13/20	34854	SRT Consultants	Carmel Meadow Gravity Sewer Project #19-03 (CAPITAL)	1,258.40
03/13/20	34855	WorkSmart Automation	Migrate reports to Ignition	11,080.00
03/20/20	34856	Applied Marine Sciences	CCLEAN February expenses	13,615.00
03/20/20	34857	Cal-Am Water	Monthly service	32.34
03/20/20	34858	Comcast	Construction fees at admin building for better phone service	2,625.00
03/20/20	34859	Flo-Line Technology	Repair ABS Piranha pump	2,365.27
03/20/20	34860	Pacific Gas & Electric	Monthly service	32,708.39
03/20/20	34861	Wayside Garage	Replace checks 34580 and 34690 which were sent to their old address	1,941.71
03/20/20	34862	Wellington Law Offices	Legal services	11,852.00
03/23/20	34863	Public Agency Coalition Enterprise	Health insurance	28,218.02
03/23/20	34864	Buckles-Smith Electric	Wire, conduit, gaskets, locknuts and couplings	731.88
03/23/20	34865	McMaster-Carr	Stainless steel pipe fittings and supplies, chemical resistant gaskets	136.10
03/26/20	34866	Armbruster Goldsmith & Delvac	Legal services - Coastal Commission re: Sea Level Rise	14,609.75
03/26/20	34867	AT&T Mobility	Cell Service	631.71
03/26/20	34868	Bryan Mailey Electric	Install new conduit for fiber, relocate alarm, sump pump panel and junction box, fix lab equipment & wire solenoids	7,910.00
03/26/20	34869	Carmel Pine Cone	Legal notices for Project 18-17 to accept bids	156.00
03/26/20	34870	Cintas Corporation	Laundry service	780.49
03/26/20	34871	Clark Pest Control	Plant service	273.00
03/26/20	34872	Comcast	Calle La Cruz pump station internet	109.78
03/26/20	34873	Dept. of Forestry & Fire Protection	Gabilan crews to weed around the Plant perimeter and chip debris	896.44
03/26/20	34874	Direct TV	Monthly service	83.99
03/26/20	34875	Domine Barringer	Dental	291.98
03/26/20	34876	Fastenal Company	Purell hand sanitizer	203.30
03/26/20	34877	Ferguson Enterprises	Schedule 80 PVC	136.60
03/26/20	34878	Fisher Scientific	Lab supplies	802.33
03/26/20	34879	Got.Net	Domain parking	24.20
03/26/20	34880	Grainger	Relay monitor and socket	714.61
03/26/20	34881	Graniterock	Retention for the Hatton Canyon Access Road Project #19-17 (CAPITAL)	10,662.19
03/26/20	34882	ICONIX Waterworks	Maxadapter sewer couplings	1,613.78
03/26/20	34883	Image Source	Plant copier service	72.09
03/26/20	34884	Jack Doheny Companies	Reterm kits for the CCTV tractor	120.25
03/26/20	34885	Jason Veile	Dental	408.08
03/26/20	34886	Kennedy/Jenks Consultants	Mech/Elec Rehab & Sludge Holding Tank Project 18-01 (CAPITAL)	6,518.09
03/26/20	34887	Mark Dias	Dental	1,383.40
03/26/20	34888	Michael Rachel	Dental	406.00
03/26/20	34889	Monterey Bay Analytical Services	Sample analysis	1,664.00
03/26/20	34890	Office Team	Admin temp service	230.50

Carmel Area Wastewater District  
**Disbursements**  
**Mar-20**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/26/20	34891	Quill LLC	Plant and Collections office supplies	691.72
03/26/20	34892	R&B Company	Camlock adapters and dust caps	1,245.21
03/26/20	34893	Toro Petroleum	Gasoline, diesel and oil	2,291.31
03/26/20	34894	Univar USA	Sodium hypochlorite	3,783.38
03/26/20	34895	USA Blue Book	Purell hand sanitizer	258.00
03/26/20	34896	Wellington Law Offices	Legal services	9,734.00
03/26/20	34897	Wilbur-Ellis Company	CN-9 Bulk for the Highlands	1,158.84
				<b>498,630.70</b>

**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**Mar-20**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/02/20	8729	Bryan Mailey Electric	Install VFD's and bubbler level control system ( <b>CAPITAL \$5,880.00</b> )	8,960.00
03/02/20	8730	The NELAC Institute	Electronic copy of the TNI Laboratory Standard Volume 1 for the lab.	97.50
03/02/20	8731	Thermo Electron North America	Lab supplies	817.65
03/02/20	8732	Trussell Technologies	MF/RO Ops Support project	6,390.00
03/05/20	8733	Evantec Corporation	Lab supplies	114.86
03/12/20	8734	Brenntag Pacific	Citric acid and ammonium hydroxide	6,310.47
03/12/20	8735	Consolidated Electric Distributors	VFD and keypad mounting kit ( <b>CAPITAL</b> )	1,747.96
03/12/20	8736	Edges Electrical	Electrical wire	162.28
03/12/20	8737	Harrington Industrial Plastics	Saddle clamp	114.44
03/12/20	8738	McCabe & Company	Coastal Commission consulting	2,023.65
03/12/20	8739	Pebble Beach Company	COP interest expense	5,530.73
03/12/20	8740	Thatcher Company	Sulfuric acid	5,678.63
03/13/20	8741	CAWD	O&M, aeration and secondary PG&E reimbursements	43,777.94
03/23/20	8742	PBCSD	O&M and capital billings ( <b>CAPITAL \$31,686.62</b> )	56,806.69
03/23/20	8743	Pacific Gas & Electric	Tertiary and MF/RO	14,413.79
03/23/20	8744	Buckles-Smith Electric Company	Electrical wire and conduit	355.84
03/23/20	8745	McMaster-Carr	V-belts	211.41
03/24/20	8746	Cal-Am	Monthly service	2,413.04
03/26/20	8747	Armbruster Goldsmith & Delvac	Legal fees for Coastal Commission re: Sea Level Rise	3,652.44
03/26/20	8748	Brenntag Pacific	Citric acid	4,913.16
03/26/20	8749	Bryan Mailey Electric	Replace nephalometers, install VFDs and fix lab equipment	1,680.00
03/26/20	8750	Fisher Scientific	Lab supplies	479.04
03/26/20	8751	Hach Company	Glass rod calibration and StablCal calibration kit	1,638.82
03/26/20	8752	Harrington Industrial Plastics	Saddle clams and connectors	131.70
03/26/20	8753	Hydranautics Nitto Group	Five days of technical support for the new RO elements	12,565.00
03/26/20	8754	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	251,567.17
03/26/20	8755	Professional Water Technologies	Annual fee for Interlogx software and credit for duplicate invoice	3,598.40
03/26/20	8756	Stifel Nicolaus & Company	Remarketing fees	1,869.86
03/26/20	8757	Trussell Technologies	MF/RO Ops Support project	767.50
				<b>438,789.97</b>



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**Financial Statements  
and  
Supplementary Schedules**

**March 2020**

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April 30, 2020

# *Carmel Area Wastewater District*

## *Balance Sheet*

March 2020

### ASSETS

Current Assets

Cash

Cash	34,711,319.87	
TOTAL Cash		34,711,319.87

Other Current Assets

Other Current Assets	288,863.23	
TOTAL Other Current Assets		288,863.23

TOTAL Current Assets

35,000,183.10

Fixed Assets

Land

Land	308,059.76	
TOTAL Land		308,059.76

Treatment Structures

Treatment Structures	70,049,164.20	
TOTAL Treatment Structures		70,049,164.20

Treatment Equipment

Treatment Equipment	7,909,349.37	
TOTAL Treatment Equipment		7,909,349.37

Collection Structures

Collection Structures	1,040,749.41	
TOTAL Collection Structures		1,040,749.41

Collection Equipment

Collection Equipment	949,252.97	
TOTAL Collection Equipment		949,252.97

Sewers

11,119,419.83

Disposal Facilities

Disposal Facilities	1,352,472.64	
TOTAL Disposal Facilities		1,352,472.64

Other Fixed Assets

Other Fixed Assets	4,256,215.86	
TOTAL Other Fixed Assets		4,256,215.86

Capital Improvement Projects

Capital Improvement Projects	3,218,084.12	
TOTAL Capital Improvement Projects		3,218,084.12

Accumulated depreciation

(48,548,769.63)

TOTAL Fixed Assets

51,653,998.53

Other Assets

Other Assets	636,376.50	
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TOTAL Other Assets

636,376.50

TOTAL ASSETS

87,290,558.13

# *Carmel Area Wastewater District*

## *Balance Sheet*

March 2020

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LIABILITIES	
Current Liabilities	
Current Liabilities	275,010.60
TOTAL Current Liabilities	275,010.60
Long-Term Liabilities	
Long Term Liabilities	1,031,116.60
TOTAL Long-Term Liabilities	1,031,116.60
TOTAL LIABILITIES	1,306,127.20
NET POSITION	
Net Assets	82,222,714.86
Year-to-Date Earnings	3,761,716.07
TOTAL NET POSITION	85,984,430.93
TOTAL LIABILITIES & NET POSITION	87,290,558.13

**Carmel Area Wastewater District**  
**Budgeted Income Statement**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by account*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	7,246,082.52	6,096,839.69	1,149,242.83	18.8 %
TOTAL Income	<u>7,246,082.52</u>	<u>6,096,839.69</u>	<u>1,149,242.83</u>	18.8 %
Adjustments				
Discounts	1,159.26	0.00	1,159.26	
TOTAL Adjustments	<u>1,159.26</u>	<u>0.00</u>	<u>1,159.26</u>	
*****	<u>7,247,241.78</u>	<u>6,096,839.69</u>	<u>1,150,402.09</u>	18.9 %
***** OPERATING INCOME	<u>7,247,241.78</u>	<u>6,096,839.69</u>	<u>1,150,402.09</u>	18.9 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,501,995.07	2,451,534.74	(50,460.33)	-2.1 %
TOTAL Salaries and Payroll Taxes	<u>2,501,995.07</u>	<u>2,451,534.74</u>	<u>(50,460.33)</u>	-2.1 %
Employee Benefits				
Employee Benefits	465,799.43	640,449.07	174,649.64	27.3 %
TOTAL Employee Benefits	<u>465,799.43</u>	<u>640,449.07</u>	<u>174,649.64</u>	27.3 %
Director's Expenses				
Director's Expenses	21,430.89	22,887.41	1,456.52	6.4 %
TOTAL Director's Expenses	<u>21,430.89</u>	<u>22,887.41</u>	<u>1,456.52</u>	6.4 %
Truck and Auto Expenses				
Truck and Auto Expenses	42,847.59	54,020.21	11,172.62	20.7 %
TOTAL Truck and Auto Expenses	<u>42,847.59</u>	<u>54,020.21</u>	<u>11,172.62</u>	20.7 %
General and Administrative				
General and Administrative	381,514.86	668,955.00	287,440.14	43.0 %
TOTAL General and Administrative	<u>381,514.86</u>	<u>668,955.00</u>	<u>287,440.14</u>	43.0 %
Office Expense				
Office Expense	54,384.25	37,475.18	(16,909.07)	-45.1 %
TOTAL Office Expense	<u>54,384.25</u>	<u>37,475.18</u>	<u>(16,909.07)</u>	-45.1 %
Operating Supplies				
Operating Supplies	269,753.36	286,991.10	17,237.74	6.0 %
TOTAL Operating Supplies	<u>269,753.36</u>	<u>286,991.10</u>	<u>17,237.74</u>	6.0 %
Contract Services				
Contract Services	745,705.37	998,828.91	253,123.54	25.3 %
TOTAL Contract Services	<u>745,705.37</u>	<u>998,828.91</u>	<u>253,123.54</u>	25.3 %



**Carmel Area Wastewater District**  
**Budgeted Income Statement**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by account*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	259,561.28	519,724.82	260,163.54	50.1 %
TOTAL Repairs and Maintenance	<u>259,561.28</u>	<u>519,724.82</u>	<u>260,163.54</u>	50.1 %
Utilities				
Utilities	269,147.22	342,903.78	73,756.56	21.5 %
TOTAL Utilities	<u>269,147.22</u>	<u>342,903.78</u>	<u>73,756.56</u>	21.5 %
Travel and Meetings				
Travel and Meetings	44,694.55	62,805.72	18,111.17	28.8 %
TOTAL Travel and Meetings	<u>44,694.55</u>	<u>62,805.72</u>	<u>18,111.17</u>	28.8 %
Permits and Fees				
Permits and Fees	60,274.75	80,642.00	20,367.25	25.3 %
TOTAL Permits and Fees	<u>60,274.75</u>	<u>80,642.00</u>	<u>20,367.25</u>	25.3 %
Memberships and Subscriptions				
Memberships and Subscriptions	33,847.80	32,940.09	(907.71)	-2.8 %
TOTAL Memberships and Subscriptions	<u>33,847.80</u>	<u>32,940.09</u>	<u>(907.71)</u>	-2.8 %
Safety				
Safety	48,097.19	52,191.31	4,094.12	7.8 %
TOTAL Safety	<u>48,097.19</u>	<u>52,191.31</u>	<u>4,094.12</u>	7.8 %
Other Expenses				
Other Expense	10,867.74	20,130.06	9,262.32	46.0 %
TOTAL Other Expenses	<u>10,867.74</u>	<u>20,130.06</u>	<u>9,262.32</u>	46.0 %
TOTAL Operating Expenses	<u>5,209,921.35</u>	<u>6,272,479.40</u>	<u>1,062,558.05</u>	16.9 %
***** OPERATING INCOME (LOSS)	<u>2,037,320.43</u>	<u>(175,639.71)</u>	<u>2,212,960.14</u>	1259.9 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	1,724,395.64	1,233,919.00	490,476.64	39.7 %
TOTAL Other Income or Gain	<u>1,724,395.64</u>	<u>1,233,919.00</u>	<u>490,476.64</u>	39.7 %
TOTAL Non-op Income, Expense, Gain or Loss	<u>1,724,395.64</u>	<u>1,233,919.00</u>	<u>490,476.64</u>	39.7 %
***** NET INCOME (LOSS)	<u>3,761,716.07</u>	<u>1,058,279.29</u>	<u>2,703,436.78</u>	255.5 %
***** NET INCOME (LOSS)	<u>3,761,716.07</u>	<u>1,058,279.29</u>	<u>2,703,436.78</u>	255.5 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Maint. Plant**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 4*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	341,247.77	419,016.11	77,768.34	18.6 %
TOTAL Salaries and Payroll Taxes	341,247.77	419,016.11	77,768.34	18.6 %
Employee Benefits				
Employee Benefits	86,619.64	105,432.54	18,812.90	17.8 %
TOTAL Employee Benefits	86,619.64	105,432.54	18,812.90	17.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	2,195.35	9,180.12	6,984.77	76.1 %
TOTAL Truck and Auto Expenses	2,195.35	9,180.12	6,984.77	76.1 %
General and Administrative				
General and Administrative	12,206.88	0.00	(12,206.88)	
TOTAL General and Administrative	12,206.88	0.00	(12,206.88)	
Office Expense				
Office Expense	15,290.65	2,774.97	(12,515.68)	-451.0 %
TOTAL Office Expense	15,290.65	2,774.97	(12,515.68)	-451.0 %
Operating Supplies				
Operating Supplies	31,266.48	49,499.91	18,233.43	36.8 %
TOTAL Operating Supplies	31,266.48	49,499.91	18,233.43	36.8 %
Contract Services				
Contract Services	271,431.89	442,699.97	171,268.08	38.7 %
TOTAL Contract Services	271,431.89	442,699.97	171,268.08	38.7 %
Repairs and Maintenance				
Repairs and Maintenance	138,254.46	298,499.94	160,245.48	53.7 %
TOTAL Repairs and Maintenance	138,254.46	298,499.94	160,245.48	53.7 %
Utilities				
Utilities	2,382.65	1,575.00	(807.65)	-51.3 %
TOTAL Utilities	2,382.65	1,575.00	(807.65)	-51.3 %
Travel and Meetings				
Travel and Meetings	4,914.57	9,799.94	4,885.37	49.9 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Maint. Plant***  
***Year-to-Date Variance, March 2020 - current month, Consolidated by***  
***account, Department 4***

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	4,914.57	9,799.94	4,885.37	49.9 %
Memberships and Subscriptions				
Memberships and Subscriptions	2,189.60	1,770.03	(419.57)	-23.7 %
TOTAL Memberships and Subscriptions	2,189.60	1,770.03	(419.57)	-23.7 %
Safety				
Safety	27,500.21	39,450.09	11,949.88	30.3 %
TOTAL Safety	27,500.21	39,450.09	11,949.88	30.3 %
TOTAL Operating Expenses	935,500.15	1,379,698.62	444,198.47	32.2 %
***** OPERATING INCOME (LOSS)	(935,500.15)	(1,379,698.62)	444,198.47	32.2 %
***** NET INCOME (LOSS)	(935,500.15)	(1,379,698.62)	444,198.47	32.2 %
***** NET INCOME (LOSS)	(935,500.15)	(1,379,698.62)	444,198.47	32.2 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Collections**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 5*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	432,055.70	396,073.11	(35,982.59)	-9.1 %
TOTAL Salaries and Payroll Taxes	432,055.70	396,073.11	(35,982.59)	-9.1 %
Employee Benefits				
Employee Benefits	122,154.75	135,985.59	13,830.84	10.2 %
TOTAL Employee Benefits	122,154.75	135,985.59	13,830.84	10.2 %
Truck and Auto Expenses				
Truck and Auto Expenses	38,049.79	41,865.03	3,815.24	9.1 %
TOTAL Truck and Auto Expenses	38,049.79	41,865.03	3,815.24	9.1 %
General and Administrative				
General and Administrative	68,929.58	162,250.00	93,320.42	57.5 %
TOTAL General and Administrative	68,929.58	162,250.00	93,320.42	57.5 %
Office Expense				
Office Expense	5,353.47	8,850.15	3,496.68	39.5 %
TOTAL Office Expense	5,353.47	8,850.15	3,496.68	39.5 %
Operating Supplies				
Operating Supplies	26,086.44	15,750.00	(10,336.44)	-65.6 %
TOTAL Operating Supplies	26,086.44	15,750.00	(10,336.44)	-65.6 %
Contract Services				
Contract Services	113,574.21	176,962.56	63,388.35	35.8 %
TOTAL Contract Services	113,574.21	176,962.56	63,388.35	35.8 %
Repairs and Maintenance				
Repairs and Maintenance	65,914.53	152,374.97	86,460.44	56.7 %
TOTAL Repairs and Maintenance	65,914.53	152,374.97	86,460.44	56.7 %
Utilities				
Utilities	30,030.83	28,972.53	(1,058.30)	-3.7 %
TOTAL Utilities	30,030.83	28,972.53	(1,058.30)	-3.7 %
Travel and Meetings				
Travel and Meetings	13,544.88	14,178.69	633.81	4.5 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Collections**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 5*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	13,544.88	14,178.69	633.81	4.5 %
Permits and Fees				
Permits and Fees	5,816.00	5,750.00	(66.00)	-1.1 %
TOTAL Permits and Fees	5,816.00	5,750.00	(66.00)	-1.1 %
Memberships and Subscriptions				
Memberships and Subscriptions	2,078.86	1,312.47	(766.39)	-58.4 %
TOTAL Memberships and Subscriptions	2,078.86	1,312.47	(766.39)	-58.4 %
Safety				
Safety	9,473.34	10,466.19	992.85	9.5 %
TOTAL Safety	9,473.34	10,466.19	992.85	9.5 %
Other Expenses				
Other Expense	156.00	150.03	(5.97)	-4.0 %
TOTAL Other Expenses	156.00	150.03	(5.97)	-4.0 %
TOTAL Operating Expenses	933,218.38	1,150,941.32	217,722.94	18.9 %
***** OPERATING INCOME (LOSS)	(933,218.38)	(1,150,941.32)	217,722.94	18.9 %
***** NET INCOME (LOSS)	(933,218.38)	(1,150,941.32)	217,722.94	18.9 %
***** NET INCOME (LOSS)	(933,218.38)	(1,150,941.32)	217,722.94	18.9 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Treatment**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 6*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	832,057.51	783,593.11	(48,464.40)	-6.2 %
TOTAL Salaries and Payroll Taxes	832,057.51	783,593.11	(48,464.40)	-6.2 %
Employee Benefits				
<i>Employee Benefits</i>	172,894.55	223,913.91	51,019.36	22.8 %
TOTAL Employee Benefits	172,894.55	223,913.91	51,019.36	22.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	240.03	1,800.00	1,559.97	86.7 %
TOTAL Truck and Auto Expenses	240.03	1,800.00	1,559.97	86.7 %
General and Administrative				
<i>General and Administrative</i>	216,443.93	184,230.03	(32,213.90)	-17.5 %
TOTAL General and Administrative	216,443.93	184,230.03	(32,213.90)	-17.5 %
Office Expense				
<i>Office Expense</i>	10,363.63	12,750.03	2,386.40	18.7 %
TOTAL Office Expense	10,363.63	12,750.03	2,386.40	18.7 %
Operating Supplies				
<i>Operating Supplies</i>	199,613.32	210,866.22	11,252.90	5.3 %
TOTAL Operating Supplies	199,613.32	210,866.22	11,252.90	5.3 %
Contract Services				
<i>Contract Services</i>	279,820.52	231,480.03	(48,340.49)	-20.9 %
TOTAL Contract Services	279,820.52	231,480.03	(48,340.49)	-20.9 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	41,893.49	62,249.94	20,356.45	32.7 %
TOTAL Repairs and Maintenance	41,893.49	62,249.94	20,356.45	32.7 %
Utilities				
<i>Utilities</i>	222,880.10	296,070.03	73,189.93	24.7 %
TOTAL Utilities	222,880.10	296,070.03	73,189.93	24.7 %
Travel and Meetings				
<i>Travel and Meetings</i>	19,053.03	22,977.09	3,924.06	17.1 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Treatment***  
*Year-to-Date Variance, March 2020 - current month, Consolidated by*  
*account, Department 6*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	19,053.03	22,977.09	3,924.06	17.1 %
Permits and Fees				
<i>Permits and Fees</i>	35,066.75	48,500.00	13,433.25	27.7 %
TOTAL Permits and Fees	35,066.75	48,500.00	13,433.25	27.7 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	2,047.00	3,750.06	1,703.06	45.4 %
TOTAL Memberships and Subscriptions	2,047.00	3,750.06	1,703.06	45.4 %
Safety				
<i>Safety</i>	7,103.32	0.00	(7,103.32)	
TOTAL Safety	7,103.32	0.00	(7,103.32)	
Other Expenses				
<i>Other Expense</i>	70.00	1,500.03	1,430.03	95.3 %
TOTAL Other Expenses	70.00	1,500.03	1,430.03	95.3 %
TOTAL Operating Expenses	2,039,547.18	2,083,680.48	44,133.30	2.1 %
***** OPERATING INCOME (LOSS)	(2,039,547.18)	(2,083,680.48)	44,133.30	2.1 %
***** NET INCOME (LOSS)	(2,039,547.18)	(2,083,680.48)	44,133.30	2.1 %
***** NET INCOME (LOSS)	(2,039,547.18)	(2,083,680.48)	44,133.30	2.1 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Admin.**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 7*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	472,910.20	500,426.91	27,516.71	5.5 %
TOTAL Salaries and Payroll Taxes	472,910.20	500,426.91	27,516.71	5.5 %
Employee Benefits				
Employee Benefits	84,130.49	175,117.03	90,986.54	52.0 %
TOTAL Employee Benefits	84,130.49	175,117.03	90,986.54	52.0 %
Director's Expenses				
Director's Expenses	20,730.89	22,187.41	1,456.52	6.6 %
TOTAL Director's Expenses	20,730.89	22,187.41	1,456.52	6.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	2,362.42	1,175.06	(1,187.36)	-101.0 %
TOTAL Truck and Auto Expenses	2,362.42	1,175.06	(1,187.36)	-101.0 %
General and Administrative				
General and Administrative	70,397.18	322,474.97	252,077.79	78.2 %
TOTAL General and Administrative	70,397.18	322,474.97	252,077.79	78.2 %
Office Expense				
Office Expense	23,082.06	13,100.03	(9,982.03)	-76.2 %
TOTAL Office Expense	23,082.06	13,100.03	(9,982.03)	-76.2 %
Operating Supplies				
Operating Supplies	526.90	1,125.00	598.10	53.2 %
TOTAL Operating Supplies	526.90	1,125.00	598.10	53.2 %
Contract Services				
Contract Services	73,794.27	146,186.32	72,392.05	49.5 %
TOTAL Contract Services	73,794.27	146,186.32	72,392.05	49.5 %
Repairs and Maintenance				
Repairs and Maintenance	6,355.89	1,874.97	(4,480.92)	-239.0 %
TOTAL Repairs and Maintenance	6,355.89	1,874.97	(4,480.92)	-239.0 %
Utilities				
Utilities	13,825.43	16,286.22	2,460.79	15.1 %



***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Admin.***  
*Year-to-Date Variance, March 2020 - current month, Consolidated by*  
*account, Department 7*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Utilities	13,825.43	16,286.22	2,460.79	15.1 %
Travel and Meetings				
Travel and Meetings	7,182.07	15,850.00	8,667.93	54.7 %
TOTAL Travel and Meetings	7,182.07	15,850.00	8,667.93	54.7 %
Permits and Fees				
Permits and Fees	19,392.00	19,392.00	0.00	
TOTAL Permits and Fees	19,392.00	19,392.00	0.00	
Memberships and Subscriptions				
Memberships and Subscriptions	26,600.74	26,107.53	(493.21)	-1.9 %
TOTAL Memberships and Subscriptions	26,600.74	26,107.53	(493.21)	-1.9 %
Safety				
Safety	3,815.14	1,150.03	(2,665.11)	-231.7 %
TOTAL Safety	3,815.14	1,150.03	(2,665.11)	-231.7 %
Other Expenses				
Other Expense	10,641.74	18,480.00	7,838.26	42.4 %
TOTAL Other Expenses	10,641.74	18,480.00	7,838.26	42.4 %
TOTAL Operating Expenses	835,747.42	1,280,933.48	445,186.06	34.8 %
***** OPERATING INCOME (LOSS)	(835,747.42)	(1,280,933.48)	445,186.06	34.8 %
***** NET INCOME (LOSS)	(835,747.42)	(1,280,933.48)	445,186.06	34.8 %
***** NET INCOME (LOSS)	(835,747.42)	(1,280,933.48)	445,186.06	34.8 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Reclamation**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 8*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	415,832.57	351,260.00	(64,572.57)	-18.4 %
TOTAL Salaries and Payroll Taxes	415,832.57	351,260.00	(64,572.57)	-18.4 %
Director's Expenses				
Director's Expenses	700.00	700.00	0.00	
TOTAL Director's Expenses	700.00	700.00	0.00	
General and Administrative				
General and Administrative	13,537.29	0.00	(13,537.29)	
TOTAL General and Administrative	13,537.29	0.00	(13,537.29)	
Office Expense				
Office Expense	64.96	0.00	(64.96)	
TOTAL Office Expense	64.96	0.00	(64.96)	
Operating Supplies				
Operating Supplies	5,677.02	6,374.97	697.95	10.9 %
TOTAL Operating Supplies	5,677.02	6,374.97	697.95	10.9 %
Contract Services				
Contract Services	719.48	0.00	(719.48)	
TOTAL Contract Services	719.48	0.00	(719.48)	
Repairs and Maintenance				
Repairs and Maintenance	2,662.90	3,224.97	562.07	17.4 %
TOTAL Repairs and Maintenance	2,662.90	3,224.97	562.07	17.4 %
Utilities				
Utilities	28.21	0.00	(28.21)	
TOTAL Utilities	28.21	0.00	(28.21)	
Memberships and Subscriptions				
Memberships and Subscriptions	931.60	0.00	(931.60)	
TOTAL Memberships and Subscriptions	931.60	0.00	(931.60)	
Safety				
Safety	205.18	1,125.00	919.82	81.8 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Reclamation***  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 8*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Safety	205.18	1,125.00	919.82	81.8 %
TOTAL Operating Expenses	440,359.21	362,684.94	(77,674.27)	-21.4 %
***** OPERATING INCOME (LOSS)	(440,359.21)	(362,684.94)	(77,674.27)	-21.4 %
***** NET INCOME (LOSS)	(440,359.21)	(362,684.94)	(77,674.27)	-21.4 %
***** NET INCOME (LOSS)	(440,359.21)	(362,684.94)	(77,674.27)	-21.4 %

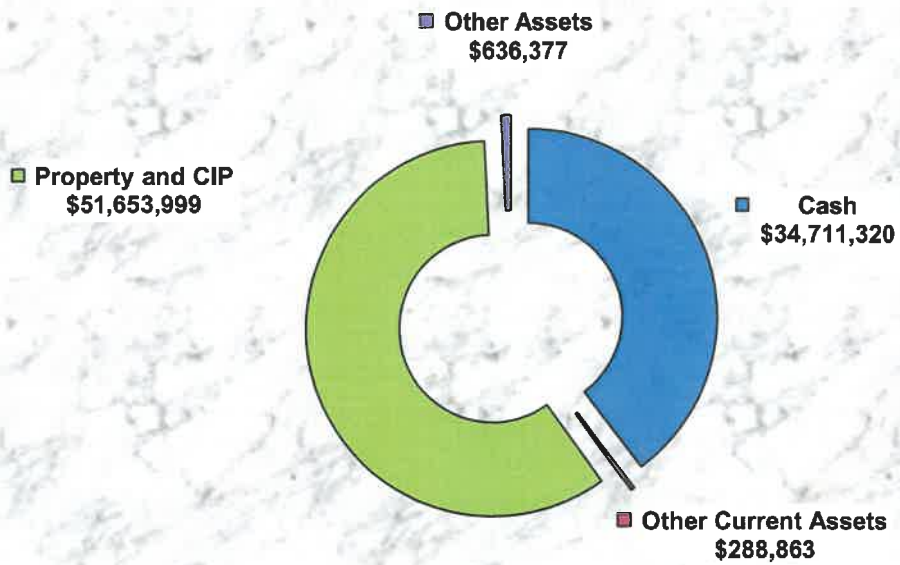
**Carmel Area Wastewater District**  
**Budgeted Income Stmt.-Waste to Energy**  
*Year-to-Date Variance, March 2020 - current month, Consolidated by  
account, Department 9*

	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	7,487.55	749.97	6,737.58	898.4 %
TOTAL Income	<u>7,487.55</u>	<u>749.97</u>	<u>6,737.58</u>	898.4 %
*****	<u>7,487.55</u>	<u>749.97</u>	<u>6,737.58</u>	898.4 %
***** OPERATING INCOME	<u>7,487.55</u>	<u>749.97</u>	<u>6,737.58</u>	898.4 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	6,181.68	108.00	(6,073.68)	-5623.8 %
TOTAL Salaries and Payroll Taxes	<u>6,181.68</u>	<u>108.00</u>	<u>(6,073.68)</u>	-5623.8 %
Operating Supplies				
Operating Supplies	6,525.89	1,500.03	(5,025.86)	-335.1 %
TOTAL Operating Supplies	<u>6,525.89</u>	<u>1,500.03</u>	<u>(5,025.86)</u>	-335.1 %
Contract Services				
Contract Services	2,100.00	0.00	(2,100.00)	
TOTAL Contract Services	<u>2,100.00</u>	<u>0.00</u>	<u>(2,100.00)</u>	
Repairs and Maintenance				
Repairs and Maintenance	4,181.72	0.00	(4,181.72)	
TOTAL Repairs and Maintenance	<u>4,181.72</u>	<u>0.00</u>	<u>(4,181.72)</u>	
Permits and Fees				
Permits and Fees	0.00	7,000.00	7,000.00	100.0 %
TOTAL Permits and Fees	<u>0.00</u>	<u>7,000.00</u>	<u>7,000.00</u>	100.0 %
TOTAL Operating Expenses	<u>18,989.29</u>	<u>8,608.03</u>	<u>(10,381.26)</u>	-120.6 %
***** OPERATING INCOME (LOSS)	<u>(11,501.74)</u>	<u>(7,858.06)</u>	<u>(3,643.68)</u>	-46.4 %
***** NET INCOME (LOSS)	<u>(11,501.74)</u>	<u>(7,858.06)</u>	<u>(3,643.68)</u>	-46.4 %
***** NET INCOME (LOSS)	<u>(11,501.74)</u>	<u>(7,858.06)</u>	<u>(3,643.68)</u>	-46.4 %

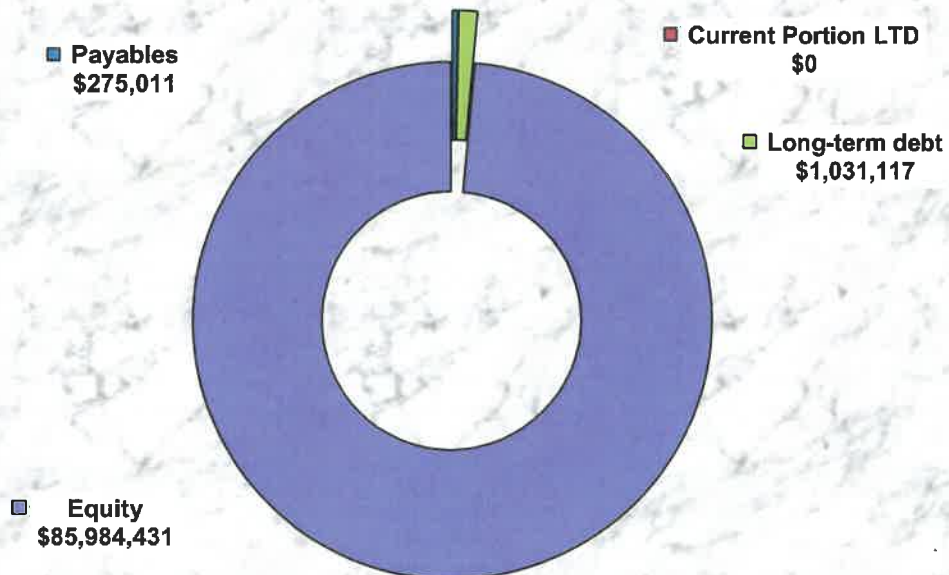
***Carmel Area Wastewater District***  
***Budgeted Income Stmt.-Brine Disposal***  
*Year-to-Date Variance, March 2020 - current month, Consolidated by*  
*account, Department 10*

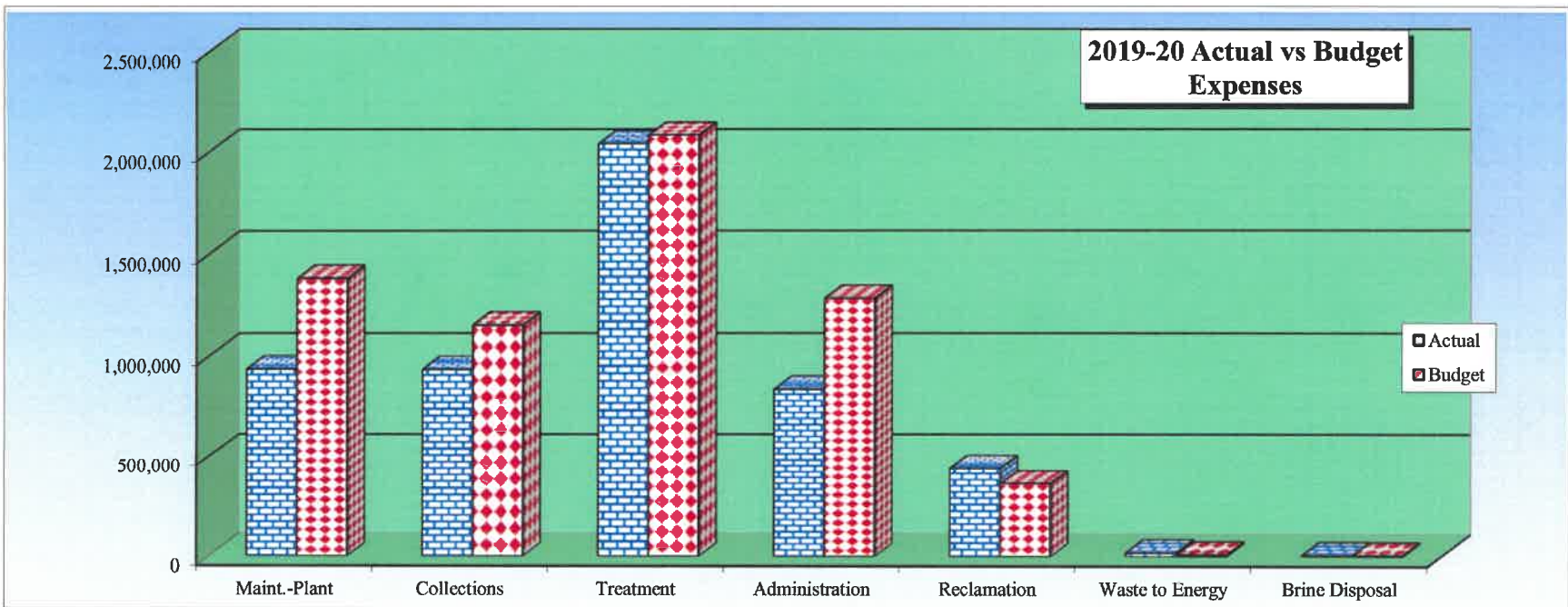
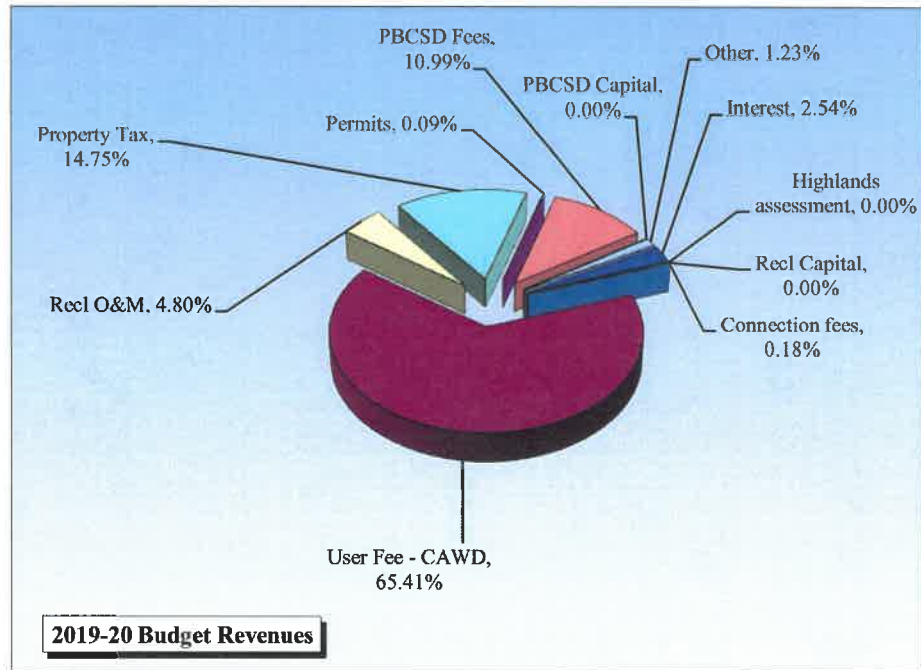
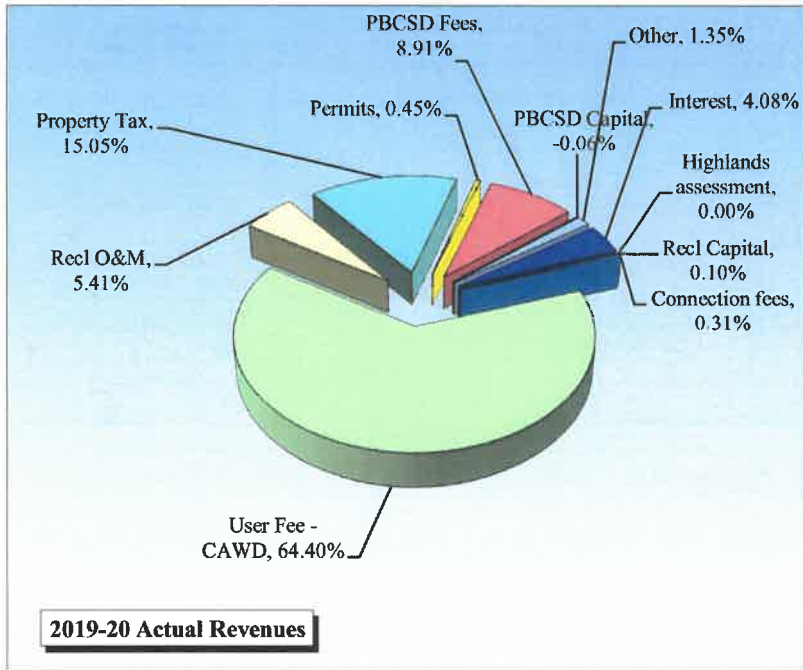
	<i>9 Months Ended March 31, 2020</i>	<i>9 Months Ended March 31, 2020 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	75,816.15	90,000.00	(14,183.85)	-15.8 %
TOTAL Income	75,816.15	90,000.00	(14,183.85)	-15.8 %
*****	75,816.15	90,000.00	(14,183.85)	-15.8 %
***** OPERATING INCOME	75,816.15	90,000.00	(14,183.85)	-15.8 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,709.64	1,057.50	(652.14)	-61.7 %
TOTAL Salaries and Payroll Taxes	1,709.64	1,057.50	(652.14)	-61.7 %
Office Expense				
Office Expense	229.48	0.00	(229.48)	
TOTAL Office Expense	229.48	0.00	(229.48)	
Operating Supplies				
Operating Supplies	57.31	1,874.97	1,817.66	96.9 %
TOTAL Operating Supplies	57.31	1,874.97	1,817.66	96.9 %
Contract Services				
Contract Services	4,265.00	1,500.03	(2,764.97)	-184.3 %
TOTAL Contract Services	4,265.00	1,500.03	(2,764.97)	-184.3 %
Repairs and Maintenance				
Repairs and Maintenance	298.29	1,500.03	1,201.74	80.1 %
TOTAL Repairs and Maintenance	298.29	1,500.03	1,201.74	80.1 %
TOTAL Operating Expenses	6,559.72	5,932.53	(627.19)	-10.6 %
***** OPERATING INCOME (LOSS)	69,256.43	84,067.47	(14,811.04)	-17.6 %
***** NET INCOME (LOSS)	69,256.43	84,067.47	(14,811.04)	-17.6 %
***** NET INCOME (LOSS)	69,256.43	84,067.47	(14,811.04)	-17.6 %

**Assets - March 31, 2020**

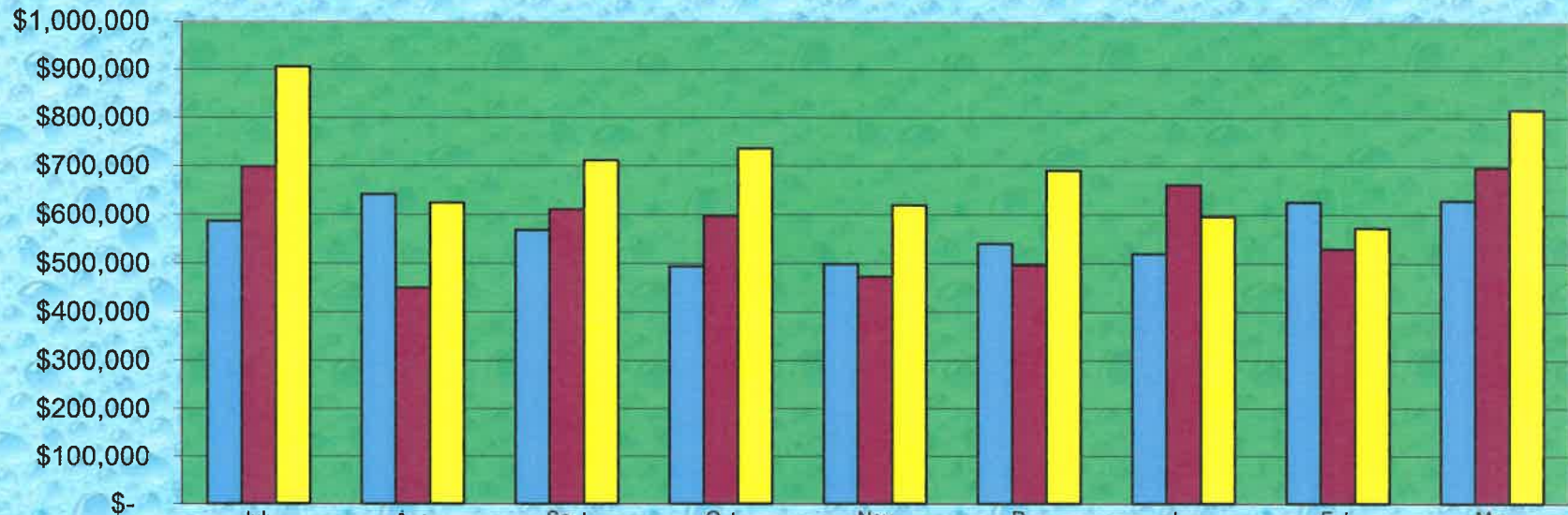


**Liabilities - March 31, 2020**





### Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
□ FY 18-19	\$586,862	\$641,989	\$568,037	\$493,915	\$498,778	\$540,670	\$520,343	\$625,624	\$628,932
■ FY 19-20	\$697,777	\$450,055	\$610,701	\$596,377	\$472,541	\$496,491	\$660,547	\$529,803	\$695,630
□ CY Budget	\$905,914	\$624,813	\$711,326	\$736,730	\$619,435	\$689,630	\$595,922	\$572,133	\$816,574



**Carmel Area Wastewater District  
Capital Expenditures  
2019-20**

	BEG BAL	MAR	APR	MAY	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CAPITAL PURCHASES</u></b>									
<b><u>Admin</u></b>									
		0	0	0	0	0	0	0	NA
		0	0	0	0	0	0	0	NA
<b><u>Collections</u></b>									
New Vac-Con Truck		0	0	0	0	433,909	433,909	410,000	105.83%
Monte Verde & 2nd sewer pipe-budgeted in O&M		0	0	0	0	100,659	100,659	75,000	134.21%
Highlands pump-unbudgeted		0	0	0	0	19,530	19,530	0	NA
<b><u>Treatment</u></b>									
Paving at the Plant-unbudgeted		0	0	0	0	12,457	12,457	0	NA
Digester/Boiler building controller-unbudgeted		0	0	0	0	10,759	10,759	0	NA
Ammonia Distillation Unit-Lab (RECL 50%)		0	0	0	0	17,345	17,345	17,800	97.44%
RECL share		0	0	0	0	(8,673)	(8,673)	(8,900)	97.45%
PBCSD share (1/3 of cost)		0	0	0	0	(10,629)	(10,629)	(2,967)	NA
<b><i>Total Capital Purchases 19-20</i></b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>575,357</b>	<b>575,357</b>	<b>490,933</b>	<b>NA</b>

**Carmel Area Wastewater District  
Capital Expenditures  
2019-20**

	BEG BAL	MAR	APR	MAY	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CIP PROJECTS</u></b>									
<b><u>Collections</u></b>									
Design and construction plans for Calle La Cruz force main	197,558	0	0	0	0	536	198,094	0	NA
Construction of new Gravity Sewer Line-Carmel Meadows	152,880	4,645	0	0	0	5,903	158,783	160,000	3.69%
Hatton Canyon Trail	233,858	4,389	0	0	0	19,972	253,830	0	NA
Pump Stations-SCADA	65,943	25,190	0	0	0	259,017	324,959	450,000	57.56%
Hatton Canyon Access Road-unbudgeted	0	10,662	0	0	0	258,477	258,477	0	NA
Upper Rancho Canada Pipe Relocation	0	6,220	0	0	0	32,768	32,768	200,000	16.38%
Rio Road CIPP Lining Project	0	9,744	0	0	0	35,604	35,604	1,340,000	2.66%
<b><u>Treatment</u></b>									
#1 Water System Pipeline Corrosion	0	0	0	0	0	4,370	4,370	30,000	14.57%
RECL share		0	0	0	0	0	0	0	NA
PBCSD share (1/3 of cost)		0	0	0	0	(1,457)	(1,457)	(10,000)	14.57%
<b><i>Total CIP Projects 19-20</i></b>	<b>650,239</b>	<b>60,849</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>615,191</b>	<b>1,265,429</b>	<b>2,170,000</b>	<b>28.35%</b>

**Carmel Area Wastewater District  
Capital Expenditures  
2019-20**

	BEG BAL	MAR	APR	MAY	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>LONG TERM CIP PROJECTS</u></b>									
<b>Treatment</b>									
Perimeter Fencing	3,000	0	0	0	0	0	3,000	150,000	NA
Outfall Crossing rehabilitation	289,274	0	0	0	0	2,144	291,418	0	NA
Microturbine/Gas Conditioning System	1,410	0	0	0	0	10,953	12,363	510,000	2.15%
Secondary Clarifier #1 Rehab	139,430	0	0	0	0	142,081	281,511	127,190	111.71%
Microturbine	0	0	0	0	0	2,641	2,641	510,000	0.52%
Mainsaver Inventory Module (RECL 33%)	77,241	0	0	0	0	3,737	80,978	0	NA
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 4%)	630,923	11,734	0	0	0	191,321	822,244	750,000	25.51%
SCADA Programming	123,635	0	0	0	0	1,080	124,715	60,000	1.80%
Digester No. 1 & No. 2 Cleaning	0	0	0	0	0	306,245	306,245	257,250	119.05%
WWTP Perimeter Tree Planting	0	0	0	0	0	2,897	2,897	60,000	4.83%
Standby Power Reliability Project	0	0	0	0	0	1,400	1,400	730,000	0.19%
Critical Process Flood Adaptations (RECL 15%)	0	0	0	0	0	21,788	21,788	50,000	43.58%
RECL share		(469)	0	0	0	(12,167)	(12,167)	(30,000)	40.56%
PBCSD share (1/3 of cost)		(3,755)	0	0	0	(224,706)	(224,706)	(1,058,147)	21.24%
<b>Total Long Term CIP Projects 19-20</b>	<b>1,264,913</b>	<b>7,510</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>449,412</b>	<b>1,714,325</b>	<b>2,116,293</b>	<b>21.24%</b>
<b>Total Capital (net of RECL and PBCSD)</b>	<b>1,915,152</b>	<b>68,359</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,639,959</b>	<b>3,555,111</b>	<b>4,777,226</b>	<b>34.33%</b>

**Carmel Area Wastewater District  
Variance Analysis  
2019-20**

**YTD Actual/  
YTD Budget  
Variance**

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**Maintenance - Plant**

General and Administrative		Insurance unbudgeted.
Office Expense	-451.00%	Computers and equipment underbudgeted.
Utilities	-51.30%	Timing difference-telephone fixed cost. Small dollar amounts.
Memberships and Subscriptions	-23.70%	MSDSonline unbudgeted.

**Collections**

Salaries and Payroll Taxes	-9.10%	Underbudgeted. More maintenance employee hours coded here.
Operating Supplies	-65.60%	Timing difference-general supplies; paints and fluids underbudgeted.
Memberships and Subscriptions	-58.40%	MSDSonline and WEF unbudgeted, timing difference -employee certifications.

**Treatment**

Salaries and Payroll Taxes	-6.20%	Underbudgeted.
General and Administrative	-17.50%	Legal expense underbudgeted.
Contract Services	-20.90%	Coastal Commission consulting unbudgeted.
Safety		Unbudgeted.

**Administration**

Truck and Auto Expenses	-101.00%	Insurance underbudgeted.
Office Expense	-76.20%	Copy machine budgeted in capital. Cost less than \$10,000.
Repairs and Maintenance	-239.00%	Parking lot asphalt underbudgeted.
Safety	-231.70%	Policies and procedures and virus supplies unbudgeted.

**Waste to Energy**

Salaries and Payroll Taxes	-5623.80%	Underbudgeted.
Operating Supplies	-335.10%	General supplies unbudgeted.
Contract Services		Electrical service unbudgeted.
Repairs and Maintenance		General repairs unbudgeted.

**Carmel Area Wastewater District  
Variance Analysis  
2019-20**

**YTD Actual/  
YTD Budget  
Variance**

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**Brine Disposal**

Salaries and Payroll Taxes	-61.70%	Underbudgeted.
Office Expense		Postage and shipping unbudgeted.
Contract Services	-184.30%	Lab analysis and electrical service unbudgeted.

**District Obligations:**

1) 2004 Highlands Project Bond Proceeds \$3,057,165 -- Balance \$930,000

**Carmel Area Wastewater District  
2019-20 Resolutions Amending the Budget**

<b>Resolution #</b>	<b>Description</b>	<b>Budgeted</b>	<b>Amendment</b>	<b>Spent To Date</b>
2019-36	Elec/Mech Rehab & Sludge Holding Tank	\$ 750,000	\$ 39,170	\$ 822,244
2019-44	Secondary Clarifier #1 Rehab	\$ 127,190	\$ 19,945	\$ 281,511
2019-48	Digester No. 1 Dewatering and Cleaning	\$ 125,000	\$ 132,250	\$ 306,245
2019-55	Monte Verde & 2nd Avenue Sewer Line Project	\$ 75,000	\$ 9,557	\$ 100,659
2019-62	Digester No. 1 Dewatering and Cleaning	\$ 257,250	\$ 60,000	\$ 306,245
	<b>Total To Date</b>	<b>\$ 1,334,440</b>	<b>\$ 260,922</b>	<b>\$ 1,816,904</b>
	<b>Contingencies</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**STAFF REPORT**

TO: Board of Directors  
 FROM: Daryl Lauer, Collection Superintendent  
 DATE: April 30, 2020  
 SUBJECT: Monthly Report – March 2020



**RECOMMENDATION**

Receive Report- Informational only; no action required.

**Permits Issued**

Sewer Lateral Permits issued in March .....	25
Total Fees .....	\$3,670.00

**Maintenance**

Attached is a map of the locations cleaned in past three months. There were 4,192 feet of Circuit Television (CCTV) sewer line inspections performed during the month of March.

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
March	44,780 ft.	10.89%	6 – 27 inches
February	42,355 ft.	10.30%	6 - 12 inches
January	71,941 ft.	17.49%	6 – 12 inches

### **Construction Activities**

- Contractors removed the cross-bore from the 24" sewer trunk main under the intersection of Rio Road and Crossroads Boulevard. The intruding pipe was a 3" steel conduit for the traffic signal lights. Monterey County Public Works was notified and had their crews reroute the signal light conduit. The same contractors replaced 23 manhole frame and lids and one wet well hatch at various locations around the Carmel lagoon area.

### **Staff Development**

- Staff completed several online safety equipment trainings and attended multiple webinars related to Covid-19 during March.

### **General comments**

- Staff has performed well during the shelter in place order. Staff is practicing social distancing with other staff and contractors, driving to locations throughout the District in separate vehicles. Staff is educated on the best practices of Personal Protective Equipment (PPE) and personal hygiene. The District has limited supplies of certain items, but the current inventory should get us by until supplies are replenished. Staff has been cleaning and sanitizing buildings, equipment, and vehicles daily as part of their routine duties. Plumbing contractors have adjusted to the digital permit process very well. I am very pleased with the staff from all departments and their adaptability to work in these times. Thank you to all CAWD employees.



**Service calls responded to by crew**

<b>Date</b>	<b>Time</b>	<b>Callout</b>	<b>Resolution</b>
3/12/20	11:08 AM	Back up in Home	Called by homeowner for back up in their shower. Staff found no problem in the District mainline. Staff found no overflow at the home's Sewer Relief Valve (SRV). Staff informed the homeowner that the blockage was between the SRV and the internal plumbing of the home. Homeowner instructed to call a plumber of their choice.
3/23/20	10:26 PM	Power Fail	Power failure at two pump stations. Staff responded and was onsite until power was restored.

USA Location Requests – 129

Plumbing permit inspections – 32

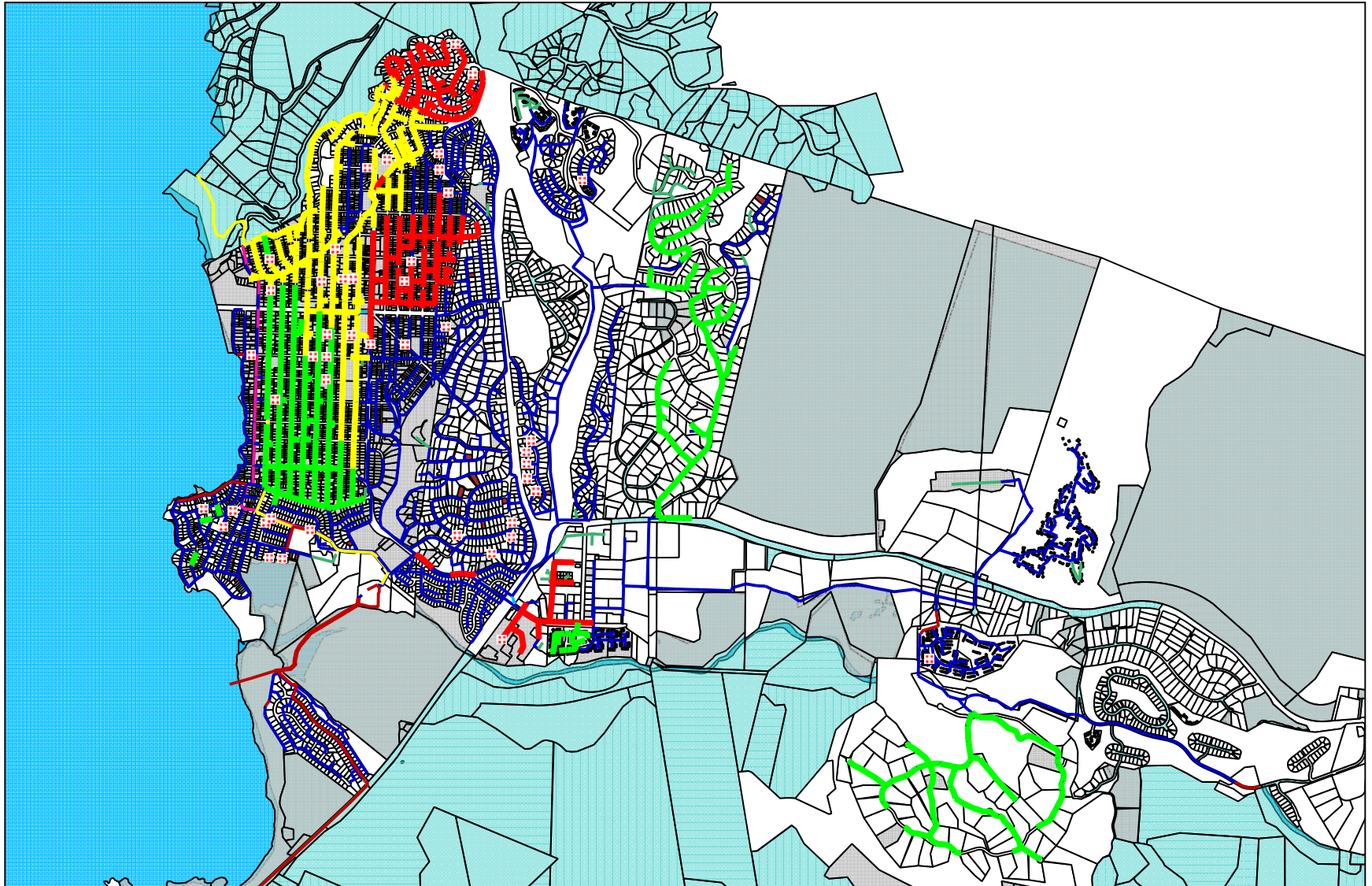
Private Sewer Lateral Compliance Certificates Issued – 30

**FUNDING**

N/A

March (Red) 44,780 feet  
February (Yellow) 42,355 feet  
January (Green) 71,941 feet

### Monthly Cleaning Map



RedZone<sup>®</sup>  
ROBOTICS

4/9/2020



# STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and  
Regulatory Compliance Administrator

Date: April 30, 2020

Subject: Monthly Safety Report for March 2020



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Safety & Training

- March 3- Tailgate training. In early April, the virus was still emergent, so clear, official information was still not fully available. After researching official sources and Center for Disease Control (CDC) guidelines, Mark Dias, Safety and Compliance Administrator (S/C Admin Dias), gave a presentation on what is known about the COVID-19 virus
- March Tailgates cancelled. Given the small meeting room, gathering all the staff from Operations, Collections and Maintenance creates shoulder-to-shoulder conditions. Therefore, weekly tailgates were cancelled until further notice to meet social distancing guidelines.

### Ongoing Safety Improvements

During March, Maintenance Superintendent Foley and S/C Admin Dias continued to implement safety improvements and seek input from the Operations crew and the Safety Committee. Activities in March included:

- Advising on COVID-19: With the virus constantly in the news, S/C Admin Dias was actively engaged in researching and making sense of the large amounts of news stories on the virus. Because of his background as a California Registered Environmental Health Specialist he has formal training and education in public

health including epidemiology and microbiology. He also worked at the Monterey Health Department for 13 years. Emphasis is being placed on keeping communication flowing across all departments at the plant, especially after the Level 3 split shifts were implemented.

**Tours and Outreach**

The tours from Carmel High School were cancelled a few days before they were to occur (third week in March). The school closed the end of the same week.

**Injuries; first aid responses; worker compensation claims**

There were no Workers' Compensation injuries in March. There were three minor first aid incidents: (1) an operator sustained a puncture to an index finger when he turned a damaged bolt with an unseen metal barb extending from it; (2) a maintenance worker sustained a small cut on his head while climbing on a ladder at a pump station and clipped a piece of overhead sheet-metal; (3) A lab analyst scraped his knuckles when the metal panel he was replacing slipped. Because it was at an outdoor grease trap, the Company Nurse suggested a tetanus shot which was administered that same day. This prophylactic measure is not a workers' comp matter. Also, an operator was asked to report a strained leg after showing discomfort from repetitively squeegeeing sludge for a lengthy period.

All employees remained at work for the day and resumed duties the next workday without further complications. The current tracking matrix is below.

	<b>Work Related Injuries and Illnesses for 2020 Reporting Year</b>				
<b>TYPE</b>	<b>New Incidents (Month)</b>	<b>Total Incidents (Year)</b>	<b>Total Days Away from Work (Year)</b>	<b>Total Days of Job Restriction (Year)</b>	<b>Cumulative days lost (Year)</b>
<b>OSHA Injuries</b>	0	0	0	0	0
<b>OSHA Illnesses</b>	0	0	0	0	0
<b>Other WC Claims</b>	0	0	0	0	0
<b>First Aid (non-OSHA)</b>	4	5	0	0	0

**FUNDING**

N/A- Informational item only

# Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
Report for: March 2020	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	33.312	1.074	0.712	2.101	62.101	82.77	253.90
PBCSD Flow	20.330	0.656	0.354	1.394	37.899	48.40	148.45
<b>Total Plant Flow</b>	<b>53.642</b>	<b>1.730</b>	<b>1.066</b>	<b>3.495</b>	<b>100.00</b>	<b>131.17</b>	<b>402.36</b>
Tertiary Flow	6.358	0.908	0.384	1.069	11.853	47.34	145.21
Ocean Discharge	51.938	1.675	0.102	3.645	96.823	92.50	283.74
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	47.34MG (145.21acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.28 BG (25.41 K acre-ft.)
12 Month Rolling Total Reclamation Production	321.68 MG (987.23 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Mar '20 kWh	Price per kWh	Mar'20	Feb'20	Jan'20	Dec'19
Secondary	133,343.00	\$ 0.148	\$ 19,707.50	\$ 18,265.49	\$ 13,462.38	\$ 20,135.92
Blowers	42,844.16	\$ 0.140	\$ 5,977.29	\$ 6,492.59	\$ 6,656.77	\$ 5,882.03
<b>CAWD Total</b>	<b>176,187.16</b>		<b>\$ 25,684.79</b>	<b>\$ 24,758.08</b>	<b>\$ 20,119.15</b>	<b>\$ 26,017.95</b>
Tertiary	33,070.08	\$ 0.210	\$ 6,937.62	\$ 7,232.74	\$ 10,844.00	\$ 13,984.80
MF/RO	8,089.00	\$ 0.516	\$ 4,173.84	\$ 7,181.05	\$ 6,569.94	\$ 20,713.96
<b>Reclaim Total</b>	<b>41,159.08</b>		<b>\$ 11,111.46</b>	<b>\$ 14,413.79</b>	<b>\$ 17,413.94</b>	<b>\$ 34,698.76</b>
<b>Adjusted Monthly Totals</b>	<b>CAWD Total</b>		<b>\$ 15,938.76</b>	<b>Reclamation Total</b>		<b>\$ 24,634.10</b>

## kW-h Per Acre Foot

	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	2064.85	N/A	N/A	N/A
Reclamation	2344.93	2255.78	2283.22	1924.16	1920.96	N/A	N/A	N/A

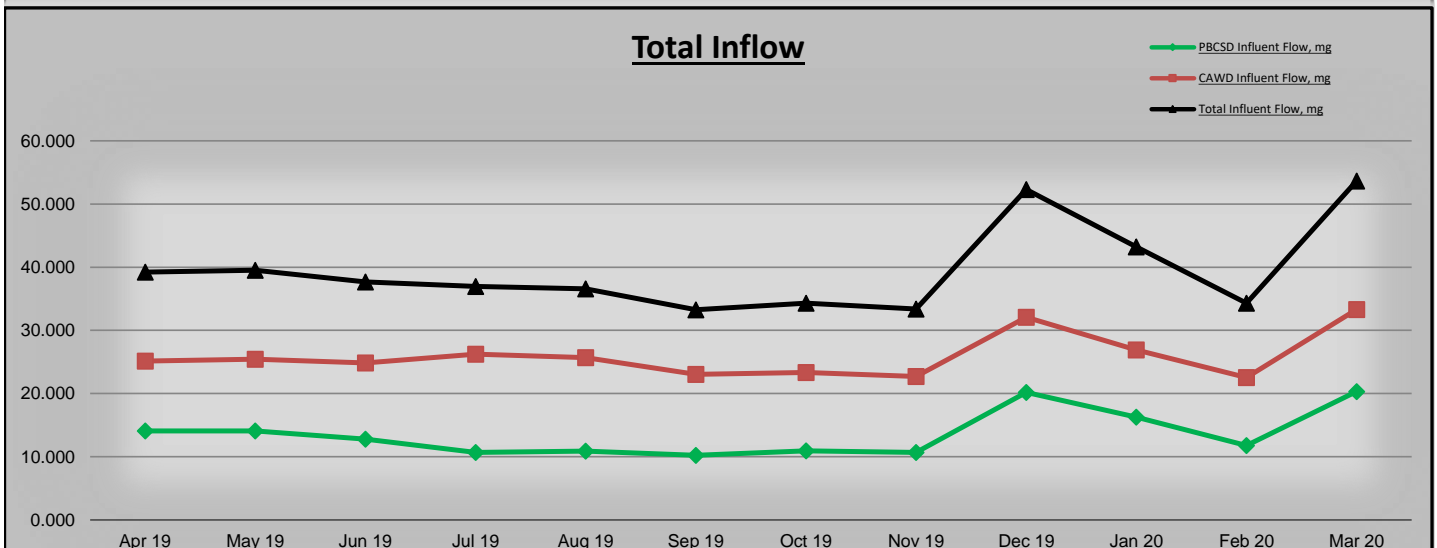
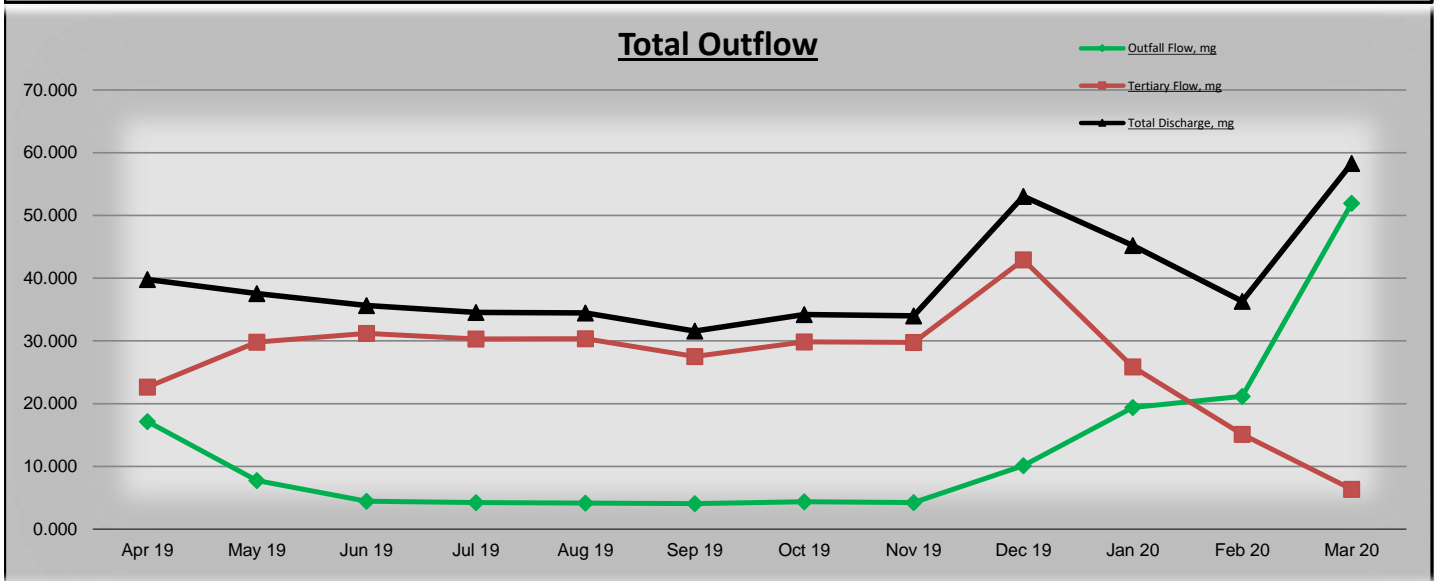
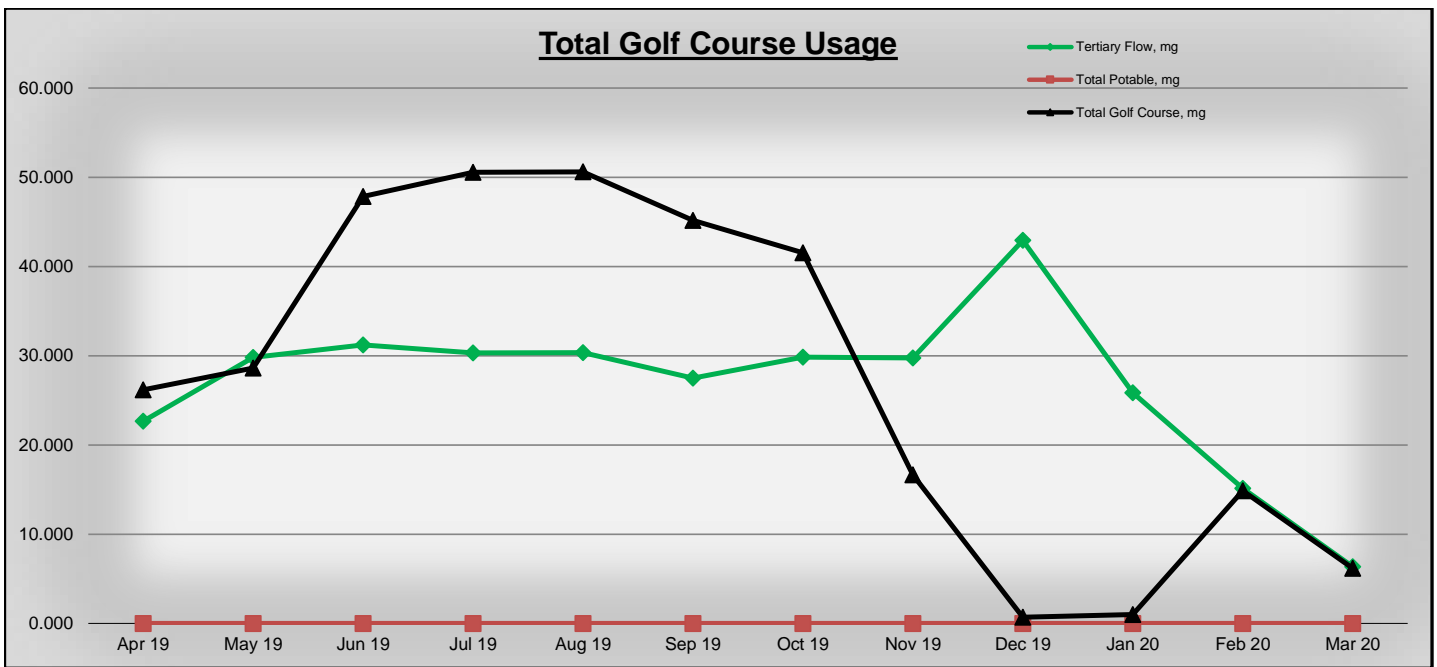
## MICROTURBINE SUMMARY

Month	Mar '20 kWh	Feb '20	Jan'20	Dec '19	Accumulated Totals
Production,kWh (2)	0	0	0	0	758,331.00

## COMMENTS

(1) Cost adjustment for Reclamation percentage for Secondary power costs and CAWD's percentage for Tertiary's power costs due to the Lab's power usage

(2) No power production due to the Micro-Turbine chiller malfunction



## Wastewater Treatment Facility Operations Report (Revised)

	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
Report for: February 2020	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	22.540	0.777	0.726	0.857	65.684	49.46	151.72
PBCSD Flow	11.776	0.406	0.326	0.558	34.316	28.07	86.09
<b>Total Plant Flow</b>	<b>34.316</b>	<b>1.183</b>	<b>1.052</b>	<b>1.415</b>	<b>100.00</b>	<b>77.53</b>	<b>237.81</b>
Tertiary Flow	15.126	0.772	0.283	1.041	44.079	40.98	125.71
Ocean Discharge	21.188	0.731	0.107	1.589	61.744	40.56	124.42
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

### TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	40.98MG (125.71acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.27 BG (25.39 K acre-ft.)
12 Month Rolling Total Reclamation Production	315.32 MG (967.71 acre-ft.)

### ELECTRICAL COSTS

Monthly Totals	Feb '20 kWh	Price per kWh	Feb'20	Jan'20	Dec'20	Nov'19
Secondary	131,530.00	\$ 0.139	\$ 18,265.49	\$ 13,462.38	\$ 20,135.92	\$ 21,644.01
Blowers	48,123.20	\$ 0.135	\$ 6,492.59	\$ 6,656.77	\$ 5,882.03	\$ 8,312.62
<b>CAWD Total</b>	<b>179,653.20</b>		<b>\$ 24,758.08</b>	<b>\$ 20,119.15</b>	<b>\$ 26,017.95</b>	<b>\$ 29,956.63</b>
Tertiary	33,779.44	\$ 0.214	\$ 7,232.74	\$ 10,844.00	\$ 13,984.80	\$ 11,727.35
MF/RO	62,732.00	\$ 0.114	\$ 7,181.05	\$ 6,569.94	\$ 20,713.96	\$ 21,638.69
<b>Reclaim Total</b>	<b>96,511.44</b>		<b>\$ 14,413.79</b>	<b>\$ 17,413.94</b>	<b>\$ 34,698.76</b>	<b>\$ 33,366.04</b>
<b>Adjusted Monthly Totals</b>	<b>CAWD Total</b>		<b>\$ 15,128.58</b>	<b>Reclamation Total</b>		<b>\$ 24,043.29</b>

### kW-h Per Acre Foot

	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	N/A	N/A	N/A	N/A
Reclamation	2344.93	2255.78	2283.22	1924.16	N/A	N/A	N/A	N/A

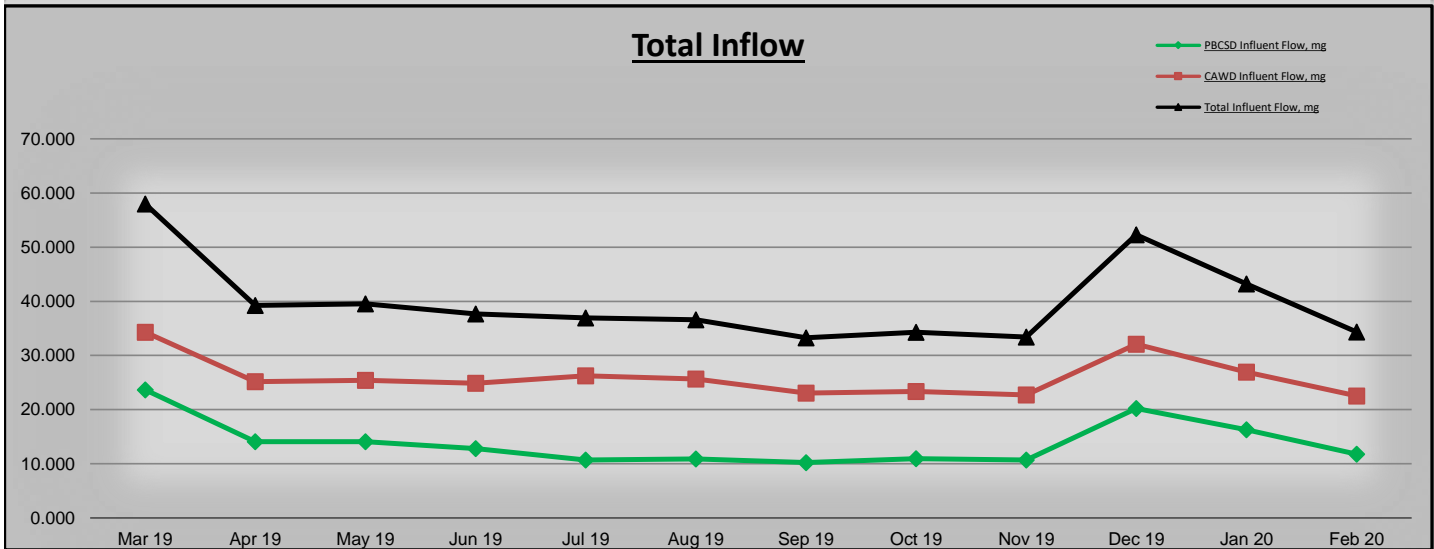
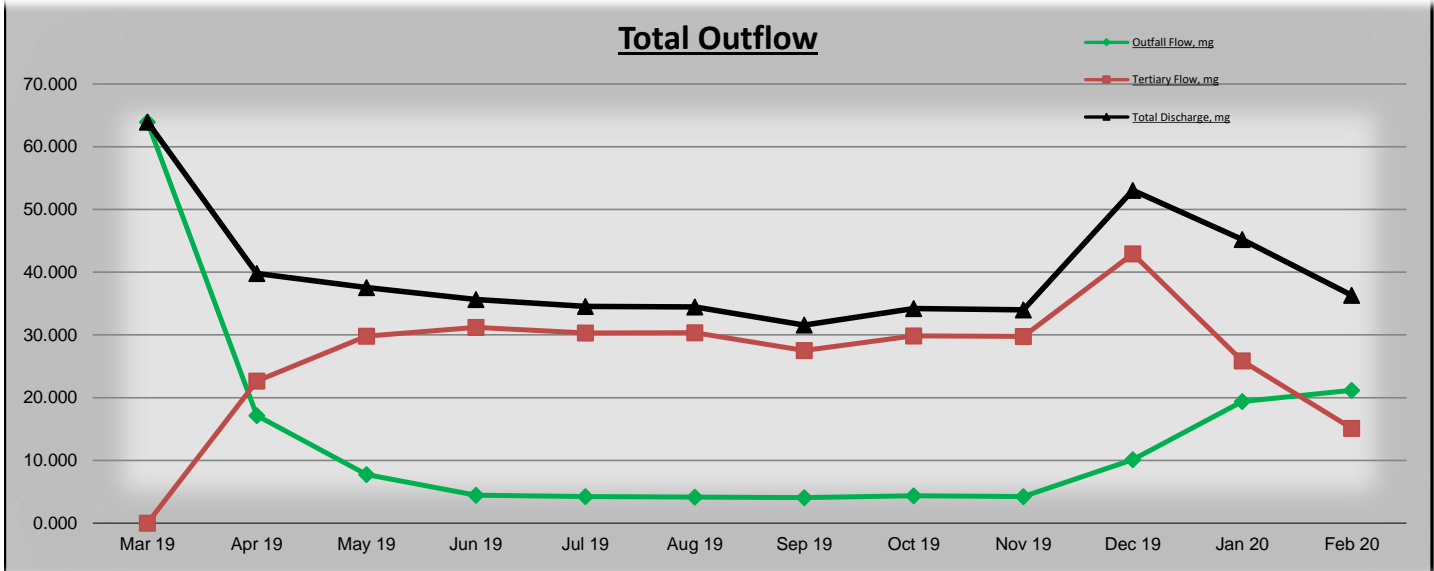
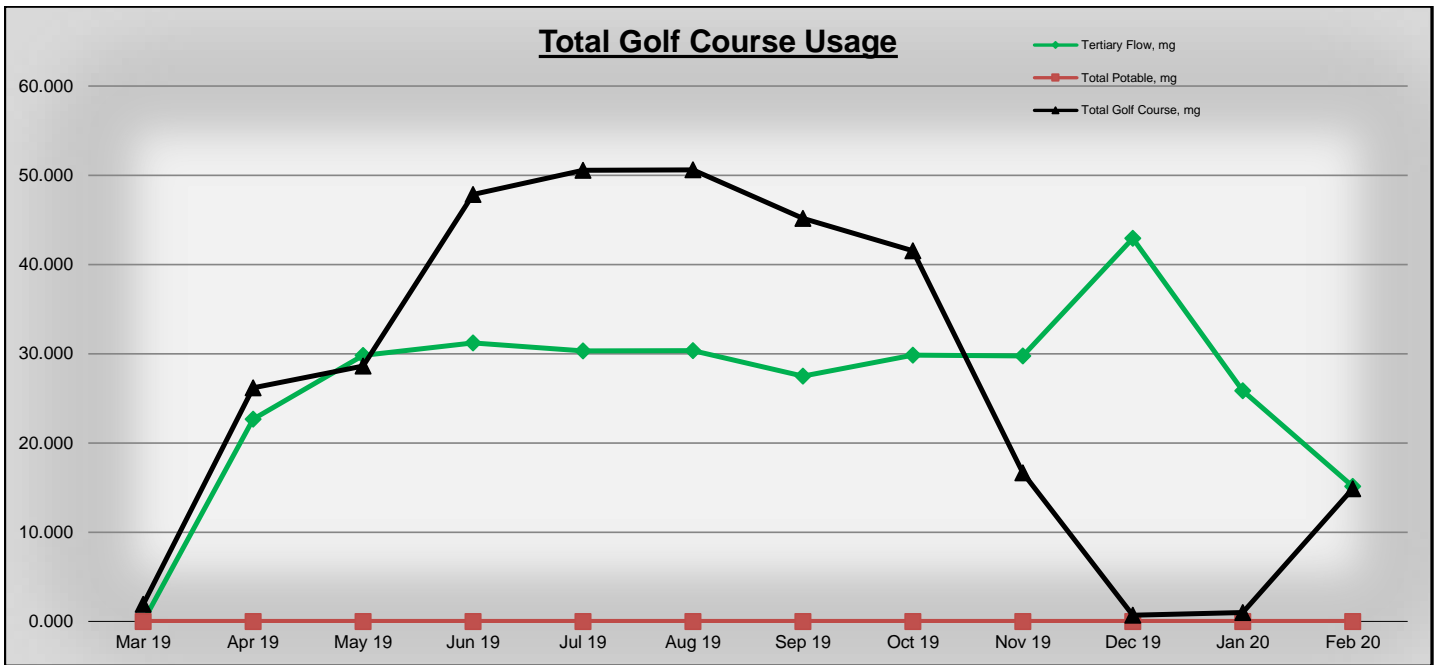
### MICROTURBINE SUMMARY

Month	Feb '20 kWh	Jan '20	Dec'20	Nov '19	Accumulated Totals
Production,kWh (2)	0	0	0	6,865	758,331.00

### COMMENTS

(1) Cost adjustment for Reclamation percentage for Secondary power costs and CAWD's percentage for Tertiary's power costs due to the Lab's power usage

(2) No power production due to the Micro-Turbine chiller malfunction





# Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
Report for: January 2020	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.920	0.869	0.751	1.054	62.300	26.92	82.58
PBCSD Flow	16.290	0.525	0.419	0.794	37.700	16.29	49.97
<b>Total Plant Flow</b>	<b>43.210</b>	<b>1.394</b>	<b>1.170</b>	<b>1.848</b>	<b>100.00</b>	<b>43.21</b>	<b>132.55</b>
Tertiary Flow	25.854	1.175	0.391	1.657	59.833	25.85	79.31
Ocean Discharge	19.373	0.625	0.112	1.915	44.835	19.37	59.43
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	25.85MG (79.31acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.26 BG (25.35 K acre-ft.)
12 Month Rolling Total Reclamation Production	312.31 MG (958.47 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Jan '20 kWh	Price per kWh	Jan'20	Dec'19	Nov'19	Oct'19
Secondary	122,278.00	\$ 0.110	\$ 13,462.38	\$ 20,135.92	\$ 21,644.01	\$ 27,377.55
Blowers	46,150.72	\$ 0.144	\$ 6,656.77	\$ 5,882.03	\$ 8,312.62	\$ 9,780.08
<b>CAWD Total</b>	<b>168,428.72</b>		<b>\$ 20,119.15</b>	<b>\$ 26,017.95</b>	<b>\$ 29,956.63</b>	<b>\$ 37,157.63</b>
Tertiary	92,592.00	\$ 0.117	\$ 10,844.00	\$ 13,984.80	\$ 11,727.35	\$ 16,769.05
MF/RO (3)	48,679.00	\$ 0.135	\$ 6,569.94	\$ 20,713.96	\$ 21,638.69	\$ 24,051.04
<b>Reclaim Total</b>	<b>141,271.00</b>		<b>\$ 17,413.94</b>	<b>\$ 34,698.76</b>	<b>\$ 33,366.04</b>	<b>\$ 40,820.09</b>
<b>Adjusted Monthly Totals</b>	<b>CAWD Total</b>		<b>\$ 12,378.59</b>	<b>Reclamation Total</b>		<b>\$ 25,154.50</b>

## kW-h Per Acre Foot

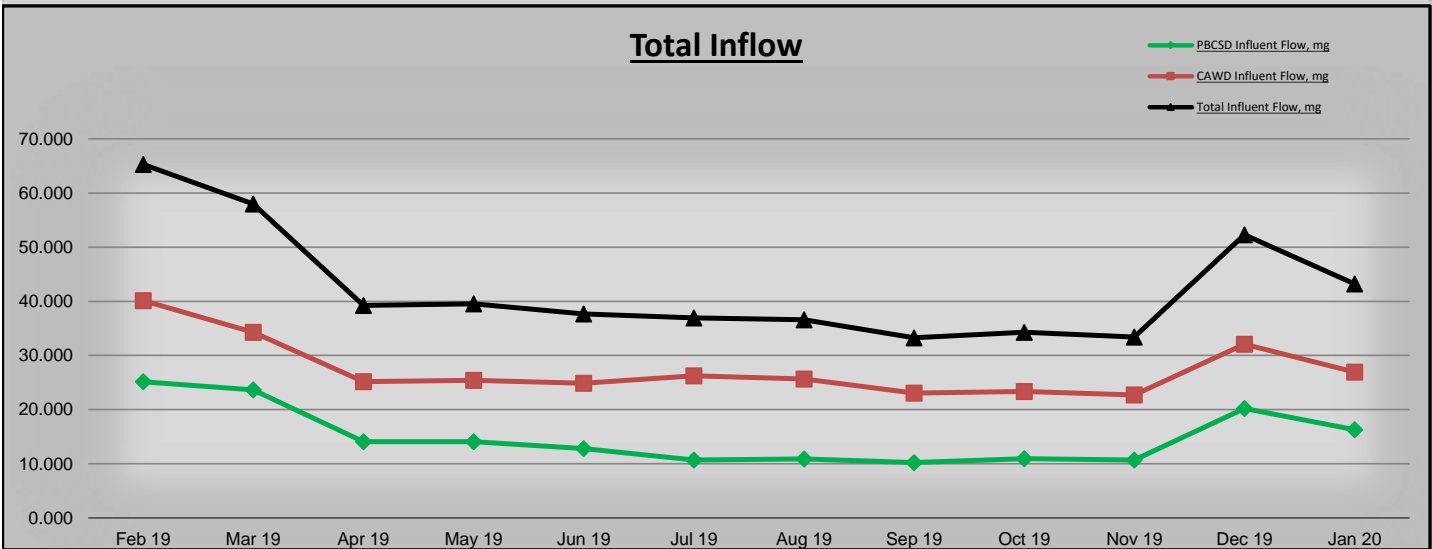
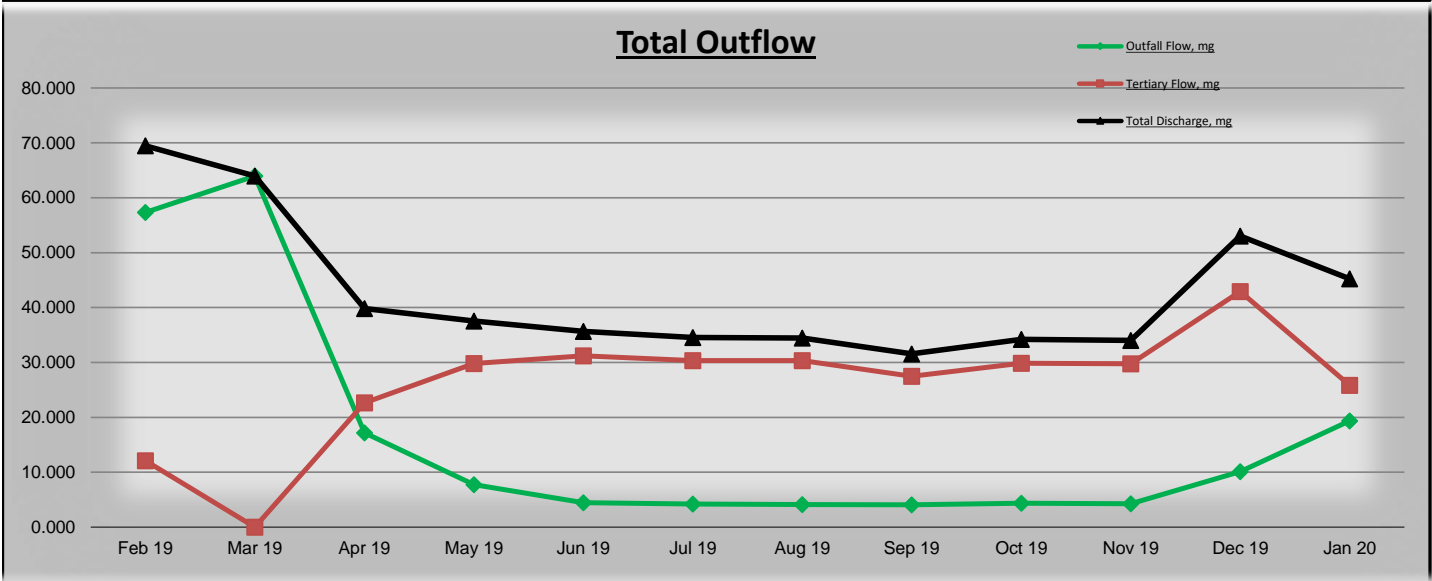
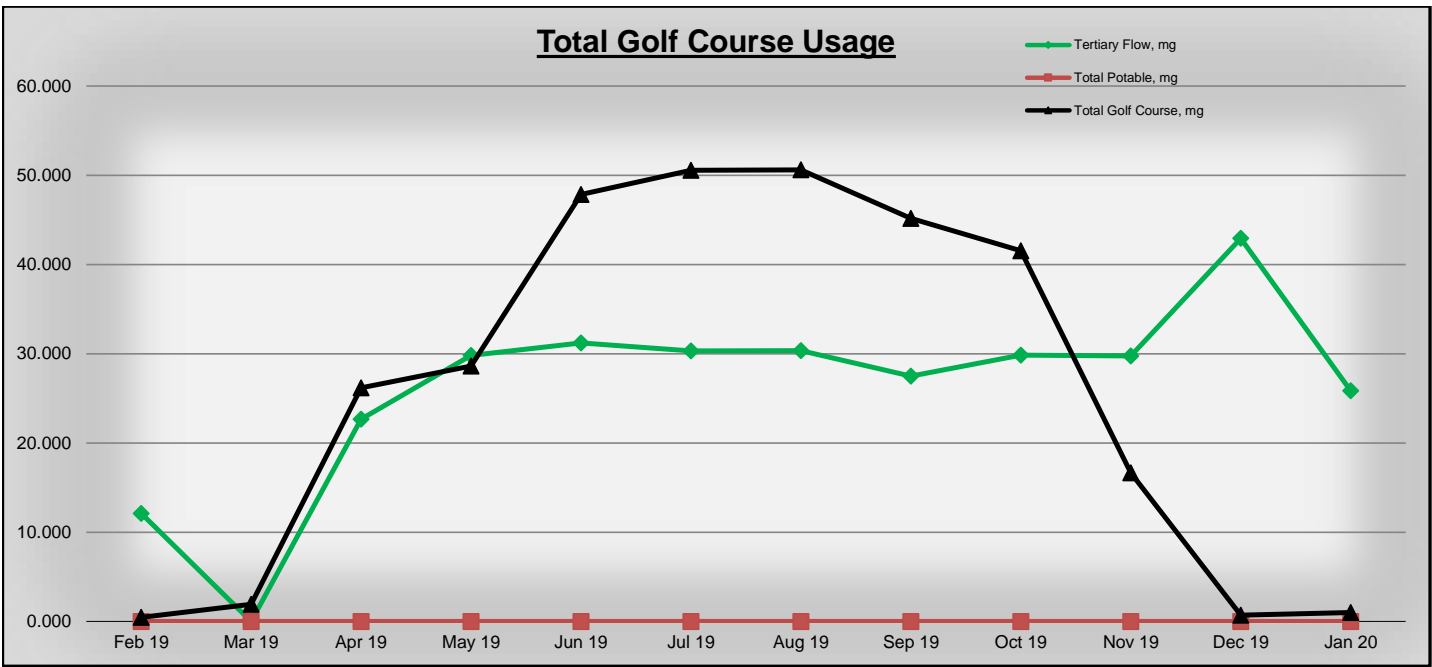
	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	N/A	N/A	N/A	N/A
Reclamation	2344.93	2255.78	2283.22	1924.16	N/A	N/A	N/A	N/A

## MICROTURBINE SUMMARY

Month	Jan '20 kWh	Dec '19	Nov '19	Oct '19	Accumulated Totals
Production,kWh (2)	0	0	6,865	6,086	758,331.00

## COMMENTS

- (1) Cost adjustment for Reclamation percentage for Secondary power costs and CAWD's percentage for Tertiary's power costs due to the Lab's power usage
- (2) No power production due to the Micro-Turbine chiller malfunction
- (3) Due to PG&E's billing cycle only 16 days of operation for the MF/RO facility



# STAFF REPORT



To: Board of Directors

From: Ray De Ocampo  
Laboratory/Environmental Compliance  
Supervisor

Date: April 30, 2020

Subject: Monthly Report – March 2020

## RECOMMENDATION

Receive Report-Informational only; No action required

## DISCUSSION

### LABORATORY REPORT

- Laboratory staff collected the Final Effluent sample for National Pollutant Discharge Elimination System (NPDES) permit toxicity analysis on March 2, 2020 and shipped to the contract laboratory, Pacific EcoRisk.
- Laboratory staff collected Final Effluent samples for NPDES semiannual analysis on March 11, 2020 and shipped to the contract laboratory, Fruit Growers Laboratory (FGL).
- Central Coast Long-Term Environmental Assessment Network (CCLEAN) started wet season sampling on February 28, 2020, it is scheduled to last for 30-days. On March 7, 2020, the Micro Filtration/Reverse Osmosis (MF/RO) system was shut down and no reclaimed water was sent to the Pebble Beach Forest Lake Reservoir. During this event there was a high amount of rainwater that increased flow to the treatment plant. Since the Micro Filtration/Reverse Osmosis (MF/RO) system was shut down, the increased flow triggered the sampler that collects the composite to sample more than what is programmed. The shutdown of Tertiary System happened on Saturday and the analyst, Trevor Holland, contacted Kinnetic Laboratory for guidance and was instructed to turn off the sampler.
- On March 12, 2020, the laboratory muffle furnace was inoperable due to a solid-state relay switch that burnt out. A Thermo Fisher Technician was scheduled to evaluate and repair the muffle furnace. The muffle furnace repair was completed on March 24, 2020.

- On March 23, 2020, the Laboratory staff started to work two shifts (Day and Swing), two analysts during the day and one analyst on swing. All NPDES permit analysis continued as normal procedure. Laboratory staff have been working on project work for laboratory Standard Operating Procedures (SOPs) and source control files.

**ENVIRONMENTAL COMPLIANCE REPORT**

- On March 11, 2020, CAWD Environmental Compliance staff met with the City of Carmel Environmental Compliance Manager, Agnes Martelet, on setting up for the next Commercial Stormwater Inspections. Ms. Martelet passed out a list of businesses to be inspected and asked when we would be ready. The timeline to start would be as soon as possible, after the Monterey County shelter in place order has been lifted. CAWD staff would then begin setting appointments with the business owners.
- On March 16, 2020, the City of Carmel Environmental Compliance Manager, Agnes Martelet, sent Mr. De Ocampo an email that several restaurants are closing due to the Coronavirus pandemic. CAWD Environmental Compliance staff has stopped source control and stormwater inspections. Mr. De Ocampo responded to Ms. Martelet that CAWD inspectors have been directed to limit exposure to the public, but in the event of an emergency a CAWD inspector will be able to respond.

**Restaurant Inspection Table**

<b>Restaurant</b>	<b>Compliant</b>	<b>Reason for Non-Compliance</b>	<b>Comments</b>
Mission Ranch	Yes		
Mission Bistro	Yes		
Sweet Reba	Yes		
Pescadero	Yes		
Anton & Michel	Yes		

**Grocery Store/Delicatessen Inspection Table**

<b>Grocery Store/Delicatessen</b>	<b>Compliant</b>	<b>Reason for Non-Compliance</b>	<b>Comments</b>
None			

### Restaurant Compliance Table

<b>Month</b>	<b>Maintenance</b>	<b>Mechanical</b>
Jan 2019	100%	100%
Feb 2020	100%	98%
March 2020	100%	98%

### FUNDING

N/A-Informational item only

Project Number	Task Name	Manager	Start	Finish	Budget	Status	2019		2020		2021	
							H1	H2	H1	H2	H1	H2
	Projects Implementation Plan Schedule											
	Treatment Plant Projects											
18-01	Mech/Elec Rehab and Sludge Holding Tank Replacement Project	Treanor	Mon 4/30/18	Thu 6/30/22	\$10,616,000.00	In Final Design/CEQA Phase						
18-02	Ops Building Historian and Reporting	Foley	Mon 4/2/18	Tue 6/30/20	\$77,245.00	Final Testing Phase						
18-05	PLC/SCADA Programming (PARTIAL RECLAMATION)	Foley	Mon 10/8/18	Tue 7/13/21	\$300,000.00	In Progress						
18-08	Standby Power Reliability Project	Treanor/Foley	Mon 10/8/18	Fri 10/23/20	\$730,000.00	In Design Phase						
18-07	Digester No. 1 & Old No. 2 Purging and Cleaning	Waggoner	Fri 3/15/19	Tue 6/30/20	\$317,250.00	Digester No. 1 Complete / Ops to Clean Remainder of Old Digester No. 2						
18-11	Microturbine Integration Project	Treanor/Foley	Tue 6/4/19	Tue 6/1/21	\$510,000.00	Pre-Design / Installing New Controls for 65 kW						
19-01	Onsite Flood Mitigations (PARTIAL RECLAMATION)	Treanor	Mon 7/1/19	Mon 6/29/20	\$100,000.00	Implementation						
19-10	1 Water Corrosion Control	Waggoner	Mon 7/1/19	Fri 6/12/20	\$30,000.00	Pilot Testing Ionization System at Chlorine Building						
18-28	Perimeter Tree Plan and Implementation	Treanor	Mon 7/1/19	Tue 6/30/26	\$120,000.00	In Study Phase						
	Cathodic Protection Testing	Treanor	Wed 4/1/20	Tue 3/30/21	\$30,000.00	Inactive						
	Cart Charging and Parking	Foley	Wed 4/1/20	Wed 6/1/22	\$50,000.00	Inactive						
19-21	Carmel River FREE Mitigation	Treanor	Wed 7/1/20	Wed 11/30/22	\$0.00	Developing Agreement with County & Funding Coordination						
19-19	Aeration Basin Improvements	Waggoner	Thu 7/1/21	Fri 12/30/22	\$140,000.00	Inactive						
	Plant Paving, Vault Lids, Drainage	Treanor	Thu 7/1/21	Wed 3/29/23	\$50,000.00	Inactive						
	Chlorine Contact Pipe Gallery Repairs	Treanor	Thu 7/1/21	Fri 9/24/21	\$44,000.00	Inactive						
	Treatment Plant Studies & O&M Manuals	Treanor	Fri 6/28/19	Wed 7/24/24	\$270,000.00							
19-14	BioWin Modeling	Treanor	Fri 6/28/19	Tue 3/31/20	\$50,000.00	Final Report and Workshop in April 2020						
	Coastal Hazards Monitoring Plan	Treanor	Fri 5/1/20	Fri 4/30/21	\$35,000.00	Draft In Development						
	Long Term SLR Planning	Treanor	Mon 5/3/21	Mon 5/2/22	\$35,000.00	Inactive						
	Online O&M Manual	Treanor	Wed 9/1/21	Wed 7/24/24	\$150,000.00	Inactive						
	Reclamation Projects											
18-26	RO Pretreatment Acid Tanks and Containment	Treanor	Fri 6/8/18	Tue 4/13/21	\$415,000.00	On Hold						
19-16	Tertiary MF/RO Standby Power	Foley	Mon 7/1/19	Fri 10/30/20	\$350,000.00	Cost Benefit Analysis						
	Reclamation Line Cathodic Protection Testing	Treanor	Wed 7/1/20	Tue 12/1/20	\$25,000.00	Inactive						
	Painting Project	Treanor	Wed 7/1/20	Tue 12/1/20	\$75,000.00	Inactive						
	Reclamation Studies	Treanor	Mon 7/1/19	Wed 6/1/22	\$75,000.00							
	Trussell MF/RO Performance Review	Treanor	Mon 7/1/19	Tue 3/31/20	\$40,000.00	In Study Phase						
	Reclamation 15-Year Asset Management Assessment	Treanor	Thu 7/1/21	Wed 6/1/22	\$35,000.00	Inactive						
	Collections Projects											
19-02	Pretreatment Ordinance	Lather	Fri 11/15/19	Fri 5/29/20	\$0.00	Initiated Review of draft by Ed Waggoner and Ray DeOcampo						
18-16	Highlands H2S Control	Lauer	Mon 4/16/18	Tue 6/30/20	\$0.00	Installation of Long Term CN9 Dosing Equipment						

Project Number	Task Name	Manager	Start	Finish	Budget	Status	2019		2020		2021	
							H1	H2	H1	H2	H1	H2
18-17	Hatton Canyon Pipe Bursting	Lather	Wed 5/23/18	Thu 10/15/20	\$1,450,000.00	Bidding	<b>Hatton Canyon Pipe Bursting</b>					
18-18	Pump Station PLC/SCADA Replacement	Foley/Lather	Wed 7/18/18	Tue 6/30/20	\$510,000.00	Construction In-Progress	<b>Station PLC/SCADA Replacement</b>					
19-07	Rio Road CIPP Lining Project	Lather	Mon 7/1/19	Fri 8/28/20	\$1,340,000.00	Award / Preconstruction	<b>Rio Road CIPP Lining Project</b>					
19-03	Carmel Meadows Gravity Sewer Improvement	Lather	Thu 8/1/19	Thu 1/19/23	\$1,294,000.00	Preliminary Design	<b>Carmel Meadows Gravity Sewer Improvement</b>					
19-13	Upper Rancho Canada Pipe Realignment and Size Increase	Lather	Mon 7/1/19	Thu 7/1/21	\$1,500,000.00	Design	<b>Upper Rancho Canada Pipe Realignment and Size Increase</b>					
18-29	September Ranch Water and Sewer	Lather	Fri 3/1/19	Fri 7/30/21	\$0.00	Water Study/On Hold	<b>September Ranch Water and Sewer</b>					
	Assessment Districts/Annexations	Lather	Tue 7/3/18	Fri 12/31/21	\$50,000.00		<b>Assessment Districts/Annexations</b>					
19-09	2019 Mass Annexation	Lather	Fri 3/15/19	Tue 6/30/20	\$50,000.00	CEQA	<b>2019 Mass Annexation</b>					
18-21	Corona Road Assessment District	Lather	Thu 8/2/18	Tue 6/30/20	\$0.00	Circulating Petition	<b>Corona Road Assessment District</b>					
19-05	Riley Ranch Annexation/Connection	Lather	Thu 8/2/18	Tue 6/30/20	\$0.00	Pending Annexation	<b>Riley Ranch Annexation/Connection</b>					
19-08	Carmel Valley Manor Sewer	Lather	Tue 7/3/18	Fri 12/31/21	\$0.00	In Design By Owner	<b>Carmel Valley Manor Sewer</b>					
	Collections Studies / Reports	Lauer/Lather	Mon 2/3/20	Fri 7/17/20	\$75,000.00		<b>Collections Studies / Reports</b>					
	Monte Verde and Bay/Scenic FM Assessment	Lauer/Lather	Mon 2/3/20	Fri 7/17/20	\$75,000.00	Inactive	<b>Monte Verde and Bay/Scenic FM Assessment</b>					



*Photo: Existing Headworks Motor Control Center to Be Replaced in Project*

**Project Name:** WWTP - Elec/Mech Rehab & Sludge Holding Tank Replacement Project  
**Project Location:** Wastewater Treatment Plant  
**Project Manager:** Treanor  
**Project Number:** 18-01  
**Status:** In Final Design/CEQA Phase  
**Project Description:** The WWTP Rehabilitation Phase II Project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.  
**Department:** Treatment  
**Budget Status:** Budget: \$10,616,000  
 Actual to Date: \$814,897  
**Reclamation Share:** Estimated at 4% of project cost. Actual share TBD based on Construction Costs.  
**Other Entities:** Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project  
**Permits Required:** Coastal Commission Notification  
**Challenges:** Electrical Cutover Coordination  
**Schedule:**

- Design to be completed in 2019
- Construction anticipated for 2020 through 2021

**Consultants:** Kennedy/Jenks Consultants (Design Engineer)  
**Contractor:** TBD



*Photo: Existing Server Hardware that will be replaced in Project*

**Project Name:** Ops Building Historian and Reporting  
**Project Location:** Wastewater Treatment Plant  
**Project Manager:** Foley  
**Project Number:** 18-02  
**Status:** Final Testing Phase  
**Project Description:** The report writer and historian system provide historical data for compliance and process reports. The existing system is connected to the legacy Supervisory Control and Data Acquisition (SCADA) system. This project will update the reporting hardware and software and integrate the system with the updated SCADA system. The update was necessary since the legacy system it was based on no longer supported Windows 7 platform.  
**Department:** Treatment  
**Budget Status:** Budget: \$77,245  
 Actual to Date: \$60,463  
**Reclamation Share:** Estimated at 50%.  
**Schedule:**

- Design to be completed in 2019
- Report and Historian configuration to be completed by June 2020.

**Consultants:** WorkSmart Automation  
**Contractor:** N/A



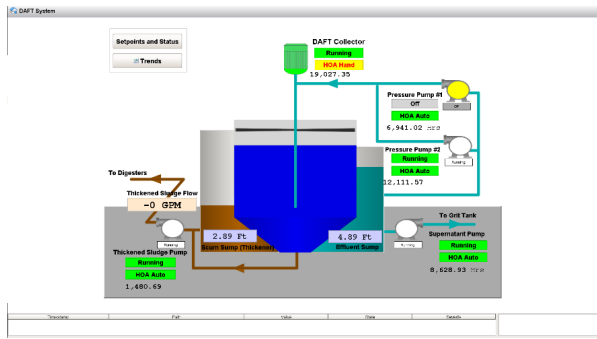


Photo: DAFT SCADA Overview

**Project Name:** Programmable Logic Controller (PLC) and Supervisory Control and Data Acquisition (SCADA) Programming Project

**Project Location:** Wastewater Treatment Plant

**Project Manager:** Foley

**Project Number:** 18-05

**Status:** In progress

**Project Description** During the Phase 1 project a new SCADA software package from Inductive Automation was installed in parallel with the existing system. This project includes the migration of the remaining SCADA screens from the legacy system to the new system. The PLC code is also being updated to the CAWD standards that are being developed during this project. This project is necessary to replace obsolete software and hardware so that the automated controls, alarms and reporting remain accurate and reliable.

**Department:** Treatment

**Budget Status:** Budget: \$300,000  
Actual to Date: \$274,079

**Reclamation Share:** Partial Reclamation

**Schedule:**

- Existing SCADA to be migrated in 2020
- SCADA screens will be revised for equipment that is replaced during Mechanical and Electrical Rehabilitation Project

**Consultants:** Informative Controls

**Contractor:** N/A



Photo: Old Digester No. 2

**Project Name:** Digester No. 1 & Old Digester No. 2 Purging and Cleaning

**Project Location:** Wastewater Treatment Plant

**Project Manager:** Waggoner

**Project Number:** 18-07

**Status:** Digester No. 1 Complete / Ops to Clean  
Remainder of Old Digester No. 2

**Project Description** Digester No. 1 cleaning is completed. Old Digester No. 2 is planned to be demolished. Old Digester No. 2 will be drained by staff as it will not have debris buildup because it was a Secondary Digester (Treating supernatant from Digester No. 1).

**Department:** Treatment

**Budget Status:** Budget: \$317,250  
Actual to Date: \$306,245

**Reclamation Share:** N/A

**Other Entities:** N/A

**Permits Required:** N/A

**Challenges:** Unknown quantity of debris in Digester No. 1

**Schedule:**

- Digester 1 complete
- Digester 2 to be cleaned by Ops in Spring 2020

**Contractor:** Synagrow WWT



Photo: Example Trailer Standby Generator

**Project Name:** Standby Power Reliability Project

**Project Location:** Wastewater Treatment Plant

**Project Manager:** Treanor/Foley

**Project Number:** 18-08

**Status:** In Design Phase

**Project Description** This project involves purchasing a trailer mounted 750kW generator to serve as a full capacity backup to the existing standby system in case the existing 750kW generator were to fail. The Main Switchgear would be reprogrammed to run off one generator with a standby (instead of the current split bus system). This would allow removal of the existing 450kW generator (which has obsolete controls and is not capable of powering the entire WWTP if the 750kW were to fail during a power outage).

**Department:** Treatment

**Budget Status:** Budget: \$730,000  
Actual to Date: \$1,000

**Reclamation Share:** N/A

**Other Entities:** N/A

**Permits Required:** Air Board Permit

**Challenges:** N/A

**Schedule:**

- Design to be completed in 2019
- Construction anticipated for 2020

**Consultants:** Beecher Engineering

**Contractor:** TBD



Photo: Existing Gas Conditioning System

**Project Name:** Microturbine Integration Project  
Wastewater Treatment Plant

**Project Location:** Treanor/Foley

**Project Manager:** 18-11

**Project Number:** Pre-Design / Installing New Controls for 65 kW Turbine

**Status:** Overhaul of existing gas conditioning system and controls for the microturbines. The existing gas conditioning system has been having continual mechanical failures which reduces the amount of time the Microturbines are in service. Significant overhaul of controls is needed to integrate the new 65kW turbine. CAWD is looking into a new gas conditioning system in case the existing system isn't sufficient to treat the gas after the larger 65 kW turbine is placed in service.

**Project Description** Treatment

**Department:** Budget: \$510,000  
Actual to Date: \$12,363

**Budget Status:** N/A

**Reclamation Share:** N/A

**Other Entities:** Air Board Permit

**Permits Required:** N/A

**Challenges:**

- Pre-Design to be completed in 2019/2020
- Final Design to be completed in 2020/2021-Construction anticipated for 2021

**Schedule:**

- Engine System Integrated

**Consultants:** TBD

**Contractor:**



Photo: View H2S damage to Calle La Cruz wet well

**Project Name:** H2S Control at Calle La Cruz Pump Station

**Project Location:** Collection System

**Project Manager:** Lauer

**Project Number:** 18-16

**Status:** Proper dosage of CN-9 to reduce H2S has been achieved. Working on long term dosing station.

**Project Description:** H2S gasses are causing damage to the wet well and are a health hazard. H2S readings of 700ppm have been observed. Staff have tried several different products and found CN-9 (Calcium Nitrate) to work.

**Department:** Collections

**Budget Status:** Budget: \$0  
Actual to Date: \$0

**Permits Required:** N/A

**Challenges:** Getting the right dosage to remove odor. Dealing with source of problem.

**Schedule:** Ongoing

**Contractor:** In-house to date



Photo: View of a temporary repair of a manhole in Hatton Canyon

**Project Name:** Hatton Canyon Pipeline Replacement

**Project Location:** Collection System

**Project Manager:** Lather

**Project Number:** 18-17

**Status:** Started bidding process at 2/27/2020 meeting. A \$1M FEMA/OES Grant Awarded. All permits have been approved.

**Project Description:** Replace 5,570 linear ft. of 60-year old 8" vitrified clay, bell & spigot pipeline within Hatton Canyon, Experienced over 3 spills in past 20 years due to flooding. Replace with 10" butt welded HDPE pipe that will be watertight & anchored into upgraded manholes. This is designed to eliminate future spills.

**Department:** Collection

**Budget Status:** Budget: \$1,450,000  
Actual to Date: \$249,022

**Other Entities:** State Parks; Fish & Wildlife, Army Corps, FEMA, CalOES

**Permits Required:** State Parks Easement, Army Corps, U.S. Fish & Wildlife, State Fish & Wildlife, and Monterey County Encroachment Permit.

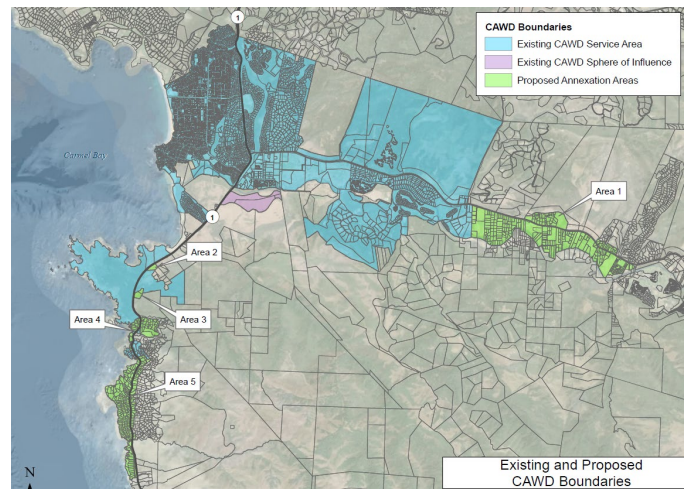
**Challenges:** The project is located within a State Parks easement along the west bank of Hatton Creek. Existing access road is surrounded by riparian habitat.

**Schedule:** Work required to be completed between June – October. Plan to construct project in 2020.



*Photo: Pump station Control Panel- PLC and Operator Interface will be upgraded at Pump stations.*

<b>Project Name:</b>	Pump Station PLC/SCADA Replacement
<b>Project Location:</b>	Collections Pump Stations
<b>Project Manager:</b>	Foley
<b>Project Number:</b>	18-18
<b>Status:</b>	Construction In-Progress
<b>Project Description</b>	This project will replace the obsolete Programmable Logic Controllers at 7 sewage pump station that are no longer supportable due to lack of parts. The PLC programming will be updated, and the Supervisory Control and Data Acquisition Visualization screens will be updated to the Ignition SCADA software.
<b>Department:</b>	Treatment
<b>Budget Status:</b>	Budget: \$600,000 Actual to Date: \$299,770
<b>Reclamation Share:</b>	0%
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction complete in June 30,2020</li> </ul>
<b>Consultants:</b>	Frisch Engineering
<b>Contractor:</b>	Technical Systems, Inc



*Photo: Areas of Potential Annexation*

<b>Project Name:</b>	Assessment District/Annexations
<b>Project Location:</b>	Collection System
<b>Project Manager:</b>	Lather
<b>Project Number:</b>	18-21,19-04,19-05,19-08,19-09
<b>Status:</b>	Finalizing Environmental Documents and adding more Corona Road lots.
<b>Project Description:</b>	The project will provide the opportunity for homes and businesses to get off septic systems and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point.
<b>Department:</b>	Collections
<b>Budget Status:</b>	Budget: \$50,000 Actual to Date: \$14,764
<b>Permits Required:</b>	Environmental Review, LAFCO Annexation Approval
<b>Challenges:</b>	Getting homeowner groups to form an Assessment District to pay for infrastructure needed to connect to our sewer system.
<b>Schedule:</b>	In May 2020, circulate MND and apply for LAFCO Annexation in August 2020.
<b>Consultant:</b>	Denise Duffy & Associates



*Photo: Existing totes used for Sulfuric Acid storage and Feed*

**Project Name:** RO Pretreatment Acid Tanks and Containment  
**Project Location:** Reclamation – MF/RO  
**Project Manager:** Treanor  
**Project Number:** 18-26  
**Status:** On Hold

**Project Description** Code compliance upgrades for existing acid chemical storage and feed system used by Reclamation for enhancing RO recovery. Project includes code compliant secondary containment and separation of dissimilar chemicals.

**Department:** Treatment

**Budget Status:** Budget: \$290,000  
Actual to Date: \$68,506

**Reclamation Share:** 100%

**Other Entities:** Reclamation Project

**Permits Required:** Coastal Commission Notification

**Challenges:** N/A

**Schedule:**

- Bid second half of 2020
- Construction 2021

**Consultants:** Trussell Technologies, Inc

**Contractor:** TBD



*Photo: Eucalyptus trees on South Side of Treatment Plant*

**Project Name:** Perimeter Tree Plan and Implementation  
**Project Location:** Wastewater Treatment Plant  
**Project Manager:** Treanor  
**Project Number:** 18-28  
**Status:** In Study Phase

**Project Description** Planning and landscaping around the treatment plant. This will include looking into possibly replacing the non-native eucalyptus trees around the perimeter of the treatment plant with native tree species. The project will start with a study and plan to determine costs, sequencing schedule, and visual impacts. The eucalyptus trees around the plant have ongoing maintenance costs which may be offset in the long term with different type of tree screening. Purpose is to improve security around plant perimeter.

**Department:** Treatment

**Budget Status:** Budget: \$120,000  
Actual to Date: \$2,897

**Reclamation:** N/A

**Other Entities:** N/A

**Permits Required:** Currently unknown (In Study Phase)

**Challenges:** Time it will take for new trees to grow up that will fully screen treatment plant from view

**Schedule:**

- Study to occur in 2020

**Consultants:** Scott Hall Landscape Design

**Contractor:** TBD

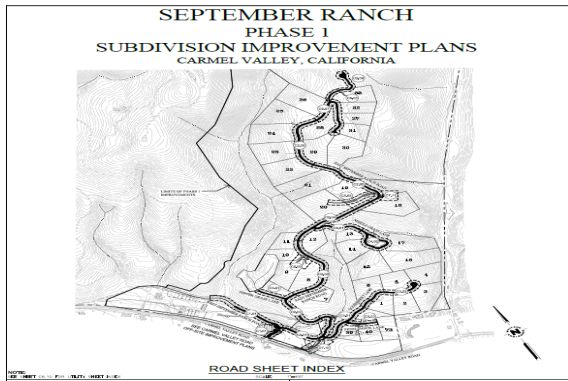


Photo: View new home development

**Project Name:** September Ranch Subdivision

**Project Location:** Collection and Water System

**Project Manager:** Lather

**Project Number:** 18-29

**Status:** Water Study/On Hold

**Project Description:** New Subdivision with sewer and water services. CAWD is completing review of water system design, operations, and rates in order to decide if it is feasible to accept the water system.

**Department:** Collection

**Budget Status:** Budget: Paid by Clear Peak  
Bid: \$N/A  
Actual to Date: \$35,000

**Other Entities/Consultants:** SRT Consultants -completed review on behalf of CAWD.

**Permits Required:** N/A

**Challenges:** Groundwater treatment and reliability concerns. Sewer review resulted in a request to eliminate 6 small pump stations.

**Schedule:** Phase I is anticipated to start construction in 2020 if CAWD accepts water system



Photo: Old Flood Door in Headworks Basement

**Project Name:** Critical Process Onsite Flood Adaptations

**Project Location:** Wastewater Treatment Plant

**Project Manager:** Treanor

**Project Number:** 19-01

**Status:** Implementation

**Project Description:** There are a few areas of the WWTP that may be vulnerable to inundation during a 100-year river flooding event. Although the actual impact to the process in the event of inundation of these areas may be minor, it would be prudent to mitigate any possible impacts of flooding on the treatment process. The areas that could be further adapted to avoid flooding inundation are: Headworks Basement Flood Door, Influent Access Hatch, Secondary Effluent Diversion Structure Hatches, Chlorine Contact Channel Hatches, Waste Gas Burner Operations.

**Department:** Treatment

**Budget Status:** Budget: \$100,000  
Actual to Date: \$21,788

**Reclamation Share:** 15% Reclamation

**Other Entities:** Reclamation Project

**Permits Required:** Coastal Commission Notification

**Challenges:** N/A

**Schedule:**

- Planning in 2019
- Modifications in 2020

**Consultants:** N/A

**Contractor:** TBD

**PRE-TREATMENT ORDINANCE  
2020-XX**



**CARMEL AREA WASTEWATER DISTRICT**

**Project Name:** Update Pretreatment Ordinance

**Project Location:** Pretreatment/Collections

**Project Manager:** Lather/De Ocampo/Waggoner

**Project Number:** 19-02 Pre-Treatment Ordinance

**Status:** Initiated Review of draft by Ed Waggoner and Ray DeOcampo

**Project Description:** Prepare a Pre-Treatment Ordinance that is in compliance with the current standard of practice and the State Water Resources requirements.

**Department:** Treatment

**Budget Status:** Budget: \$0.00

**Reclamation Share:** n/a

**Other Entities:** n/a

**Permits Required:** none

**Challenges:** none

**Schedule:**

- Complete Draft Ordinance for review in March 2020.
- Board approval of Ordinance in May 2020.

**Consultants:** none

**Contractor:** none



*Photo: View gravity pipe in Carmel easement*

**Project Name:** Carmel Meadows Pipeline

**Project Location:** Collection System

**Project Manager:** Lather

**Project Number:** 19-03

**Status:** Preliminary design

**Project Description:** The project will replace 1300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.

**Department:** Collections

**Budget Status:** Budget: \$1,324,000  
Actual to Date: \$154,138

**Permits Required:** Coastal Permit and Environmental Review

**Challenges:** Redirecting the sewer to the pump station without requiring booster pumps for individual houses.

**Schedule:** Design FY20/21. Construct FY21/22.

**Consultants:** SRT Consultants

**Contractor:** n/a



Photo: View CIPP Liner being installed

**Project Name:** Rio Rd CIPP Lining project

**Project Location:** Collection System

**Project Manager:** Lather

**Project Number:** 19-07

**Status:** Pre construction meeting scheduled for 4/17/20

**Project Description:** The rehabilitation of 4000 feet of 24 to 27-inch diameter Asbestos Cement Pipe (ACP) trunk line that runs along Rio Road in Carmel. Lining existing pipe with (CIPP) Cured-In-Place Pipe. This pipe is in poor condition and is beyond its useful life. It was identified as a priority for repair in the Asset Management Plan.

**Department:** Collections

**Budget Status:** Budget: \$1,340,000  
Actual to Date: \$25,860

**Permits Required:** N/A

**Challenges:** Traffic Control.

**Schedule:** Construct late Spring 2020.

**Consultant:** Design by Kennedy/Jenks  
PSOMAS construction manager

**Contractor:** Insituform



Photo: New #1 Water System where Corrosion System Project will be Installed

**Project Name:** WWTP – 1 Water Corrosion Control Project

**Project Location:** Wastewater Treatment Plant

**Project Manager:** Ed Waggoner

**Project Number:** 19-10

**Status:** Pilot Test Ionization System at Chlorine Building

**Project Description:** The number 1 Potable Water Distribution System was installed in the early 1970's when secondary processes were constructed at CAWD. The main piping is ductile iron pipe with service laterals of copper and galvanize pipes. To prevent rust and pipe damage to the system, technology will be installed to extend the life of the piping system using chemicals or ionization equipment.

**Department:** Treatment

**Budget Status:** Budget: \$30,000  
Actual to Date: \$4,370

**Reclamation Share:** Estimated at 1% of project cost.

**Other Entities:** CAWD/PBCSD Reclamation Project

**Permits Required:** None

**Challenges:** Using New technologies (Lorex Company)

**Schedule:**

- On-line and Pilot Test will last for one year, December 2020

**Consultants:** In house (Design Plant Engineer)

**Contractor:** In house staff





Photo: View of proposed sewer line realignment

**Project Name:** Upper Rancho Canada Sewer line realignment and size increase

**Project Location:** Collection System

**Project Manager:** Lather

**Project Number:** 19-13

**Status:** Design

**Project Description:** This project relocates an existing sewer trunk line that serves the eastern most assets of the District and is located within the proposed County Park at Rancho Canada. The trunk line varies in size from 12 inch to 8 inch and is made of Truss pipe material that was installed in the early 1970's. The pipe is damaged in many locations, has capacity issues and was identified as a priority in the Asset Management Plan.

**Department:** Collection

**Budget Status:** Budget: \$1,500,000  
Actual to Date: \$26,548

**Other Entities:** Monterey Regional Park District

**Permits Required:** Environmental Review

**Challenges:** Providing a design that allows CAWD access to assets and is acceptable to the Park District.

**Schedule:** Design FY 19/20. Construct FY 21/22.

**Consultants:** MNS Engineering  
Rincon Environmental

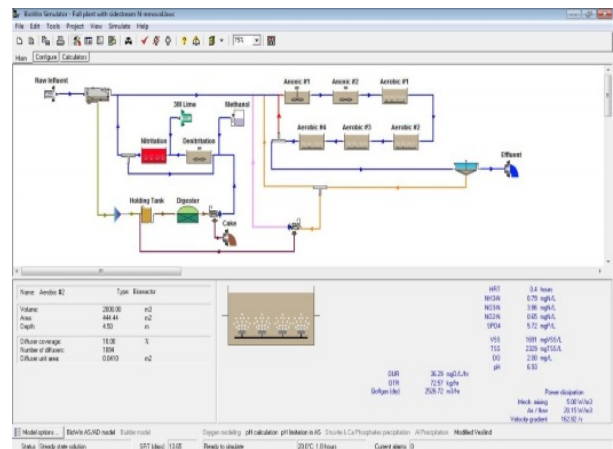


Photo: BioWin Model Screenshot

**Project Name:** Wastewater Treatment Plant Computer Model – BioWin Modeling

**Project Location:** Wastewater Treatment Plant

**Project Manager:** Treanor

**Project Number:** 19-14

**Status:** Final Report and Workshop in April 2020

**Project Description:** Development of a computer model to predict how changes in operations will affect water quality to inform process optimization activities aimed toward the goal of energy and cost savings.

**Department:** Treatment

**Budget Status:** Budget: \$50,000  
Actual to Date: \$47,000

**Reclamation Share:** N/A

**Other Entities:** N/A

**Permits Required:** N/A

**Challenges:** N/A

**Schedule:**

- Study to be completed in April 2020

**Consultants:** Greeley and Hansen

**Contractor:** N/A



Photo: Example Trailer Standby Generator

**Project Name:** Tertiary MF/RO Standby Power

**Project Location:** Reclamation – MF/RO

**Project Manager:** Foley

**Project Number:** 19-16

**Status:** Cost Benefit Analysis

**Project Description:** The Reclamation Project facilities were not designed with standby power to run the facility in the event of a power outage. This project would add the ability to power the reclamation process with generator power. This is necessary due to the probability of increased outages due to fire prevention. Prolonged outages during the summer and fall months would have a significant negative impact on water production.

**Department:** Treatment

**Budget Status:** Budget: \$350,000  
Actual to Date: \$0

**Reclamation Share:** 100%

**Other Entities:** Reclamation Project

**Permits Required:** N/A

**Challenges:** N/A

**Schedule:**

- Preliminary Design in Fall 2019
- Potential Implementation in 2020

**Consultants:** Beecher Engineering

**Contractor:** N/A



Photo: Existing air diffuser system

**Project Name:** WWTP – Aeration Basin Improvements

**Project Location:** Wastewater Treatment Plant

**Project Manager:** Ed Waggoner

**Project Number:** 19-19

**Status:** In 10% Vendors Research Phase

**Project Description:** The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins. Another needed improvement is to prevent short circuiting of flows in the basins. The installation of one curtain baffle in each tank will eliminate the short-circuiting issue.

**Department:** Treatment

**Budget Status:** Budget: \$140,000  
Actual to Date: \$0.00

**Reclamation Share:** Estimated at 0% of project cost.

**Other Entities:** CAWD/PBCSD Reclamation Project

**Permits Required:** No permits as project is preventative maintenance project

**Challenges:** Weather conditions and Scheduling

**Schedule:**

- Design to be completed in Spring 2020
- Construction anticipated for Summer 2021

**Consultants:** In house (Design Plant Engineer), Environetics for Baffles

**Contractor:** TBD



*Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)*

<b>Project Name:</b>	Carmel River FREE Mitigation
<b>Project Location:</b>	Carmel River Lagoon
<b>Project Manager:</b>	Treanor
<b>Project Number:</b>	19-21
<b>Status:</b>	Developing Agreement with County & Funding Coordination
<b>Project Description:</b>	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain which will significantly impact existing wastewater pipelines which cross the lagoon. To fully mitigate impacts from CRFREE the pipelines which are currently crossing over a portion of the lagoon are proposed to be installed underground using Horizontal Directional Drilling construction methods.
<b>Department:</b>	Engineering
<b>Budget Status:</b>	Budget: \$0 (Funded by County/Grants) Actual to Date: \$0
<b>Reclamation Share:</b>	0%
<b>Other Entities:</b>	Monterey County
<b>Permits Required:</b>	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, RWQCB
<b>Challenges:</b>	Construction near Environmentally Sensitive Habitat and obtaining new Easement from State Parks
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>• Design and CEQA anticipated completion Summer 2021</li> <li>• Construction anticipated in Summer 2022</li> </ul>
<b>Consultants:</b>	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot
<b>Contractor:</b>	Pending

# Staff Report



TO: Board of Directors

FROM: Ed Waggoner  
Operations Superintendent

SUBJECT: Monthly Report – March 2020

DATE: April 30, 2020

## RECOMMENDATION

Receive Report-Informational only; no action required

## DISCUSSION

### Plant Operation

#### Treatment Plant:

- The treatment plant operations staff has continued finishing up projects and concentrating on Preventative Maintenance Work Orders during the month of March.
- (Project #18-07) Cleaning Old Digester #2 -Plant staff is continuing to remove the final 3 feet of solids, grit and other debris from the floor of old digester #2 as operational time permits.
- Operations, Maintenance and Laboratory personnel started split shifts on March 23, to increase the Social Distancing requirements by having half the employees report to work at 3:15 pm. to 11:00 pm. while the day shift worked at the treatment facility from 7:00 am. to 3:00 pm.

## **Reclamation:**

- CAWD Staff continues working with H2O Innovations on the remote communication and monitoring of the Micro Filtration and Reverse Osmosis systems.
- (Project # 18-24) Reclamation Sand Filter Integration Project we are waiting for a second variable frequency drive unit to be installed on the second sand filter feed pump.
- Staff has continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Micro Filtration and Reverse Osmosis Systems. Staff turned off the Micro Filtration and Reverse Osmosis Systems on March 8 as the Forest Lake Reservoir was full at 115 million gallons. The Reclamation system continued to be off-line for the duration of the month due to wet climatic conditions for most of March.

## **Training:**

- Staff is moving towards online training at home from Target Solutions and Fred Pryor Seminars as Carmel Area Wastewater District implements its staffing policies for Action Plan Risk Level 3 for the COVID -19 virus at the treatment facility.

## **Capital Improvement**

- Staff continues to communicate with Plant Engineer, Patrick Treanor (CAWD), on the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

## **Meetings Attended**

- Monterey County Water Awareness Committee meeting canceled due to the COVID-19 pandemic.

## Discharge Permit Violations

- No Reclamation Permit 93-72 discharge violations for the month of March 2020.
- No Violations of the NPDES (National Pollutant Discharge Elimination System) NPDES Number CA0047996, Order No. R3-2014-0012 were encountered during the month of March 2020.

## FUNDING

N/A-Informational item only

Respectfully Submitted,

*Edward Waggoner*

# STAFF REPORT



To: Board of Directors  
From: Chris Foley, Maintenance Superintendent  
Date: April 30, 2020  
Subject: Monthly Maintenance Report – March 2020

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### **Maintenance Projects in Progress**

- The microturbine chiller unit has been installed. Startup and testing will take place in April. The 30-kilowatt microturbine will initially be placed online to test new chiller and updated Programmable Logic Controller (PLC).
- (Project 18-18) Installation of the Pump Station Programmable Logic Controller Control Panels is in progress. This project is on schedule and proceeding smoothly. The new control panels have been installed at Calle La Cruz, Hacienda and Monte Verde pump stations. These stations are communicating with the new Supervisory Control and Data Acquisition (SCADA) system and are ready to be commissioned. All the stations will be commissioned together in May.
- (Project 18-05) Migration of the Reclamation SCADA screens to the Inductive Automation Ignition SCADA platform is in progress. The systems integrator is still working remotely but progress has slowed due to travel restrictions preventing the integrator from onsite work and shift of staff resources to the pump station PLC project.

### **Upcoming Maintenance Projects**

- Maintenance will be working on the installation of an updated food waste receiving pump. This pump is more robust and has a higher capacity so that the system will be less likely to clog or fail. This project is awaiting scheduling once resources can be assigned.
- Parts have been ordered to install the vent line from the high-pressure digester gas to the low-pressure side. This will provide engineering controls to safely vent the stored gas in the siloxane scrubber vessel to the flare. Update: The parts were on a 6-week backorder so still awaiting parts.

### **Staff Development**

No updates.

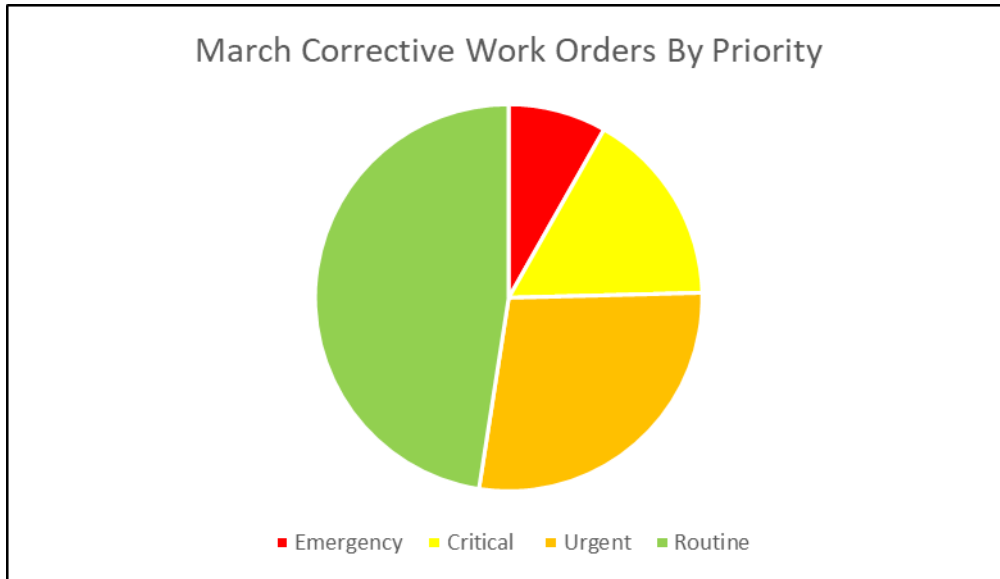


## Work Order Metrics

### Preventive Maintenance

Total Work Orders Generated	194
Total Work Orders Closed/Done	173
Total Work Orders Still Open	21
Percentage of Work Orders Completed	89.18%

### Corrective Maintenance



Emergency	5
Critical	10
Urgent	17
Routine	29

### FUNDING

N/A- Informational item only

# STAFF REPORT



To: Board of Directors  
From: Rachél Lather, Principal Engineer  
Date: April 30, 2020  
Subject: General Engineering

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

This report is provided to update the Board on current engineering activities.

### General Engineering

The Principal Engineer continues to work on projects related to the 2019 Mass Annexation, including Carmel Valley Manor and Corona Road. We met in March with Dan Keig and Kate Daniels regarding the Corona Road annexation project and they are reaching out to neighbors and have requested that we add all the parcels along Corona Road to the annexation scope. The circulation of environmental documents had been delayed until after we are able to determine the process for annexations with the Coastal Commission staff. We have reached out to the Coastal Commission staff but have not received a response. This delay has made it possible for our environmental consultant to add these parcels to the annexation maps. This will further delay the circulation of the environmental documents. Carmel Valley Manor (CVM) is continuing to work on their project to connect to the District and plan to construct in the Fall/Winter of 2020/21. Dan Keig is planning to move forward with the Yankee Point and Otter Cove engineering study but to date has not signed the agreement.

The subdivision sewer plans for September Ranch have been reviewed, updated and approved. Staff is not working on the water system portion of the project.

## FUNDING

N/A- Informational item only

# Resolutions

# STAFF REPORT



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: April 30, 2020  
Subject: Designation of Applicant's Agent Resolution for Non-State Agencies for Cal OES

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to act as the District's Authorized Agent to provide the Governor's Office of Emergency Services Application for Financial Assistance.

## DISCUSSION

District staff is in the process of applying for Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (Cal OES) financial assistance for the COVID-19 emergency.

One of the requirements to be eligible to receive funding is a resolution designating the applicant's agent. Rather than specify the agent's name, staff recommends title only to make it more flexible. The resolution stays in effect for three years from the date of approval.

## FINANCIAL

None at this time.

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE Carmel Area Wastewater District  
(Governing Body) (Name of Applicant)

THAT General Manager, OR  
(Title of Authorized Agent)

\_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Carmel Area Wastewater District, a public entity  
(Name of Applicant)  
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Carmel Area Wastewater District, a public entity established under the laws of the State of California,  
(Name of Applicant)  
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this 30th day of April, 20 20

Ken White, Board President

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

Robert Siegfried, Director

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, Domine Barringer, duly appointed and Secretary to the Board of  
(Name) (Title)

Carmel Area Wastewater District, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Carmel Area Wastewater District  
(Governing Body) (Name of Applicant)

on the 30th day of April, 20 20.

Secretary to the Board

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

RESOLUTION No. 2020-21

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ACT AS THE DISTRICT'S AUTHORIZED AGENT TO PROVIDE THE GOVERNOR'S OFFICE OF EMERGENCY SERVICES APPLICATION FOR FINANCIAL ASSISTANCE

-oOo-

WHEREAS, the District has applied to the Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (Cal OES) for disaster assistance for COVID-19 pandemic that started in March 2020, and

WHEREAS, the District has determined that it is a requirement of Cal OES that the District execute Form Cal OES 130 "Designation of Applicant's Agent Resolution for Non-State Agencies" in order to apply for financial assistance; and

WHEREAS, the District agrees that it is justified in applying for financial assistance and in the best interest of the rate payers of the District to participate in financial assistance programs; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, as follows:

- The Board authorizes the General Manager to execute for and on behalf of the District any application for assistance with FEMA or Cal OES and to file with said agencies for relief.

PASSED AND ADOPTED at a meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 30, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS

ABSTAIN: BOARD MEMBERS

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President of the Board

ATTEST:

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Secretary of the Board

# STAFF REPORT



To: Board of Directors

From: Daryl Lauer, Collections Superintendent  
Rachél Lather, Principal Engineer

Date: April 30, 2020

Subject: Sewer Line Chemical Root Control Policy

## RECOMMENDATION

Recommend that your Board review the proposed Root Control Policy and approve Resolution No. 2020-22 adopting the policy.

## DISCUSSION

In order to comply with the settlement agreement with Riverwatch, CAWD has been working on developing a written Chemical Root Control Policy. The policy we are proposing will allow CAWD to focus on the areas that need chemical treatment while protecting the vegetation and the environment outside of the pipe being treated with the chemicals. This has always been our policy but now it is in written form and needs to be approved and adopted by your Board.

The attached policy requires the following from CAWD:

- Root control chemicals registered by the Federal Environmental Protection Agency or the State of California.
- Ensures root control technicians or contractors are instructed that applications shall comply with the recommendations of the manufacturer of the chemical and as required by California Occupational Safety and Health Administration (Cal-OSHA).
- Only use root control agents with a half-life of less than thirty (30) days in water.
- Maintain records that identify the pipe section treated with a root control chemical, the chemical(s) used, including the Material Safety Data Sheets (MSDS) and the amount(s) of chemical(s) applied.
- Monitor areas of the Collection System where chemical root control has been used for vegetation die-off in a pattern suggesting root control chemicals have escaped from the sewer resulting in plant mortality. If such vegetation die-off is observed, the District will take action to avoid recurrence.



## **NEXT STEPS**

It is recommended that your Board approve the attached resolution adopting the root control policy for treatment of sewer lines in the District.

## **FUNDING**

N/A- Informational item only

Attachments: CAWD Chemical Root Control Policy



# **CARMEL AREA WASTEWATER DISTRICT (CAWD)**

## **SEWER LINE CHEMICAL ROOT CONTROL POLICY**

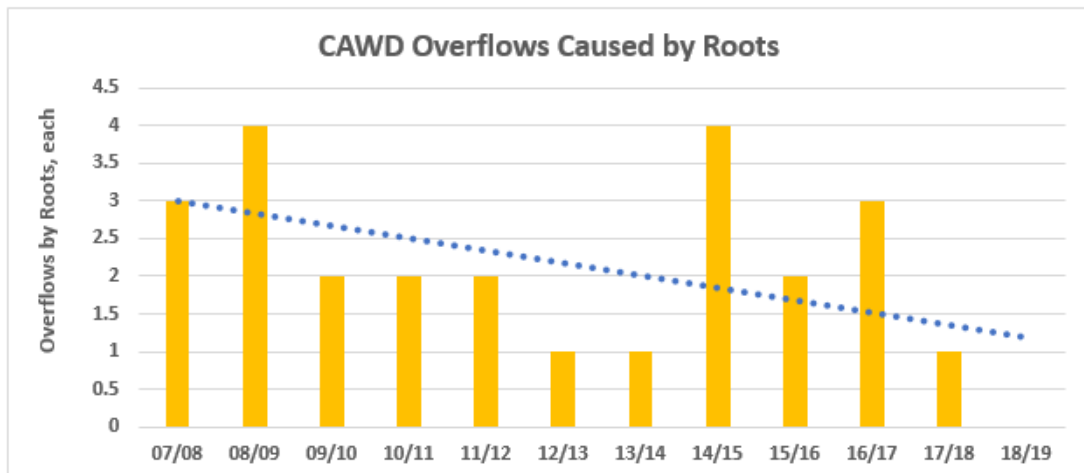
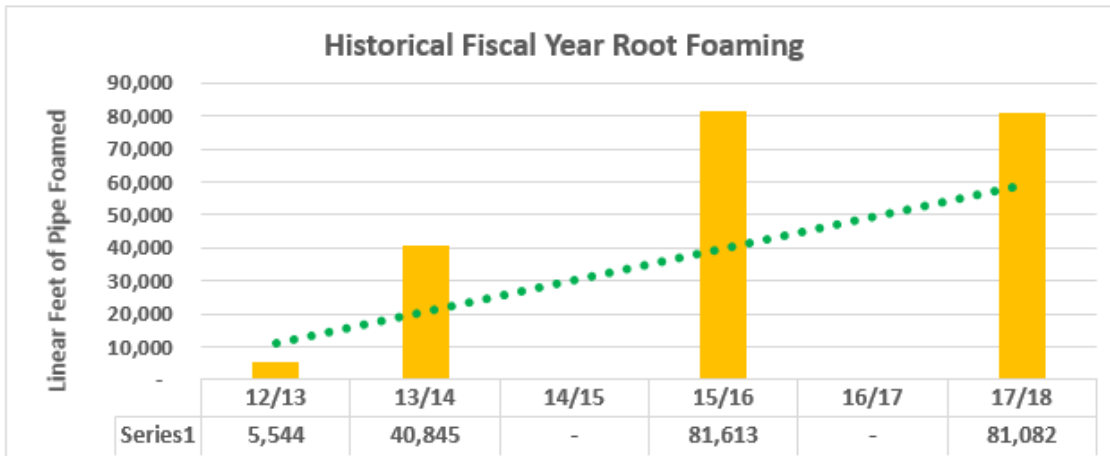
Origination Date: April 30, 2020

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## GENERAL

CAWD needs to perform root control measures in many of its pipelines in order to mitigate sewer overflows due to the presence of roots. CAWD was experiencing two to four spills annually until the District implemented a root foaming program in fiscal year (FY) 2012/13. The number of overflows dropped to one per year until FY 2014/15 when root foaming was not performed, going back up to 4 spills in FY 2014/15. This trend has continued in FY 2016/17 indicating that in order to continue to mitigate overflows due to roots, a root control program is needed.



CAWD has selected a chemical foam root control agent that is appropriate to kill the root growth present in pipelines and to inhibit root re-growth, without permanently damaging the vegetation producing the roots or migrating to the surrounding surface water or groundwater. The following policy provides guidance for the type of chemical allowed to be used and how it will be handled, applied, and monitored by the Contractor and the District staff.

## **COMPLIANCE**

The root control product shall be Environmental Protection Agency (EPA) registered, labeled for the intended use in sewer lines, and registered with the California Department of Pesticide Regulation.

The Contractor shall comply with all applicable federal, state, and local requirements and ordinances relative to this type of material and usage thereof (Occupational Safety and Health Administration (OSHA), EPA, Department of Transportation (DOT), and State pesticide regulatory agencies. Chemical handling and treatments shall be done by trained, professional applicators that are certified by the State pesticide regulatory agency, as required by law.

The U.S. Department of Transportation (DOT) number, necessary for the transportation of root control chemicals, is required to be provided to the District. Contractor to adhere to all DOT regulations relative to commercial vehicle numbering, placarding, and registration; driver licensing, driver drug testing, and record keeping; and all other pertinent requirements contained in Federal Motor Carrier Safety Regulations.

## **ROOT CONTROL MATERIAL**

The Contractor shall supply all components of the root control material; in order to ensure the compatibility of said materials. All root control materials provided by Contractor shall be specifically designed for use in sewers. Contractor's crews shall have Material Safety information available on site, including product labeling.

Contractor shall not use pour down products and/or products composed of acids or caustic compounds that are used to destroy roots or convey herbicide.

Contractor shall only use root control agents with a half-life or less than (30) days in water

## **MANNER OF APPLICATION**

Application of the chemical root control agent shall be by foaming in accordance with the best-recommended practice for conditions present in the line under treatment. All foaming procedures shall be in strict accordance with the instructions on the container label.

All solution shall be mixed fresh, the day the work is to be performed. The water used to prepare the solution shall be clear, cool, and free of acid, alkali, oxidizing agents, large amounts of oil, compounds, or materials.

A foam discharge hose shall be inserted throughout the entire length of the sewer section to be treated. Hydraulic sewer cleaners or other such equipment that might damage the roots, thereby reducing the immediate absorption of the root control agent, shall not be used in the treatment process.

Chemical foam shall be applied under pressure to assure that the entire sewer section is filled with foam, and to assure that foam penetrates "wye" connections. The hose retrieval shall be timed to evenly distribute the full quantity of foam throughout the entire area of treatment. The quantity of foam shall be enough to completely fill the entire volume of the main line sewer, plus an additional 10% to allow for the penetration of material up connecting lateral sewers, and the loss of material in manholes. Sewer service to homeowners shall not be interrupted.

An approved fresh water, backflow, prevention system shall be provided, and shall be used whenever filling any chemical storage tank with fresh water.

## **MIXING AND HANDLING**

All liquid products shall be packaged in re-usable containers that are DOT approved for such use. These containers shall be part of a closed mixing and handling system. A closed mixing and handling system are provided in order to eliminate, or significantly minimize worker exposure to volatile liquid compounds.

## **CONTRACTOR'S RESPONSIBILITIES**

1. Should any chemical root control agent spill on the ground, the chemical and the affected soil shall be removed by contractor and safely disposed of. Contractor shall restore the area to a condition equal to or better than before the spill. Any damage to vegetation resulting from misuse of the chemical root control agent is the responsibility of the Contractor.
2. Contractor's shall respect the rights of property owners, and not enter upon private property without obtaining permission from the owner.
3. Contractor's shall place proper traffic warning devices to protect the specific job site, and to prevent accidents or personal injury to the public. Flagmen for safe traffic control shall be provided as conditions dictate.
4. Contractor's shall keep complete, accurate records of each day's operation. Records shall show the date of treatment, the sections of line treated, pipe size and distance, daily amount used and other pertinent information. Log sheets shall be submitted with the invoice.
6. Contractor shall dispose of all pesticide containers, according to the state and federal regulations pertaining thereto.

## **THE DISTRICT'S RESPONSIBILITIES**

1. Select sewer line segments that are appropriate for root foaming. Segments with structural Pipe Assessment Condition Program (PACP) codes of 4 or greater shall be reviewed prior to conducting root foaming to verify that the defect will not allow the migration of foam beyond the pipe. Defects such as "Hole Soil Visible" of 4 or greater shall require a spot repair of the pipe prior to completing root control.
2. A District representative shall provide the Contractor's crew with sewer system drawings showing the exact locations of the pipes to be treated.
2. A District representative shall assist and make provision for entering private lands, public lands and right-of-ways.
3. A District representative shall provide fresh water for the purpose of mixing the root control agent and for cleanup.
4. A District representative shall locate and uncover hidden or buried manholes.

## **VEGETATION DIE-OFF MANAGEMENT**

CAWD shall use time stamped photos of vegetation located within 50 feet of the sewer lines that are being chemically treated to document any effects the treatment may have on the vegetation. These photos shall be completed before and 6 – 12 months after chemical treatment to document any plant mortality. If such vegetation die-off is observed, the District shall take action to avoid any recurrence. Measures will include video recording the sewer segment, determining if the magnitude of structural defects due to root intrusion has increased, and rehabilitating the pipe segment within 3 years of discovering the problem.

RESOLUTION NO. 2020-22

RESOLUTION APPROVING THE SEWER LINE CHEMICAL  
ROOT CONTROL POLICY

-oOo-

WHEREAS, the District has an interest in establishing a written policy regarding its sewer line chemical root control program in order to reduce the frequency of sewer overflows due to the presence of roots; and

WHEREAS, said the attached policy is intended to ensure the District maintains its sewer line chemical root control program in a responsible, transparent, and accountable manner.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Carmel Area Wastewater District does hereby confirm the intent of the attached Sewer Line Chemical Root Control Policy and incorporated herein and its policy approach and further approves the Sewer Line Chemical Root Control Policy.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 30, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

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President of the Board

ATTEST:

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Secretary to the Board



# STAFF REPORT

TO: Board of Directors

FROM: Daryl Lauer, Collection Superintendent

DATE: April 30, 2020

SUBJECT: Approval to Sell Surplus 2008 Vac-Con  
Hydro/Vacuum Cleaning Truck



## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution reaffirming the 2008 Vac-con Hydro/Vacuum cleaning truck to be surplus District property and authorizing the General Manager to sell the truck to Sunnyslope County Water District (SSCWD) for \$51,000.

## DISCUSSION

The District purchased the truck new in September 2008. The truck has served its useful life and is still in working condition but is based on outdated technology and has deteriorated to the point that the truck is not adequate for high usage. The truck still has some useful life as a backup or lower usage unit. The District just recently purchased a new Hydro/Vacuum cleaning truck to replace this unit.

Staff advertised the Hydro/Vacuum truck in March on Govdeals.com, a fair and transparent platform that allows the District to obtain the best value when selling a vehicle (Resolution 2020-07). Staff was advised by a vendor that sells VacCon trucks to ask for \$65K. The unit was posted on Govdeals.com and received two bids at \$60,000, both bidders, first from a firm in Sacramento and second from SSCWD, backed out of the sale. The bids were identical, but the winning bid went to the one that was submitted first. The next closest bid was \$13,000.

In the interests of full disclosure, the second highest bid of \$60K bids was made by

Drew Lander, currently General Manager at Sunnyslope County Water District. Because neither of the two highest bidders came through with their bid the District removed it from auction listing. Govdeals.com did not charge the District for the failed bid.

After the bidding staff was contacted by Sunnyslope County Water District regarding the Hydro/Vacuum truck for sale. They requested a demonstration of the vehicle which was given during March 2020. Drew Lander, General Manager called Carmel Area Wastewater District and made an offer of \$51K. SSCWD provided a written email offer of \$51K for the purchase of the truck. When asked about the prior bid, Mr. Lander indicated it was more than they could spend and that he understood it to be CAWD policy to offer surplus vehicles to other governmental agencies first, or in particular, when they are a disadvantaged area.

Staff believes that currently, SSCWD's offer of \$51K is a fair market price for the truck. Because we are no longer obligated to pay a 5% fee to GovDeals.com the difference between the bid offer and SSCWD cash offer is \$8K ((\$61K-\$3K)-\$51K=\$8K).

Staff is recommending the sale of the 2008 Vac-con Hydro/Vacuum cleaning truck to Sunnyslope County Water District for the price of \$51K.

Per District Policy: Surplus Asset (approved March 2020):

**Section 1.8 Donations and Sales of District-Owned Surplus Items at less than Determined Fair Market Value to Governmental Agencies or Community Groups/Charities.**

(c) Donation or sale at less than fair market value of Surplus Items to Governmental Agencies or Community Groups/Charities require approval from the Board of Directors when the estimated fair market value is greater than \$35,000 after exploring all avenues for recouping a fair value for the District.

**FUNDING**

This is a sale of surplus property that was acquired in 2008 for \$270,067.51. The asset is fully depreciated on CAWD's records as of Feb 15, 2020. A new truck was budgeted and purchased in Fiscal Year 19/20 in the amount of \$408,906.94.

RESOLUTION No. 2020-23

A RESOLUTION DECLARING THE 2008 VAC-CON HYDRO/VACUUM CLEANING TRUCK TO BE SURPLUS DISTRICT PROPERTY AND AUTHORIZING THE GENERAL MANAGER TO SELL THE VEHICLE TO SUNNYSLOPE COUNTY WATER DISTRICT FOR \$51K

-oOo-

WHEREAS, the District purchased a Vac-Con Hydro/Vacuum Cleaning truck in 2008 that has reached the end of its useful life and been replaced with a newer model and should be declared Surplus District Property; and

WHEREAS, the District has attempted to auction the vehicle on Govdeals.com and was not successful but has been approached by Sunnyslope County Water District for sale of the vehicle; and

WHEREAS, the District finds that application of its Surplus Asset Policy approved March 2020, Section 1.8 is applicable to the sale of a District-Owned surplus item to another governmental agency; and

WHEREAS, the District is convinced that absent the auction fees the price of \$51K is a fair selling price.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, as follows:

- The Board declares the 2008 Vac-Con Hydro/Vacuum Cleaning truck to be surplus property, and
- The Board finds that the District Surplus Policy, Section 1.8 applies to the sale of a District-Owned surplus item to another governmental agency, and
- The Board is convinced and approves of a sales price of \$51K.

PASSED AND ADOPTED at a meeting of the Board of Directors of the Carmel

Area Wastewater District duly held on April 30, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS

ABSTAIN: BOARD MEMBERS

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President of the Board

ATTEST:

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Secretary of the Board

# STAFF REPORT



To: Board of Directors  
From: Rachél Lather, Principal Engineer  
Date: April 30, 2020  
Subject: Construction Inspection Services  
Hatton Canyon Pipeline Replacement  
Project #18-17

## RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution 2020-24 authorizing the General Manager to sign a contract with Psomas for Construction Inspection Services for the Hatton Canyon Pipeline Replacement Project in the amount of \$165,020.

## DISCUSSION

On December 12, 2019, your Board approved the circulation of a Request for Qualifications (RFQ) among engineering consultants in order to establish a list of qualified professionals to use for construction management and inspection of our projects. Four extremely qualified consultants provided qualifications to the District Engineer on January 31, 2020. These were Kennedy Jenks, MNS Engineers, Psomas and Tanner Pacific.

We anticipate constructing the Cured In Place Pipe (CIPP) pipe lining of the Rio Road collection main in May 2020, followed by the Hatton Canyon Pipe Bursting project in June 2020. Because Kennedy Jenks is the design engineer for the Rio Road CIPP lining project and MNS is the design engineer for the Hatton Canyon Pipe Bursting we decided to ask Psomas and Tanner Pacific to provide a proposal for these projects. As you recall, we selected Psomas for the Rio Road collection main lining project because their staff had more experience with trenchless pipeline replacement projects. For the same reasons we recommend that your Board authorize the General Manager to sign a contract with Psomas for an amount not to exceed \$165,020.

Note: A copy of the proposal is available at the Admin Offices upon request.

## **FUNDING**

Construction management and inspection services will be funded by the 2019/2020 and 2020/2021 budgets for the Hatton Canyon Pipeline Replacement Project. This project has received \$983,029 in grant funding and construction management services qualify for funding.

RESOLUTION 2020-24

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO CONTRACT WITH PSOMAS TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE HATTON CANYON PIPELINE REPLACEMENT PROJECT #18-17 IN AN AMOUNT NOT TO EXCEED \$165,020

-oOo-

WHEREAS, the District approved the 2019/2020 budget that included funding for the Hatton Canyon Pipeline Replacement project in the budget for Collections Capital Improvements;

WHEREAS, due to the need for inspection services that rely on special training and experience with pipe bursting projects, the District requested a proposal from PSOMAS to provide construction management and inspection services for the Hatton Canyon Pipeline Replacement project;

WHEREAS, in order to proceed with construction inspection of the project, the District must execute a contract with PSOMAS to provide inspection services in the amount of \$165,020.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with PSOMAS to provide construction management and inspection services for the Hatton Canyon Pipeline Replacement project;

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 30, 2020.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

President of the Board

ATTEST:

---

Secretary to the Board

# STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Subject: Contract Award Recommendation –  
Hatton Canyon Pipeline Replacement Project #18-17

Date: April 30, 2020

## RECOMMENDATION

After review of the bid proposals, staff recommends that the Board of Directors:

- Adopt a resolution awarding a contract for the Hatton Canyon Pipeline Replacement Project to the lowest qualified responsible bidder.
- Authorize the General Manager to sign and execute a contract with the lowest qualified bidder for construction of the project.

## DISCUSSION

Your Board approved Resolution No. 2020-09 on February 27, 2020 authorizing solicitation of bids for construction of the Hatton Canyon Pipeline Replacement Project. District staff set the bid date for April 14, 2020 and due to the COVID 19 emergency had to issue an addendum to the bid documents setting a place and time for submitting electronic bid files to the District. Due to a breach of bidding protocol on that date by our engineering consultant, the District rejected all bids and publicized a new date for accepting bids, April 28, 2020. The date was chosen in order to keep the project schedule in line with the permit requirements for the project. A secure electronic file submittal location has been set up that will ensure that bidding protocol will not be breached.

Electronic bids will be opened on April 28, 2020 at the District Office and publicly read on Zoom at 10:15 a.m. The lowest qualified responsible bidder will be provided at the



Board meeting on April 30, 2020 with a summary of bidding results. At that time, your Board will be given a resolution to approve awarding a contract for the Hatton Canyon Pipeline Replacement Project to the lowest qualified responsible bidder and authorizing the General Manager to sign and execute a contract with the lowest qualified bidder for construction of the project. The Engineer's Estimate for the project is \$1,274,000.

## **FUNDING**

The FY19/20 CAWD Collections Capital Budget includes \$1,450,000 for the Hatton Canyon Pipeline Replacement project and the project has been awarded \$983,029 in grant funding.

Note: Complete bid packet available upon request  
Attachment – Hatton Canyon Final Bid Opening Results



# STAFF REPORT

To: Board of Directors

From: Rachél Lather, Principal Engineer

Subject: Bid Opening Results For Agenda Item No. 22 – Resolution No. 2020-25  
Hatton Canyon Pipeline Replacement Project #18-17

Date: April 30, 2020

Six bids were received prior to 10 a.m. on April 28, 2020. Bids were opened after 10:15 a.m. by the General Manager. The results of bidding are included in Table 1 and the lowest responsible bidder has been determined to be D’Arcy & Harty Construction, Inc. Their bid is provided in Table 2.

**Table 1 – APRIL 28, 2020 BID RESULTS**

<b>BIDDER</b>	<b>BID AMOUNT</b>
<b>Engineer’s Estimate</b>	<b>\$1,274,000</b>
Bay Pacific Pipeline	\$1,037,860
D’Arcy & Harty	\$ 907,500
Express sewer & Drain	\$2,434,900
KJ Woods	\$1,128,000
Ranger Pipelines	\$1,153,150
Monterey Peninsula Engineering	\$1,378,580

The bid was competitive with the other bidders and below the Engineer’s Estimate. Resolution No. 2020-25 has been revised to include the name of the lowest responsible bidder and the amount of the bid. The resolution is attached for consideration by the Board.

**Table 2 – D’ARCY & HARTY CONSTRUCTION INC. BID**

Item No.	Description	Quantity	Unit	Unit Price	Total
1.	Mobilization/Demobilization	1	LS	\$ 52,000	\$ 52,000
2.	Environmental Protection	1	LS	\$ 5,000	\$ 5,000
3.	Dewater and Sustain an adequately sized sewer bypass system	1	LS	\$ 10,000	\$ 10,000
4.	Sheeting, shoring, bracing, and excavation safety	1	LS	\$20,000	\$20,000
5.	Replace existing 6-inch PVC and 8-inch VCP sewer main in 10-inch HDPE DR17, IPS pipe	5,580	LF	\$115	\$641,700
6.	Repair sewer sag	100	LF	\$100	\$10,000
7.	Reconnect sewer lateral	6	EA	\$1,000	\$6,000
8.	Manhole exterior sealing	20	EA	\$800	\$16,000
9.	Install 48-inch sewer manhole	1	EA	\$8,500	\$8,500
10.	Demolish and replace concrete surrounding SSMH O803 and reset frame and cover	1	LS	\$2,500	\$2,500
11.	Raise manhole frame and cover 24 inches	6	LS	\$1,800	\$10,800
12.	Raise manhole frame and cover 6 inches	1	EA	\$1,500	\$1,500
13.	Plug existing inlet and restore manhole bench	2	EA	\$1,000	\$2,000
14.	Repair crack in existing manhole SSMH P801 barrel	1	LS	\$1,000	\$1,000
15.	Remove and replace grade rings and reset existing frame and cover on SSMH P802	1	LS	\$1,500	\$1,500
16.	Remove and replace existing manhole cone and chimney section on SSMH R822	1	LS	\$5,000	\$5,000
17.	Replace existing frame and cover on SSMH R823	1	LS	\$2,000	\$2,000
18.	Bike path restoration	100	SF	\$20	\$2,000
19.	Contingency	1	LS	\$110,000.00	\$110,000
<b>Total Bid</b>	<b>\$907,500 USD</b>				

RESOLUTION NO. 2020-25

RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE BID FOR THE "HATTON CANYON PIPELINE REPLACEMENT PROJECT" #18-17 AND AUTHORIZING THE GENERAL MANAGER TO SIGN AND EXECUTE A CONTRACT WITH THE LOWEST RESPONSIBLE QUALIFIED BIDDER FOR CONSTRUCTION OF THE PROJECT

-oOo-

WHEREAS, the Board of Directors authorized solicitation for bids, under Resolution 2020-09 for the Hatton Canyon Pipeline Replacement Project on February 27, 2020; and

WHEREAS, there were six (6) bids received at the bid opening on April 28, 2020 and it is the District's intention to award the contract to the lowest responsible bidder D'Arcy & Harty Construction Inc., and

WHEREAS, the Engineer's Estimate for the project was \$1,274,000 and all bids were competitive between bidders.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, as follows:

1. The Board accepts the bid of the lowest responsible bidder, D'Arcy & Harty Construction, Inc. and awards the contract for the above-mentioned project to said bidder in the amount of \$907,500.
2. That the Board authorizes the General Manager to approve contingency items not to exceed 10% of bid amount.
3. That the Board authorizes and directs the General Manager to execute a written contract with the successful bidder.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 30, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

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President of the Board

ATTEST:

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Secretary to the Board

Section Break

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: April 30, 2020

Subject: Ballot for Election of Local Agency Foundation Commission (LAFCO) Commissioner

## RECOMMENDATION

Staff requests direction from the Board for the election of LAFCO Commissioner – Special District Regular Member.

## DISCUSSION

Staff is requesting direction on the upcoming ballot for the election of an Independent Special District Regular Member to serve a four-year term to the Local Agency Formation Commission. The ballot information is attached to this report. CAWD is allowed one vote.

Ballots are due on May 8, 2020.

# LAFCO *of Monterey County*

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LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

March 31, 2020

OFFICIAL BALLOT OF THE  
INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

FOR ELECTION OF ONE REGULAR SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

Voting Instructions:

1. The presiding officer of the legislative body of the District or the legislative body's alternate officer is authorized to vote. Please vote for one candidate. A majority of Districts must return ballots in order to conclude the election. The candidate receiving the most votes will be elected to a Regular Member seat.
2. Please return this ballot to LAFCO of Monterey County at P.O. Box 1369, Salinas, CA 93902 or at 132 W. Gabilan Street, Suite 102, Salinas, CA 93901, or by FAX at 831-754-5831.
3. **Deadline** - Ballots must be received in the LAFCO office by **May 8, 2020 at 5:00 p.m.** LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

PLEASE VOTE FOR 1 CANDIDATE (REGULAR MEMBER SEAT):

- Peter Le (Marina Coast Water District)
- Warren ("Pete") Poitras (Monterey County Regional Fire District)
- Jacqueline Simon (North Monterey County Fire Protection District)

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VOTING MEMBER SIGNATURE: \_\_\_\_\_

INDEPENDENT SPECIAL DISTRICT: \_\_\_\_\_

DATE: \_\_\_\_\_



# LAFCO of Monterey County

## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE MCKENNA, AICP  
Executive Officer

### INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

#### NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 30, 2020

Nominations will be considered to fill one Independent Special District Representative (Regular) seat on the Local Agency Formation Commission of Monterey County. The seat has a four year term that will expire in May 2024.

#### Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by March 30, 2020 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to [mckennak@monterey.lafco.ca.gov](mailto:mckennak@monterey.lafco.ca.gov) OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

#### Nomination Statement:

"I, PETER LE, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

#### Nominee Information:

Name: PETER LE  
Address: 3282 BEGONIA CIR, MARINA, CA 93933  
Phone and e-mail: (831) 402-2435 PETER381@SBCGLOBAL.NET  
District represented: MARINA COAST WATER DISTRICT  
Your position with the District: DIRECTOR  
Number of years as a District Board Member or Trustee: 5

#### Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

I HAVE LIVED IN MARINA FOR 39 YEARS. I AM A CALIFORNIA LICENSED CIVIL ENGINEER. I AM RETIRED NOW. PREVIOUSLY, I WORKED FOR CITY OF SALINAS, CITY OF MARINA, COUNTY OF MONTEREY, AND CITY OF SOLEDAD.

LAFCO COULD USE MY KNOWLEDGE OF LOCAL GOVERNMENTS,  
INFRASTRUCTURES, DEVELOPMENTS, SPHERES OF INFLUENCE, AND ANNEXATION  
IN PERFORMING ITS FUNCTIONS.

I SERVED MY FIRST TERM AS DIRECTOR OF MARINA COAST WATER DISTRICT  
FROM 2012 TO 2015. I WAS RE-ELECTED IN 2018 FOR 4-YEAR TERM.

PLEASE LET ME KNOW IF YOU NEED ANY ADDITIONAL INFORMATION.

Signed:

Peter Le

Name (Print):

PETER LE

Date:

MARCH 17, 2020

Thank you for your interest in serving on LAFCO of Monterey County.

# LAFCO *of Monterey County*

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## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP  
Executive Officer

### INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

#### NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 30, 2020

Nominations will be considered to fill one Independent Special District Representative (Regular) seat on the Local Agency Formation Commission of Monterey County. The seat has a four year term that will expire in May 2024.

#### **Nomination Deadline and Process:**

Nominations must be received in the LAFCO Office by **March 30, 2020** at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to [mckennak@monterey.lafco.ca.gov](mailto:mckennak@monterey.lafco.ca.gov) OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

#### **Nomination Statement:**

"I, Warren "Pete" Poitras, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

#### **Nominee Information:**

Name: **Warren "Pete" Poitras**  
Address: **13 Via Las Encinas Carmel Valley, CA 93924**  
Phone and e-mail: **(831) 659-3837 – email: [info@weddingphotographercarmel.com](mailto:info@weddingphotographercarmel.com)**  
District represented: **Monterey County Regional Fire District**  
Your position with the District: **Board President**  
Number of years as a District Board Member or Trustee: **11 years**

#### **Candidate Statement for the Ballot:**

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

Over the next four years, special districts will likely experience a significant increase in annexations sought by some of the larger cities in Monterey County. This has the potential to impose substantial revenue reductions upon special districts abutting these municipalities unless care is taken to ensure fair and equitable property tax revenue sharing agreements are implemented as the annexation unfolds. As a LAFCO commissioner, I will continue to ensure the interests of all special districts are strongly represented.

In addition, the pending dissolution of the Fort Ord Reuse Authority (FORA), which will cease to exist effective July 1, 2020, also represents significant challenges for LAFCO, and by extension special districts. State law in the form of the FORA Act has mandated that LAFCO shall "provide for the orderly dissolution of the authority" by June 30, 2020. As a result, significant LAFCO exposure to future litigation involving FORA-related actions, including but not limited to: transition plan implementation steps, enforcement of FORA contracts, or transfer of FORA's assets and/or liabilities which LAFCO will be obligated to defend as it undertakes its dissolution oversight role. Currently, FORA has allocated only \$500,000 for litigation-related costs that are likely to be incurred as LAFCO carries out its obligations under the law. As a commissioner, my goal is to keep special districts' annual LAFCO costs as low as possible.

I have now served eight years as a commissioner, including one as the Commission's Chair. This has provided invaluable experience, enabling me to effectively represent the interests of all special districts as a LAFCO Commissioner.

For more than 10 years I have served as a board member of the Monterey County Regional Fire District (MCRFD), the last six as its president. The District encompasses more than 400 square miles of unincorporated area, including the Chualar and Gonzales areas in the south, northward surrounding the City of Salinas, west along the Highway 68 corridor and over the hill to Carmel Valley. I am the current Vice President of the Special Districts Association of Monterey County, and have served two years as its President. I would be honored to continue representing Special Districts as a Monterey County LAFCO Commissioner and humbly ask for your endorsement.

Signed:  \_\_\_\_\_

Name (Print): Warren "Pete" Poitras

Date: 03-05-20

Thank you for your interest in serving on LAFCO of Monterey County.

# LAFCO of Monterey County

## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP  
Executive Officer

### INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

#### NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 30, 2020

Nominations will be considered to fill one Independent Special District Representative (Regular) seat on the Local Agency Formation Commission of Monterey County. The seat has a four year term that will expire in May 2024.

#### Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by March 30, 2020 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to [mckennak@monterey.lafco.ca.gov](mailto:mckennak@monterey.lafco.ca.gov) OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

#### Nomination Statement:

"I, Jacqueline P. Simon, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

#### Nominee Information:

Name: Jacqueline P. Simon  
Address: Simon Park 191 HWY 156 Bldg. 32 Castroville, Ca. 95012  
Phone and e-mail: 831-240-6829 Email: jcs.ventura.1nc@gmail.com  
District represented: North Monterey County Fire Protection District  
Your position with the District: VICE PRESIDENT  
Number of years as a District Board Member or Trustee: 14 years

#### Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

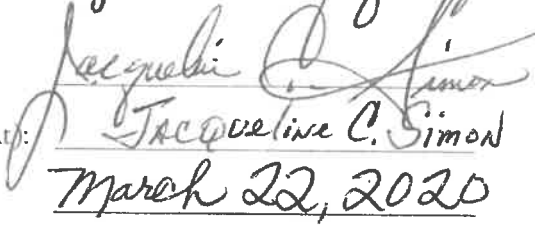
I have enjoyed providing 14 years of service as an elected Board member with North County Fire Protection District. I would appreciate the opportunity to continue my service to the Public and the Local Agency

Formation Commission. I have experience  
and expertise in organizational development  
and strategic planning. I am a Team Player,  
a good listener, THANK you for taking the time to  
Review my attached qualifications.

Signed:

Name (Print):

Date:

  
Jacqueline C. Simon  
March 22, 2020

Thank you for your interest in serving on LAFCO of Monterey County.

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: April 30, 2020

Subject: Pebble Beach Community Services District – Regular Board Meeting April 24, 2020

## DISCUSSION

Agenda items from the April 24, 2020 meeting that are of specific interest to this District:

- Total cash balance at the end of March 2020 was \$22.4M; of that amount, \$11.5M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The Board approved the 2020/21 Long-Term Capital Outlay Program. Over the next 15 years anticipated total cost of PBCSD’s financial responsibilities amount to \$64M. The largest component is Undergrounding at \$36M.
- Staff presented the Long-Term Financial Plan based on three objectives:
  - Identify current and estimated future resources to finance operations and capital outlays
  - Provide a “pay-as-you-go” funding method for 15-year Capital Outlay Program
  - Set criteria and target levels for reserves
  - Provide a projections of District’s long-term financial position.

The District currently receives over \$19M annually in revenue. While reserves will dip below historical policy levels in the first ten years of their long-term plan, they expect to maintain financial stability while paying for all anticipated projects.

- Presentation of the 2020-21 Preliminary Budget was made and approved by the

Board.

- Sewer user fees are proposed to be increased by 9.0%. The increase amounts to \$2.02/month, from \$22.48 to \$24.50 for residential units. Estimated revenue generated from user fees is \$1.1M. The remainder required for this fiscal year will be financed from property taxes (\$2.3M), capital outlay reserve (\$2.1M) and investment and other revenue (\$0.1M).
  - Sewer User fees cover approximately 20% of the cost of providing service.
  - Cost of living adjustment for staff salaries is 2.7%
  - Total current revenue \$19.7M; total property tax revenue \$15.8M
- 
- Forest Lake Reservoir held 115 MG (million gallons) of recycled water or 100% of permitted capacity. Current storage volume is 4% above the historic average of 111 MG.
  - Total irrigation water demand for the 2020 calendar year through March was 68 AF (acre feet). Total demand for the calendar year is 10% above the 5-year average of 62 AF. The month of March reflected a net storage increase of approximately 1 million gallons aided by a few significant rain events. By comparison, a net storage decrease of approximately 2 MG was observed in March of last year.
  - Average daily wastewater flow of 656,000 GPD was measured in March at the PBCSD-Carmel gate. This represents 38% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 10% above the five-year average of 599,000 GPD for the month of March; the CAWD total flow was 6% above the five-year average of 1,633,000 GPD for March.
  - Alternative source water was taken offline in mid-November 2019 and remained offline for the winter season. The 4<sup>th</sup> Fairway Diversion briefly ran at the end of February through the beginning of March. Total production for the 2020 calendar year is approximately 0.4 million gallons.
  - The District provided a summary of their COVID-19 response



- Average daily wastewater flows measured in million gallons per day (MG) show:

<b>MONTH</b>	<b>TOTAL</b>	<b>CAWD FLOW</b>	<b>PBCSD FLOW</b>	<b>PBCSD</b>
July - 19	36.938	26.243	10.695	28.954%
Aug - 19	36.595	25.680	10.915	29.826%
Sept - 19	33.270	23.040	10.230	30.748%
Oct - 19	34.302	23.355	10.947	31.914%
Nov - 19	33.403	22.711	10.692	32.009%
Dec - 19	52.279	32.078	20.201	38.641%
Jan - 20	43.210	26.920	16.290	37.700%
Feb -20	34.316	22.540	11.776	34.316%
Total	304.313	202.567	101.746	33.435%