



# CARMEL AREA WASTEWATER DISTRICT

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## Regular Board Meeting

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3945 Rio Road, Carmel, CA 93923

June 27, 2019  
Thursday  
9:00AM

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## Monterey Bay Area-Wide Save Water Video Contest

### INTRODUCTION

The fifth annual student-made video contest was organized by the Water Conservation Coalition of Santa Cruz County (WCC) and the Water Awareness Committee of Monterey County (WAC). Local high school and college students in Monterey and Santa Cruz Counties were invited to submit short public service announcement (PSA) videos in English or Spanish promoting water use efficiency.

The theme of this year's contest was Water-Wise Gardens. The contest goal is to have students create high-quality videos that inspire and encourage water-wise habits that save water and reduce water pollution. The students were asked to make 26-second PSA videos that inspire residents and/or businesses to take one specific action that conserves water in the garden, tell a story about a resident or business that has successfully conserved water in the garden or create a visual representation of how much water is saved by having a water-wise garden. These winning videos will air on TV, before movies in the Santa Cruz Cinema 9 movie theater, and on social media and the web to promote water wise gardening with links for viewers to access websites for more water saving information.

### WINNING VIDEOS AND AWARDS

This year 90 videos were submitted by the April 17th deadline from the following high schools in the Monterey Bay area: Aptos, Carmel, Gonzales, Pajaro Valley, Scotts Valley and Watsonville High School! Water conservation staff, WAC, and WCC members were invited to screen/score the videos in three rounds of judging. A total of 11 prizes were awarded including 2 grand prize videos, 4 runner-up videos, 3 honorable mention videos, and 2 teacher/school recognitions.

From Monterey County, the following recognitions were earned:

**Runner-up and recipient of a \$350 prize:** ["Be Wise in Your Garden"](#) by Chase McCrystal from Carmel High School

To honor the teachers and schools as who encouraged and assisted with participation in the contest, a new award was added this year recognizing the teachers/schools who submitted the most videos from each County.

**Class recognition and recipient of a \$300 prize:** Gonzales High School and teacher Jacob Jun

### ABOUT WAC

Formed in 1988, the Water Awareness Committee of Monterey County, Inc. (WAC) is a nonprofit organization dedicated to the conservation and beneficial use of water in Monterey County. By bringing together community representatives and resources, WAC provides water-wise public education opportunities for both children and adults, increasing our local communities' awareness of water resources and conservation.

WAC members represent the following public agencies and private companies, as well as interested citizens:

California American Water

California Water Service

Carmel Area Wastewater District

Castroville Water District

City of Greenfield

Marina Coast Water District

MCSI Water Systems Management

Monterey County Water Resources Agency

Monterey One Water

Monterey Peninsula Water Management District

Pebble Beach Community Services District

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 27, 2019

Subject: Ordinance 2019-04 and 2019-20 Rate Model

## RECOMMENDATION

It is recommended that the Board of Directors adopt an ordinance authorizing the adoption of the Carmel Area Wastewater District Schedule of Sewer User Fees for fiscal year 2019-20, effective July 1, 2019.

## DISCUSSION

Attached is the Rate Model for fiscal year 2019-20. Although there have been changes to the preliminary budget since its presentation in March, there have been no changes to the preliminary rate model. These rates were published in the Prop 218 Notice provided to all parcels of record in the District in early May (copy attached).

A review of the summary page of the Rate Model as follows:

- The left side of the spreadsheet provides five years of historical data
- The middle section is the result of the State Water Resources Control Board (SWRCB) model
- The right side of the spreadsheet is the increase proposed for adoption by District Ordinance and published in the Prop 218 Notice

Each year the District works to bring all rate categories in line with the model provided by the State Water Resources Control Board (SWRCB) while balancing it against the District's ability to collect revenues and balance expenditures. Over the next 15 years we have \$20M in capital upgrades at the Treatment plant and \$40M in the Collection system planned. We are currently in a solid financial position to fund Phase II; however, we recognize that we must continue to prudently plan for the future. At this time, the District remains committed to its rehabilitation efforts and a pay-as-you-go

strategy. To meet our long-term goals, this year’s rate model reflects the inclusion of \$1,650,000 for capital expenditures.

For all customer categories this year we charged as the rate model specified – no allowance or exception was made for any category. For residential users, the proposed increase translates to an additional \$4.83 per month for a total user fee of \$68.82 per month.

The table below offers CAWD user fee data for ten years for residential units. Comparative data from the SWRCB for 2016-17 is the last year available. The Statewide average user charge for a single-family dwelling in 2016-17 was \$44.10.

The State Water Resource Control Board – 2018 Monthly User Charge Summary publication was anticipated June 14, 2019. It has not been released as of June 15, 2019. If it becomes available by the Board meeting it will be distributed at that time.

	Average Monthly Charge	Percentage Change
CAWD 2010-11	\$30.88	4.72%
CAWD 2011-12	\$32.33	4.72%
CAWD 2012-13	\$34.76	7.50%
CAWD 2013-14	\$38.62	11.11%
CAWD 2014-15	\$42.86	10.97%
CAWD 2015-16	\$47.95	11.89%
CAWD 2016-17	\$53.93	12.46%
CAWD 2017-18	\$58.60	8.65%
CAWD 2018-19	\$63.99	9.19%
CAWD 2019-20	\$68.82	7.55%

As of June 15, 2019 the District had not received any written protests to the proposed rate increase. The final protest tally will be presented at the June 27, 2019 meeting.

Attachments: 2019-20 Rate Model  
Prop 218 Notice

**FISCAL IMPACT**

Sewer user fees are projected to provide \$8,206,479 in operating revenues for fiscal year 2019-20. That equates to an estimated 63.0% of projected operating revenues.

The rate model provides for \$1,650,000 to be dedicated to capital replacement costs.

The cost to collect user fees, exclusive of staff time, is assessed by the County and estimated to be \$23,000 for 2019-20. The fee is provided for in the 2019-20 Operating Budget.

# User Fee Rate Model

## 2019-20



Budget Committee Review: 03-04-19

Preliminary Board Meeting: 03-28-19

Final Board Meeting: 06-27-19

Summary Rate Model History

6/27/19

User Group	Count	Units	Actual										% Change	Model 19-20			Proposed Rates	
			2010-11	2011-12	2012-13	2014-15	2015-16	2016-17	2017-18	2018-19	Rates	% Change		Annual Est. Revenue	Annual Rates	Monthly % Change	Annual Est. Revenue	
Veterinary Offices	3	each	693.50	724.00	776.80	1,242.32	1,406.20	1,496.16	1,621.48	1,748.92	1,892.64	1,892.64	8.22%	5,677.92	1,892.64	157.72	8.22%	5,677.92
Animal Hosp & Board	1	each	1,676.00	1,750.00	1,876.00	3,549.50	4,017.72	4,277.74	4,636.04	5,000.44	5,411.35	5,411.35	8.22%	5,411.35	5,411.35	450.95	8.22%	5,411.35
Bakery	4	each	1,123.00	1,170.00	1,255.00	2,198.30	2,369.08	2,487.40	2,726.44	3,002.30	3,163.94	3,163.94	5.38%	12,655.77	3,163.94	263.66	5.38%	12,655.77
Bar	28	each	588.00	605.82	650.50	864.82	981.04	1,049.60	1,136.96	1,225.20	1,327.43	1,327.43	8.34%	37,168.05	1,327.44	110.62	8.34%	37,168.33
Beauty Salon	32	each	430.00	452.00	486.00	717.46	819.78	867.32	937.98	1,012.12	1,100.85	1,100.85	8.77%	35,227.22	1,100.86	91.74	8.77%	35,227.54
Business/Govt/Retail	935	per 10 employees	219.40	230.42	247.70	311.50	355.02	391.92	424.10	456.10	495.41	495.41	8.62%	463,205.05	495.42	41.28	8.62%	463,214.40
Camera/Photo	2	each	308.00	318.92	343.00	456.96	515.96	540.98	586.62	633.34	684.51	684.51	8.08%	1,369.01	684.52	57.04	8.08%	1,369.03
Church/Synagogue/Mi	33	ERU = 150	313.00	330.00	355.80	478.50	546.72	582.88	630.36	677.20	736.57	736.57	8.77%	24,306.66	736.58	61.38	8.77%	24,306.99
Conv. Hospital	9	beds	174.90	182.26	196.00	260.20	295.10	309.56	335.34	361.40	391.50	391.50	8.33%	3,523.54	391.50	32.63	8.33%	3,523.54
Dental Office	15	each Dentist	350.00	350.00	367.16	485.80	561.02	588.36	634.78	678.92	742.65	742.65	9.39%	11,139.77	742.66	61.89	9.39%	11,139.92
Gym/Health Spa	3	each	415.00	431.12	462.00	612.82	699.50	752.92	814.44	875.36	951.57	951.57	8.71%	2,854.71	951.58	79.30	8.71%	2,854.74
Hotel/Motel	1,256	room	188.00	194.78	209.40	260.68	295.60	320.50	347.20	381.48	413.20	413.20	8.32%	518,980.06	413.22	34.44	8.32%	519,005.18
Laundromats	29	per machine	319.50	334.60	360.00	587.30	676.40	727.10	784.92	840.48	918.04	918.04	9.23%	26,623.03	918.06	76.50	9.23%	26,623.61
Laundry	3	each	1,482.00	1,553.00	1,666.66	2,262.74	2,514.96	2,691.76	2,929.36	3,183.98	3,411.95	3,411.95	7.16%	10,235.84	3,411.96	284.33	7.16%	10,235.87
Market	19	each	544.10	571.32	614.00	1,053.90	1,143.46	1,200.06	1,313.28	1,442.00	1,525.24	1,525.24	5.77%	28,979.53	1,525.26	127.10	5.77%	28,979.91
Medical Office	21	each Physician	190.00	196.00	202.00	247.18	283.18	299.62	318.16	334.26	364.93	364.93	9.18%	7,663.59	364.94	30.41	9.18%	7,663.80
Residential	7,113	each	370.50	388.00	417.10	514.32	575.46	647.14	703.18	767.84	825.78	825.78	7.55%	5,873,781.30	825.78	68.82	7.55%	5,873,781.30
Restaurants	14,400	Seat/Ment	26.22	27.54	28.90	43.36	46.98	49.36	54.02	59.36	62.73	62.73	5.68%	903,315.15	62.74	5.23	5.69%	903,459.15
Schools	2,500	Population	14.32	14.90	15.94	20.76	23.88	26.84	28.98	31.04	33.88	33.88	9.14%	84,693.28	33.90	2.82	9.21%	84,743.28
Service Stations	26	per pump	1,186.00	1,256.94	1,346.20	1,619.06	1,830.54	1,940.98	2,104.06	2,270.46	2,455.59	2,455.59	8.15%	63,845.42	2,455.60	204.63	8.15%	63,845.68
Supermarkets	2	each	11,451.08	12,013.78	12,918.34	14,152.08	15,350.08	16,915.86	18,513.28	20,330.52	21,500.57	21,500.57	5.76%	43,001.14	21,500.58	1791.71	5.76%	43,001.16
SPECIAL	57	ERU=150	325.60	338.02	363.50	480.32	548.60	594.48	642.96	690.84	751.26	751.26	8.75%	42,821.89	751.26	62.61	8.75%	42,821.89
<b>TOTALS</b>																		

Proposed vs. Model 231.09

<b>Model</b>	7.55%	<b>Proposed</b>	7.55%
\$ Change	\$68.82	Monthly Change	\$68.82
Monthly Change	\$4.83	\$ increase	\$4.83

Residential Rate Change



**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM  
FORM 1 - SUMMARY OF USERS AND WASTEWATER CHARACTERISTICS**

6/27/19

USER GROUP	COUNT	UNITS	FLOW (gpd/unit)	ADWF (MGD)	BOD (mg/l)	SS (mg/l)	DESIGN FLOW (MGD)	BOD (lbs/day)	SS (lbs/day)	VOLUME (MG)	BOD (lbs)	SS (lbs)
Veterinary Offices	3	each	355	0.0011	300	275	0.0011	2.665	2.443	0.389	973	892
Animal Hosp & Boarding	1	each	1,015	0.0010	300	275	0.0010	2.540	2.328	0.370	927	850
Bakery	4	each	265	0.0011	1,300	1,100	0.0011	11.493	9.724	0.387	4,195	3,549
Bar	28	each	255	0.0071	275	265	0.0071	16.376	15.780	2.606	5,977	5,760
Beauty Salon	32	each	228	0.0073	200	235	0.0073	12.170	14.299	2.663	4,442	5,219
Business/Govt/Retail	935	per 10 employees	100	0.0935	225	245	0.0935	175.453	191.049	34.128	64,038	69,730
Camera/Photo	2	each	125	0.0003	210	400	0.0003	0.438	0.834	0.091	160	304
Church/Synagogue/Mission	33	ERU = 150	153	0.0050	190	245	0.0050	7.974	10.283	1.837	2,911	3,753
Conv. Hospital	9	beds	75	0.0007	300	245	0.0007	1.689	1.379	0.246	616	503
Dental Office	15	each Dentist	170	0.0026	175	135	0.0026	3.722	2.871	0.931	1,358	1,048
Gym/Health Spa	3	each	195	0.0006	225	225	0.0006	1.098	1.098	0.214	401	401
Hotel/Motel	1,256	room	79	0.0992	350	200	0.0992	289.635	165.506	36.217	105,713	60,408
Laundromats	29	per machine	205	0.0059	185	155	0.0059	9.173	7.685	2.170	3,348	2,805
Laundry	3	each	510	0.0015	500	450	0.0015	6.380	5.742	0.558	2,329	2,096
Market	19	each	150	0.0029	900	1,005	0.0029	21.392	23.888	1.040	7,808	8,719
Medical Office	21	each Physician	87	0.0018	175	135	0.0018	2.667	2.057	0.667	973	751
Minimum/Vacant/Storage	0	each	0	0.0000	0	0	0.0000	0.000	0.000	0.000	0	0
Public	0	ERU=175	0	0.0000	0	0	0.0000	0.000	0.000	0.000	0	0
Residential	7,113	each	135	0.9603	375	415	0.9603	3,003.198	3,323.539	350.493	1,096,131	1,213,052
Restaurants	14,400	Seat/Meal	6	0.0864	1,300	700	0.0864	936.749	504.403	31.536	341,902	184,101
Schools	2,500	Population	8	0.0188	175	175	0.0188	27.366	27.366	6.844	9,988	9,988
Service Stations	26	per pump	455	0.0118	240	350	0.0118	23.679	34.532	4.318	8,643	12,604
Supermarkets	2	each	2,100	0.0042	925	1,000	0.0042	32.401	35.028	1.533	11,826	12,785
Theaters	0	Seats	3	0.0000	250	190	0.0000	0.000	0.000	0.000	0	0
SPECIAL	57	ERU~150	155	0.0088	200	240	0.0088	14.737	17.684	3.225	5,379	6,454
<b>TOTALS</b>			<b>6,828</b>	<b>1.3218</b>	<b>418</b>	<b>399</b>	<b>1.3218</b>	<b>4,602.99</b>	<b>4,399.52</b>	<b>482.462</b>	<b>1,680,036</b>	<b>1,605,771</b>

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM  
FORM 2 - OPERATION AND MAINTENANCE COSTS AND DEBT SERVICE**

6/27/19

<b>COST CATEGORY</b>	<b>Est. CURRENT YEAR 18-19</b>	<b>ESTIMATED COST 19-20</b>
<b>TREATMENT FACILITIES</b>		
Fixed costs	4,509,268.00	4,648,941.00
Replacement costs	950,000.00	<b>1,200,000.00</b>
Total fixed costs	4,509,268.00	4,648,941.00
Replacement costs	950,000.00	1,200,000.00
<b>SUB TOTAL</b>	<b>5,459,268.00</b>	<b>5,848,941.00</b>
<b>COLLECTION SYSTEM</b>		
Fixed costs	1,237,423.00	1,480,355.00
Replacement costs	350,000.00	<b>450,000.00</b>
Total fixed costs	1,237,423.00	1,480,355.00
Replacement costs	300,000.00	450,000.00
<b>SUB-TOTAL</b>	<b>1,537,423.00</b>	<b>1,930,355.00</b>
<b>ADMINISTRATION</b>		
Fixed Costs	1,589,169.00	1,627,697.00
Replacement Costs	0.00	<b>0.00</b>
Variable costs	0.00	0.00
<b>SUB-TOTAL</b>	<b>1,589,169.00</b>	<b>1,627,697.00</b>
<b>OPERATING RESERVES -</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER</b>		
<b>TOTAL FIXED COSTS</b>	<b>7,335,860.00</b>	<b>7,756,993.00</b>
<b>TOTAL REPLACEMENT COSTS</b>	<b>1,300,000.00</b>	<b>1,650,000.00</b>
Less PBCSD	1,000,000.00	1,200,000.00
Less CalPERS UAL	0.00	0.00
<b>LESS PBCSD</b>	<b>1,000,000.00</b>	<b>1,200,000.00</b>
<b>TOTAL CAWD O&amp;M COSTS</b>	<b>7,635,860.00</b>	<b>8,206,993.00</b>
<b>DEBT SERVICE</b>	<b>0.00</b>	<b>0.00</b>

**CARMEL AREA WASTEWATER DISTRICT - 2019-20 REVENUE PROGRAM  
FORM 3 - CAPITAL COST ALLOCATION**

6/27/19

COSTS	TOTAL COST	FLOW		BOD		SS	
		%	\$	%	\$	%	\$
Collection System	0	100.00	0	0.00	0	0.00	0
Treatment Plant	0	34.00	0	33.00	0	33.33	0
Outfall/Intercept.	0	100.00	0	0.00	0	0.00	0
Step 3 Admin.							
Step 1 & 2							
<b>SUBTOTAL - ALL COSTS</b>							
Less Exclusions							
Total G.F. Costs							
Total N.G.F. Costs							
Federal Grant at 75% of 9							
Annual ICR							
<b>LOCAL SHARE</b> (8+12-1/2% of 9)							

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM  
FORM 4 - UNIT COST DETERMINATION**

6/27/19

COST CATEGORY	PARAMETER ALLOCATION PERCENTAGE	ANNUAL COST TO EACH PARAMETER	TOTAL QUANTITIES	UNIT COST FOR EACH PARAMETER
<b>1. COLLECTION SYSTEM O&amp;M</b>				
I/I (MG)	0.000	\$0	0.00	
Flow (MG)	100.000	\$2,334,252	482.46	\$4,838.20575
BOD (lbs)	0.000	\$0	1,680,036.19	\$0.00000
SS (lbs)	0.000	\$0	1,605,770.93	\$0.00000
<b>2. DEBT SERVICE</b>				
I/I (MG)			0.00	
Flow (MG)			350.00	\$0.00000
BOD (lbs)			1,680,036.19	\$0.00000
SS (lbs)			1,605,770.93	\$0.00000
<b>3. CAPITAL OUTLAY</b>				
I/I (MG)	0.000	\$0	0.00	
Flow (MG)	0.000	\$0	325.00	\$0.00000
BOD (lbs)	0.000	\$0	1,680,036.19	\$0.00000
SS (lbs)	0.000	\$0	1,605,770.93	\$0.00000
			9.50	
<b>4. TREATMENT &amp; DISPOSAL O&amp;M</b>				
I/I (MG)	0.00	\$0	0.00	
Flow (MG)	33.33	\$1,957,580	482.46	\$4,057.47848
BOD (lbs)	33.33	\$1,957,385	1,680,036.19	\$1.16508
SS (lbs)	33.33	\$1,957,580	1,605,770.93	\$1.21909
<b>5. ADMINISTRATIVE COSTS (Allocated above)</b>				
TO T&D	75.19	\$1,223,800		
TO COLLECTION	24.81	\$403,897		
<b>TOTAL O&amp;M COST</b>		<b>\$8,206,797</b>		

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM  
FORM 5 - SUMMARY OF FUND COSTS - O & M**

6/27/19

USER GROUPS	COUNT	FLOW		BOD		SS		TOTAL ANNUAL REVENUE	AVERAGE ANNUAL REVENUE	AVERAGE MONTHLY REVENUE
		UNIT COST= 8,895.68		UNIT COST= 1.165084804		UNIT COST= 1.219090564				
		FLOW - MG	DOLLARS	BOD - lbs.	DOLLARS	SS-lbs.	DOLLARS			
Veterinary Offices	3	0.389	3,458	973	1,133	892	1,087	5,678	1,892.64	157.72
Animal Hosp & Boarding	1	0.370	3,296	927	1,080	850	1,036	5,411	5,411.35	450.95
Bakery	4	0.387	3,442	4,195	4,887	3,549	4,327	12,656	3,163.94	263.66
Bar	28	2.606	23,183	5,977	6,964	5,760	7,021	37,168	1,327.43	110.62
Beauty Salon	32	2.663	23,690	4,442	5,175	5,219	6,363	35,227	1,100.85	91.74
Business/Govt/Retail	935	34.128	303,587	64,038	74,610	69,730	85,008	463,205	495.41	41.28
Camera/Photo	2	0.091	812	160	186	304	371	1,369	684.51	57.04
Church/Synagogue/Mission	33	1.837	16,340	2,911	3,391	3,753	4,575	24,307	736.57	61.38
CONF/MEETING	0	0.000	0	0	0	0	0	0	0.00	0.00
Conv. Hospital	9	0.246	2,192	616	718	503	614	3,524	391.50	32.63
Dental Office	15	0.931	8,280	1,358	1,583	1,048	1,277	11,140	742.65	61.89
Gym/Health Spa	3	0.214	1,899	401	467	401	488	2,855	951.57	79.30
Hotel/Motel	1,256	36.217	322,173	105,713	123,165	60,408	73,642	518,980	413.20	34.43
Laundromats	29	2.170	19,303	3,348	3,901	2,805	3,420	26,623	918.04	76.50
Laundry	3	0.558	4,968	2,329	2,713	2,096	2,555	10,236	3,411.95	284.33
Market	19	1.040	9,254	7,808	9,097	8,719	10,629	28,980	1,525.24	127.10
Medical Office	21	0.667	5,932	973	1,000	600	731	7,664	364.93	30.41
Residential	7,113	350.493	3,117,876	1,096,131	1,277,086	1,213,052	1,478,820	5,873,781	825.78	68.82
Restaurants	14,400	31.536	280,534	341,902	398,345	184,101	224,436	903,315	62.73	5.23
Schools	2,500	6.844	60,880	9,988	11,637	9,988	12,176	84,693	33.88	2.82
Service Stations	26	4.318	38,411	8,643	10,069	12,604	15,365	63,845	2,455.59	204.63
Supermarkets	2	1.533	13,637	11,826	13,778	12,785	15,586	43,001	21,500.57	1,791.71
Theaters	0	0.000	0	0	0	0	0	0	0.00	0.00
SPECIAL	57	3.225	28,687	5,379	6,267	6,454	7,869	42,822	751.26	62.61
TOTALS		482.462	4,291,832	1,680,036	1,957,251	1,605,620	1,957,396	8,206,479		



### How does CAWD set sewer rates?

CAWD's rate model was devised by the State Water Resources Control Board. It allocates costs based on flow, biochemical oxygen demand (BOD), and suspended solids.

**Flow** is the amount of liquid wastewater—at CAWD this is about 1.4 million gallons each day. A large cost of flow is for the energy needed to continually pump the water to the headworks where it then gravity feeds through the rest of the plant during treatment.

**Suspended Solids** are the particles of matter left in wastewater after heavier solids have settled out. When wastewater enters the plant it is screened at the headworks to remove large debris—this goes to the landfill. Then the water goes to a clarifier where larger particles settle to the bottom. This sludge gets pumped to a digester that turns it into compost. The remaining particles in the water are the suspended solids that must be consumed by the billions of microorganisms we propagate to clean our wastewater.

**Biochemical Oxygen Demand** is the amount of oxygen consumed by the microorganisms that eat bacteria and clean our wastewater. The more concentrated the wastewater, the more oxygen we need to support the microbes. More oxygen means more cost to run the large blowers which aerate the water in our secondary treatment tanks, which are like giant aquariums of microscopic animals. Much of the plant's equipment and infrastructure are there to keep our hardworking "bugs" happy and healthy.



**Carmel Area Wastewater District**  
3945 Rio Road  
Carmel, CA 93923  
(831) 624-1248 ■ CAWD.org

CAWD is a special district dedicated to protecting public health and the environment with the cost-effective collection and treatment of wastewater and the return of clean water to the environment.

#### Board of Directors

Greg D'Ambrosio  
Michael Rachel  
Robert Siegfried  
Charlotte Townsend  
Ken White

**General Manager**  
Barbara Buikema

## — Proposition 218 Notification — Notice of Public Hearing on Proposed Sewer Rate Increase

**Thursday, June 27, 2019, 9:00 am**  
**Carmel Area Wastewater District**  
**3945 Rio Road, Carmel, CA 93923**

On June 27, 2019, at 9:00 a.m., or as soon thereafter as the matter may be taken up, the Carmel Area Wastewater District (CAWD) Board of Directors will hold a public hearing prior to the adoption of its sewer rates. The hearing will be held at the District Offices located at 3945 Rio Road, Carmel, CA 93922.

The District remains fully focused and committed to the rehabilitation of our community's wastewater treatment plant, a project we started six years ago. Phase One of our Capital Improvement Projects 15-year Master Plan was finished last year, and is a huge success by any definition, completed well within budget and with even more improvements and enhancements than we had originally planned. We are hard at work designing Phase Two, which includes replacement of our sludge holding tank, rehabilitation of the headworks and influent pump station, and replacement of aging electrical panels and controllers.



Our current capital plan shows that we need to spend \$15 million on the treatment plant and \$33 million on our collection infrastructure (\$48 million total) over the next 15 years to keep our wastewater system safe and reliable. The collection system includes our seven pump stations and 84 miles of main sewer line that deliver all community wastewater to the District. Using detailed analysis

performed by our engineering consultant, West Yost Associates, the CAWD Board of Directors supports rehabilitating high-risk lines within the next five to 10 years, and medium to high-risk lines within 10 to 15 years. Rigorous fiscal management and strategic project scheduling have allowed us to successfully use a pay-as-you-go strategy to fund capital improvements, and we will continue that strategy to avoid loan costs as we move forward.

In addition, we are planning for the cost of inevitable sea level rise. In compliance with the California Coastal Commission's permitting requirements, CAWD is assessing vulnerability and evaluating options to adapt to sea level rise in our current location, or undertake a long-term managed retreat further from the shoreline. While our treatment plant is in a better position than most—we have a buffer zone and elevated structures—protecting our community's wastewater system requires advanced planning to maximize options down the road.

Our beautiful community deserves a safe and reliable sewage treatment facility and collection system to protect human health, the environment, our economy, and general quality of life. To secure this future we are proposing an additional \$4.83/month on residential property tax bills, equivalent to a 7.55% increase. This increase is significantly lower than rate hikes from the past few years. We believe that a \$68.82 per month fee is a good value to help ensure the long-term sustainability of the Carmel area wastewater system. Your CAWD staff and elected Board of Directors are dedicated to keeping user fees as low as possible while maintaining this vital community asset. We are grateful for the public support we have received to rehabilitate the plant, and we will continue to squeeze as much value as possible from every dollar of user fees.

The procedural requirements of Proposition 218 require that the District provide a notice of the proposed rate schedule to all property owners of record forty-five (45) days prior to holding a public hearing. In order for the increase to “not take effect,” a majority of the property owners are required to file opposition to the increase.

Property owners may file a written and signed protest against the proposed increase with the Board of Directors of Carmel Area Wastewater District (CAWD) at or before the close of the public hearing. To be valid, a protest must be in writing even if you plan to attend the public hearing. Email protests cannot be formally considered. Each written protest must include the parcel owner’s name, service address, assessor’s parcel number for the parcel served, and the parcel owner’s signature. Only one protest will be counted per parcel. If you own more than one parcel, you may file a single protest, but it must identify each parcel you own. The protest must be signed by the property owner(s). If the signer(s) is not shown on the last equalized assessment roll of Monterey County as the owner(s) of the property, the signer(s) must provide written evidence of ownership of said property. For your convenience we have posted a protest form on our website, CAWD.org. At the hearing, the Board of Directors shall hear all protests and tabulate the ballots.

Protests should be mailed or delivered to the same address as the hearing location. For further detailed information regarding the proposed rate plan, please call James Grover, CAWD Principal Accountant, at (831) 624-1248.

*We will continue to update you on improvements to our community’s wastewater system, and we invite you to review our long-term capital plan at CAWD.org. Please feel free to contact us at 624-1248 should you have any questions.*

### Carmel Area Wastewater District Proposed Sewer Rate Increases for 2019-2020

User Categories	2018-19 Annual Rates	2019-20 Proposed Rates	Percentage of Change
Bakery (each location)	\$ 3,002.30	\$ 3,163.94	5.38%
Bar (each location)	\$ 1,225.20	\$ 1,327.44	8.34%
Beauty Salon (each location)	\$ 1,012.12	\$ 1,100.86	8.77%
Business/Govt./Retail (1-10 employees = one unit)	\$ 456.10	\$ 495.42	8.62%
Camera/Photo (each location)	\$ 633.34	\$ 684.52	8.08%
Church/Synagogue/Mission (each location)	\$ 677.20	\$ 736.58	8.77%
Convalescent Hospital (per bed)	\$ 361.40	\$ 391.50	8.33%
Dental Office (per dentist)	\$ 678.92	\$ 742.66	9.39%
Gym/Health Spa (each location)	\$ 875.36	\$ 951.58	8.71%
Hotel/Motel (per room)	\$ 381.48	\$ 413.22	8.32%
Laundromat (per machine)	\$ 840.48	\$ 918.06	9.23%
Laundry (each location)	\$ 3,183.98	\$ 3,411.96	7.16%
Market (each location)	\$ 1,442.00	\$ 1,525.26	5.77%
Medical Office (per physician)	\$ 334.26	\$ 364.94	9.18%
Residential/Minimum vacant (each location)	\$ 767.84	\$ 825.78	7.55%
Restaurant (per seat/meal)	\$ 59.36	\$ 62.74	5.69%
School (per population)	\$ 31.04	\$ 33.90	9.17%
Service Station (per pump)	\$ 2,270.46	\$ 2,455.60	8.15%
Supermarket (each location)	\$ 20,330.52	\$ 21,500.58	5.76%
Special User (each location)	\$ 690.84	\$ 751.26	8.75%
Veterinary Office (each location)	\$ 1,748.92	\$ 1,892.64	8.22%
Vet Hospital/Boarding (each location)	\$ 5,000.44	\$ 5,411.36	8.22%

ORDINANCE NO. 2019-04

AN ORDINANCE ESTABLISHING SEWER SERVICE CHARGES FOR FISCAL YEAR 2019-20 AND THEREAFTER, PROVIDING FOR THE COLLECTION OF SUCH CHARGES ON THE TAX ROLL, AND PROVIDING FURTHER THAT THIS ORDINANCE AND THE CHARGES ESTABLISHED HEREBY AND THE TAX COLLECTION PROCEDURE SELECTED HEREIN SHALL REMAIN IN EFFECT UNTIL EITHER THE SAID CHARGES ARE REVISED OR THIS ORDINANCE IS OTHERWISE AMENDED OR REPEALED

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THE BOARD OF DIRECTORS OF THE CARMEL AREA WASTEWATER DISTRICT DOES ORDAIN AS FOLLOWS:

1. Sewer Service Charges. Sewer service charges for services rendered are hereby adopted and levied upon all users of the District facilities, for fiscal year 2019-20 and all fiscal years hereafter until the charges established herein are modified or this ordinance is repealed, at the same rates set forth on Exhibit "A" which is attached hereto and incorporated herein by this reference thereto.
2. Collection on Tax Roll. Pursuant to California Health and Safety Code §5473, the District hereby elects to have the aforesaid sewer service charges for services rendered by the District collected on the tax roll in the same general manner, by the same persons and at the same time as the collection of general property taxes by the County of Monterey.
3. Duration. This ordinance, the service charges established hereby and the collection procedure elected herein shall continue in full force and effect until either: a) the said sewer service charges are revised, or b) this



ordinance is otherwise specifically amended or repealed.

4. Publication. Following adoption, this ordinance shall be published once in a newspaper published in the District.

5. Effective Date. This ordinance shall take effect and be in force one (1) week after the date it is published in the newspaper, or July 1, 2019, whichever is later.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 27, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

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President of the Board

ATTEST:

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Secretary of the Board

## Exhibit "A"

Sewer User Fees Effective July 1, 2019

<u>User Category</u>	<u>Units</u>	<u>Annual Rate</u>
Bakery	Location	\$3,163.94
Bar	Location	\$1,327.44
Beauty Salon	Location	\$1,100.86
Business/Govt./Retail	Per 10 Employees*	\$495.42
Camera/Photo	Location	\$684.52
Church/Synagogue/Mission	Location	\$736.58
Conv. Hospital	Per Bed	\$391.50
Dental Office	Per Dentist	\$742.66
Gym/Health Spa	Location	\$951.58
Hotel/Motel	Per Room	\$413.22
Laundromats	Per Machine	\$918.06
Laundry	Location	\$3,411.96
Market	Location	\$1,525.26
Medical Office	Per Physician	\$364.94
Residential	Dwelling Unit	\$825.78
Restaurants	Seat/Meal**	\$62.74
Schools	Population	\$33.90
Service Stations	Per Pump	\$2,455.60
Supermarkets	Location	\$21,500.58
Veterinary Offices	Location	\$1,892.64
Animal Hospital & Boarding	Location	\$5,411.36
Special/Unlisted Users	\$/Flow Characteristics ***	\$751.26

\* Each business is counted separately. For 1-10 employee it is counted as 1 unit. For 11-20 it is counted as two units. And so on. For the purposes of this model part-time employees are counted as 4:1

\*\* Customer seats are multiplied by the number of meal periods (breakfast, lunch, dinner) serviced times two. The rate model assumes a seat will turn over twice during any meal period.

\*\*\*Special/Unlisted users are assessed rates based on their loadings for Biochemical Oxygen Demand (BOD), Suspended Solids (SS), and Flow (millions of gallons) multiplied by the following unit rates: \$1.165084804/lb of BOD; \$1.219090564/lb of SS; \$8,895.68/MG of flow

The Carmel Area Wastewater District collects, treats and disposes of wastewater from more than 6,500 residential and commercial connections in Carmel and surrounding areas and portions of lower Carmel Valley.

The fixed rate user fees include funds required for current operation and maintenance costs.



## CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

May 30, 2019

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

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

**Absent:** None

**Others:** Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)  
Rachel Lather, Principal Engineer, CAWD  
Patrick Treanor, Plant Engineer, CAWD  
Ed Waggoner, Operations Superintendent, CAWD  
Chris Foley, Maintenance Superintendent, CAWD  
Daryl Lauer, Collections Superintendent, CAWD  
Domine Barringer, Administrative Assistant/Board Clerk, CAWD  
Ray DeOcampo, Lab Supervisor  
Robert Wellington, Wellington Law Offices, CAWD District Legal Counsel  
Rick Verbanec, Director, Pebble Beach Community Service District (PBCSD)  
Mike Niccum, General Manager, PBCSD

### APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

**1. Appearances/Public Comments:**

Mr. Niccum extended his appreciation to CAWD for the ambulance letters submitted.

**2. Agenda Changes:**

Ms. Buikema would like to add a second employee acknowledgement under number three.

There were no other agenda changes.

**3. Employee Acknowledgements and Awards:**

- California Water Environment Association (CWEA)- State Level

- Ray DeOcampo – 2<sup>nd</sup> Place Source Control Person of the Year
- Individual Acknowledgement for Lagoon Project
  - Acknowledgement of Plant Engineer Patrick Treanor for the exemplary work on the Lagoon Project

## **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***

***Following a motion made by Director Siegfried and seconded by Director D'Ambrosio, the Board unanimously approved the Regular Meeting Minutes of April 25th, 2019, and enacted the following Consent Calendar items:***

**4.** Approve Regular Board Meeting Minutes on May 30th,2019

Consent Agenda Item Change Requested: Ms. Buikema requested a clarification, on page seven, of the minutes of the April 25<sup>th</sup>, 2019 item number 18. It should read the “**September Ranch**” rate model, which will follow the engineering study.

**5.** Receive and Accept Bank Statement Review by Hayashi Wayland – April 2019

**6.** Receive and Accept Schedule of Cash Receipts and Disbursements – April 2019

**7.** Approve Register of Disbursements - Carmel Area Wastewater District – April 2019

Director D'Ambrosio requested that on page 18, check #33587 for GIS mapping. Could this be related back to the potential use of the bridge? Ms. Buikema stated that the reference can be made as the project progresses.

Director D'Ambrosio asked about the West Yost check #33590 on page 18, Collections Systems Modeling- Phase 3. He asked if there are any more Phases? Mr. Lauer stated there will be more Phases.

**8.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – April 2019

**9.** Receive and Accept Financial Statements and Supplementary Schedules – April 2019

**10.** Receive and Accept Collection System Superintendent’s Report- February, March & April 2019

**11.** Receive and Accept Safety and Regulatory Compliance Report- April 2019

**12.** Receive and Accept Treatment Facility Operations Report – February, March & April 2019

Director Siegfried requested that the order of the Reports listed on the agenda go from the most current month to the oldest month. The Reports would read April, March, February 2019.

**13.** Receive and Accept Laboratory/Environmental Compliance Report – April 2019

Director Siegfried stated that he would like to agendize that a restaurant enforcement policy be prepared by the next Board meeting. Ms. Buikema indicated that such a policy is being revised. It is lengthy and detailed so this will take additional time and will not be available by the next Board meeting. Ms. Buikema stated that a review of CAWD’s fee structure can be accomplished by next month. There was a Board consensus to have a review of CAWD’s fee structure at the next meeting.

Director Rachel asked if there is a Code Enforcement Officer in the City-of-Carmel-by-the-Sea who could enforce the “red tag” the offenders? Mr. Lauer stated that the City does have a storm water compliance person. The washing of grease mats is being watched to make sure that grease does not go out into the street. CAWD is doing the inspections for the City. When the grease trap is being inspected by CAWD it is confirmed that it is not connected to the street. Mr. Lauer is testing an alternative to a large interceptor insertion that would keep the grease in liquid form all the way to the Treatment Plant.

**14.** Receive and Accept Capital Projects Report/Implementation Plan– April 2019

Director Rachel requested that the Disbursements and the Capital Improvement Plan be tied to the respective projects. Specifically, in the staff report, reference the project in the subject line. This alignment of information will assist the Board in matching up the timeline and asking relevant questions.

**15.** Receive and Accept Plant Operations Report – April 2019

President White requested an update on the Gavilan meeting. Mr. Waggoner stated there is a meeting with California American Water Company (CalAM) and they are offering a site for training.

**16. Receive and Accept Maintenance Projects Report – April 2019**

Director Siegfried requested a periodic report on the efficiency of the pumps at the Treatment Plant and pump stations. Mr. Lauer stated that pump efficiency was done two years ago to establish a baseline and CAWD is on track to revisit these pumps and provide a comparison to the baseline. Mr. Foley stated that more information will be available with the Supervisory Control and Data Acquisition (SCADA) upgrade and CAWD will be able to provide higher level reporting requirements as part of the upgrade.

**17. Receive Principal Engineer Monthly Report - General Engineering – April 2019**

**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**

**18. Resolution No. 2019-16;** A Resolution Awarding A Contract for The Sewage Lift Station Control Panel Upgrades- Programmable Logic Control (PLC) Equipment Procurement in the amount of \$184,000 to The Lowest Qualified Responsible Bidder Technical Systems Incorporated (TSI) And Authorizing the General Manager Execute Said Contract – *Report by Principal Engineer, Rachel Lather*

Ms. Lather stated that four bids were submitted by all very good contractors. The recommendation is that the lowest qualified responsible bidder, Technical Systems Incorporated, be accepted and approved a contract be signed with them.

***Board Action***

***Following a motion made by Director Townsend and seconded by Director Rachel, the Board unanimously adopted Resolution No. 2019-16.***

**19. Resolution No. 2019-17;** A Resolution Adopting The CAWD/PBCSD Fiscal Year 2019-20 Reclamation Project Budget– *Report by General Manager, Barbara Buikema*

Ms. Buikema stated this is standard practice. When an item is brought before the Reclamation Management Committee that it be brought back to each Board for final approval. The Budget was approved at the May 8<sup>th</sup> Management Committee meeting. Directors Siegfried and Townsend participated.

***Board Action***

***Following a motion made by Director D'Ambrosio and seconded by Director Siegfried, the Board unanimously adopted Resolution No. 2019-17.***

**20. Resolution No. 2019-18;** A Resolution Authorizing the General Manager to Execute A professional Services Agreement with Greely and Hanson For Development of a Treatment Plant Process Computer Model in the Amount Not to Exceed \$49,720–  
*Report by Plant Engineer, Patrick Treanor*

Mr. Treanor stated this is a request to purchase a computer model for the wastewater Treatment Plant process, primarily the biological process. This will provide a good training opportunity and better understanding of the Plant. This model would allow CAWD to make process changes and optimize the functioning of the Treatment Plant.

Director Siegfried asked what type of model is this? Mr. Treanor stated it is both a biological and physical model and can provide different action kinetics.

Director Siegfried is concerned about not knowing all the aspects of the model and having to dip into contingency. He suggested it be put off until July for further study of other models.

President White asked if other agencies are using this model? Mr. Treanor stated BioWin and GPSX models are widely used and accepted wastewater treatment models. Innovation in the future might provide more information.

***Board Action***

***Following a motion made by Director D'Ambrosio and seconded by Director Townsend, Director Siegfried: Nay, All Others: Ayes Board adopted Resolution No. 2019-18.***

**21. Resolution No. 2019-19;** A Resolution Authorizing Inviting Bids For 2019/2020 Sewer Line Replacement Project-Monte Verde Extension and 2<sup>nd</sup> Avenue. The Bid Replacement for 380 feet of 6" diameter Vitriified Clay Pipes with 8" diameter Polyvinyl Chloride Pipe– *Report by Principal Engineer, Rachel Lather*

Ms. Lather stated that CAWD was approached about sewer information on Monte Verde and Mr. Lauer went out and looked at the pipe and determined that it is in very poor condition. In order to not cut into a new pavement and move this process forward a decision was made to use the small projects fund. This is a cooperative effort and there is about 380 feet of pipe that needs to be replaced and it will occur in the next fiscal year on a private road.

Director D'Ambrosio suggested that this story be placed in CAWD's Newsletter.

Director Rachel asked what will it cost per foot? Ms. Lather stated approximately \$150.00 to \$300.00 per foot. This figure can vary based on traffic control and other items. It should also be noted that this project will not be replacing manholes. Ms. Lather and Mr. Lauer both met with the City's Director of Public Works and will be working with him in a collaborative effort on long term projects.

***Board Action***

***Following a motion made by Director D'Ambrosio and seconded by Director Rachel, the Board unanimously adopted Resolution No. 2019-19.***

**22. Resolution No. 2019-20;** A Resolution Awarding A Contract to ERS Industrial Services, Inc. For Coatings for the 2018-19 Secondary Clarifier #1 Rehabilitation Project in the Amount Not to Exceed \$127,190, Authorize the General Manager To Enter into Said Contract, Authorize a Budget Amendment for An Additional \$18,948 From Capital Reserves to Complete Said Project, and Authorize A Revision To Resolution 2018-28 To Reflect Changed Conditions–  
*Report by Maintenance Superintendent, Chris Foley*

Mr. Foley stated that multiple vendors were contacted and ERS Industrial Services, Inc., was the only vendor to submit a public bid for the Secondary Clarifier. The bid submitted exceeded the budgeted amount by \$18,948, which will require a drawdown from capital reserves to complete the project. Mr. Foley stated that he did additional research because only one bid was received to confirm the bid that CAWD received was a competitive bid. It was determined that the bid was good.

Director Rachel asked if Mr. Foley had contacted other vendors? Mr. Foley stated that ERS Industrial Services, Inc., does perform all the Clarifier work for CalAM including the coating and they also do work up in the Bay Area.

***Board Action***

***Following a motion made by Director Siegfried and seconded by Director Townsend, the Board unanimously adopted Resolution No. 2019-20.***

**OTHER ITEMS BEFORE THE BOARD**

**23.** Public Outreach Presentation – *Presentation by Daryl Lauer, Collections Superintendent*

The report was informational only – no action required.



## **INFORMATION/DISCUSSION ITEMS**

**24.** *PBCSD 04-26-19 Regular Board Meeting - Report by Barbara Buikema, General Manager*

**25.** *Monterey County Investment Report 03-31-19- Report by Barbara Buikema, General Manager*

**26.** Update on the Mr. Larsen Connection in Carmel Highlands

Mr. Lauer reached out to Mr. Larsen for a status update and Mr. Larsen would like to keep this item on the agenda pending progress regarding mass annexation and working with the Local Agency Formation Commission (LAFCO).

## **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**

**27.** *General Manager's Report -- Oral Report by Barbara Buikema, General Manager*

**28.** *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.*

- Employee BBQ – July 19<sup>th</sup> at Rio Vista Room
- General Manager's Vacation June 3<sup>rd</sup> through 7<sup>th</sup>
- Ambulance Letters

Ms. Buikema stated that CAWD is a member of The Water Awareness Committee and they have had a video contest. In June, CAWD will present an award to a Carmel High student who won the contest. Mr. Waggoner stated that broadcast stations KSBW and KION will be showing the video throughout the summer months. CAWD will arrange a presentation and present an award to this student during the June Board meeting. The President of The Water Awareness Committee will attend the presentation.

Ms. Buikema announced CAWD's new employee Ms. Pacheco, who will be the second part time Administrative Assistant/Board Clerk.

Ms. Buikema stated that the Board is due for harassment training sometime in September. Director Siegfried requested the training to occur on October 31, 2019.

President White commented that months ago discussions began regarding a walking pathway across Rio Park. President White, Director D'Ambrosio, and Ms. Buikema met at The Carmel City Hall with the Mayor, Sam Farr, and a representative of the Catholic Diocese in attendance to discuss the walking path. The bridge will be a major component of the walking path discussions.

**PBCSD Board Public Meeting Notice & Agenda**–The next PBCSD meetings are scheduled for: Friday, May 31, 2019 at 9:30a.m. *Director D'Ambrosio is scheduled to attend.* Friday, June 28, 2019 at 9:30a.m. *Director Rachel is scheduled to attend.*

**Reclamation Management Committee Meeting** – The next RMC meeting is scheduled for: Wednesday, November 6, 2019 at 9:30 a.m. *Director Townsend and President White are scheduled to attend.*

**Special Districts Association of Monterey County**–The next SDA meeting is scheduled for: Tuesday, July 16, 2019 at 6:00 pm. *Director Townsend is scheduled to attend.*

**29. CLOSED SESSION:** *As permitted by Government Code Section 54956 et seq., the Board of Directors may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, real property negotiations, or to confer with the District's Meyers-Milias-Brown representative.*

**Conference with Legal Counsel** – Anticipated Litigation: significant exposure to litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9 – one potential case.

The meeting start time was 10:25 am.

The Board took up the matter in hand. There is no reportable action.

Adjournment of closed session at 10:55 am.

### **30. ADJOURNMENT**

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **June 27, 2019** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.*

*Respectfully Submitted:*

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*Domine Barringer, Board Secretary*

**APPROVED:**

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*Ken White, Board President*



## HAYASHI | WAYLAND

### INDEPENDENT ACCOUNTANTS' REPORT

June 19, 2019

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 May 2019. 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.



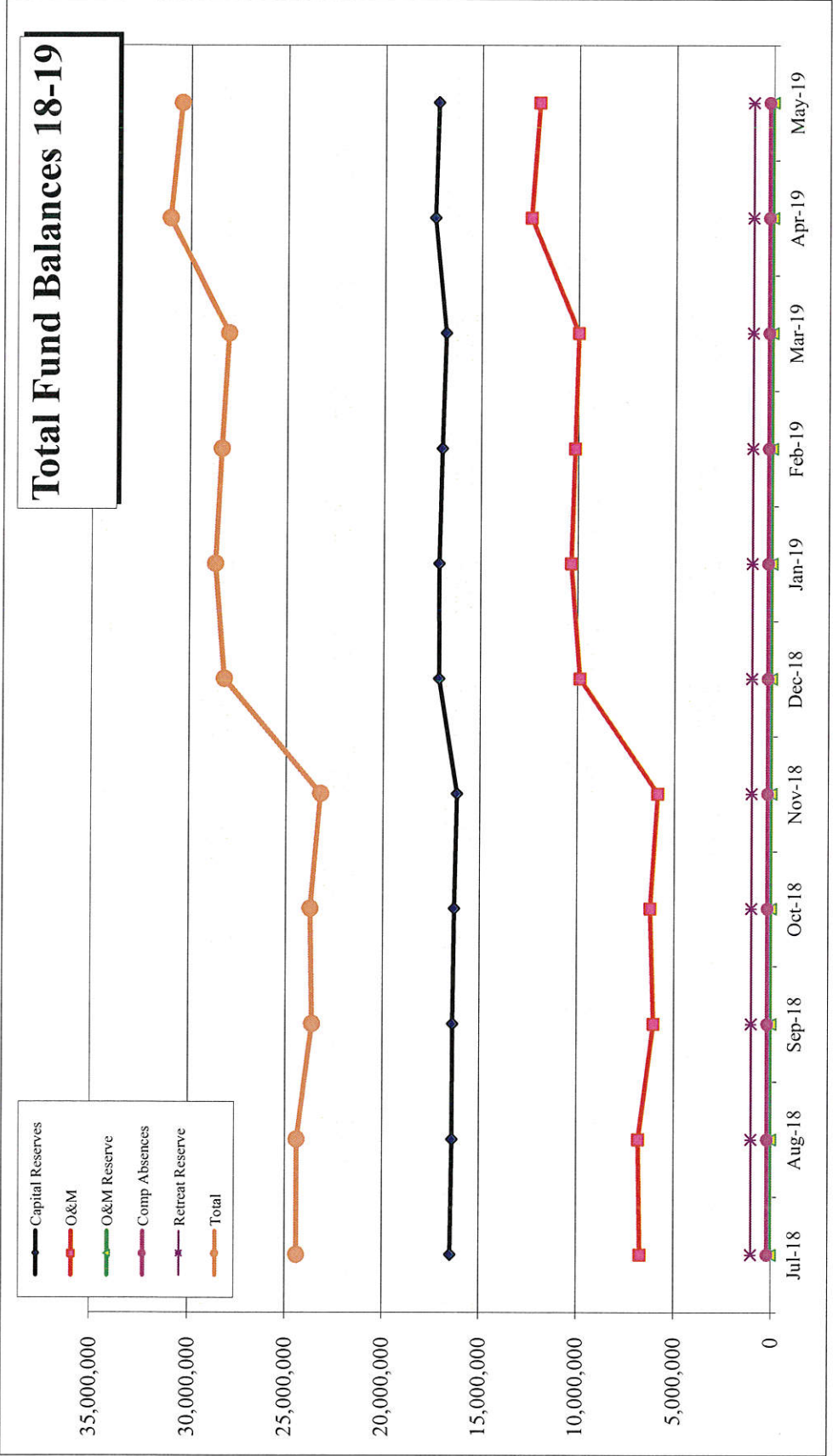
Robert Lee, CPA  
Partner  
Hayashi Wayland

Cc: Mr. Ken White, President

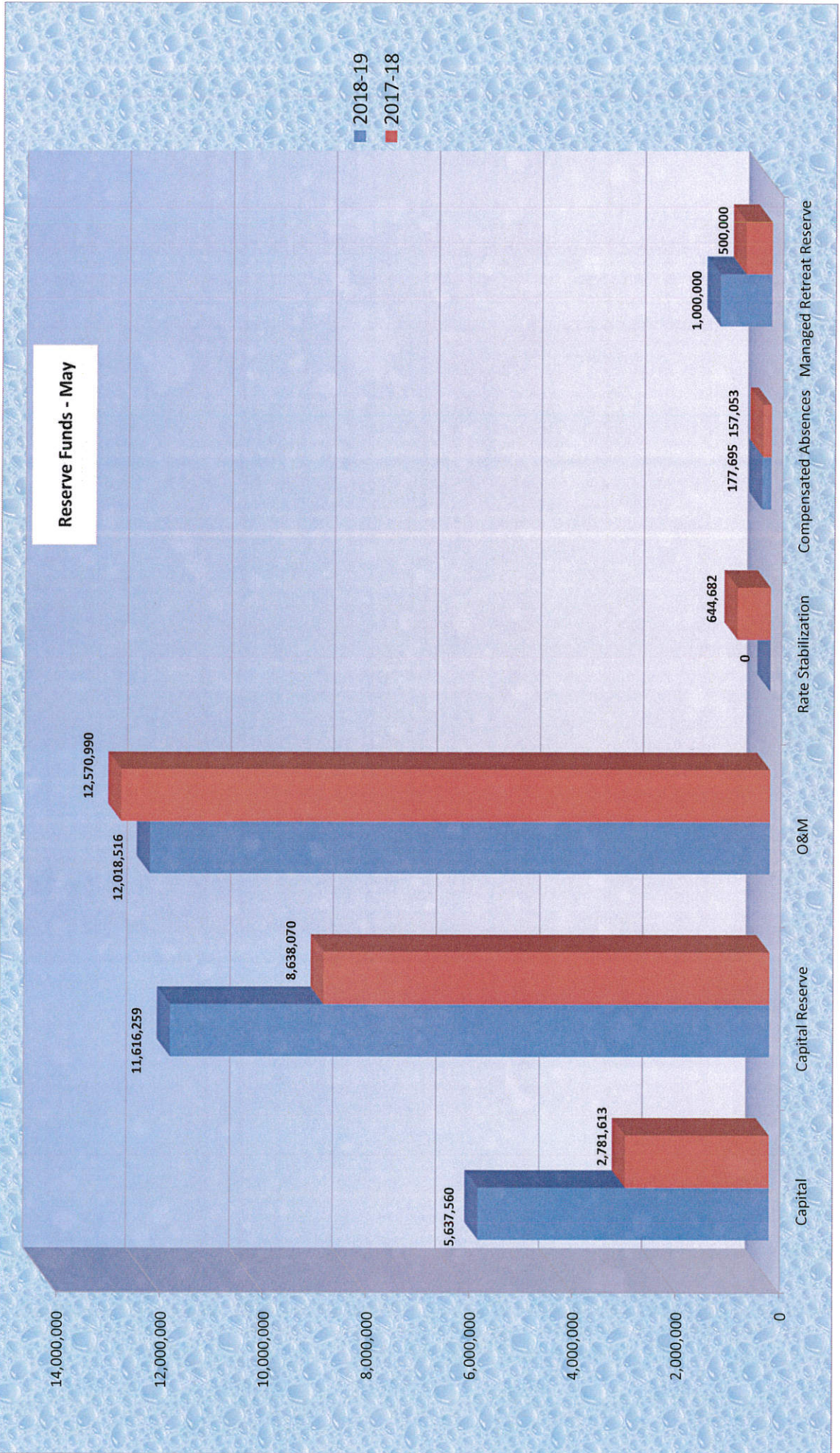


**Carmel Area Wastewater District  
Schedule of Cash Receipts and Disbursements - MAY 2019**

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Rate Stabilization Reserve	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>Receipts:</b>										
BALANCE BEGINNING OF MONTH	\$5,817,513	\$11,608,466	\$12,428,301	\$0	\$177,695	\$1,000,000	\$31,031,975	\$441,232	\$107,511	\$1,157,615
User Fees			10,261					100		
Property Taxes		7,793						90,000		
PBCSD Treatment Fees								55,138		
Reclamation O & M reimbursement								2,165		
Reclamation capital billing								5,654		
Permits								4,691	1	
PBCSD capital billing								53,705		
Other misc. revenue										
Interest income										
Connection Fees										
Void checks										
W/C audit refund										
CCLEAN receipts										
Pooled liability dividend										
September Ranch deposits										
<b>Total Receipts</b>	0	7,793	10,261	0	0	0	18,055	211,453	1	0
<b>Fund Transfers:</b>										
Transfers to Union Bank O&M	(179,954)		(420,046)					600,000		
Transfers to Union Bank PR								(205,000)	205,000	
Transfer rate stabilization fund per Resolution										
Intra-fund transfers for capital expenditures										
Rebalance Capital and O&M Reserves										
<b>Total Transfers</b>	(179,954)	0	(420,046)	0	0	0	(600,000)	395,000	205,000	0
<b>Disbursements:</b>										
Operations and capital								448,934		
Payroll & payroll taxes									195,812	
Employee Dental reimbursements								2,311		
CALPERS EFT								27,972		
CAWD SAM pension EFT								0		
CAWD pension loans EFT								587		
Home Depot EFT								292		
US Bank EFT								13,529		
Deferred comp contributions EFT									8,758	
PEHP contributions EFT									2,714	
Bank/ADP fees									465	
Highlands Bond Debt Service Payment										
Annual County admin billing fee										
Unfunded CALPERS liability										
GASB 68 report fee										
<b>Total Disbursements</b>	0	0	0	0	0	0	0	493,626	207,748	0
<b>BALANCE END OF MONTH</b>	5,637,560	11,616,259	12,018,516	0	177,695	1,000,000	30,450,030	554,059	104,764	1,157,615



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





**Carmel Area Wastewater District**  
**Disbursements**  
**May-19**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
05/02/19	33599	Keenan & Associates	Health insurance	24,600.25
05/02/19	33600	MetLife-Group Benefits	Life insurance	870.70
05/02/19	33601	Patelco Credit Union	HSA contributions	4,396.64
05/02/19	33602	Unum Life Ins.	Long-term disability insurance	1,909.98
05/02/19	33603	Vision Service Plan	Vision insurance	595.35
05/02/19	33604	Robert Bowman	Vacation buy back	2,008.95
05/03/19	33605	3T Equipment Company	Leader hose and o-rings	556.31
05/03/19	33606	Acme Analytical Solutions	Chlorine analyzer chemicals	3,621.39
05/03/19	33607	American Fidelity Assurance Company	Flex accounts	213.84
05/03/19	33608	American Fidelity Assurance	Monthly employee Sec 125 plan insurance billing	587.76
05/03/19	33609	Andrew Millington	Dental	120.00
05/03/19	33610	AT&T	Alarm control panel line	3.00
05/03/19	33611	AT&T Mobility	Cell service	646.71
05/03/19	33612	AT&T CALNET 3	Various phone lines for devices	777.80
05/03/19	33613	AT&T	Admin alarm line	81.32
05/03/19	33614	Barry Blevins	Conference expenses	181.93
05/03/19	33615	Barbara Buikema	Special Districts Association dinner meeting	62.00
05/03/19	33616	Bestor Engineers	Carmel Meadows feasibility study ( <b>CAPITAL</b> )	1,650.00
05/03/19	33617	Blackburn MFG. Co.	Flo safety green marking paint	284.05
05/03/19	33618	Bryan J. Mailey Electric	Highlands lift station circuit breaker	375.00
05/03/19	33619	Cal-Am Water	Monthly service	28.58
05/03/19	33620	Carmel Pine Cone	Project bid ads ( <b>CAPITAL</b> )	364.00
05/03/19	33621	Charlotte Townsend	Dental	676.80
05/03/19	33622	Cintas Corporation	Laundry service	2,215.59
05/03/19	33623	Clark Pest Control	Plant service	183.00
05/03/19	33624	Community Printers	Newsletter printing	1,991.05
05/03/19	33625	CSRMA	Pooled liability program deductible recovery	205.80
05/03/19	33626	Culligan Water Conditioning	C&I exchange service and tank at the lab	42.35
05/03/19	33627	Datco Services	Quarterly service fees	109.00
05/03/19	33628	Davner Construction & Engineering	Design for microturbine exhaust at the boiler building	5,650.00
05/03/19	33629	Del Monte Gardeners	Remove fallen trees from trails due to storms	2,400.00
05/03/19	33630	Direct TV	Monthly service	80.99
05/03/19	33631	Edges Electrical	Influent pump station VFD and graphic keypad	5,371.07
05/03/19	33632	Exceedio	MS Project software for engineering	674.25

**Carmel Area Wastewater District  
Disbursements  
May-19**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
05/03/19	33633	Fanny Mui	Conference expenses	383.19
05/03/19	33634	First Alarm	Quarterly service fees	407.64
05/03/19	33635	Fisher Scientific	Lab supplies	357.19
05/03/19	33636	Glen Hudgens MD	Employee exam	120.00
05/03/19	33637	Got.Net	Internet service	48.40
05/03/19	33638	Greg D'Ambrosio	Dental	333.00
05/03/19	33639	Harrington Industrial	Service pack for Tuthill pump	790.27
05/03/19	33640	James Grover	Dental	195.00
05/03/19	33641	Johnson Marigot Consulting	Outfall maintenance emergency repair	33,458.16
05/03/19	33642	JWC Environmental, LLC	Muffin monster grinder (CAPITAL)	12,553.71
05/03/19	33643	Karla Cristi	Dental	407.52
05/03/19	33644	Mathews Mechanical	Install safety hatches at dewatering building	3,574.87
05/03/19	33645	McMaster-Carr	Operating supplies	85.41
05/03/19	33646	Michael Hooks	Employee certificate	170.00
05/03/19	33647	MNS Engineers	Hatton Canyon project and sewer expansion study (CAPITAL \$52.50)	865.00
05/03/19	33648	Monterey Bay Analytical Services	Sample analysis for final effluent	4,645.00
05/03/19	33649	Monterey Auto Supply	Truck starter	253.14
05/03/19	33650	Monterey Tire Service	Chevy Silverado tires	692.53
05/03/19	33651	Motion Industries	Timing drive belts	453.22
05/03/19	33652	Municipal Maintenance Equipment	Flexible tubing	237.86
05/03/19	33653	Office Team	Admin temp service	295.40
05/03/19	33654	Pacific EcoRisk	NPDES toxicity testing	4,946.89
05/03/19	33655	Quill Corporation	Office supplies	148.65
05/03/19	33656	Raymond DeOcampo	Training expenses	192.30
05/03/19	33657	Robert Siegfried	Conference expenses	748.00
05/03/19	33658	Scarborough Lumber (Ace Hardware)	Collections supplies	85.16
05/03/19	33659	Siemens Industry	Hydroranger cable	87.28
05/03/19	33660	Smitty's Janitorial	Monthly service	1,110.00
05/03/19	33661	Stamp/Erickson	Eco-Barrier and Carmel River Free legal expenses	2,475.00
05/03/19	33662	Titus Industrial Group	13 manhole covers and frames	10,033.36
05/03/19	33663	Town & Country Gardening	Monthly service	610.00
05/03/19	33664	Univar USA	Sodium hypochlorite and bisulfate	10,956.44
05/03/19	33665	USA Blue Book	Universal chart pens	65.69
05/03/19	33666	Wellington Law Offices	Legal services	9,589.00

**Carmel Area Wastewater District  
Disbursements  
May-19**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
05/10/19	33667	Andrew Millington	Training expenses	631.93
05/10/19	33668	Bryan J. Mailey Electric	Secondary clarifier VFD install, Monte Verde hydroranger install and operation bldg. camera repair ( <b>CAPITAL \$125.00</b> )	875.00
05/10/19	33669	Carmel Marina Corp.	Admin garbage and Plant rollofs	2,216.02
05/10/19	33670	Cintas Corporation	Laundry service	921.53
05/10/19	33671	CWEA	Employee membership and certificate renewals	377.00
05/10/19	33672	Edges Electrical	VFD keypad cable	39.35
05/10/19	33673	Exceedio	Cisco ethernet switch at the admin building	2,681.28
05/10/19	33674	Fastenal Company	Operating supplies	547.30
05/10/19	33675	Hayashi & Wayland Accounting	Bank reconciliation oversight	300.00
05/10/19	33676	ICON Cloud Solutions	Monthly telephone service	583.65
05/10/19	33677	Kennedy/Jenks Consultants	Outfall repair and Phase II progress billing ( <b>CAPITAL \$47,661.25</b> )	49,180.05
05/10/19	33678	Lemos 76	Propane	148.93
05/10/19	33679	Liberty Composting	Sludge hauling	8,478.60
05/10/19	33680	MBS Business Systems	Plant copier quarterly billing	1,073.41
05/10/19	33681	McCabe & Company	Coastal Commission consulting service	10,000.00
05/10/19	33682	McMaster-Carr	Operating supplies	121.51
05/10/19	33683	Michael Skinkle	Conference expenses	787.33
05/10/19	33684	Monterey One Water	Annual cost sharing contribution for grease disposal education	819.74
05/10/19	33685	Monterey Auto Supply	Battery	124.96
05/10/19	33686	Office Team	Admin temp service	506.40
05/10/19	33687	Pacific EcoRisk	NPDES toxicity testing	3,265.57
05/10/19	33688	Peninsula Welding & Medical Supply	Non-liquid cylinders for the lab	90.30
05/10/19	33689	Pure Water	Monthly service	132.75
05/10/19	33690	Quill Corporation	Office supplies	162.08
05/10/19	33691	Siemens Industry	Ultrasonic hand programmers	153.01
05/10/19	33692	Smile Business Products	Admin copier quarterly billing	2,395.18
05/10/19	33693	United Rentals	Trench shoring hydraulic pump	1,315.88
05/10/19	33694	Univar USA	Sodium hypochlorite	3,822.74
05/10/19	33695	The UPS Store	Shipping lamp for calibration	5.68
05/10/19	33696	Wellington Law Offices	Legal services	8,547.00
05/10/19	33697	WorkSmart Automation	SCADA historian repair and training ( <b>CAPITAL</b> )	1,460.00
05/15/19	33698	American Fidelity Assurance Company	Flex accounts	106.92
05/15/19	33699	Ann Muraski	Spring/Summer newsletter design and layout	11,925.00

**Carmel Area Wastewater District**  
**Disbursements**  
**May-19**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
05/15/19	33700	AT&T	Admin alarm line	91.32
05/15/19	33701	Bestor Engineers	Survey work for the Carmel Meadows Feasibility Study	5,495.00
05/15/19	33702	Buckles-Smith Electric	Colored wire and secondary clarifier rehab parts ( <b>CAPITAL \$1,808.29</b> )	3,451.90
05/15/19	33703	Cal-Am Water	Monthly service	871.38
05/15/19	33704	Edward Waggoner	Dental	158.00
05/15/19	33705	Fanny Mui	Dental	123.00
05/15/19	33706	Jason Veile	Dental	298.00
05/15/19	33707	McMaster-Carr	Operating supplies	261.20
05/15/19	33708	MJ Murphy Lumber	Plywood for shoring-collections	238.73
05/15/19	33709	My Pro Dry of the Central Coast	Acid clean tile floors and walls in the dewatering building	250.00
05/15/19	33710	Robert Bowman	Electrical workshop expenses	306.00
05/15/19	33711	Siemens Industry	Ultrasonic hydronager, hand controllers and ULC transducers	7,468.15
05/15/19	33712	Technical Systems Inc.	Operations and CDC building PLC's ( <b>CAPITAL</b> )	114,279.00
05/15/19	33713	Del Monte Gardeners	Remove trees and brush in Rio Park	1,800.00
05/17/19	33714	CAWD/PBCSD Reclamation Project	Reimbursement for tertiary lab PG&E	451.90
05/17/19	33715	Del Monte Gardeners	Clear trees and brush at the admin building	1,700.00
05/17/19	33716	Pacific Gas & Electric	Monthly service	35,295.67
				<b>451,245.09</b>

**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**May-19**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
05/02/19	8427	Acme Analytical Solutions	Chemicals for chlorine analyzers	3,359.35
05/02/19	8428	Bryan J. Mailey Electrical	Install pumps and VFD ( <b>CAPITAL \$5,062.50</b> )	6,812.50
05/02/19	8429	Buckles-Smith Electric	Equalization Basin VFD project ( <b>CAPITAL</b> )	5,054.33
05/02/19	8430	CAWD	Reimbursement for O&M, aeration and secondary PG&E	55,137.51
05/02/19	8431	Fisher Scientific	Lab supplies	271.51
05/02/19	8432	Harrington Industrial Plastics	Potassium hydroxide system repair parts	2,594.58
05/02/19	8433	McMaster-Carr	Operating supplies	106.48
05/02/19	8434	Moody's Investors	Annual letter of credit fee	5,000.00
05/02/19	8435	PBCSD	Capital and O&M reimbursements	198,888.35
05/02/19	8436	Thermo Electron North America	IonPac analytical column lab supplies	1,297.82
05/02/19	8437	Wellington Law Offices	Reclamation Management Committee meeting and review	396.00
05/10/19	8438	Acrison, Inc.	Dissolving Feed Tank System	8,042.36
05/10/19	8439	Automationdirect.com	CIP Filter System Rehab project ( <b>CAPITAL</b> )	406.50
05/10/19	8440	Brenntag Pacific	Ammonium hydroxide	3,636.24
05/10/19	8441	Bryan J. Mailey Electrical	CIP Filter System Rehab project and Equalization Basin VFD ( <b>CAPITAL</b> )	5,127.70
05/10/19	8442	Buckles-Smith Electric	CIP Filter System Rehab project and Equalization Basin VFD ( <b>CAPITAL \$2,941.55</b> )	2,949.03
05/10/19	8443	Central Valley Business Forms	New check stock	345.04
05/10/19	8444	Grainger	Sound proofing blankets	1,038.50
05/10/19	8445	Harrington Industrial Plastics	Socket welding tool kit for pipe repair	1,639.21
05/10/19	8446	McMaster-Carr	Equalization Basin VFD project ( <b>CAPITAL</b> )	129.80
05/10/19	8447	Monterey Peninsula Country Club	Permitting work for the Sawmill Gulch well project	15,593.21
05/10/19	8448	The UPS Store	Shipping to calibrate UV lamp	5.68
05/15/19	8449	Muniquip, LLC	Dosing pump service kits	1,823.96
05/15/19	8450	Technical Systems, Inc.	PLC hardware for tertiary ( <b>CAPITAL</b> )	63,420.00
05/17/19	8451	CAWD	Reimbursement for O&M, aeration and secondary PG&E	58,559.18
05/17/19	8452	PBCSD	Capital and O&M reimbursements	384,232.62
05/17/19	8453	Pacific Gas & Electric	Tertiary and MF/RO	28,232.68
				<b>854,100.14</b>



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**Financial Statements  
and  
Supplementary Schedules**

**May 2019**

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June 27, 2019

# *Carmel Area Wastewater District*

## *Balance Sheet*

May 2019

### ASSETS

Current Assets			
Cash			
Cash	32,266,467.92		
TOTAL Cash	32,266,467.92	32,266,467.92	
Other Current Assets			
Other Current Assets	511,206.03		
TOTAL Other Current Assets	511,206.03	511,206.03	
TOTAL Current Assets		32,777,673.95	
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76	308,059.76	
Treatment Structures			
Treatment Structures	51,563,154.88		
TOTAL Treatment Structures	51,563,154.88	51,563,154.88	
Treatment Equipment			
Treatment Equipment	7,450,726.12		
TOTAL Treatment Equipment	7,450,726.12	7,450,726.12	
Collection Structures			
Collection Structures	1,040,749.41		
TOTAL Collection Structures	1,040,749.41	1,040,749.41	
Collection Equipment			
Collection Equipment	945,660.98		
TOTAL Collection Equipment	945,660.98	945,660.98	
Sewers		11,018,760.70	
Disposal Facilities			
Disposal Facilities	1,126,272.60		
TOTAL Disposal Facilities	1,126,272.60	1,126,272.60	
Other Fixed Assets			
Other Fixed Assets	3,883,545.51		
TOTAL Other Fixed Assets	3,883,545.51	3,883,545.51	
Capital Improvement Projects			
Capital Improvement Projects	20,360,550.21		
TOTAL Capital Improvement Projects	20,360,550.21	20,360,550.21	
Accumulated depreciation		(46,104,180.31)	
TOTAL Fixed Assets		51,593,299.86	
Other Assets			
Other Assets		950,959.00	
TOTAL Other Assets		950,959.00	
TOTAL ASSETS		85,321,932.81	

# *Carmel Area Wastewater District*

## *Balance Sheet*

May 2019

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### LIABILITIES

Current Liabilities		
Current Liabilities	341,309.05	
TOTAL Current Liabilities	341,309.05	341,309.05
Long-Term Liabilities		
Long Term Liabilities	1,929,149.73	
TOTAL Long-Term Liabilities	1,929,149.73	1,929,149.73
TOTAL LIABILITIES		2,270,458.78
NET POSITION		
Net Assets	76,744,298.02	
Year-to-Date Earnings	6,307,176.01	
TOTAL NET POSITION	83,051,474.03	83,051,474.03
TOTAL LIABILITIES & NET POSITION		85,321,932.81



***Carmel Area Wastewater District***  
***Budgeted Income Statement***  
*Year-to-Date Variance, May 2019 - current month, Consolidated by account*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	9,675,544.67	9,089,648.62	585,896.05	6.4 %
TOTAL Income	<u>9,675,544.67</u>	<u>9,089,648.62</u>	<u>585,896.05</u>	6.4 %
Adjustments				
Discounts	595.83	0.00	595.83	
TOTAL Adjustments	<u>595.83</u>	<u>0.00</u>	<u>595.83</u>	
*****	<u>9,676,140.50</u>	<u>9,089,648.62</u>	<u>586,491.88</u>	6.5 %
***** OPERATING INCOME	<u>9,676,140.50</u>	<u>9,089,648.62</u>	<u>586,491.88</u>	6.5 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,820,866.45	2,819,357.50	(1,508.95)	-0.1 %
Payroll taxes	175.34	0.00	(175.34)	
TOTAL Salaries and Payroll Taxes	<u>2,821,041.79</u>	<u>2,819,357.50</u>	<u>(1,684.29)</u>	-0.1 %
Employee Benefits				
Employee Benefits	593,329.45	809,626.90	216,297.45	26.7 %
TOTAL Employee Benefits	<u>593,329.45</u>	<u>809,626.90</u>	<u>216,297.45</u>	26.7 %
Director's Expenses				
Director's Expenses	31,584.89	30,579.13	(1,005.76)	-3.3 %
TOTAL Director's Expenses	<u>31,584.89</u>	<u>30,579.13</u>	<u>(1,005.76)</u>	-3.3 %
Truck and Auto Expenses				
Truck and Auto Expenses	42,677.70	50,126.46	7,448.76	14.9 %
TOTAL Truck and Auto Expenses	<u>42,677.70</u>	<u>50,126.46</u>	<u>7,448.76</u>	14.9 %
General and Administrative				
General and Administrative	245,449.59	434,394.13	188,944.54	43.5 %
TOTAL General and Administrative	<u>245,449.59</u>	<u>434,394.13</u>	<u>188,944.54</u>	43.5 %
Office Expense				
Office Expense	54,744.35	79,607.61	24,863.26	31.2 %
TOTAL Office Expense	<u>54,744.35</u>	<u>79,607.61</u>	<u>24,863.26</u>	31.2 %
Operating Supplies				
Operating Supplies	381,737.24	354,873.97	(26,863.27)	-7.6 %
TOTAL Operating Supplies	<u>381,737.24</u>	<u>354,873.97</u>	<u>(26,863.27)</u>	-7.6 %
Contract Services				
Contract Services	732,186.38	795,156.96	62,970.58	7.9 %
TOTAL Contract Services	<u>732,186.38</u>	<u>795,156.96</u>	<u>62,970.58</u>	7.9 %

***Carmel Area Wastewater District***  
***Budgeted Income Statement***  
*Year-to-Date Variance, May 2019 - current month, Consolidated by account*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	546,120.69	763,843.88	217,723.19	28.5 %
TOTAL Repairs and Maintenance	546,120.69	763,843.88	217,723.19	28.5 %
Utilities				
Utilities	361,873.22	400,453.24	38,580.02	9.6 %
TOTAL Utilities	361,873.22	400,453.24	38,580.02	9.6 %
Travel and Meetings				
Travel and Meetings	53,507.58	104,247.88	50,740.30	48.7 %
TOTAL Travel and Meetings	53,507.58	104,247.88	50,740.30	48.7 %
Permits and Fees				
Permits and Fees	63,229.50	78,667.00	15,437.50	19.6 %
TOTAL Permits and Fees	63,229.50	78,667.00	15,437.50	19.6 %
Memberships and Subscriptions				
Memberships and Subscriptions	33,636.74	37,607.01	3,970.27	10.6 %
TOTAL Memberships and Subscriptions	33,636.74	37,607.01	3,970.27	10.6 %
Safety				
Safety	49,672.21	56,220.49	6,548.28	11.6 %
TOTAL Safety	49,672.21	56,220.49	6,548.28	11.6 %
Other Expenses				
Other Expense	46,163.18	37,166.74	(8,996.44)	-24.2 %
TOTAL Other Expenses	46,163.18	37,166.74	(8,996.44)	-24.2 %
TOTAL Operating Expenses	6,056,954.51	6,851,928.90	794,974.39	11.6 %
***** OPERATING INCOME (LOSS)	3,619,185.99	2,237,719.72	1,381,466.27	61.7 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	2,687,990.02	2,080,970.50	607,019.52	29.2 %
TOTAL Other Income or Gain	2,687,990.02	2,080,970.50	607,019.52	29.2 %
TOTAL Non-op Income, Expense, Gain or Loss	2,687,990.02	2,080,970.50	607,019.52	29.2 %
***** NET INCOME (LOSS)	6,307,176.01	4,318,690.22	1,988,485.79	46.0 %
***** NET INCOME (LOSS)	6,307,176.01	4,318,690.22	1,988,485.79	46.0 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Maint. Field***  
***Year-to-Date Variance, May 2019 - current month, Consolidated by***  
***account, Department 3***

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 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				
Truck and Auto Expenses				
Truck and Auto Expenses	9,475.97	12,191.85	2,715.88	22.3 %
TOTAL Truck and Auto Expenses	9,475.97	12,191.85	2,715.88	22.3 %
Operating Supplies				
Operating Supplies	10,277.88	22,916.63	12,638.75	55.2 %
TOTAL Operating Supplies	10,277.88	22,916.63	12,638.75	55.2 %
Contract Services				
Contract Services	1,503.38	18,333.37	16,829.99	91.8 %
TOTAL Contract Services	1,503.38	18,333.37	16,829.99	91.8 %
Repairs and Maintenance				
Repairs and Maintenance	5,366.37	32,083.37	26,717.00	83.3 %
TOTAL Repairs and Maintenance	5,366.37	32,083.37	26,717.00	83.3 %
Safety				
Safety	4,301.40	2,855.98	(1,445.42)	-50.6 %
TOTAL Safety	4,301.40	2,855.98	(1,445.42)	-50.6 %
TOTAL Operating Expenses	30,925.00	88,381.20	57,456.20	65.0 %
***** OPERATING INCOME (LOSS)	(30,925.00)	(88,381.20)	57,456.20	65.0 %
***** NET INCOME (LOSS)	(30,925.00)	(88,381.20)	57,456.20	65.0 %
***** NET INCOME (LOSS)	(30,925.00)	(88,381.20)	57,456.20	65.0 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Maint. Plant**  
*Year-to-Date Variance, May 2019 - current month, Consolidated by  
account, Department 4*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 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	416,485.19	454,068.00	37,582.81	8.3 %
TOTAL Salaries and Payroll Taxes	416,485.19	454,068.00	37,582.81	8.3 %
Employee Benefits				
Employee Benefits	106,106.51	149,557.69	43,451.18	29.1 %
TOTAL Employee Benefits	106,106.51	149,557.69	43,451.18	29.1 %
Truck and Auto Expenses				
Truck and Auto Expenses	2,500.60	19,690.00	17,189.40	87.3 %
TOTAL Truck and Auto Expenses	2,500.60	19,690.00	17,189.40	87.3 %
General and Administrative				
General and Administrative	10,639.17	0.00	(10,639.17)	
TOTAL General and Administrative	10,639.17	0.00	(10,639.17)	
Office Expense				
Office Expense	4,754.70	3,987.50	(767.20)	-19.2 %
TOTAL Office Expense	4,754.70	3,987.50	(767.20)	-19.2 %
Operating Supplies				
Operating Supplies	82,200.39	58,941.74	(23,258.65)	-39.5 %
TOTAL Operating Supplies	82,200.39	58,941.74	(23,258.65)	-39.5 %
Contract Services				
Contract Services	186,025.94	265,604.24	79,578.30	30.0 %
TOTAL Contract Services	186,025.94	265,604.24	79,578.30	30.0 %
Repairs and Maintenance				
Repairs and Maintenance	401,649.03	497,763.99	96,114.96	19.3 %
TOTAL Repairs and Maintenance	401,649.03	497,763.99	96,114.96	19.3 %
Utilities				
Utilities	5,639.75	1,576.63	(4,063.12)	-257.7 %
TOTAL Utilities	5,639.75	1,576.63	(4,063.12)	-257.7 %
Travel and Meetings				
Travel and Meetings	8,744.69	17,994.13	9,249.44	51.4 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Maint. Plant***  
***Year-to-Date Variance, May 2019 - current month, Consolidated by***  
***account, Department 4***

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	8,744.69	17,994.13	9,249.44	51.4 %
Permits and Fees				
Permits and Fees	0.00	6,400.00	6,400.00	100.0 %
TOTAL Permits and Fees	0.00	6,400.00	6,400.00	100.0 %
Memberships and Subscriptions				
Memberships and Subscriptions	4,851.00	2,117.50	(2,733.50)	-129.1 %
TOTAL Memberships and Subscriptions	4,851.00	2,117.50	(2,733.50)	-129.1 %
Safety				
Safety	10,860.71	17,321.14	6,460.43	37.3 %
TOTAL Safety	10,860.71	17,321.14	6,460.43	37.3 %
TOTAL Operating Expenses	1,240,457.68	1,495,022.56	254,564.88	17.0 %
***** OPERATING INCOME (LOSS)	(1,240,457.68)	(1,495,022.56)	254,564.88	17.0 %
***** NET INCOME (LOSS)	(1,240,457.68)	(1,495,022.56)	254,564.88	17.0 %
***** NET INCOME (LOSS)	(1,240,457.68)	(1,495,022.56)	254,564.88	17.0 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Collections***  
*Year-to-Date Variance, May 2019 - current month, Consolidated by*  
*account, Department 5*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 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	485,131.39	455,107.42	(30,023.97)	-6.6 %
TOTAL Salaries and Payroll Taxes	485,131.39	455,107.42	(30,023.97)	-6.6 %
Employee Benefits				
Employee Benefits	149,924.42	166,352.38	16,427.96	9.9 %
TOTAL Employee Benefits	149,924.42	166,352.38	16,427.96	9.9 %
Truck and Auto Expenses				
Truck and Auto Expenses	29,036.90	15,440.87	(13,596.03)	-88.1 %
TOTAL Truck and Auto Expenses	29,036.90	15,440.87	(13,596.03)	-88.1 %
General and Administrative				
General and Administrative	47,664.46	65,966.63	18,302.17	27.7 %
TOTAL General and Administrative	47,664.46	65,966.63	18,302.17	27.7 %
Office Expense				
Office Expense	3,515.65	9,689.13	6,173.48	63.7 %
TOTAL Office Expense	3,515.65	9,689.13	6,173.48	63.7 %
Operating Supplies				
Operating Supplies	19,844.04	20,918.26	1,074.22	5.1 %
TOTAL Operating Supplies	19,844.04	20,918.26	1,074.22	5.1 %
Contract Services				
Contract Services	95,034.16	94,566.74	(467.42)	-0.5 %
TOTAL Contract Services	95,034.16	94,566.74	(467.42)	-0.5 %
Repairs and Maintenance				
Repairs and Maintenance	86,784.73	169,250.00	82,465.27	48.7 %
TOTAL Repairs and Maintenance	86,784.73	169,250.00	82,465.27	48.7 %
Utilities				
Utilities	35,902.59	35,800.49	(102.10)	-0.3 %
TOTAL Utilities	35,902.59	35,800.49	(102.10)	-0.3 %
Travel and Meetings				
Travel and Meetings	14,718.46	10,358.37	(4,360.09)	-42.1 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Collections***  
*Year-to-Date Variance, May 2019 - current month, Consolidated by*  
*account, Department 5*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	14,718.46	10,358.37	(4,360.09)	-42.1 %
Permits and Fees				
Permits and Fees	5,634.60	5,600.00	(34.60)	-0.6 %
TOTAL Permits and Fees	5,634.60	5,600.00	(34.60)	-0.6 %
Memberships and Subscriptions				
Memberships and Subscriptions	1,619.33	2,149.13	529.80	24.7 %
TOTAL Memberships and Subscriptions	1,619.33	2,149.13	529.80	24.7 %
Safety				
Safety	4,279.49	11,695.00	7,415.51	63.4 %
TOTAL Safety	4,279.49	11,695.00	7,415.51	63.4 %
Other Expenses				
Other Expense	427.50	0.00	(427.50)	
TOTAL Other Expenses	427.50	0.00	(427.50)	
TOTAL Operating Expenses	979,517.72	1,062,894.42	83,376.70	7.8 %
***** OPERATING INCOME (LOSS)	(979,517.72)	(1,062,894.42)	83,376.70	7.8 %
***** NET INCOME (LOSS)	(979,517.72)	(1,062,894.42)	83,376.70	7.8 %
***** NET INCOME (LOSS)	(979,517.72)	(1,062,894.42)	83,376.70	7.8 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Treatment***  
***Year-to-Date Variance, May 2019 - current month, Consolidated by***  
***account, Department 6***

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 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	939,111.79	951,198.46	12,086.67	1.3 %
TOTAL Salaries and Payroll Taxes	939,111.79	951,198.46	12,086.67	1.3 %
Employee Benefits				
Employee Benefits	231,081.87	289,460.34	58,378.47	20.2 %
TOTAL Employee Benefits	231,081.87	289,460.34	58,378.47	20.2 %
Truck and Auto Expenses				
Truck and Auto Expenses	285.83	1,502.00	1,216.17	81.0 %
TOTAL Truck and Auto Expenses	285.83	1,502.00	1,216.17	81.0 %
General and Administrative				
General and Administrative	98,251.54	111,585.37	13,333.83	11.9 %
TOTAL General and Administrative	98,251.54	111,585.37	13,333.83	11.9 %
Office Expense				
Office Expense	12,922.13	35,539.35	22,617.22	63.6 %
TOTAL Office Expense	12,922.13	35,539.35	22,617.22	63.6 %
Operating Supplies				
Operating Supplies	262,430.49	243,113.97	(19,316.52)	-7.9 %
TOTAL Operating Supplies	262,430.49	243,113.97	(19,316.52)	-7.9 %
Contract Services				
Contract Services	354,352.25	269,349.24	(85,003.01)	-31.6 %
TOTAL Contract Services	354,352.25	269,349.24	(85,003.01)	-31.6 %
Repairs and Maintenance				
Repairs and Maintenance	43,912.60	59,888.26	15,975.66	26.7 %
TOTAL Repairs and Maintenance	43,912.60	59,888.26	15,975.66	26.7 %
Utilities				
Utilities	302,083.48	342,466.74	40,383.26	11.8 %
TOTAL Utilities	302,083.48	342,466.74	40,383.26	11.8 %
Travel and Meetings				
Travel and Meetings	19,194.29	34,691.25	15,496.96	44.7 %



***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Treatment***  
***Year-to-Date Variance, May 2019 - current month, Consolidated by***  
***account, Department 6***

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	19,194.29	34,691.25	15,496.96	44.7 %
Permits and Fees				
Permits and Fees	33,292.90	42,615.00	9,322.10	21.9 %
TOTAL Permits and Fees	33,292.90	42,615.00	9,322.10	21.9 %
Memberships and Subscriptions				
Memberships and Subscriptions	3,411.85	7,346.63	3,934.78	53.6 %
TOTAL Memberships and Subscriptions	3,411.85	7,346.63	3,934.78	53.6 %
Safety				
Safety	27,675.41	22,773.37	(4,902.04)	-21.5 %
TOTAL Safety	27,675.41	22,773.37	(4,902.04)	-21.5 %
Other Expenses				
Other Expense	0.00	1,833.37	1,833.37	100.0 %
TOTAL Other Expenses	0.00	1,833.37	1,833.37	100.0 %
TOTAL Operating Expenses	2,328,006.43	2,413,363.35	85,356.92	3.5 %
***** OPERATING INCOME (LOSS)	(2,328,006.43)	(2,413,363.35)	85,356.92	3.5 %
***** NET INCOME (LOSS)	(2,328,006.43)	(2,413,363.35)	85,356.92	3.5 %
***** NET INCOME (LOSS)	(2,328,006.43)	(2,413,363.35)	85,356.92	3.5 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Admin.***  
*Year-to-Date Variance, May 2019 - current month, Consolidated by*  
*account, Department 7*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 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	485,493.21	549,753.23	64,260.02	11.7 %
TOTAL Salaries and Payroll Taxes	485,493.21	549,753.23	64,260.02	11.7 %
Employee Benefits				
Employee Benefits	106,216.65	204,256.49	98,039.84	48.0 %
TOTAL Employee Benefits	106,216.65	204,256.49	98,039.84	48.0 %
Director's Expenses				
Director's Expenses	30,884.89	29,579.13	(1,305.76)	-4.4 %
TOTAL Director's Expenses	30,884.89	29,579.13	(1,305.76)	-4.4 %
Truck and Auto Expenses				
Truck and Auto Expenses	1,378.40	1,301.74	(76.66)	-5.9 %
TOTAL Truck and Auto Expenses	1,378.40	1,301.74	(76.66)	-5.9 %
General and Administrative				
General and Administrative	79,563.87	256,842.13	177,278.26	69.0 %
TOTAL General and Administrative	79,563.87	256,842.13	177,278.26	69.0 %
Office Expense				
Office Expense	33,551.87	30,391.63	(3,160.24)	-10.4 %
TOTAL Office Expense	33,551.87	30,391.63	(3,160.24)	-10.4 %
Operating Supplies				
Operating Supplies	1,197.99	1,191.74	(6.25)	-0.5 %
TOTAL Operating Supplies	1,197.99	1,191.74	(6.25)	-0.5 %
Contract Services				
Contract Services	93,543.85	147,303.37	53,759.52	36.5 %
TOTAL Contract Services	93,543.85	147,303.37	53,759.52	36.5 %
Repairs and Maintenance				
Repairs and Maintenance	3,475.86	916.63	(2,559.23)	-279.2 %
TOTAL Repairs and Maintenance	3,475.86	916.63	(2,559.23)	-279.2 %
Utilities				
Utilities	18,240.35	20,609.38	2,369.03	11.5 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Admin.***  
***Year-to-Date Variance, May 2019 - current month, Consolidated by***  
***account, Department 7***

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Utilities	18,240.35	20,609.38	2,369.03	11.5 %
Travel and Meetings				
Travel and Meetings	10,850.14	41,204.13	30,353.99	73.7 %
TOTAL Travel and Meetings	10,850.14	41,204.13	30,353.99	73.7 %
Permits and Fees				
Permits and Fees	24,302.00	24,052.00	(250.00)	-1.0 %
TOTAL Permits and Fees	24,302.00	24,052.00	(250.00)	-1.0 %
Memberships and Subscriptions				
Memberships and Subscriptions	23,754.56	25,993.75	2,239.19	8.6 %
TOTAL Memberships and Subscriptions	23,754.56	25,993.75	2,239.19	8.6 %
Safety				
Safety	1,310.71	1,575.00	264.29	16.8 %
TOTAL Safety	1,310.71	1,575.00	264.29	16.8 %
Other Expenses				
Other Expense	45,735.68	35,333.37	(10,402.31)	-29.4 %
TOTAL Other Expenses	45,735.68	35,333.37	(10,402.31)	-29.4 %
TOTAL Operating Expenses	959,500.03	1,370,303.72	410,803.69	30.0 %
***** OPERATING INCOME (LOSS)	(959,500.03)	(1,370,303.72)	410,803.69	30.0 %
***** NET INCOME (LOSS)	(959,500.03)	(1,370,303.72)	410,803.69	30.0 %
***** NET INCOME (LOSS)	(959,500.03)	(1,370,303.72)	410,803.69	30.0 %

**Carmel Area Wastewater District**  
**Budgeted Operating Expenses-Reclamation**  
*Year-to-Date Variance, May 2019 - current month, Consolidated by  
account, Department 8*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 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	491,718.48	409,230.39	(82,488.09)	-20.2 %
TOTAL Salaries and Payroll Taxes	491,718.48	409,230.39	(82,488.09)	-20.2 %
Director's Expenses				
Director's Expenses	700.00	1,000.00	300.00	30.0 %
TOTAL Director's Expenses	700.00	1,000.00	300.00	30.0 %
General and Administrative				
General and Administrative	9,330.55	0.00	(9,330.55)	
TOTAL General and Administrative	9,330.55	0.00	(9,330.55)	
Operating Supplies				
Operating Supplies	5,013.80	7,791.63	2,777.83	35.7 %
TOTAL Operating Supplies	5,013.80	7,791.63	2,777.83	35.7 %
Contract Services				
Contract Services	1,726.80	0.00	(1,726.80)	
TOTAL Contract Services	1,726.80	0.00	(1,726.80)	
Repairs and Maintenance				
Repairs and Maintenance	3,818.65	3,941.63	122.98	3.1 %
TOTAL Repairs and Maintenance	3,818.65	3,941.63	122.98	3.1 %
Utilities				
Utilities	7.05	0.00	(7.05)	
TOTAL Utilities	7.05	0.00	(7.05)	
Safety				
Safety	1,244.49	0.00	(1,244.49)	
TOTAL Safety	1,244.49	0.00	(1,244.49)	
TOTAL Operating Expenses	513,559.82	421,963.65	(91,596.17)	-21.7 %
***** OPERATING INCOME (LOSS)	(513,559.82)	(421,963.65)	(91,596.17)	-21.7 %

***Carmel Area Wastewater District***  
***Budgeted Operating Expenses-Reclamation***  
*Year-to-Date Variance, May 2019 - current month, Consolidated by*  
*account, Department 8*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
***** NET INCOME (LOSS)	(513,559.82)	(421,963.65)	(91,596.17)	-21.7 %
***** NET INCOME (LOSS)	(513,559.82)	(421,963.65)	(91,596.17)	-21.7 %

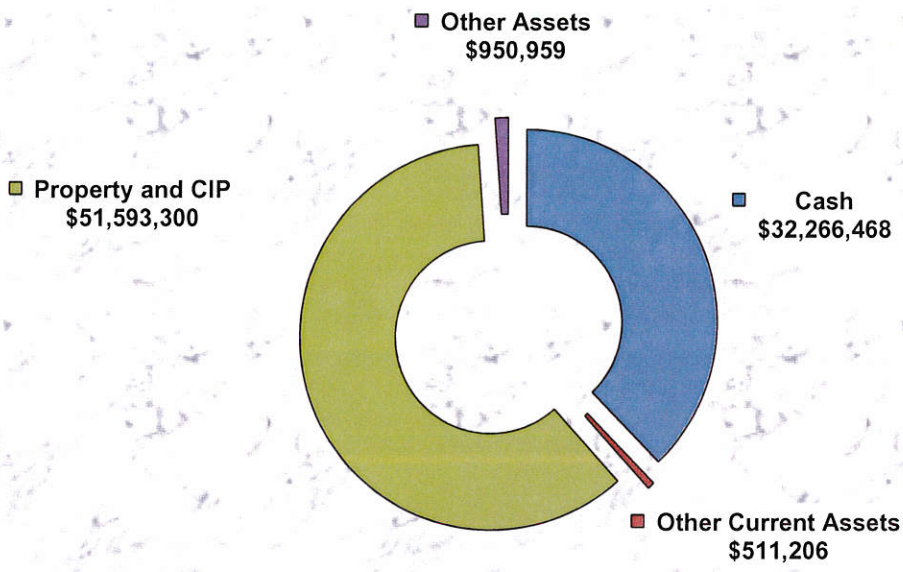
***Carmel Area Wastewater District***  
***Budgeted Income Stmt.-Waste to Energy***  
***Year-to-Date Variance, May 2019 - current month, Consolidated by***  
***account, Department 9***

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	2,296.04	0.00	2,296.04	
TOTAL Income	<u>2,296.04</u>	<u>0.00</u>	<u>2,296.04</u>	
*****	<u>2,296.04</u>	<u>0.00</u>	<u>2,296.04</u>	
***** OPERATING INCOME	<u>2,296.04</u>	<u>0.00</u>	<u>2,296.04</u>	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	654.88	0.00	(654.88)	
TOTAL Salaries and Payroll Taxes	<u>654.88</u>	<u>0.00</u>	<u>(654.88)</u>	
TOTAL Operating Expenses	<u>654.88</u>	<u>0.00</u>	<u>(654.88)</u>	
***** OPERATING INCOME (LOSS)	<u>1,641.16</u>	<u>0.00</u>	<u>1,641.16</u>	
***** NET INCOME (LOSS)	<u>1,641.16</u>	<u>0.00</u>	<u>1,641.16</u>	
***** NET INCOME (LOSS)	<u>1,641.16</u>	<u>0.00</u>	<u>1,641.16</u>	

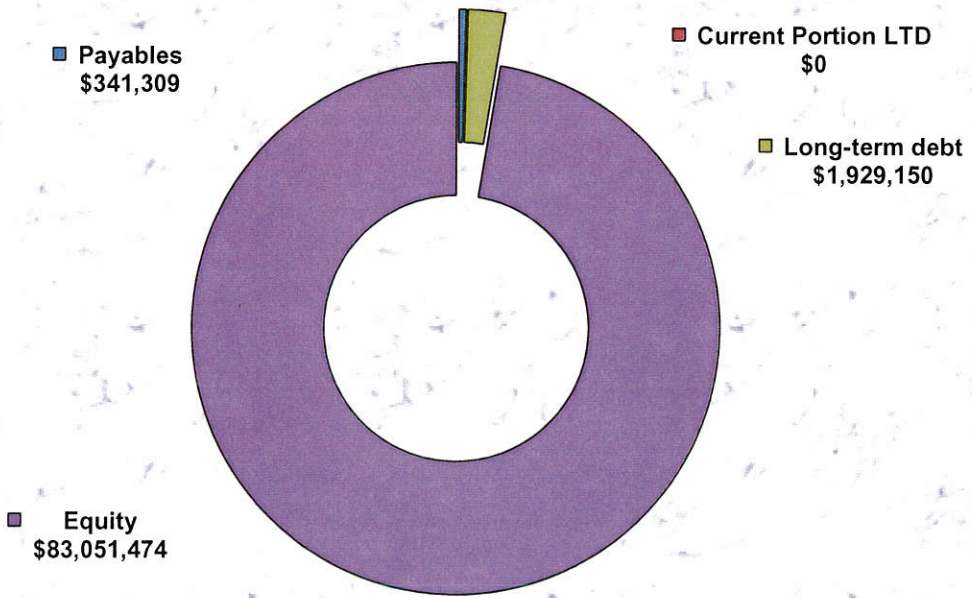
***Carmel Area Wastewater District***  
***Budgeted Income Stmt.-Brine Disposal***  
*Year-to-Date Variance, May 2019 - current month, Consolidated by*  
*account, Department 10*

	<i>11 Months Ended May 31, 2019</i>	<i>11 Months Ended May 31, 2019 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	99,290.06	0.00	99,290.06	
TOTAL Income	<u>99,290.06</u>	<u>0.00</u>	<u>99,290.06</u>	
*****	<u>99,290.06</u>	<u>0.00</u>	<u>99,290.06</u>	
***** OPERATING INCOME	<u>99,290.06</u>	<u>0.00</u>	<u>99,290.06</u>	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,271.51	0.00	(2,271.51)	
Payroll taxes	175.34	0.00	(175.34)	
TOTAL Salaries and Payroll Taxes	<u>2,446.85</u>	<u>0.00</u>	<u>(2,446.85)</u>	
Operating Supplies				
Operating Supplies	772.65	0.00	(772.65)	
TOTAL Operating Supplies	<u>772.65</u>	<u>0.00</u>	<u>(772.65)</u>	
Repairs and Maintenance				
Repairs and Maintenance	1,113.45	0.00	(1,113.45)	
TOTAL Repairs and Maintenance	<u>1,113.45</u>	<u>0.00</u>	<u>(1,113.45)</u>	
TOTAL Operating Expenses	<u>4,332.95</u>	<u>0.00</u>	<u>(4,332.95)</u>	
***** OPERATING INCOME (LOSS)	<u>94,957.11</u>	<u>0.00</u>	<u>94,957.11</u>	
***** NET INCOME (LOSS)	<u>94,957.11</u>	<u>0.00</u>	<u>94,957.11</u>	
***** NET INCOME (LOSS)	<u>94,957.11</u>	<u>0.00</u>	<u>94,957.11</u>	

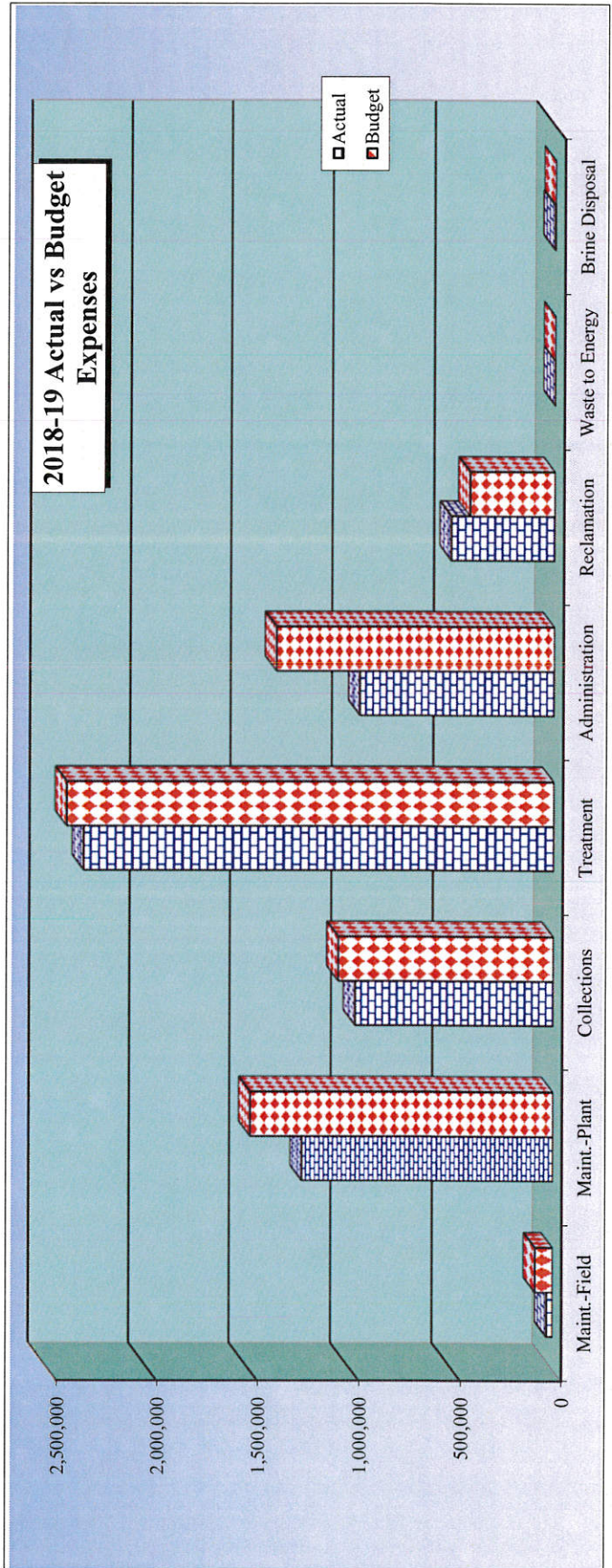
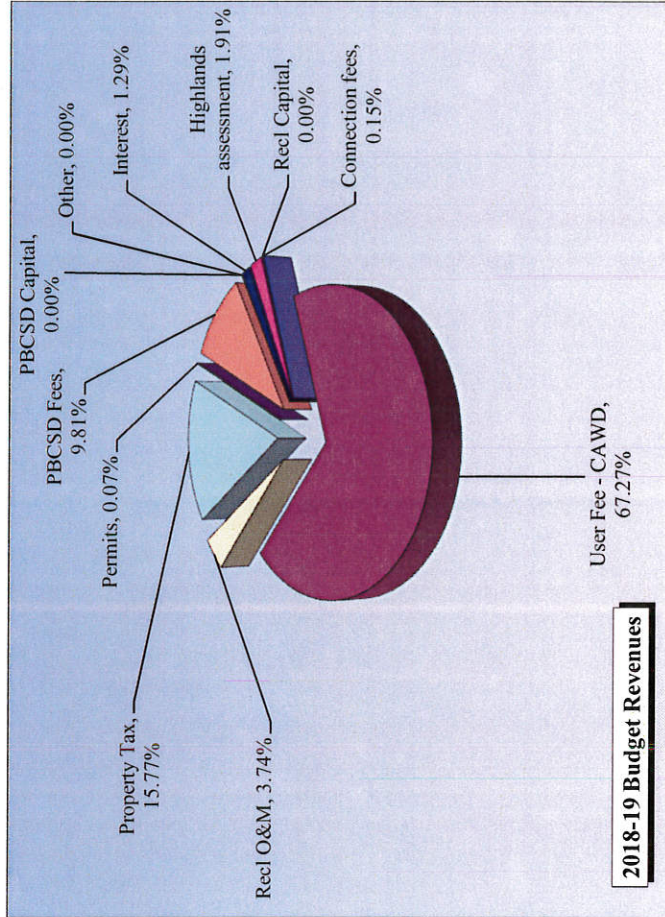
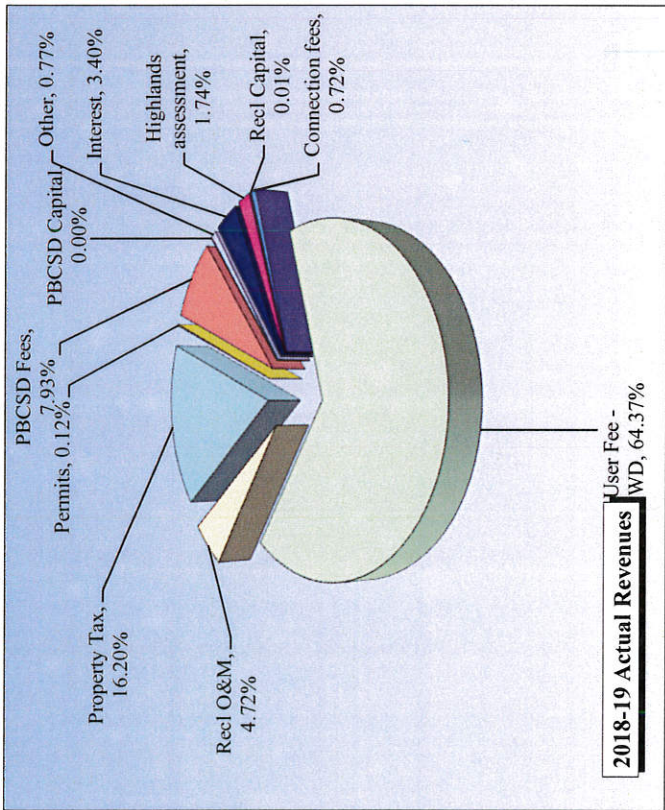
**Assets - May 31, 2019**



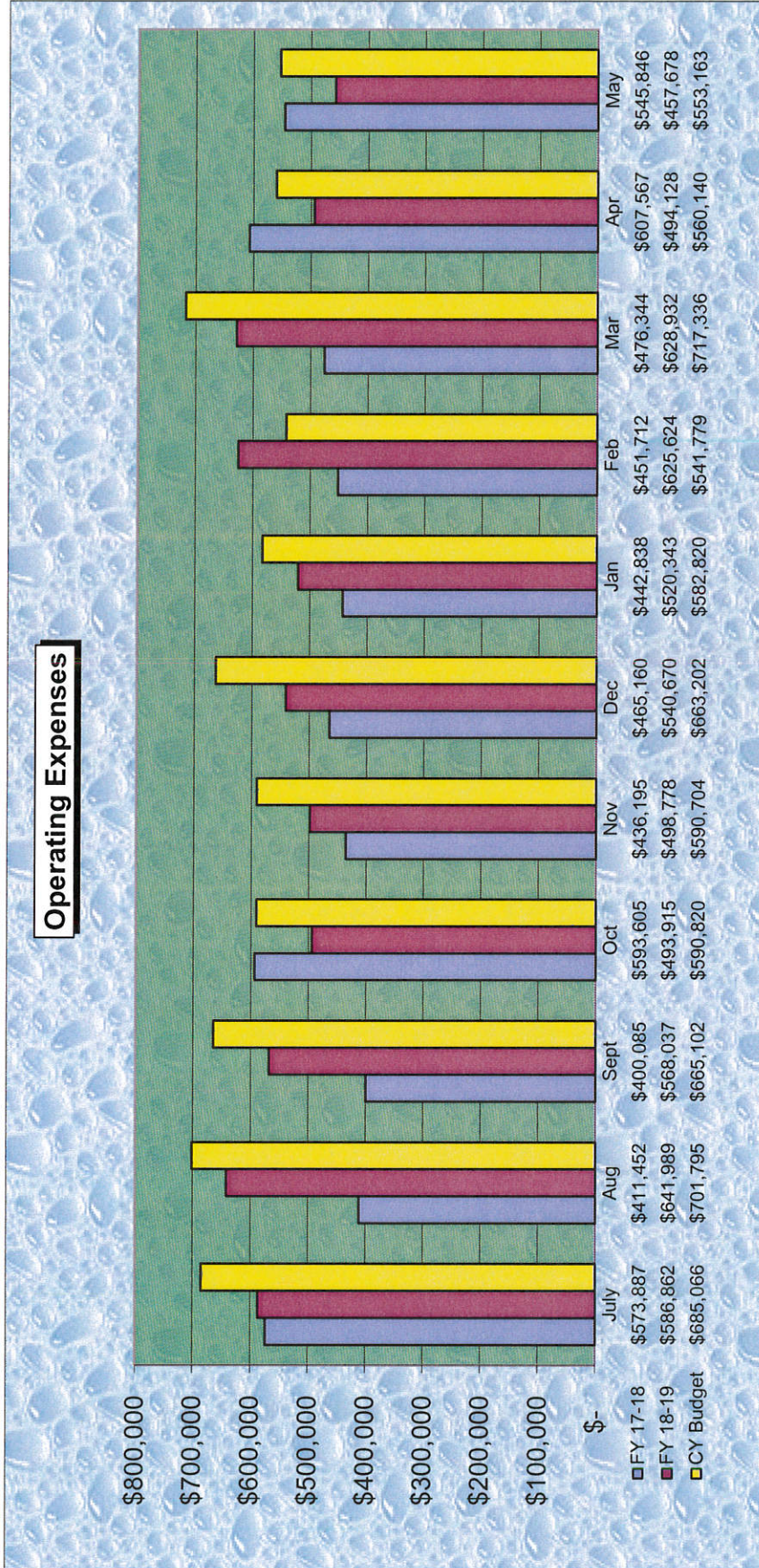
**Liabilities - May 31, 2019**







### Operating Expenses



**Carmel Area Wastewater District  
Capital Expenditures  
2018-19**

	BEG BAL	MAY	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CAPITAL PURCHASES</u></b>						
<b><u>Admin</u></b>						
Mobile trailer HR office-unbudgeted		0	16,735	16,735	0	NA
		0	0	0	0	NA
<b><u>Collections</u></b>						
Highlands muffin monster-unbudgeted		0	12,554	12,554	0	NA
		0	0	0	0	NA
<b><u>Treatment</u></b>						
Mainsaver Purchasing Model and Connect-(RECL 33.33%)		0	57,662	57,662	40,000	144.15%
Secondary Clarifier wiper/blade rehab		0	10,770	10,770	0	NA
SCADA Historian-(RECL 50%)		880	7,388	7,388	20,000	36.94%
		0	0	0	0	NA
RECL share		(440)	(22,913)	(22,913)	(13,332)	171.86%
PBCSD share (1/3 of cost)		(147)	(17,636)	(17,636)	0	NA
	<b>293</b>	<b>64,560</b>	<b>64,560</b>	<b>64,560</b>	<b>46,668</b>	<b>NA</b>

**Total Capital Purchases 18-19**

**Carmel Area Wastewater District  
Capital Expenditures  
2018-19**

	BEG BAL	MAY	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	182,581	0	14,977	197,558	0	NA
Construction of new Gravity Sewer Line-Carmel Meadows	117,152	5,728	5,728	122,880	0	NA
Hatton Canyon Trail	169,355	8,179	60,978	230,333	0	NA
Pump Stations-SCADA	0	0	59,648	59,648	300,000	19.88%
<b><u>Treatment</u></b>						
Study SCADA, PLC, and Communication Systems (RECL 50%)	370,965	3,301	4,074	375,039	0	NA
Waste Gas Burner	563,717	0	1,363	565,080	7,736	17.62%
SBS Tank Rehab (Brine Disposal)	3,443	0	7,890	11,333	0	NA
Aeration Basin #5 Baffle	0	23,755	29,836	29,836	30,000	99.45%
Aeration Basin #6 Baffle	0	23,755	26,180	26,180	30,000	87.27%
RECL share		(1,651)	(2,037)	(187,520)	0	NA
PBCSD share (1/3 of cost)		(16,387)	(19,805)	(273,316)	(22,579)	87.71%
<b>Total CIP Projects 18-19</b>	<b>1,407,213</b>	<b>46,680</b>	<b>188,831</b>	<b>1,157,051</b>	<b>345,157</b>	<b>NA</b>

**Carmel Area Wastewater District  
Capital Expenditures  
2018-19**

	BEG BAL	MAY	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>LONG TERM CIP PROJECTS</u></b>						
<b>Treatment</b>						
Electrical Upgrade	157,042	0	0	157,042	0	NA
Standby blower replacement	932,876	0	2,325	935,201	13,195	17.62%
Storm water improvements	562,669	0	1,324	563,993	7,517	17.62%
Thickener (RECL 50%)	942,381	0	2,272	944,652	12,894	17.62%
Hypo/SBS (RECL 40%)	2,930,043	0	8,053	2,938,095	45,704	17.62%
Portable RAS pumping	1,118,978	0	3,180	1,122,158	18,051	17.62%
Digester firm capacity Improvements	5,340,025	0	15,907	5,355,932	90,283	17.62%
#1 Water improvements	377,108	0	831	377,939	4,718	17.62%
#3 Water system improvements	323,065	0	435	323,500	2,469	17.62%
Dewatering	1,278,111	0	3,026	1,281,137	17,173	17.62%
Standby & main power improvements	3,435,491	0	9,619	3,445,109	54,592	17.62%
Perimeter Fencing	0	0	3,000	3,000	50,000	6.00%
Outfall Crossing rehabilitation	229,365	0	61,136	290,501	0	NA
Microturbine/Gas Conditioning System	400	0	1,010	1,410	0	NA
Secondary Clarifier #1 Rehab	0	2,116	78,347	78,347	250,000	31.34%
Microturbine	161,807	0	13,300	175,106	0	NA
Mainsaver Inventory Module (RECL 33%)	13,400	0	6,179	19,579	0	NA
SCADA Network Phase II PLC equipment	0	0	254,071	254,071	150,000	169.38%
WWTP Phase II Design	0	0	458,417	458,417	874,985	52.39%
Dewatering Elevator/Fall Safe Hatch	0	0	17,473	17,473	25,000	69.89%
RECL share		0	(6,417)	(1,654,091)	(24,729)	25.95%
PBCSD share (1/3 of cost)		(705)	(311,162)	(5,696,191)	(530,617)	58.64%
<b>Total Long Term CIP Projects 18-19</b>	<b>17,802,761</b>	<b>1,411</b>	<b>622,324</b>	<b>11,392,382</b>	<b>1,061,235</b>	<b>NA</b>
Total Capital (net of RECL and PBCSD)	19,209,974	48,384	875,715	12,613,992	1,453,060	NA



# STAFF REPORT



TO: Board of Directors  
 FROM: Daryl Lauer, Collection Superintendent  
 DATE: June 27, 2019  
 SUBJECT: Monthly Report – May

## RECOMMENDATION

Receive Report- Informational only; no action required.

### Permits Issued

Sewer Lateral Permits issued in May .....	15
Total Fees.....	\$ 2,340.00

### Maintenance

Attached is a map of the locations cleaned in past three months. There was 1,663 feet of Closed-Circuit Television (CCTV) sewer line inspections during the month of May.

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
March	32,789 ft.	7.97%	6 – 12 inches
April	45,753 ft.	11.13%	6 – 10 inches
May	48,124 ft.	11.70%	6 – 12 inches

**Construction Activities**

None

**General Comments**

Staff attended a four-day Advanced Electrical Trouble Shooting class in May.

**Service Calls Responded to by Crew**

<b>Date</b>	<b>Time</b>	<b>Callout</b>	<b>Resolution</b>
5/1/19	10:13 AM	Lateral Overflow	Called by homeowner for a lateral spill, owner advised to call their plumber.
5/8/19	1:34 PM	Noise coming from internal plumbing of home	Homeowner heard noise in plumbing that was caused by District cleaning the main sewer line. Informed homeowner that the noise was a by-product of sewer line maintenance.
5/21/19	8:00 AM	Odor from pooled water	Called by homeowner for odor of pooled water in front yard. Staff dyed tested the surrounding sewer and found no leaks. Informed homeowner that could be caused from late season rains.
5/28/19	10:27 AM	Lateral Sewer Relief Valve (SRV) locate	Received a call from homeowner requesting SRV locate. Staff located the SRV and informed homeowner of the location.

USA Location Requests – 121

Plumbing permit inspections – 20

**FUNDING**

N/A

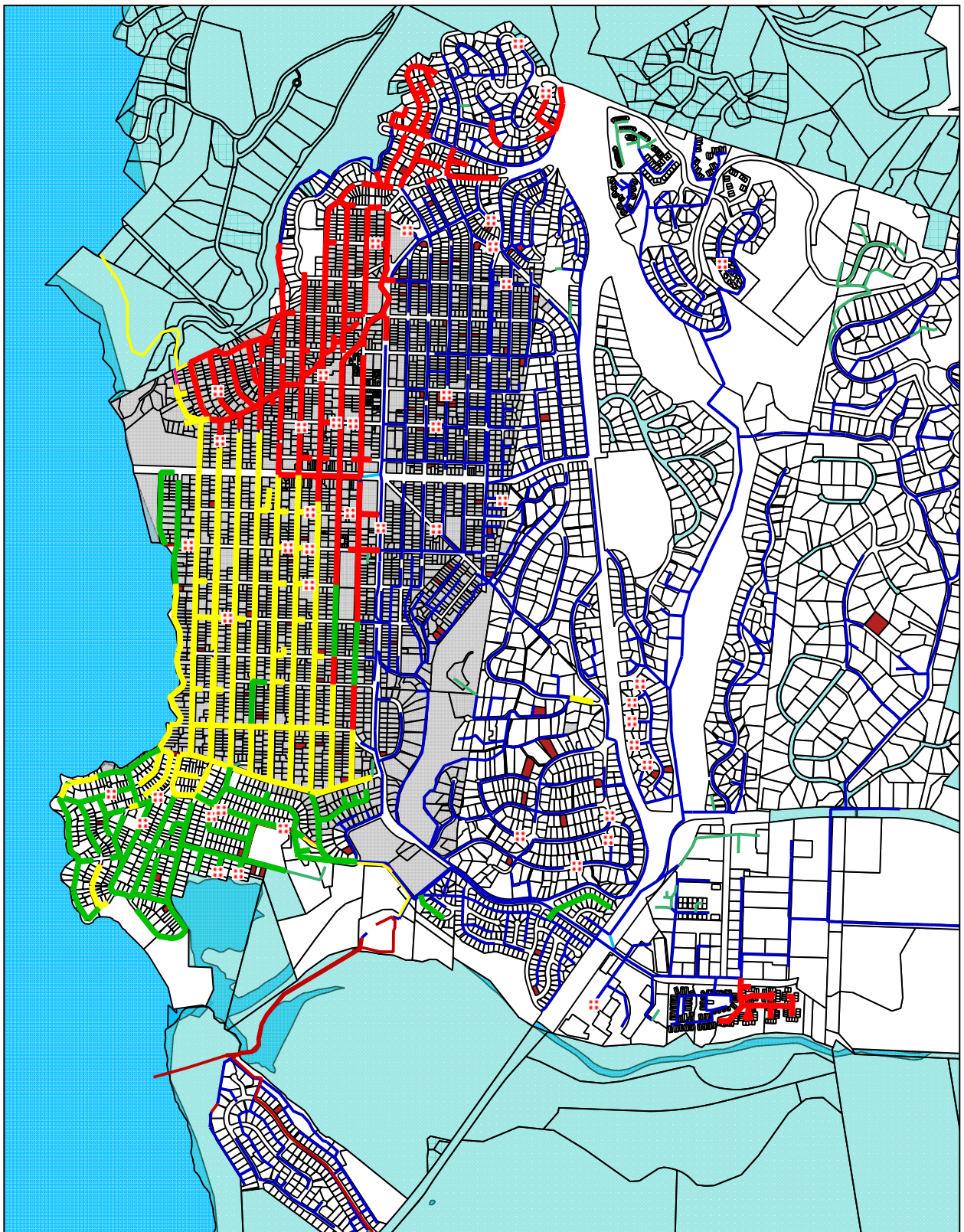


March (Green) - 32,789 feet

April (Yellow) - 45,753 feet

May (Red) - 48,124 feet

Monthly Cleaning Map - May 2019



RedZone<sup>®</sup>  
ROBOTICS

6/6/2019



# STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and  
Regulatory Compliance Administrator

Date: June 27, 2019

Subject: Monthly Report for May 2019



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### **Safety & Training**

May 2- Tailgate training. Chris Foley, Maintenance Superintendent, gave a presentation on internet security. The previous week a few employees had received “phishing” emails. While CAWD’s security was not breached it highlighted that the threats are real and ongoing. Chris shared resources available to aid in determining whether an email is real or not and the best procedures to use if the user is unsure.

May 8- Tailgate training. Chris Foley, Maintenance Superintendent, gave a presentation on defensive driving. With the upcoming tourist season and large summer events each year it is important to plan for congested streets and visitors who do not know the local roadways. It will be important to watch for pedestrians especially in Carmel-by-the Sea. Collections crews will try to minimize driving larger vehicles in town and Pebble Beach during the U.S. Open.

May 15- Tailgate training. Mark Dias, Safety/Compliance Administrator (S/C Admin Dias), presented on the draft update to CAWD’s Fire Prevention Policy and sought input from staff. Key updates included incorporating the Hot Work permit process into the Policy and clarifying when air monitoring would be needed. Staff suggested improvements including fire prevention by collections crews in the field. Comments will be incorporated into the final version.

May 22- Tailgate training. S/C Admin Dias gave a presentation on the new fall restraint gear now available for use. *Please see Ongoing Safety Improvement item below for details.*

May 29- Tailgate training. S/C Admin Dias gave a presentation on the annual review of the Confined Space Entry permits. CAWD's Confined Space Policy was completely overhauled in May 2017, however the previous safety officer departed shortly after its release. This was the first systematic review of the permits issued using the new permit forms and the new policy. Sixty-five permits were reviewed against 21 categories. Eighteen categories rated very highly and three were identified for improvement. It was emphasized that the new policy directs staff to fill out a separate Rescue Plan Analysis (RPA) form. While an RPA is not required by law, it is part of the new policy and directs the entry supervisor to pre-plan and stage equipment for a possible rescue of an entrant.

### **Ongoing Safety Improvements**

During May Maintenance Superintendent Foley and S/C Admin Dias continued to implement safety improvements and seek input from the operations crew and the Safety Committee. Many of the physical safety improvements are projects extending over weeks or months. Activities in May included:

- Respiratory Safety – gas levels at the Calle La Cruz lift station (Ribera Road).  
**Background;** As described in previous reports, this lift station receives wastewater from the Carmel Highlands. The longer travel-time allows the anaerobic generation of dangerous hydrogen sulfide gas. Gas levels were high enough to warrant locking the hatch and preventing access until the gas could be mitigated. Four options were identified and are being tried in order of increasing cost. The first two options proved ineffective. The third option, dosing liquid calcium nitrate, was started in December and showed significant improvement. The dosage rate was increased in January/February. The results showed some additional improvement but did not fall in proportion to the dosage increase. **Update;** As described in last month's report, the dosage at the Highlands lift station was increased in May to three times the initial dosage. The gas levels decreased only marginally. Therefore, Collections staff now suspects that the remaining gas is being generated from Pt. Lobos State Parks. This is a second effluent stream pumped separately to Ribera Road. Collections staff plans to construct and install a second dosing system at Pt. Lobos. Once installed and functional, gas measurements will be reported. Monthly tracking continuing.
- Bulk aqueous ammonia system repairs. **Background;** as described in previous reports, CAWD receives bulk deliveries of 19% aqueous ammonia approximately once per month. The bulk tank is located outdoors on the south side of the tertiary building with permanent secondary containment. Newly implemented gas monitoring equipment showed that ammonia vapors are escaping out of the tank lid during the filling process. Operations staff have consistently been required to wear

respirators during deliveries. Until the system is improved, an Interim Operating Procedure (IOP) has been promulgated and deliveries are overseen by the Safety Officer. Per the IOP staff are now required to remotely monitor the tank level at a safe distance using the wireless SCADA system rather than stand near the tank during filling. CAWD staff intends to retrofit the piping and venting components rather than purchasing a replacement system. A pressure gauge was installed to determine the pressures generated during filling. The pressures were monitored during a delivery and showed that the tank lid essentially held zero pressure and ammonia levels were very high around the lid. A new, non-vented lid was installed in March. The pressure was monitored during a delivery and the system did not hold pressure. The lid sealant material was the suspected cause. **Update:** Staff used "sulphur sticks" to confirm the lid is the source of the leak and to rule out other leak locations. These simple sulfur-embedded sticks burn clear but give an immediate visual indicator (white vapor) in the presence of ammonia. The sticks confirmed both the lid and the pressure gauge are leaking. Better sealant and a new gauge are on order. Once the system can be sealed, internal pressures will be documented during filling. The plant engineer will use this data to calculate specifications to retrofit the piping, connections and relief valves. Monthly tracking continuing.

- New Item- Implementation of new fall restraint equipment. **Background:** CAWD staff have consistently used fall-arrest equipment for many years. Fall "arrest" equipment is designed to stop a person after they are already falling. In contrast, fall "restraint" equipment prevents (preempts) the person from ever getting within two feet of the fall hazard. Fall restraint is most important for the attendants and assistants working above the hazard (e.g., leading edges, open vaults, manholes, etc.). It was noted that past fall restraint practices were often improvised and a dedicated set of fall restraint gear was not stored in one consistent location. **Update:** Four types of fall restraint equipment were ordered and are now in use. (1) New body restraint belts. These belts are much easier and faster to put on than a full body harness. (2) Adjustable lanyards and anchor straps. These adjustable nylon straps are tied off to anchor points and then are adjusted to the exact length needed for each particular fall hazard. (3) Three sets of portable guardrail systems. These systems are placed around openings or leading edges and passively protect the workers as well as any observers checking on the work. (4) Portable and reusable concrete anchor points. These small devices expand on technology in use by rock climbers. CAWD staff can now simply drill a 3/4" inch wide and 3" deep hole in concrete and slip in the device. The device works in floors, walls and ceilings. When the anchor point is no longer needed the device is released and slides back out for use at another location. In less than two minutes, staff can create a 5,000 lb. anchor point whenever the need arises. This allows for tremendous flexibility given all the concrete structures at the plant and lift stations. All of the equipment described above meets ANSI and CalOSHA standards. **Item closed.**

**Tours and Outreach**

There were no tours in May. A tour of MPC science students is scheduled in June.

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

There were no worker's comp injuries/claims in May. There was one first aid incident where an employee sustained a cut/bruise to the skin of his shoulder while working overhead with a pipe wrench which slipped out of grasp. The cut was cleaned, bandaged and the employee returned to work without further complications. The updated matrix is below.

	<b>Work Related Injuries and Illnesses for 2018 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>	1	4	0	0	0

**FUNDING**

N/A- Informational item only

## Wastewater Treatment Facility Operations Report

Report for: May 2019	HYDRAULIC LOADINGS					2019 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	25.428	0.820	0.727	1.111	64.344	152.22	466.92
PBCSD Flow	14.091	0.455	0.366	0.651	35.656	89.56	274.73
<b>Total Plant Flow</b>	<b>39.519</b>	<b>1.275</b>	<b>1.093</b>	<b>1.762</b>	<b>100.00</b>	<b>241.78</b>	<b>741.65</b>
Tertiary Flow	29.806	0.961	0.209	1.373	75.422	99.04	303.79
Ocean Discharge	7.753	0.250	0.084	1.647	19.618	152.46	467.67
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

### TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2019)	99.04MG (303.95acre-ft.)
Total Lifetime Reclamation Production (94-19)	8.01 BG (24.59 B acre-ft.)
12 Month Rolling Total Reclamation Production	306.97 MG (942.08 acre-ft.)

### ELECTRICAL COSTS

Monthly Totals	May '19 kWh	Price per kWh	May'19	Apr'19	Mar'19	Feb'19
Secondary	144,776.00	\$ 0.164	\$ 23,692.08	\$ 20,378.22	\$ 20,620.81	\$ 21,715.86
Blowers	47,406.32	\$ 0.179	\$ 8,501.44	\$ 7,660.09	\$ 6,406.28	\$ 6,014.36
<b>CAWD Total</b>	<b>192,182.32</b>		<b>\$ 32,193.52</b>	<b>\$ 28,038.31</b>	<b>\$ 27,027.09</b>	<b>\$ 27,730.22</b>
Tertiary	93,201.48	\$ 0.168	\$ 18,248.09	\$ 9,247.47	\$ 2,064.83	\$ 9,880.24
MF/RO	102,744.00	\$ 0.196	\$ 21,568.26	\$ 18,985.21	\$ 1,689.48	\$ 7,268.91
<b>Reclaim Total</b>	<b>195,945.48</b>		<b>\$ 39,816.35</b>	<b>\$ 28,232.68</b>	<b>\$ 3,754.31</b>	<b>\$ 17,149.15</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 23,369.31</b>	<b>Reclamation Total</b>		<b>\$ 48,640.56</b>

### kW-h Per Acre Foot

	2018				2019			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1770.27	1692.20	1678.08	1883.03	1174.96	N/A	N/A	N/A
Reclamation	1780.18	2260.45	2164.89	2254.65	2344.93	N/A	N/A	N/A

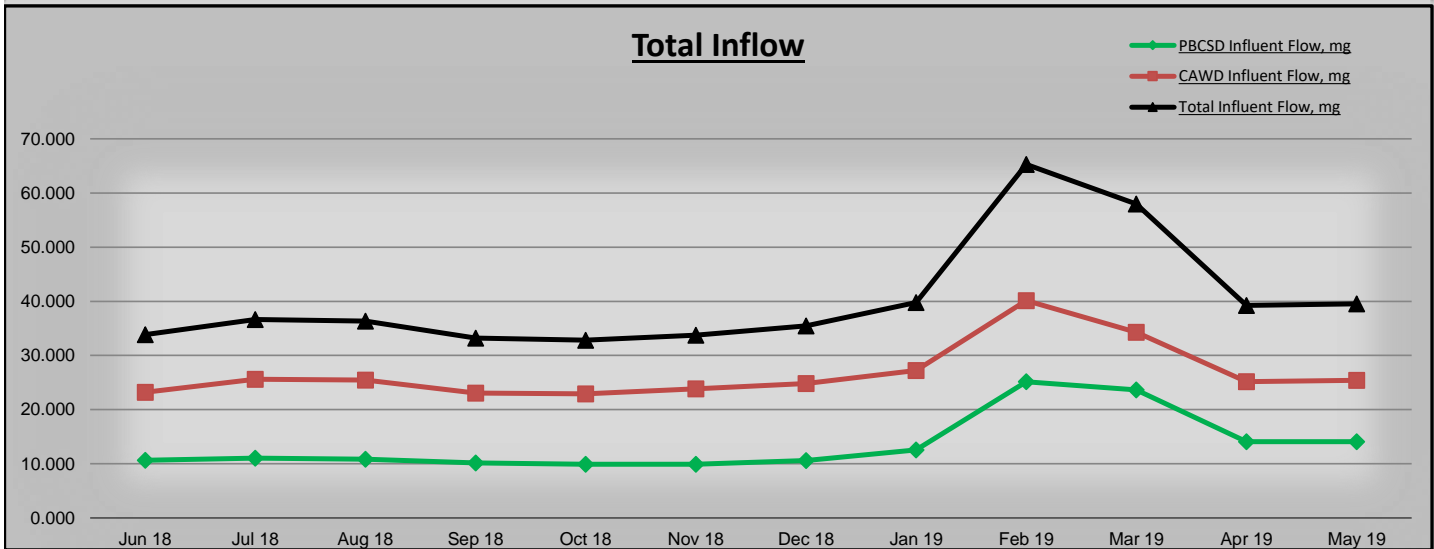
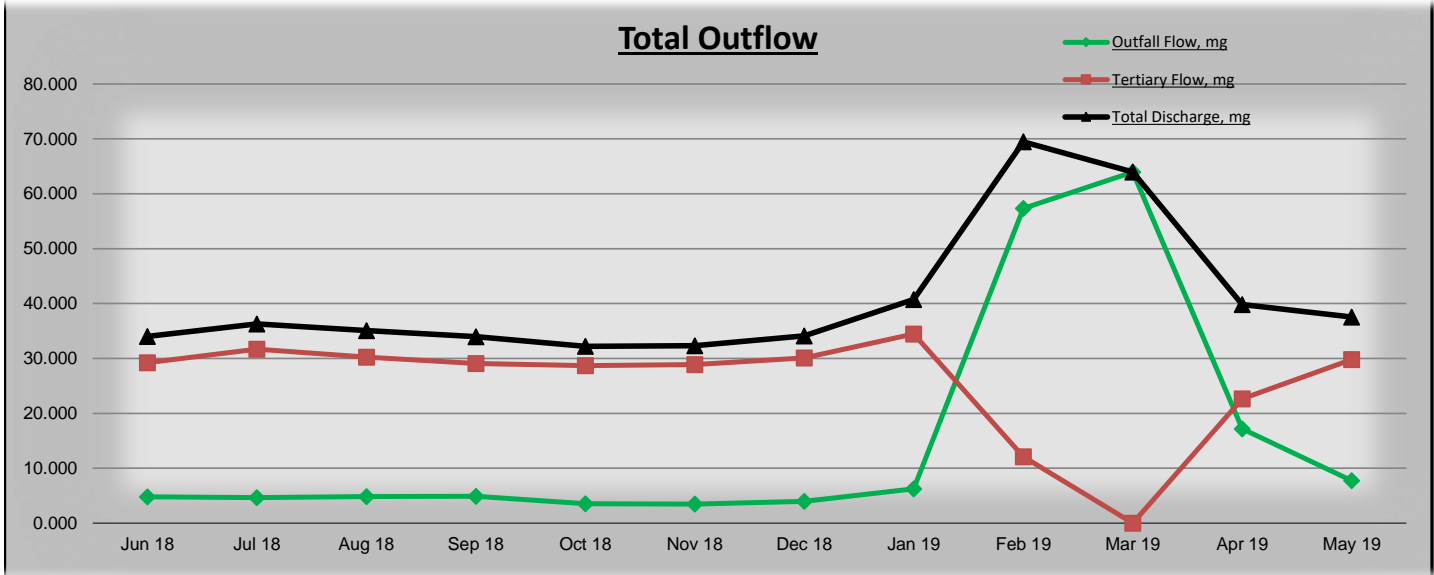
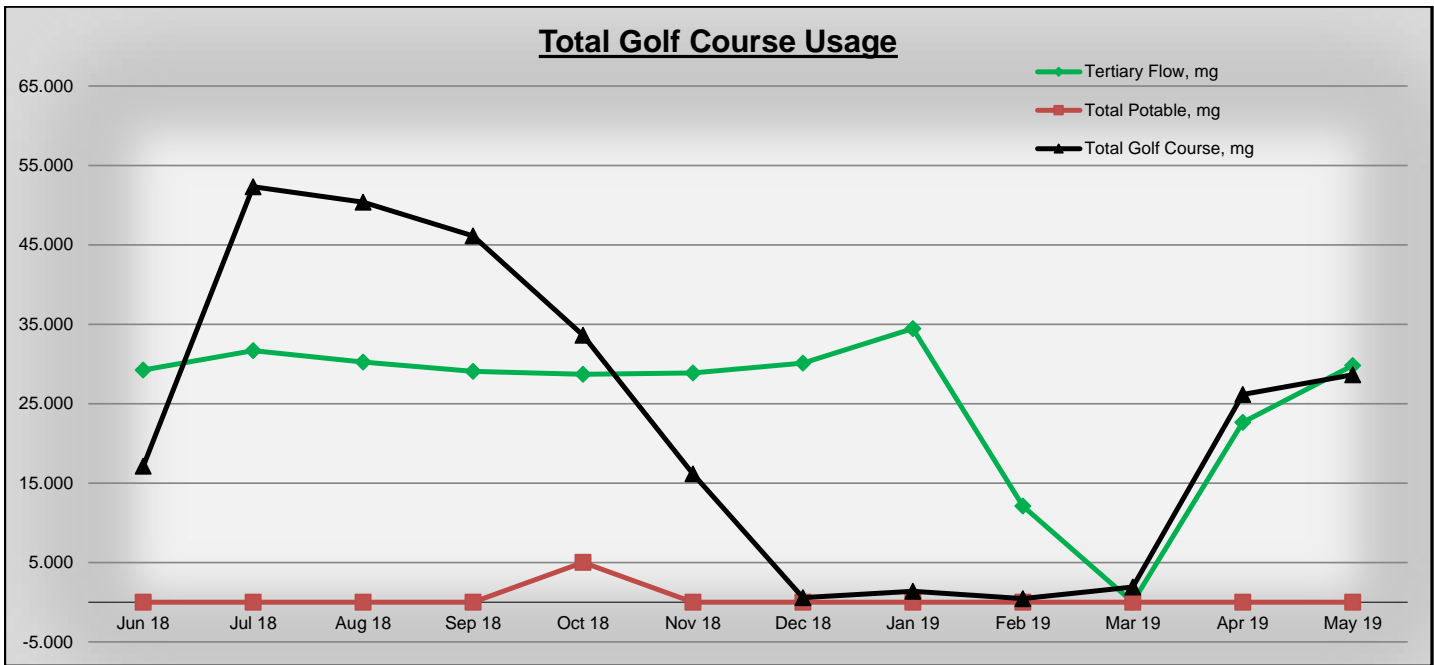
### MICROTURBINE SUMMARY

Month	May '19 kWh	Apr'19	Mar'19	Feb'19	Accumulated Totals
Production, kWh	0 (2)	0	0	0	703,885.00

### 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) Micro Turbine system off-line the month of May due to equipment malfunction



# Wastewater Treatment Facility Operations Report (Amended)

Report for: April 2019	HYDRAULIC LOADINGS					2019 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	25.143	1.308	1.166	1.457	64.083	126.79	388.92
PBCSD Flow	14.092	0.470	0.408	0.568	35.917	75.47	231.50
<b>Total Plant Flow</b>	<b>39.235</b>	<b>1.308</b>	<b>1.166</b>	<b>1.457</b>	<b>100.00</b>	<b>202.26</b>	<b>620.42</b>
Tertiary Flow	22.654	0.755	0.000	1.174	57.739	69.23	212.37
Ocean Discharge	17.158	0.572	0.122	1.667	43.731	144.71	443.89
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY	
Total Annual Reclamation Production (2019)	69.23MG (212.47acre-ft.)
Total Lifetime Reclamation Production (94-19)	7.98 BG (24.50 B acre-ft.)
12 Month Rolling Total Reclamation Production	309.19 MG (948.90 acre-ft.)

ELECTRICAL COSTS						
Monthly Totals	Apr '19 kWh	Price per kWh	Apr'19	Mar'19	Feb'19	Jan'19
Secondary	144,516.00	\$ 0.141	\$ 20,378.22	\$ 20,620.81	\$ 21,715.86	\$ 19,162.99
Blowers	50,011.92	\$ 0.153	\$ 7,660.09	\$ 6,406.28	\$ 6,014.36	\$ 6,251.31
<b>CAWD Total</b>	<b>194,527.92</b>		<b>\$ 28,038.31</b>	<b>\$ 27,027.09</b>	<b>\$ 27,730.22</b>	<b>\$ 25,414.30</b>
Tertiary	54,990.20	\$ 0.144	\$ 9,247.47	\$ 2,064.83	\$ 9,880.24	\$ 12,687.06
MF/RO	110,877.00	\$ 0.168	\$ 18,985.21	\$ 1,689.48	\$ 7,268.91	\$ 20,346.02
<b>Reclaim Total</b>	<b>165,867.20</b>		<b>\$ 28,232.68</b>	<b>\$ 3,754.31</b>	<b>\$ 17,149.15</b>	<b>\$ 33,033.08</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 20,485.65</b>	<b>Reclamation Total</b>		<b>\$ 35,785.34</b>

kW-h Per Acre Foot								
	2018				2019			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1770.27	1692.20	1678.08	1883.03	1174.96	N/A	N/A	N/A
Reclamation	1780.18	2260.45	2164.89	2254.65	2344.93	N/A	N/A	N/A

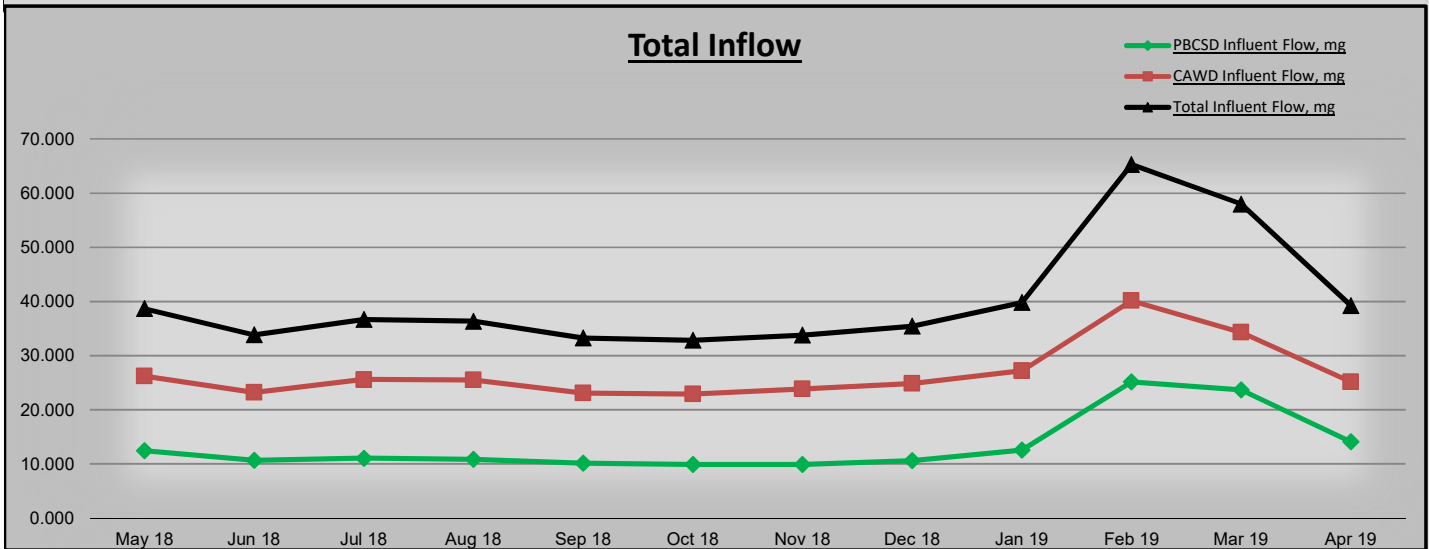
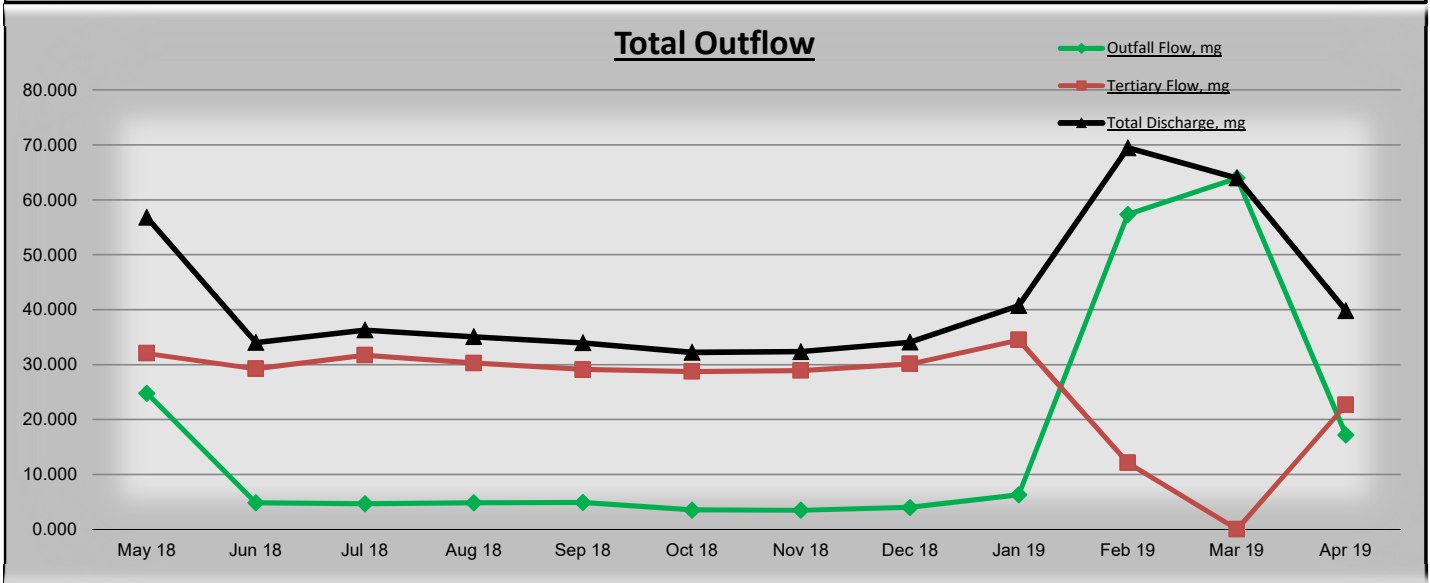
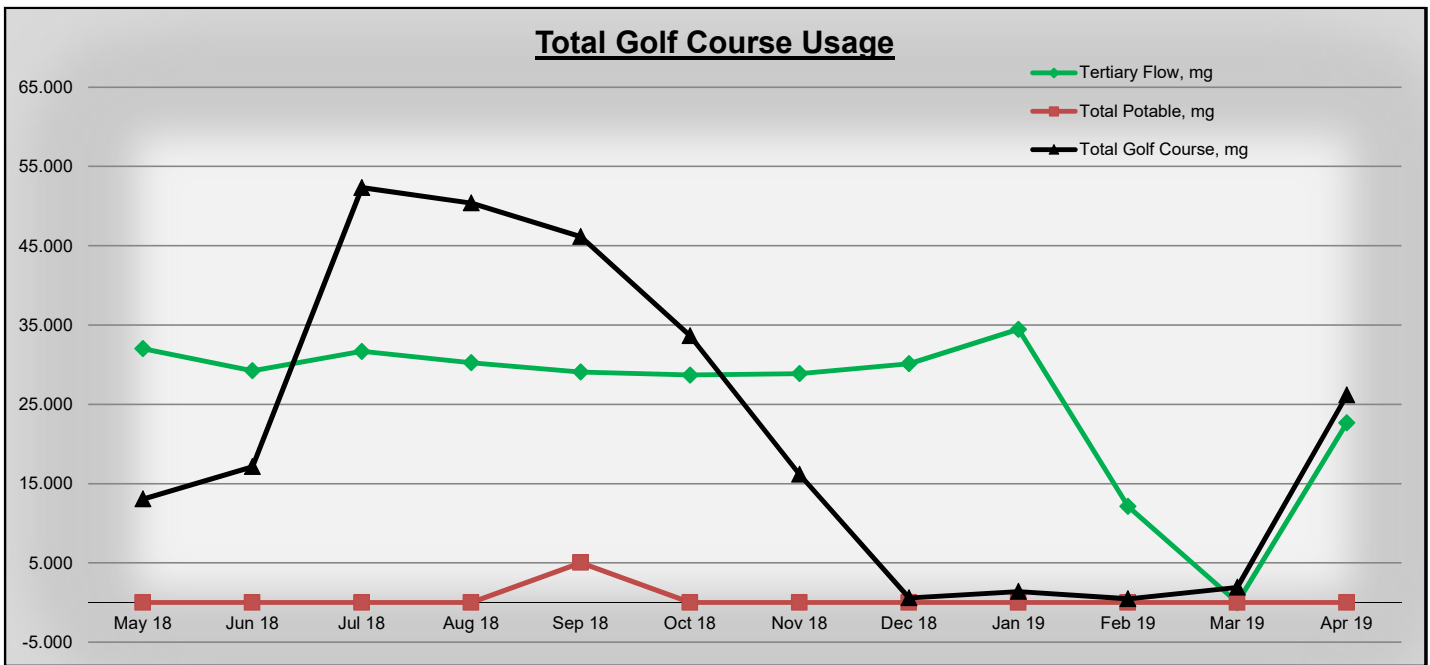
MICROTURBINE SUMMARY					
Month	Apr '19 kWh	Mar'19	Feb'19	Jan'19	Accumulated Totals
Production,kWh	0 (2)	0	0	0	703,885.00

**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) Micro Turbine system off-line the month of April due to equipment malfunction





# Wastewater Treatment Facility Operations Report

Report for: March 2019	HYDRAULIC LOADINGS					2019 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	34.308	1.107	0.956	1.350	59.183	101.65	311.79
PBCSD Flow	23.661	0.763	0.549	1.093	40.817	61.38	188.28
<b>Total Plant Flow</b>	<b>57.969</b>	<b>1.870</b>	<b>1.505</b>	<b>2.443</b>	<b>100.00</b>	<b>163.02</b>	<b>500.07</b>
Tertiary Flow	0.000	0.000	0.000	0.000	0.000	46.58	142.88
Ocean Discharge	63.949	2.063	1.289	3.067	110.316	127.55	391.26
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY	
Total Annual Reclamation Production (2019)	46.58MG (142.95acre-ft.)
Total Lifetime Reclamation Production (94-19)	7.96 BG (24.43 B acre-ft.)
12 Month Rolling Total Reclamation Production	302.25 MG (927.62 acre-ft.)

ELECTRICAL COSTS						
Monthly Totals	Mar '19 kWh	Price per kWh	Mar'19	Feb'19	Jan'19	Dec '18
Secondary	150,233.00	\$ 0.137	\$ 20,620.81	\$ 21,715.86	\$ 19,162.99	\$ 20,442.26
Blowers	44,753.60	\$ 0.143	\$ 6,406.28	\$ 6,014.36	\$ 6,251.31	\$ 7,033.64
<b>CAWD Total</b>	<b>194,986.60</b>		<b>\$ 27,027.09</b>	<b>\$ 27,730.22</b>	<b>\$ 25,414.30</b>	<b>\$ 27,475.90</b>
Tertiary	12,003.52	\$ 0.139	\$ 2,064.83	\$ 9,880.24	\$ 12,687.06	\$ 10,296.25
MF/RO	4,953.00	\$ 0.172	\$ 1,689.48	\$ 7,268.91	\$ 20,346.02	\$ 21,161.35
<b>Reclaim Total</b>	<b>16,956.52</b>		<b>\$ 3,754.31</b>	<b>\$ 17,149.15</b>	<b>\$ 33,033.08</b>	<b>\$ 31,457.60</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 19,348.50</b>	<b>Reclamation Total</b>		<b>\$ 11,432.90</b>

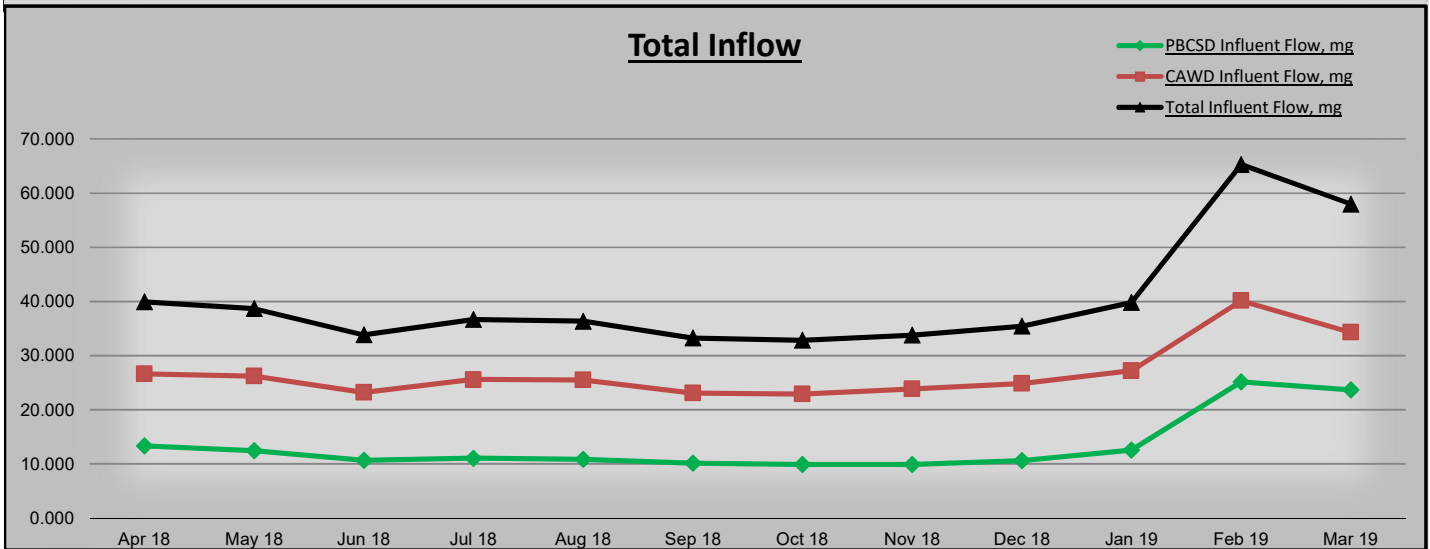
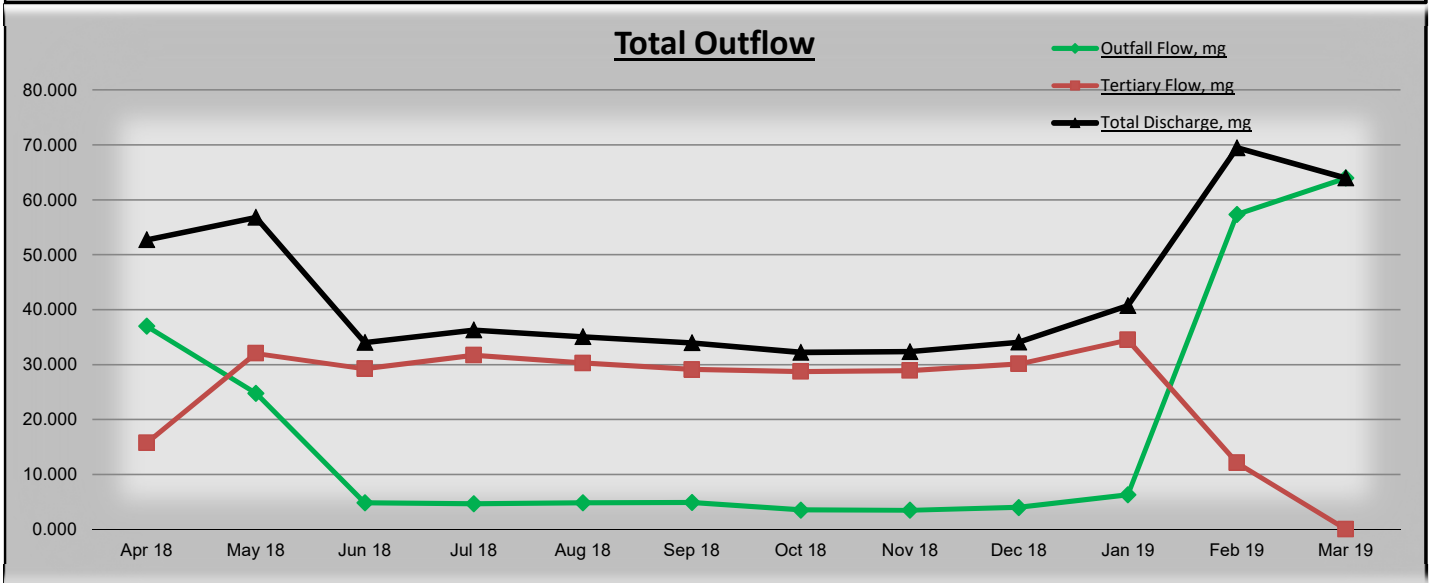
kW-h Per Acre Foot								
	2018				2019			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1770.27	1692.20	1678.08	1883.03	1174.96	N/A	N/A	N/A
Reclamation	1780.18	2260.45	2164.89	2254.65	2344.93	N/A	N/A	N/A

MICROTURBINE SUMMARY					
Month	Mar '19 kWh	Feb'19	Jan'19	Dec'18	Accumulated Totals
Production,kWh	0 (2)	0	0	0	703,885.00

**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) Micro Turbine system off-line the month of March due to equipment malfunction



# STAFF REPORT



To: Board of Directors

From: Ray De Ocampo  
Laboratory/Environmental Compliance  
Supervisor

Date: June 27, 2019

Subject: Monthly Report – May 2019

## RECOMMENDATION

Receive Report-Informational only; No action required

## DISCUSSION

### LABORATORY REPORT

- Laboratory staff is continuing the Headworks analysis project for plant operations. Lab ran extra samples on the Dissolved Air Flotation (DAFT) during the Clean in Place (CIP) cleaning of the Reverse Osmosis (RO) membranes.
- Tertiary system was shut down for evening hours and started back up in the morning, CAWD Final Effluent flow in the evening.
- On May 20, 2019, Operations started adding RE300 (Cerium Chloride) product to the Tertiary system. Pre and Post samplers will be started up to measure Phosphate and Total Suspended Solids.

### ENVIRONMENTAL COMPLIANCE REPORT

- Mr. De Ocampo received a phone call from Linda Bernett, owner of Katy's Place, the hole in their grease trap caused from rust. Katy's Place was issued a mechanical warning for the leaking grease trap. A&R Plumbing notified Mr. De Ocampo that a new grease trap is ordered. New grease trap was installed on May 23, 2019 and compliant.
- On May 16, 2019, Plant Superintendent Waggoner, Collections Superintendent Lauer, and Compliance Supervisor De Ocampo had a phone conference with the Protein Matrix representative on using their product on a trial study to test the break down of oil and grease in the collection system. The trial date is planned for July 2019.

**Restaurant Inspection Table**

<b>Restaurant</b>	<b>Compliant</b>	<b>Reason for Non-Compliance</b>	<b>Comments</b>
Carmel Bakery	Yes		Stormwater Inspection*, SC Inspection
Little Napoli	Yes		Stormwater Inspection*, SC Inspection
Vesuvio	Yes		Stormwater Inspection*, SC Inspection
Cultura	Yes		Stormwater Inspection*, SC Inspection
Etats Unis	Yes		Stormwater Inspection*, SC Inspection,
Villa Sombreros	Yes		Stormwater Inspection*, SC Inspection
IL Tegamino	Yes		Stormwater Inspection*, SC Inspection
Pescadero	Yes		Stormwater Inspection*, SC Inspection
Barmel	Yes		Stormwater Inspection*, SC Inspection
Dametra	Yes		Stormwater Inspection*, SC Inspection
Portabella Restaurant	Yes		Stormwater Inspection*, SC Inspection
Mediterranean Restaurant	Yes		Stormwater Inspection*, SC Inspection
Yafa	Yes		Stormwater Inspection*, SC Inspection.
Anton & Michel	Yes		Stormwater Inspection*, SC Inspection
Cypress Inn	Yes		Stormwater Inspection*, SC Inspection
The Cottage Restaurant	Yes		Stormwater Inspection*, SC Inspection
Hanagasa	Yes		Stormwater Inspection*, SC Inspection
Yeast of Eden	Yes		Stormwater Inspection*, SC Inspection
Coffee Bank	Yes		SC Inspection

Sade's Cocktails	Yes		Stormwater Inspection*
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\* denotes that City of Carmel Environmental Compliance Manager is reviewing inspection notes to see if follow up is needed.

**Grocery Store/Delicatessen Inspection Table**

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
No inspections			

**Restaurant Compliance Table**

Date	Maintenance	Mechanical
March 2019	100%	100%
April 2019	100%	100%
May 2019	100%	99%

**FUNDING**

N/A-Informational item only

ID	Project Number	Task Name	Manager	Start	Finish	Cost	2018		2019		2020		2021	
							H1	H2	H1	H2	H1	H2	H1	H2
0		Projects Implementation Plan Schedule												
1		Treatment Plant Projects												
2	18-01	Mech/Elec Rehab and Sludge Holding Tank Replacement Project	Treanor	Mon 4/30/18	Thu 11/4/21	\$8,875,000.00								
8	18-02	Ops Building Historian and Reporting	Foley	Mon 4/2/18	Sun 6/30/19	\$140,000.00								
12	18-03	CMMS Improvements	Foley	Wed 7/11/18	Fri 6/28/19	\$100,000.00								
15	18-10	Aeration Basin Improvements 18/19 (PARTIAL RECLAMATION)	Waggoner	Wed 6/27/18	Fri 6/21/19	\$100,000.00								
21	18-04	PLC Replacement Project (PARTIAL RECLAMATION)	Treanor/Foley	Fri 5/4/18	Tue 6/25/19	\$400,000.00								
26	18-09	Secondary Clarifier No. 1 Rehab	Waggoner	Thu 7/5/18	Tue 6/11/19	\$250,000.00								
30	18-05	PLC/SCADA Programming (PARTIAL RECLAMATION)	Foley	Mon 10/8/18	Tue 7/13/21	\$300,000.00								
41	18-08	Standby Power Reliability Project	Treanor	Mon 10/8/18	Fri 10/23/20	\$730,000.00								
47	18-07	Digester No. 1 & Old No. 2 Purging and Cleaning	Treanor/Young	Fri 3/15/19	Fri 3/6/20	\$150,000.00								
54	18-11	Microturbine Integration Project	Treanor/Foley	Tue 6/4/19	Tue 6/30/20	\$510,000.00								
59	19-01	Critical Process Onsite Flood Mitigations (PARTIAL RECLAMATION)	Treanor	Mon 7/1/19	Mon 6/29/20	\$100,000.00								
60		Aeration Basin Improvements 19/20	Waggoner	Mon 7/1/19	Thu 4/30/20	\$140,000.00								
63	19-10	1 Water Corrosion Control	Waggoner	Mon 7/1/19	Fri 6/12/20	\$30,000.00								
64		Cathodic Protection Testing	Treanor	Wed 7/3/19	Tue 6/30/20	\$30,000.00								
65	18-28	Perimeter Tree Plan and Implementation	Treanor	Mon 7/1/19	Tue 6/30/26	\$120,000.00								
66		Plant Fence Replacement	Treanor	Mon 12/2/19	Tue 7/20/21	\$150,000.00								
70		Effluent Building Wet Well Mixing	Waggoner	Mon 2/3/20	Tue 6/30/20	\$60,000.00								
71		Cart Charging and Parking	Foley	Mon 2/3/20	Fri 8/13/21	\$50,000.00								
72		Operations Bldg Basement Renovation	Waggoner	Mon 2/3/20	Tue 6/30/20	\$50,000.00								
73		Plant Paving, Vault Lids, Drainage	Treanor	Wed 7/1/20	Tue 3/29/22	\$0.00								
74		Chlorine Contact Pipe Gallery Repairs	Treanor	Fri 1/1/21	Mon 3/29/21	\$44,000.00								
77		Lagoon Crossing Rehabilitation	Treanor	Tue 2/1/22	Wed 6/1/22	\$300,000.00								
78		RAS Pump/Piping Rehab	Treanor	Tue 2/1/22	Wed 6/1/22	\$0.00								
79		Lunch Room MCC Replace with Panelboard	Foley	Wed 6/1/22	Thu 11/3/22	\$140,000.00								
82		Treatment Plant Studies & O&M Manuals	Treanor	Tue 4/3/18	Wed 7/24/24	\$1,205,000.00								
83	18-14	Sea Level Rise Study	Treanor	Tue 4/3/18	Tue 12/4/18	\$220,000.00								
84		Coastal Hazards Monitoring Plan	Treanor	Fri 11/1/19	Tue 9/1/20	\$35,000.00								
85		Life Expectancy Analysis	Treanor	Wed 9/2/20	Fri 7/2/21	\$35,000.00								
86		Online O&M Manual	Treanor	Wed 9/1/21	Wed 7/24/24	\$150,000.00								
87		Reclamation Projects												
88	18-24	Reclamation Sand Filter Integration Project	Waggoner	Wed 5/9/18	Sun 6/30/19	\$100,000.00								

ID	Project Number	Task Name	Manager	Start	Finish	Cost	2018		2019		2020		2021			
							H1	H2	H1	H2	H1	H2	H1	H2		
94	18-26	RO Pretreatment Acid Tanks and Containment	Treanor	Fri 6/8/18	Wed 5/13/20	\$415,000.00	RO Pretreatment Acid Tanks and Containment									
99	18-25	EQ Basin Pump Electrical	Foley	Mon 10/8/18	Sun 6/30/19	\$80,000.00	EQ Basin Pump Electrical									
100		MF/RO Sound Barriers	Treanor	Tue 10/1/19	Mon 3/2/20	\$35,000.00	MF/RO Sound Barriers									
101		Reclamation Line Cathodic Protection Testing	Treanor	Wed 7/1/20	Tue 12/1/20	\$25,000.00	Reclamation Line Cathodic Protection Testing									
102		Painting Project	Treanor	Wed 7/1/20	Tue 12/1/20	\$75,000.00	Painting Project									
103		Reclamation Studies	Treanor	Mon 7/1/19	Fri 5/29/20	\$35,000.00	Reclamation Studies									
105		Collections Projects					Collections Projects									
106	19-02	Ordinances (Pretreatment)	Lather	Fri 3/15/19	Sat 11/30/19	\$0.00	Ordinances (Pretreatment)									
107	18-16	Highlands H2S Control	Lauer	Mon 4/16/18	Fri 6/28/19	\$0.00	Highlands H2S Control									
109	18-17	Hatton Canyon Pipe Bursting and Road Maintenance	Lather	Wed 5/23/18	Wed 10/20/21	\$1,450,000.00	Hatton Canyon Pipe Bursting and Road Maintenance									
110	18-18	Pump Station PLC/SCADA Replacement	Foley/Lather	Wed 7/18/18	Thu 2/13/20	\$600,000.00	Pump Station PLC/SCADA Replacement									
111	19-03	Carmel Meadows Gravity Sewer Improvements	Lather	Fri 3/15/19	Wed 2/10/21	\$1,294,000.00	Carmel Meadows Gravity Sewer Improvements									
112		Monte Verde at 2nd Ave Sewer Replacement	Lather	Thu 5/30/19	Thu 11/7/19	\$150,000.00	Monte Verde at 2nd Ave Sewer Replacement									
113	19-07	Rio Road CIPP Lining Project	Lather	Mon 7/1/19	Fri 8/28/20	\$1,340,000.00	Rio Road CIPP Lining Project									
114	18-27	Highlands FM ARVs	Lauer	Thu 8/1/19	Thu 11/14/19	\$60,000.00	Highlands FM ARVs									
115		Highlands FM Flushing	Lauer	Tue 10/1/19	Mon 1/13/20	\$75,000.00	Highlands FM Flushing									
119	18-29	September Ranch Water and Sewer	Lather	Fri 3/1/19	Fri 7/30/21	\$0.00	September Ranch Water and Sewer									
123		Upper Rancho Canada Upsize Line	Lather	Wed 11/6/19	Tue 6/11/24	\$1,500,000.00	Upper Rancho Canada									
124		Rancho Canada New Development Line	Lather	Wed 11/6/19	Tue 6/11/24	\$1,500,000.00	Rancho Canada									
125		Assessment Districts/Annexations	Lather	Tue 7/3/18	Wed 9/30/20	\$55,000.00	Assessment Districts/Annexations									
126	19-09	2019 Mass Annexation	Lather	Fri 3/15/19	Mon 1/6/20	\$0.00	2019 Mass Annexation									
127	18-21	Corona Road Assessment District	Lather	Thu 8/2/18	Mon 1/6/20	\$0.00	Corona Road Assessment District									
128	19-05	Riley Ranch Annexation/Connection	Lather	Thu 8/2/18	Mon 1/6/20	\$0.00	Riley Ranch Annexation/Connection									
129	19-08	Carmel Valley Manor Sewer	Lather	Tue 7/3/18	Wed 9/30/20	\$0.00	Carmel Valley Manor Sewer									
130	19-04	Yankee Point and Otter Cove Highlands Extension	Lather	Mon 5/6/19	Thu 1/9/20	\$55,000.00	Yankee Point and Otter Cove Highlands Extension									
131		Collections Studies / Reports	Lauer/Lather	Thu 5/24/18	Fri 11/1/19	\$205,000.00	Collections Studies / Reports									
132	18-22	Capacity Study/Asset Management Plan	Lauer/Lather	Thu 5/24/18	Mon 11/26/18	\$100,000.00	Capacity Study/Asset Management Plan									
133	18-23	New Connections Master Plan	Lauer/Lather	Thu 8/30/18	Sun 6/30/19	\$0.00	New Connections Master Plan									
134		Monte Verde and Bay/Scenic FM Assessment	Lauer/Lather	Fri 2/1/19	Wed 7/17/19	\$75,000.00	Monte Verde and Bay/Scenic FM Assessment									
135	19-06	Collection System SSMP	Lauer/Lather	Mon 7/1/19	Fri 11/1/19	\$30,000.00	Collection System SSMP									



# Staff Report



TO: Board of Directors

FROM: Ed Waggoner  
Operations Superintendent

SUBJECT: Monthly Report – May 2019

DATE: June 27, 2019

## RECOMMENDATION

Receive Report-Informational only; no action required

## DISCUSSION

### Plant Operation

#### Treatment Plant:

- The treatment plant in general is operating satisfactory for the time of the year. Staff is finishing the following Capital Projects.
- Project # 18-09 Operations and Maintenance staff prepared Secondary Clarifier #1 for gear drive mechanism and bridge replacement work that started on May 27<sup>th</sup> with completion scheduled for the first week of June. Followed by Media blasting and coating of the launders, weirs, and sludge collection system in early July.

- Project #18-10 Operations and Maintenance staff preparing Aeration Basins #5 and # 6 to replace influent slide gates and install the Environetics Director II Tank baffle System in each Aeration Basin. The installation is scheduled for the week of June 17<sup>th</sup>, 2019.

### **Reclamation:**

- CAWD Staff continues working with H2O Innovations. CAWD signed the Intelogx Contractual Agreement with H2O Innovations on May 22<sup>nd</sup>. It provides remote communication and monitoring of the Micro Filtration and Reverse Osmosis systems to the following parties; Trussell Technologies, Scinor Water America, Evoqua Water Technologies and Carmel Area Wastewater District.
- CAWD staff completed an emergency repair of the 10-inch influent feed line to Micro Filtration System on Thursday, May 30<sup>th</sup>. Operations staff noticed a hairline crack on a PVC fitting that was allowing water to leak on to the asphalt at the Tertiary Building on Sunday May 26<sup>th</sup>. Staff did a temporary fix with shrink wrap on May 27<sup>th</sup> and ordered pipe fitting replacement parts on May 28<sup>th</sup> to start the repair work on May 30<sup>th</sup>. Cause of the broken schedule 80 PVC fitting was due to age and exposure to ultraviolet rays from the sun.

### **Training:**

- Plant in-house training continues with weekly Safety meetings.
- Operations Superintendent continues Operations training on Tuesday afternoon on Operational Processes which is mandatory for Operations Staff and is available to Laboratory, Maintenance, Collection and any other CAWD employees.
- Gavilan College will be offering their first Water/Wastewater Class starting Monday evenings on August 26<sup>th</sup>. The first class will be Beginning Water, Wastewater, Distribution Math at the California American Water Offices located in Pacific Grove. A big Thank You for the support of the CAWD Board and General Manager to make this program a reality on the Monterey Peninsula.

## **Capital Improvement Phase 2**

- Staff continues to communicate with Patrick Treanor (CAWD) on Phase 2 assessments of plant equipment and planning for the following areas; Influent Pump Station, Headworks, Blower Building, Chlor/Dechlor Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

## **Meetings Attended**

- Kevin Young attended TAC Meeting at PBCSD on Wednesday, May 1<sup>st</sup>.
- Ed Waggoner attended the Wastewater Reclamation Project Management Committee Meeting on Wednesday, May 8<sup>th</sup> at PBCSD.
- Monterey County Water Awareness Committee meeting May 9<sup>th</sup>, 2019 at Marina Coast Water District offices in Marina.
- Monterey Water Works Association Board meeting May 9<sup>th</sup> in Moss Landing.

## **Discharge Permit Violations**

- No Reclamation Permit 93-72 discharge violations for the month of May 2019.
- No Violations on the NPDES (National Pollutant Discharge Elimination System) NPDES Number CA0047996, Order No. R3-2014-0012 for the month of May 2019.

## **FUNDING**

N/A-Informational item only

Respectfully Submitted,

*Edward Waggoner*

# STAFF REPORT



To: Board of Directors  
From: Chris Foley, Maintenance Superintendent  
Date: June 27, 2019  
Subject: Monthly Maintenance Report – May 2019

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Maintenance Projects in Progress

- The Microturbine gas compressor is back in service and the 30-kilowatt Microturbine is online and producing power. Parts are on order for the 65-kilowatt Microturbine exhaust.
- The influent pump #2 Variable Frequency Drive would no longer operate in local mode. The existing unit was obsolete, so a replacement unit was installed. This work was completed by Bryan Mailey Electric.

### Upcoming Maintenance Projects

- Maintenance and Operation staff is working on the Historian Reporting Project 18-02. Staff met with the firm that installed and configured the existing system so that the plan to upgrade could be finalized. The total project budget is \$140,000 for hardware and setup. Year to date expenditures including new server hardware and configuration of the upgraded software is \$44,500.
- Staff is working on preparations for the secondary clarifier coating and mechanical drive installation project 18-09. The work will be completed by contractors with staff oversight and support. Bryan Mailey Electric has completed a material list and is working with the vendor on electrical requirements. Update- The mechanical work has been completed. The contract for the coating

portion was awarded to ERS Industrial and the electrical work is scheduled.

**Staff Development**

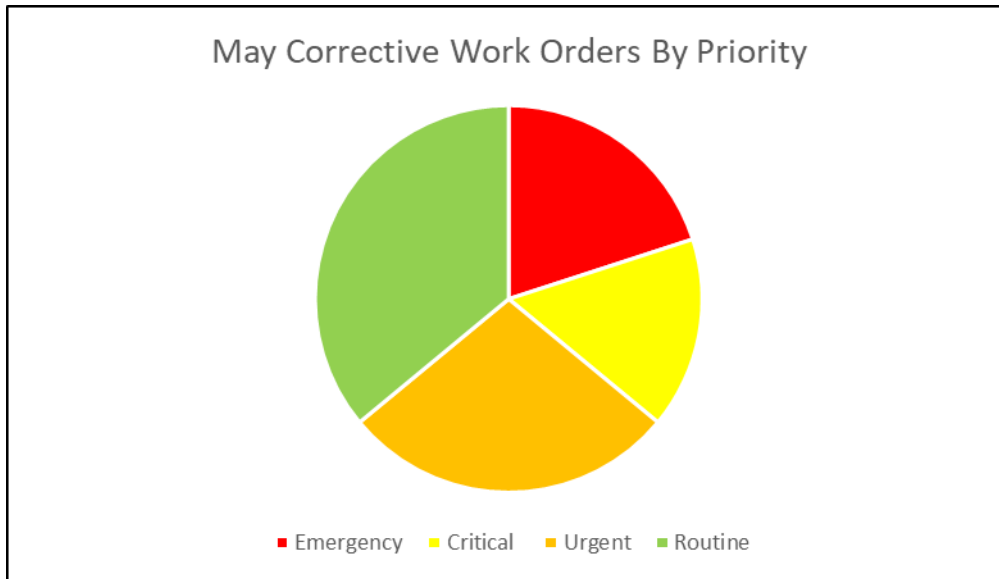
- One-on-one refresher training is being provided to staff on Mainsaver Computerized Maintenance Management Software queries and asset information searches.

**Work Order Metrics**

**Preventive Maintenance**

Total Work Orders Generated	135
Total Work Orders Closed/Done	75
Total Work Orders Still Open	60
Percentage of Work Orders Completed	55.56%

**Corrective Maintenance**



Emergency	5
Critical	4
Urgent	7
Routine	9

**FUNDING**

N/A- Informational item only

# STAFF REPORT



To: Board of Directors  
From: Rachél Lather, Principal Engineer  
Date: June 27, 2019  
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 and Collections Superintendent met with City of Carmel staff to discuss how to implement the lateral replacement program and other concerns. The City Building Official and Inspector were very supportive. We also discussed working together on Capital Improvement Project (CIP) timing and shared our 10-year CIP with the City Engineer. We plan to meet again to coordinate sewer and paving projects.

The Principal Engineer met with MNS Engineers for Carmel Valley Manor's sewer connection project kick-off meeting on May 28, 2019. We provided information regarding the District's plans for annexing upstream parcels and discussed potential locations for a small pump station for the project.

The 2019 Annexation project kick-off meeting with Denise Duffy and Associates occurred on May 31, 2019. We discussed how the timing of the environmental review affects the annexation and potential assessment district formation.

Clear Peak Development has provided the funding for the due diligence engineering study of September Ranch water system by SRT Consultants (SRT). A project kick-off meeting occurred on April 17, 2019 and there was a project status meeting on May 30<sup>th</sup> with CAWD, Clear Peak and SRT. SRT is currently waiting for information regarding

the water system design before they can complete their review. Clear Peak has not provided a signed agreement or funding to CAWD for the rate consultant, Raftelis.

Dan Keig has not signed the agreement or provided funding for the Yankee Point Project design contract with MNS. The Principal Engineer continues to work with the General Manager to resolve this issue with Mr. Keig.

The Principal Engineer is continuing to work with the Corona Road representatives in order to facilitate their work to form an assessment district to connect to the District sewer system. She met with Kate Daniels on June 4<sup>th</sup> and Ms. Daniels had quite a few people interested in the assessment district formation for constructing sewers for the neighborhood. A letter from the District Engineer will be mailed to all parcels that are included in the proposed assessment district in order to provide official information regarding the project to hopefully encourage the remaining property owners to support the project.

### **Collections**

On May 31, 2019, the Principal Engineer was contacted by David Cohen from FEMA regarding the grant for replacement of the Hatton Canyon pipeline. He wanted to know if USFWS approved a 100-day construction window between August and October, what would be the deadline for us to be able to construct this year. We informed him that we could bid contingent on grant funding. If we did that, the drop-dead date for grant approval is July 25, 2019. Further discussion with Andrew Gillings from Cal OES indicates that we will have 3 years after award to construct the project. If FEMA cannot give us approval in time for this year's construction window, we can build it next year.

### **FUNDING**

N/A- Informational item only

# Staff Report



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: June 27, 2019  
Subject: Sewer Connection Fee for FY 2019-20

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving an increase in the basic residential unit connection fee to \$4,646.04 as detailed in the attached Schedule of Connection Fees effective July 1, 2018.

## DISCUSSION

Sewer connection fees are set by ordinance in accordance with the California Health and Safety Code Section 5474. Connection fees are charged to recover a portion of the capital costs for the treatment facility from future users. Per the State Water Resources Control Board (SWRCB) guide for grant funded facilities, connection fees may be used to recover debt service costs if the user had been connected when the treatment works began operation. Connection fees may not be used to recover excessive cost from future users in order to reduce charges to current users. Connection fees may not be used to fund replacement costs. Therefore, the District calculations are based on the acquisition cost of its plant assets.

The accompanying summary computation shows that the recommended connection fee (performed as of the last full year of fixed asset data available) has increased 5.80% from \$4,391.23 on 6-30-18 to \$4,646.04 on 6-30-19. Detailed computation spreadsheets are available at the Board's request. Because CAWD is a well built-out District it is estimated that the increase of \$254.81 per connection fee will not result in any substantial revenue gains for the year. Capital Improvement Projects (CIP) are not included in the computation until they are complete and moved into Fixed Assets. We currently are holding \$19,614,308 in CIP. Phase I was not formally closed until Dec 2017 and our Principal Accountant decided to hold on closing until all engineering record costs were received. A rough estimate of the impact of transferring the CIP balance to fixed assets indicates connection fees will increase by 24%.

Although we have historically calculated connection fees each year based on the last full year of fixed asset data; however, there is nothing in Ordinance 85-02 that prohibits adjusting the fee at an alternate time



during the year. The exact language of the Ordinance is "... which shall be determined annually, or more frequently if this Board deems it appropriate..." Staff recommends that the Board revisit the connection fee calculation again after the June 30, 2019 audit is complete. At that time the CIP balance should be moved into fixed assets significantly impacting the final calculation.

The District's total assets are reflected on the books at a cost basis of \$77,041,284. This figure includes all Reclamation tertiary and secondary facilities and the Collection system. It does not include the impact of reductions from receipt of grant funds and reimbursement from PBCSD. It does not include any increased land appraisal value. It is generally acknowledged that the replacement cost for total Plant assets would be about \$125-150 million.

The purpose of the connection calculation is to determine what a new connector would be expected to pay for his/her fair share of treatment and disposal assets. The calculation is per equivalent residential unit based on original construction costs adjusted to present day value. It does not attempt to recover replacement costs because of SWRCB direction to charge for acquisition value only. A new connector becomes part owner of the District upon payment of the fees because he is paying a pro-rata share of the cost of assets used to treat his/her sewage.

Please note; that for the purposes of this calculation office equipment, vehicles and structures are not fully depreciated but are instead assigned a minimum salvage value of 10% for equipment and vehicles and 25% for structures. This assumption ensures that all assets will retain some value in the computation regardless of whether they are fully depreciated.

The formula for the connection fee, as suggested by Kennedy/Jenks/Chilton (engineering consultant), starts with assets of \$77,041,283 and excludes all Reclamation tertiary (Reclamation Secondary facilities are included) and Collection assets to arrive at applicable connection fee assets of \$28,326,615. Actual replacement costs for these assets would be \$65 - \$80 million.

According to the formula the applicable assets are then depreciated according to appropriate lives (down to a stated minimum), updated by the current ENR (Engineering News Record) Construction index and decreased by grant funds received and reimbursement from PBCSD. This mathematical process reduces the applicable assets from \$28,326,615 down to a local present value cost of \$11,736,497. To this is added the District's current assets of \$27,804,237, for a total value of applicable assets of \$39,540,734.

A connection fee per gallon per day is determined by dividing \$39,540,734 by 2,000,000 gallons per day (gpd) which is CAWD's share of the permitted authorized flows. The 2 million gpd figure is CAWD's 2/3 share of permitted flows as opposed to actual flows or designed flows. The resulting figure is then multiplied by 235 gpd (the average daily flow per equivalent residential unit) to arrive at the actual connection fee per equivalent residential unit.

This calculation results in a connection fee per equivalent residential unit (ERU) of \$4,646.04. The reasons for the increase include an increase in the ENR index of 2.49% from 2017 and an increase in current assets increase of 6.94 % over 2017. The current assets can vary greatly from year-to-year depending on cash on hand, accounts receivable, prepaid expenses, and other cash items.

### **COMPARISON CONNECTION FEES**

The State Water Resources Control Board survey of Single-Family Dwelling (SFD) Connection Fee for the last year available FY 2016-17 average is \$4,297.26. Monterey County average connection fee for a Single-Family Dwelling is \$4,818.97 for the FY 2016-17 survey.

The State Water Resources Control Board projected release of the 2018 report by June 14, 2019. It is not available at the time of this report; however, if it becomes available it will be distributed at the Board meeting.

#### **Attachments:**

1. 2018 Calculations
2. Connection Fee Summary 2018
3. Schedule of Connection Fees 07-01-19

**CARMEL AREA WASTEWATER DISTRICT  
CONNECTION FEE CALCULATIONS**

Based on audited figures for capital assets at June 30, 2018  
effective July 1, 2019

Balance of applicable assets - June 30, 2018.....		77,041,283.69
Depreciated Value.....	37,600,000	
ENR Updated Value.....	65,233,187	
Local Value - Net after grant funds.....	62,897,022	
 Excluded Assets		
Reclamation – Tertiary Structures	35,384,151	
Reclamation – O&M	406,443	
Pump Station Structures	972,206	
Pump Station Equipment	933,107	
Sewer System	11,018,760	
CAWD's share - Net of PBCSD reimbursement.....		11,736,497
 Add Current assets balances at June 30, 2017.....		 27,804,237
		-----
(A) Total value of applicable assets.....		39,540,734
(B) Average daily flow per equivalent residential unit as prescribed by the County.....	235 gpd	
(C) CAWD's share of authorized flows: 2/3 x 3 mgd.....	2,000,000 gpd	
(D) Connection fee per gallon per day: (A) divided by (C).....	\$19.77	
Connection fee per Equivalent Residential Unit (B) X (D).....		 <b>\$ 4,646.04</b>
		=====

Note: Applicable assets exclude Collection sewers, pipelines and pump stations, and the tertiary portion of the Reclamation Project.

Formula used was suggested by Kennedy/Jenks/Chilton and has been used since 1985.

**SCHEDULE OF CONNECTION FEES**

Effective July 1, 2019

**BASIC FEE FOR RESIDENTIAL UNIT            \$4,646.04**

CARMEL AND ADDITIONS	\$30.00 ANNEX CREDIT	\$4,616.04 (S)
CARMEL WOODS	\$30.00 ANNEX CREDIT	\$4,616.04 (S)
LA LOMA TERRACE	\$30.00 ANNEX CREDIT	\$4,616.04 (S)
HATTON FIELDS	\$30.00 ANNEX CREDIT	\$4,616.04 (S)
MISSION FIELDS	\$30.00 ANNEX CREDIT	\$4,616.04 (S)
CARMEL MEADOWS	\$30.00 ANNEX CREDIT	\$4,616.04 (S)
HANDLEY HILLS	\$30.00 ANNEX CREDIT	\$4,616.04 (S)

**BASIC AND CARMEL VALLEY TRUNK FEE (\$450.00) FOR RESIDENTIAL UNIT    \$5,096.04**

CARMEL HILLS - SOUTH	\$30.00 ANNEX CREDIT	\$5,066.04 (S)
CARMEL KNOLLS NO. 1,2,3	\$55.00 ANNEX CREDIT	\$5,041.04 (S)
CARMEL KNOLLS NO. 4	\$825.00 ANNEX CREDIT	\$4,271.04 (S)
CARMEL VIEWS	\$825.00 ANNEX CREDIT	\$4,271.04 (S)
HIGH MEADOW I	ALL CREDITS USED	\$5,096.04 (S)
VAL VERDE	FEES PAID FOR 8 UNITS ONLY (See Annex File)	
RANCHO RIO VISTA 1974	\$550.00 ANNEX CREDIT	\$4,546.04 (S)
RANCHO RIO VISTA ASSESSMENT DISTRICT	\$825.00 ANNEX CREDIT	\$4,271.04 (S)
HIGH MEADOW II	\$1,165.00 ANNEX CREDIT (30 LOTS)	\$3,931.04 (S)
QUAIL MEADOWS	\$1,470.00/LOT (See Annex File)	\$3,626.04 (S)

**CANADA DRIVE SEWER (GALLAWAY REIMBURSEMENT) VARIED - SEE RES. NO. 796**

**COMMERCIAL CONNECTION FEES**

Fees for commercial developments are computed on the basis of plumbing fixture units as defined by the Uniform Plumbing Code or customer seats in the case of restaurants, in accordance with Ordinance No. 85-2. Annexation credits are generally evident from the annexation files.

(S) - For original lots with stub outs only. Lot splits will attract new fees at the full rates for each new parcel (residential unit) created

RESOLUTION NO. 2019-21

A RESOLUTION SPECIFYING THE DISTRICT SEWER CONNECTION  
AND ANNEXATION FEES, AS ADOPTED BY ORDINANCE NO.  
85-2, COMMENCING JULY 1, 2019

-oOo-

WHEREAS, Ordinance No. 85-2 establishes and adopts sewer connection and annexation fees for the Carmel Area Wastewater District, pursuant to a general formula for the determination of said fees as set forth in that ordinance, with said fees to be adjusted annually, or more frequently, based upon certain factors and determinations to be made by the District Manager, including the current value of District assets; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that, based upon the revised information now presented to it, the District's sewer connection and annexation fees, as adopted and established by Ordinance No. 85-2, are hereby specified to be \$4,646.04 per equivalent residential unit or per acre of vacant land, commencing July 1, 2019, and continuing until revised by further action of this Board.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District at a regular meeting duly held on June 27, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

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President of the Board

ATTEST:

---

Secretary of the Board

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 27, 2019

Subject: Certification of Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property Related Fees and Charges

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property Related Fees and Charges.

## DISCUSSION

District user fees are collected using the County tax rolls, and in order to insure that the provisions of Proposition 218 are being addressed by the District, the Monterey County Auditor requires certification of compliance with the Proposition, including a hold harmless and indemnification provision for administrative expenses of the County associated with collection of user fees. This certification is required each year on or before August 1 before the processing of the secured tax roll bills for the coming fiscal year.

## FINANCIAL

None

CARMEL AREA WASTEWATER DISTRICT - CONNECTION FEE CALCULATIONS

June-18

Reclamation  
Collection

Asset No	GL No	A DESCRIPTION OF ASSET	B CUR YR.	C PUR YR.	D USE LIFE	E % VALUE REMAINING	F ORIGINAL COST	G DEPRECIATED VALUE	H CURRENT ENR	J ORIGIN ENR	K UPDATED VALUE	L LOCAL COST	M LOCAL VALUE	N % CSD COST	O CSD VALUE
Grand Total:															
							77,041,283.69	37,600,000.04			65,233,187.67	100.0	62,897,002.03		11,736,497.97

EXCLUDED ASSETS:

GL Acct #	to	GL Acct #
Reclamation - Tertiary Structures	1426	1431
Reclamation - O & M	1460	
Pump Station structures	1501	1506
Pump Station Equipment	1521	1527
Sewer Systems	1530	
<i>Total</i>		
		28,326,615.00

TOTAL ASSETS PER AUDITED GENERAL LEDGER

CIP	96,655,592.00
	(19,614,308.00)
	77,041,284.00
	0.31

oob

- a. Current CAWD share value from above. \$11,736,497.97
- b. Total current assets as of end of June 30, 2018 \$27,804,237.00
- c. Total current value of all District assets. (a+b) \$39,540,734.97
- d. Current Authorized Design Flow. (NPDES Permit) 3,000,000 gpd
- e. Average daily flow per capita. (Design criteria) 100 gpd
- f. Average number of people per residential unit.(County Planning) 2.35 persons.
- g. Average daily flow per residential unit. (e\*f) 235 gpd
- h. CAWD Share of authorized flows. (2/3 \* d) 2,000,000 gpd
- i. Connection fee per unit flow. (c/h) \$19.77 per gpd.
- j. Connection fee per E.R.U. (g\*i) \$4,646.04 per residential unit.

A = Input Item No. from auditor's depreciation schedule.

B = Input current year.

C = Input year of purchase.

D = Input number of years for depreciation.

E =  $(1 - ((B - C) / D)) * 100$  = % value remaining. All assets are depreciated down to a functional value of 25% of cost for structures & 10% of cost for equipment

F = Input original cost.

G = (E\*F)/100 = depreciated value.

H = Input current year ENR. (San Francisco Construction) Use Sept/Oct ENR for previous fiscal year in column B.

J = Input ENR for year of purchase. (San Francisco Construction) Use Sept/Oct ENR of current fiscal year of purchase. Therefore, Col H & J can never be the same.

K = (G\*J)/H = updated value.

L = Input local cost % when considering grant funding received. Reverts to 100% when asset functional value floor reached

M = (L\*K)/100 = local cost.

N = Input CSD share % when considering 1/3 paid by PBCSD.

O = (M\*N)/100 = CAWD cost.

Connection fees may not be used to fund replacement costs

RESOLUTION NO. 2019-22

A RESOLUTION CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT  
TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS AND  
PROPERTY RELATED FEES AND CHARGES

-oOo-

WHEREAS, the CARMEL AREA WASTEWATER DISTRICT (“Public Agency”) requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property related Fees or Charges identified in Exhibit “A” on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2019-20.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A,” regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.
2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees and agents, the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost and risk, each and every action, suit or other proceeding brought against the County of Monterey, its officers, employees and agents for every claim, demand or challenge to the levying or imposition of the general or special taxes, assessments or property related fees or charges identified in Exhibit “A” and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees and agents on every such action, suit or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs and administrative expenses of the County of Monterey to correct the tax rolls.



PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District at a regular meeting duly held on June 27, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Secretary of the Board

EXHIBIT "A"  
TO  
RESOLUTION CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT  
TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS AND  
PROPERTY RELATED FEES AND CHARGES

FISCAL YEAR 2019-20

GENERAL TAXES: None

SPECIAL TAXES: None

ASSESSMENTS: None

FEES OR CHARGES:

1. Levied as an incident of property ownership: Sewer service user charges and sewer connection fees.
2. Other: None

# Staff Report



To: Board of Directors  
From: Barbara Buikema, General Manager  
Subject: 2019-20 Property Tax Appropriations Limit  
Date: June 27, 2019

## RECOMMENDATION

It is recommended that the Board adopt a resolution determining the fiscal year 2019-20 tax proceeds appropriation limit to be \$2,311,061 based on the California Per Capita Income factor and the County of Monterey Population factor.

## DISCUSSION

Article XIII B of the California Constitution specifies that appropriations made by State and local governments may increase annually by a factor composed of the change in population combined with either the change in California per capita personal income or the change in the local assessment roll due to local nonresidential construction. Proposition 111 now requires a recorded vote of the Board regarding which of the annual adjustment factors have been selected each year. Pursuant to Government Code Section 37200, the Appropriations Limit and the total Appropriations Subject to Limitation must be published in the annual budget. The adoption must be done at a regular meeting or noticed special meeting. The documentation used to compute the Limit must be available to the public at least 15 days prior to the meeting. Once adopted, the public has 45 days to initiate judicial action regarding the Limit. An information form must be submitted to the State Controller's Office no later than 90 days after the start of each fiscal year.

Property taxes received may be reduced by qualified capital outlay with a useful life of 10 years and a value of at least \$100,000.

Data received from the State for purposes of computation follows:

California per capita personal income change for 2019-20	3.85%
--	-------

Population change for Monterey County 1-1-18 to 1-1-19:		
	Carmel-by-the-Sea	0.50%
	Unincorporated	1.17%
Change in local assessment role for nonresidential construction		Not available.

## **SUMMARY**

The attached schedule shows that the District is in compliance with the appropriation limit for the 2019-20 fiscal year.

**CARMEL AREA WASTEWATER DISTRICT  
SCHEDULE OF NET PROCEEDS OF PROPERTY TAXES  
UNDER/(OVER) APPROPRIATIONS LIMIT**

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	Estimated 2018-19	Estimated 2019-20
PROPERTY TAXES RECEIVED	1,503,382	1,448,999	1,452,222	1,569,277	1,529,137	1,621,571	1,736,624	1,823,473	1,941,135	2,003,845	2,033,903
LESS: EXPENDITURES NOT SUBJECT TO APPROPRIATIONS LIMIT:											
1. QUALIFIED CAPITAL OUTLAY (NET PROCEEDS SUBJECT TO LIMIT)	(270,218)	(164,467)	(242,386)	(13,810)	(714,013)	(1,163,737)	(5,104,508)	(4,295,754)	(2,903,748)	(627,610)	(3,274,135)
LESS: OPERATING EXPENDITURES UNEXPENDED PROCEEDS OF TAXES BEFORE INTEREST ALLOCATION.....	1,233,164	1,284,532	1,209,836	1,555,467	815,124	457,834	(3,367,884)	(2,472,281)	(962,613)	1,376,235	(1,240,232)
INTEREST ALLOCATION (NOTE 2) UNEXPENDED PROCEEDS OF TAXES...	(1,233,164)	(1,284,532)	(1,209,836)	(1,555,467)	(815,124)	(457,834)	3,367,884	2,472,281	962,613	(1,376,235)	1,240,232
	-0-	-0-	-0-	-0-	-0-	0	-0-	-0-	-0-	-0-	-0-
	-0-	-0-	-0-	-0-	-0-	0	-0-	-0-	-0-	-0-	-0-
	-0-	-0-	-0-	-0-	-0-	0	-0-	-0-	-0-	-0-	-0-
(2) APPROPRIATIONS LIMIT (below) NET PROCEEDS OF TAXES UNDER (OVER) APPROPRIATIONS LIMIT	1,630,284	1,610,642	1,661,471	1,739,798	1,843,690	1,856,924	1,927,858	2,036,260	2,132,512	2,214,312	\$2,311,061
LINE (1) ABOVE MINUS LINE (2) ABOVE..	397,120	326,110	451,635	184,331	1,028,565	1,399,089	5,295,742	4,508,541	3,095,125	838,077	3,551,293

A plus figure on the above line indicates that the District is in compliance. THE DISTRICT HAS FAILED TO COMPLY WITH THE APPROPRIATIONS LIMIT IN ONLY ONE YEAR - 1991/92. THE LAW STATES THAT ANY EXCESS OF TAXES RECEIVED DURING ONE YEAR MAY BE OFFSET BY THE OPPOSITE SITUATION THE FOLLOWING YEAR. DIEHL, EVANS & CO., CONSULTANTS VERIFIED ALL COMPLIANCE FIGURES FOR THE YEARS PRIOR TO 1991/92. THE SAME FORMULA USED BY DIEHL, EVANS IN THEIR COMPUTATIONS FOR YEARS PRIOR TO 1991/92 IS USED ABOVE. BASICALLY, PROPERTY TAXES NOT EXPENDED (REDUCED BY QUALIFIED CAPITAL OUTLAY AND OPERATING EXPENSES) IN EXCESS OF THE LIMIT MUST BE RETURNED TO THE STATE UNLESS OFFSET BY AN EQUAL AMOUNT IN THE FOLLOWING YEAR.

**NOTE 1: QUALIFIED CAPITAL OUTLAY:**  
Beginning in fiscal year 1990-91, the District may offset proceeds of taxes by expenditures for "qualified capital outlay", which is defined as expenditure for assets with a useful life of 10 years or more and a value of \$100,000. The District's sewer replacement projects and Secondary Improvement projects are shown here.

**NOTE 2: INTEREST ALLOCATION:**  
For purposes of this schedule, it has been assumed that the District expends proceeds of taxes upon receipt, for operating expenditures, before expending non-proceeds of taxes. Accordingly no interest income has been allocated to proceeds of taxes.

**CARMEL AREA WASTEWATER DISTRICT  
SCHEDULE OF NET PROCEEDS OF PROPERTY TAXES  
UNDER/(OVER) APPROPRIATIONS LIMIT**

Schedule A

**CARMEL AREA WASTEWATER DISTRICT  
APPROPRIATIONS LIMIT CALCULATIONS**

Fiscal Year	Inflation Factor		California Per Capita Income	County of Monterey Population Factor	Combined Factor	Cumulative Factor	Approp. Limit
	U.S. CPI						
1978-79							
Base Yr.)							\$255,766
1979-80	-	1.1017	-	1.0140	1.1171	1.1171	\$285,716
1980-81	-	-	1.1211	1.0158	1.1388	1.2722	\$325,373
1981-82	-	-	1.0912	1.0169	1.1096	1.4116	\$361,033
1982-83	-	1.0679	-	1.0043	1.0725	1.5139	\$387,172
1983-84	-	-	1.0235	1.0195	1.0434	1.5796	\$404,029
1984-85	-	1.0474	-	1.0159	1.0641	1.6808	\$429,927
1985-86	-	1.0374	-	1.0230	1.0613	1.7838	\$456,282
1986-87	-	1.0230	-	1.0346	1.0584	1.8879	\$482,929
1987-88	-	1.0304	-	1.0151	1.0460	1.9747	\$505,144
1988-89	-	1.0393	-	1.0213	1.0614	2.0960	\$536,210
1989-90	-	1.0498	-	1.0088	1.0590	2.2198	\$567,846
1990-91	-	-	1.0421	1.0162	1.0590	2.3507	\$601,349
1991-92	-	-	1.0414	1.0265	1.0690	2.5129	\$642,842
1992-93	-	-	0.9936	1.0229	1.0464	2.5541	\$653,252
1993-94	-	-	1.0272	1.0253	1.0532	2.6899	\$687,997
1994-95	-	-	1.0071	1.0369	1.0443	2.8091	\$718,472
1995-96	-	-	1.0472	1.0197	1.0678	2.9996	\$767,206
1996-97	-	-	1.0467	1.0096	1.0567	3.1699	\$810,744
1997-98	-	-	1.0467	1.0174	1.0649	3.3756	\$863,371
1998-99	-	-	1.0415	1.0470	1.0905	3.6810	\$941,464
1999-00	-	-	1.0453	1.0293	1.0759	3.9604	\$1,012,946
2000-01	-	-	1.0491	1.0305	1.0811	4.2816	\$1,095,094
2001-02	-	-	1.0782	1.0173	1.0969	4.6963	\$1,201,157
2002-03	-	-	0.9873	1.0135	1.0006	4.6993	\$1,201,912
2003-04	-	-	1.0231	1.0111	1.0345	4.8612	\$1,243,325
2004-05	-	-	1.0328	1.0156	1.0489	5.0990	\$1,304,139
2005-06	-	-	1.0526	1.0013	1.0540	5.3741	\$1,374,521
2006-07	-	-	1.0396	1.0038	1.0436	5.6083	\$1,434,425
2007-08	-	-	1.0442	1.0067	1.0512	5.8955	\$1,507,862
2008-09	-	-	1.0429	1.0156	1.0592	6.2443	\$1,597,081
2009-10	-	-	1.0062	1.0145	1.0208	6.3741	\$1,630,284
2010-11	-	-	0.9746	1.0137	0.9880	6.2973	\$1,610,642
2011-12	-	-	1.0251	1.0063	1.0316	6.4961	\$1,661,471
2012-13	-	-	1.0377	1.0091	1.0471	6.8023	\$1,739,798
2013-14	-	-	1.0512	1.0081	1.0597	7.2085	\$1,843,690
2014-15	-	-	0.9977	1.0095	1.0072	7.2602	\$1,856,924
2015-16	-	-	1.0382	1.0000	1.0382	7.5376	\$1,927,858
2016-17	-	-	1.0537	1.0024	1.0562	7.9614	\$2,036,260
2017-18	-	-	1.0369	1.0100	1.0473	8.3377	\$2,152,512
2018-19	-	-	1.0367	1.0016	1.0384	8.6576	\$2,214,312
2019-20	-	-	1.0385	1.0005	1.0437	9.0358	\$2,311,061

RESOLUTION NO. 2019-23

A RESOLUTION DETERMINING THE FISCAL YEAR 2019-20  
TAX PROCEEDS APPROPRIATION LIMITATION FOR THE  
CARMEL AREA WASTEWATER DISTRICT

-oOo-

WHEREAS, Article XIII-B of the California constitution provides that there shall be specified appropriations limits for each entity of local government, with permitted annual adjustments of same; and

WHEREAS, pursuant to Government Code §37200 the appropriations limit and the total appropriations subject to limitation must be published in the annual budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that, on the basis of appropriation limit calculations which are on file and available in the office of the Secretary of the District, and which include the selected annual adjustment factors of a) the state per capita personal income change and b) the Monterey County population change, the District hereby determines the maximum limit applicable to the appropriation of tax proceeds, other than for debt service, by the District for the fiscal year 2019-20, to be the sum of \$2,311,061.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 27, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

---

President of the Board

ATTEST:

---

Secretary of the Board



# MEMORANDUM



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: June 27, 2019  
Subject: 2019-20 Budget

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the adoption of the Carmel Area Wastewater District Annual Budget for the fiscal year 2019-20.

## DISCUSSION

A Preliminary draft budget was presented to the Board at its March 28, 2019 meeting. The preliminary draft was the basis for the Prop 218 Notice that was mailed to the owners of all parcels of record that receive service in the District in early May.

For a summary of the budget you are directed to Volume 1 sections Budget Message and Budget Summary. The information presented there reviews the changes that occurred during the current year and plan for the upcoming year.

There were a considerable number of changes that occurred subsequent to the review of the Preliminary Budget. Total dollar difference from Preliminary Budget is \$-152,392 in net income and \$1,844,369 in capital budget. Those changes include:

## FUNDING

Summary of changes from Preliminary Budget:

	<b>Preliminary 19-20</b>	<b>Proposed Final 19-20</b>	<b>Change</b>
Operating Revenues	\$9,887,416	\$9,887,416	\$-0-
Operating Exp			
Collection	\$1,533,615	\$1,705,959	\$172,344
Treatment	\$2,772,775	\$2,872,775	\$100,000
Administration	\$1,591,347	\$1,685,964	\$94,617
Maintenance – Field	\$ -0-	\$ -0-	\$-0-
Maintenance - Plant	\$1,876,166	\$1,876,166	\$-0-
Reclamation	\$ 471,937	\$ 471,937	\$-0-
Operating Gain/(Loss)	\$1,641,577	\$1,274,615	\$-366,962

Depreciation Exp	\$2,669,000	\$2,669,000	\$-0-
Amortization Exp	\$ 4,860	\$ 4,860	\$-0-
Non-Operating Revenues	\$3,126,712	\$3,341,282	\$214,570
Non-Operating Exp	\$ 215,625	\$ 215,625	\$-0-
Net Income/(Loss)	\$1,878,804	\$1,726,412	\$-152,392
Capital Equipment	\$ 441,800	\$ 441,800	\$-0-
Capital Projects	\$4,881,000	\$6,725,369	\$1,844,369

Attachment: Changes to Preliminary Budget 2019-20

## Changes to Preliminary Budget 2019-2020

Line Description	Dept.	O&M or Capital	Carry Forward	2018-19 Budget	2019-20	2019-20	\$\$ Change
					Preliminary Budget	Final Budget	
LAFCO Admin Fee	Admin	O&M	N		\$ 24,775	\$ 19,392	\$ (5,383)
Legal expenses - outside counsel	Admin	O&M	N		\$ 100,000	\$ 200,000	\$ 100,000
Engineering - SRT Feasibility Study	Collection	O&M	Y	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
Engineering - EIR for Mass Annexation #2	Collection	O&M	Y	\$ 50,000	\$ -	\$ 50,000	\$ 50,000
Engineering - LAFCO application process	Collection	O&M	N		\$ -	\$ 20,000	\$ 20,000
R&M Sewer lines - Monte Verde line	Collection	O&M	N		\$ -	\$ 75,000	\$ 75,000
SLR Planning	Trmt	O&M	N		\$ 35,000	\$ 135,000	\$ 100,000
Hatton Canyon Pipeline Bursting	Collection	Capital	N		\$ -	\$ 1,450,000	\$ 1,450,000
Carmel Meadows evaluation	Collection	Capital	Y	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
Collections SCADA upgrade	Collection	Capital	N	\$ 600,000	\$ 600,000	\$ 450,000	\$ (150,000)
High Meadows Canyon	Collection	Capital	Y	\$ 90,000	\$ -	\$ 125,000	\$ 35,000
Clarifier coating project	Maint	Capital	Y	\$ 127,190	\$ -	\$ 127,190	\$ 127,190
Replace SCADA Historian for SCADA	Maint	Capital	Y	\$ 20,000	\$ -	\$ 20,000	\$ 20,000
Install Domain Controller SCADA	Maint	Capital	Y	\$ 20,000	\$ -	\$ 20,000	\$ 20,000
Mainsaver Connect Mobile Module	Maint	Capital	Y	\$ 20,000	\$ -	\$ 5,964	\$ 5,964
Dream Report Software for SCADA/LIMS	Recl	Capital	Y	\$ 13,000	\$ -	\$ 3,748	\$ 3,748
SCADA Historian/Domain Controller	Recl	Capital	Y	\$ 12,000	\$ -	\$ 7,496	\$ 7,496
Dream Report Software for SCADA/LIMS	Trmt	Capital	Y	\$ 13,000	\$ -	\$ 12,250	\$ 12,250
SCADA Historian/Domain Controller	Trmt	Capital	Y	\$ 12,000	\$ -	\$ 3,748	\$ 3,748
Effluent Bldg. Wet Well Mixing System	Trmt	Capital	Y	\$ 40,000	\$ -	\$ 20,000	\$ (20,000)
WWTP Elec/Mech Rehab Design	Trmt	Capital	N		\$ 400,000	\$ 450,000	\$ 50,000
WWTP Elec/Mech Rehab Construction	Trmt	Capital	N		\$ -	\$ 300,000	\$ 300,000
PLC/SCADA Programming	Trmt	Capital	N		\$ 50,000	\$ 60,000	\$ 10,000
Digester No. 1 and No. 2 Cleaning	Trmt	Capital	N		\$ 150,000	\$ -	\$ (150,000)
							<u>\$ 2,125,014</u>

EIR = Environmental Impact Report

LAFCO = Local Agency Formation Commission

LIMS = Lab Information Management system

O&M = Operations & Maintenance

PLC = Programmable Logic Controller

R&M = Repair & Maintenance

SCADA = Supervisory Control & Data Acquisition

SLR = Sea Level Rise

WWTP = Wastewater Treatment Plant

**Resolution No. 2019-24**  
**Adopting Budget for the Fiscal Year 2019-20**

WHEREAS, the public necessity and convenience require that the Carmel Area Wastewater District shall have sufficient funds for its administration, operation, maintenance, replacement, and construction:

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That funds be raised to provide for the following estimated expenditures:

**Operating Expenditures**

Salaries, Payroll Taxes & Employee Benefits	3,616,712.00	
Other Operating & Maintenance Expense	4,996,089.00	
		8,612,801.00

**Capital Asset Expenditures**

Capital Improvement Projects for Treatment	3,000,396.00	
Capital Improvement Project for Maintenance	0.00	
Capital Improvement Projects for Collection	3,725,000.00	
Capital Improvement Projects for Admin	0.00	
Capital Equipment Outlay	441,800.00	
		7,167,196.00

**Non-Operating Expenditures**

Ion Chromatograph Lease Service	0.00	
Highlands Project Debt Service	215,625.00	
		215,625.00

**Non-Cash Item**

Reserve for Depreciation & Amortization		2,673,860.00
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Total Budgeted cash & non-cash Expenditures		18,669,482.00
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2. That the following are sources of revenue to fund the above expenditures:

**Operating Revenues**

User Fees	8,206,479.00	
PBCSD Treatment Fees	1,200,000.00	
Reclamation Project Share of O & M	471,937.00	
Other Revenues	10,000.00	
		9,888,416.00

**Non-Operating Revenues**

Interest Earned	250,000.00	
Property Taxes	1,812,897.00	
Highlands Inn Assessment Revenue	215,625.00	
		2,278,522.00

**Capital Revenues**

Connection Fees & Permits	18,000.00	
PBCSD One Third Share CIP & Equipment	985,739.00	
Reclamation Project reimbursement	58,021.00	
		1,061,760.00

Total Revenue		13,228,698.00
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**Resolution No. 2019-24  
Adopting Budget for the Fiscal Year 2019-20**

Appropriation of Capital Replacement Funds to Balance Budget	5,440,784.00
Appropriation of Capital Replacement Funds to Balance Budget Before Depreciation	2,766,924.00
Total Budgeted Revenues and Appropriations	<u><u>18,669,482.00</u></u>

**I HEREBY CERTIFY** that the foregoing is a full, true and correct copy of a Resolution duly adopted and passed by the Board of Directors of the Carmel Area Wastewater District, Monterey County, California at a Regular Meeting held on the 27th day of June, 2019, by the following vote:

YES, MEMBERS: \_\_\_\_\_

NO, MEMBERS: \_\_\_\_\_

ABSENT, MEMBERS: \_\_\_\_\_

\_\_\_\_\_  
Domine Barringer, Board Secretary  
Carmel Area Wastewater District

APPROVED:

\_\_\_\_\_  
President

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 27, 2019

Subject: Designation of Classification Titles and Providing for the Number of Positions and Salary Ranges

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution designating the Classification Titles in the District and providing for the number of positions and monthly salary ranges.

## DISCUSSION

The attached resolution reflects the results of employee negotiations and has been approved by the Salary and Benefits Committee.

The agreed upon Cost-of-Living Adjustment (COLA) increase for 2019-20 is 3.0%.

Staff plans to initiate negotiations for the next two-year contract period in Oct-Nov of this year.

The most recent Bureau of Labor Statistics data sheet for the San Francisco-Oakland-Hayward region is attached for informational purposes. Note: for negotiations it has been long standing practice to utilize the October 12-month COLA. The October 2017 number was used for fiscal year 2018-19 and an estimate was used for fiscal year 2019-20.

## FINANCIAL

The 2019-20 Budget provides for a 3.0% COLA as negotiated.

## Bureau of Labor Statistics

Table A. San Francisco-Oakland-Hayward, CA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2015		2016		2017		2018		2019	
	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month
<b>February</b>	1.0	2.5	0.9	3.0	0.8	3.4	1.4	3.6	0.5	3.5
<b>April</b>	1.1	2.4	0.7	2.7	1.1	3.8	0.8	3.2	1.2	4.0
<b>June</b>	0.6	2.3	0.6	2.7	0.3	3.5	0.9	3.9		
<b>August</b>	0.3	2.6	0.7	3.1	0.2	3.0	0.6	4.3		
<b>October</b>	0.4	2.6	0.9	3.6	0.6	2.7	0.7	4.4		
<b>December</b>	-0.3	3.2	-0.3	3.5	-0.1	2.9	0.1	4.5		

The June 2019 Consumer Price Index for the San Francisco-Oakland-Hayward area is scheduled to be released on July 11, 2019.

RESOLUTION NO. 2019-25  
 DESIGNATING CLASSIFICATION TITLES IN THE  
 CARMEL AREA WASTEWATER DISTRICT  
 AND PROVIDING FOR THE NUMBER OF POSITIONS AND  
 MONTHLY SALARY RANGES

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

Section 1. That the "Positions", "Classification Titles" and "Salary Ranges and Steps" enumerated below are hereby adopted for positions of employment in the Carmel Area Wastewater District:

Positions	Range	Classification Titles	SALARY STEPS				
			A	B	C	D	E
<b>Administration</b>							
1	n/a	General Manager	<i>Negotiated with Board of Directors</i>				
1	26	Principal Accountant	7,886.35	8,280.67	8,694.70	9,129.44	9,585.91
2	16	Administrative Assistant/Board Clerk	6,160.80	6,468.84	6,792.28	7,131.90	7,488.49
<b>Engineering</b>							
1	37	Principal Engineer	10,347.57	10,864.95	11,408.20	11,978.61	12,577.54
1	37	Plant Engineer	10,347.57	10,864.95	11,408.20	11,978.61	12,577.54
<b>Treatment Plant Operations</b>							
1	32	Operations Superintendent	9,145.74	9,603.03	10,083.18	10,587.34	11,116.70
1	32	Maintenance Superintendent	9,145.74	9,603.03	10,083.18	10,587.34	11,116.70
0	31	Associate Engineer	8,922.68	9,368.81	9,837.25	10,329.12	10,845.57
1	26	Operations Supervisor	7,886.35	8,280.67	8,694.70	9,129.44	9,585.91
1	24	Laboratory Supervisor	7,506.34	7,881.66	8,275.74	8,689.53	9,124.00
3	20	Senior Operator	6,800.37	7,140.40	7,497.42	7,872.29	8,265.90
1	19	Safety/Regulatory Compliance Administrator I	6,634.51	6,966.23	7,314.54	7,680.26	8,064.29
2	19	Laboratory Analyst II/Environmental Inspector	6,634.51	6,966.23	7,314.54	7,680.26	8,064.29
1	18	Maintenance Mechanic III	6,472.69	6,796.32	7,136.14	7,492.95	7,867.60
2	17	Plant Operator II	6,314.82	6,630.56	6,962.09	7,310.19	7,675.70
0	16	Laboratory Analyst I/Environmental Inspector	6,160.80	6,468.85	6,792.28	7,131.90	7,488.48
1	16	CMMS-Plant Administrative Coordinator	6,160.80	6,468.85	6,792.28	7,131.90	7,488.48
1	15	Maintenance Mechanic II	6,010.54	6,311.07	6,626.62	6,957.95	7,305.84
0	14	Maintenance Worker II	5,863.94	6,157.14	6,464.99	6,788.24	7,127.66
1	12	Plant Operator I	5,581.38	5,860.45	6,153.47	6,461.15	6,784.20
0	12	Maintenance Mechanic I	5,581.38	5,860.45	6,153.47	6,461.15	6,784.20
0	9	Maintenance Worker I	5,182.87	5,442.01	5,714.11	5,999.82	6,299.81
<b>Collection Maintenance</b>							
1	32	Collection System Superintendent	9,145.74	9,603.03	10,083.18	10,587.34	11,116.70
4	17	Collection Worker III	6,314.82	6,630.56	6,962.09	7,310.19	7,675.70
0	10	Collection Worker II	5,312.44	5,578.07	5,856.98	6,149.82	6,457.31
0	6	Collection Worker I	4,812.81	5,053.44	5,306.11	5,571.43	5,850.00

<b>27.0</b>	<b>Total Positions authorized</b>
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Section 2. That salaries paid to occupants of said positions shall be administered in accordance with Ordinance No. 97-2 titled "Personnel Policies".

Section 3. The Provisions hereof shall be in force and effect as of July 1, 2019

Section 4. That this resolution supercedes 18-33 in its entirety.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Wastewater District duly held on June 27, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: 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: Barbara Buikema, General Manager  
Date: June 27, 2019  
Subject: Defend or Managed Retreat Reserve Account

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving a contribution of \$1,000,000 to the Special Reserve Fund named “Defend or Managed Retreat Restricted Reserve” for fiscal year 2019-20.

## DISCUSSION

At the March 2017 regular Board meeting there was a resolution passed to establish a “Defend or Managed Retreat Restricted Reserve” to allow the District options in coming to terms with sea level rise. For the initial two years of the reserve, the District opted to contribute \$500K each year. The initial funding goal was \$15,000,000 over 15 years.

The Budget Committee was given the task to annually review and decide as to future funding. This year during Budget Committee meetings the decision was made to recommend a contribution for fiscal year 2019-20 of \$1,000,000. This is the third year the Committee has recommended a contribution to the fund and it will bring the total fund balance to \$2M.

This dedicated reserve fund, combined with our Sea Level Rise Study prepared by ESA Associates, serves notice to the public and regulatory agencies that the District is intent upon addressing the issue.

## FUNDING

There are enough funds in General Reserves to move into Defend or Managed Retreat Restricted Reserve.

As of May 2019, financial statements

Cash Balances	\$ 32,738,333
Estimated June revenue	\$ 205,000
Estimated June expenditures	\$ 382,800
Est FY 2018-19 ending balance	\$ 32,560,533

Based on the estimate above, the projected year end position as follows:

Capital Fund	\$ 5,321,800
CIP Reserve	\$ 16,577,268
O&M Fund	\$ 8,461,465
Compensated Accruals	\$ 200,000
Defend or Managed Retreat Restricted Reserve	\$ 2,000,000
Est FY 2018-19 ending balance	\$ 32,560,533

Staff recommends that this contribution continue to be part of the annual budget process, first at the Budget Committee level and then followed with a presentation to the full Board.

RESOLUTION NO. 2019-26

A RESOLUTION APPROVING A CONTRIBUTION OF \$1,000,000 TO THE “DEFEND OR MANAGED RETREAT RESTRICTED RESERVE” AS PART OF THE BUDGET PROCESS FY 2019-20

-oOo-

WHEREAS, the Board of Directors authorized the creation of a “Defend or Managed Retreat Restricted Reserve” in 2017 to enable the District to address the potential impacts surrounding sea level rise throughout the District’s infrastructure; and.

WHEREAS, the Board of Directors agreed that any continued annual contributions be determined as part of the annual budget process with a recommendation by the Budget Committee; and

WHEREAS, the Budget Committee, as part of their process, determined that the fiscal year 2019-20 contribution should be \$1,000,000 and made this recommendation to the full board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby elect to contribute \$1,000,000 to the Defend or Managed Retreat Restricted Reserve as part of the Budget process for Fiscal Year 2019-20.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 27, 2019 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: 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: June 27, 2019  
Subject: Proposed Pretreatment Inspection Fee Revision

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing a revision of the District's Pretreatment Inspection fee effective July 1, 2019 to \$150 per year.

## DISCUSSION

Ordinance No. 91-03 provided for establishment of fees for the recovery of costs from users for implementation of the District's Pre-Treatment Program. A permit for industrial connections was established by Resolution No. 93-01 and the fee of \$40 for a two-year operating permit was established. In February 2003, Resolution No. 03-09 was passed that allowed for fees to be added to the tax roll for industrial discharge permits that were not paid. Since that time, the regulatory requirements for pre-treatment inspections have become stricter and District staff have been performing pre-treatment inspections twice a year in order to prevent grease from entering our collection system. In order to recover the cost of the inspections an increase of the fee is needed.

Staff is recommending an increase to the District's discharge permit fee from a fee of \$40 for two years of inspections a charge of \$150 per year.

Estimated cost of service delivery as follows:

I. Pre-treatment Permit/Inspection service is as follows:

Inspector Labor & Travel (30 minutes twice/year)	\$ 91.76
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Admin Labor (15 min)	\$	29.63
Vehicle	\$	19.00
<u>Other (Fuel, infrastructure, computers, power, office supplies)</u>	\$	<u>9.00</u>
Total	\$	149.39

Recommendation: \$150/year

Labor costs are based on average compensation and benefits of the current staff. Truck cost was derived from the average cost in the rental market to use a truck for a ½ hour minimum.

### **FISCAL IMPACT**

Using 2018 as a representative or “typical” year, there were 189 inspections completed and there are a total of 97 restaurants currently in the District. At the current permit fee the permit review was \$1,940.00. Under the proposed price increase, permit revenue will be \$14,550.00.

RESOLUTION NO. 2019-27

A RESOLUTION REVISING THE FEE FOR INDUSTRIAL DISCHARGE PERMITS,  
AS ADOPTED BY RESOLUTION NO. 91-03, COMMENCING FEBRUARY 1,1993

-oOo-

WHEREAS, Resolution No. 91-03 established an Industrial Discharge Permit Fee of forty dollars (\$40) every two years; and

WHEREAS, District staff has reviewed the permit/inspection fee process to ensure that the fee does not exceed the reasonable cost of providing services and recommends increasing the fee to one hundred and fifty dollars (\$150) per year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, that based upon the revised information now presented to it, the District's Industrial Discharge Permit/Inspection fee as established by Resolution 91-03, is hereby revised to a charge of \$150 year, commencing July 1, 2019 and continuing until revised by further action of this Board.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 27, 2019 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Secretary to the Board

# STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Subject: Hatton Canyon Pipeline Replacement Project #18-17

Date: June 27, 2019

## RECOMMENDATION

It is recommended that the Board of Directors approve a resolution to authorize staff to solicit bids for replacement of 5,600 linear feet of existing 8-inch vitrified clay pipe in Hatton Canyon State Park with 10-inch high-density polyethylene pipe utilizing a combination of pipe-bursting and open trench construction methods.

## DISCUSSION

As your Board will recall, the Hatton Canyon sewer line has been damaged due to prolonged rain events in 1995, 1997, 1998, 2014 and 2017. After the 2014 event, all the manhole covers were bolted to the frames in order to prevent sewage from spilling from the manholes along Hatton Creek in the future. In February 2017, the excessive flow from the heavy rains led to erosion of the soil around a manhole and damage to a pipe, blocking flow which resulted in sewage spilling from the upstream manhole. Because the manhole lid was bolted down, the sewage flowed from a seam in the manhole structure. The rain event in 2017 resulted in a declared disaster and our District applied for Federal Emergency Management Agency (FEMA) grant funding of \$1 million to replace the sewer line with a watertight system that is strong enough to stay intact when the creek overflows.

District staff have been contacted by FEMA and California Office of Emergency Services (Cal OES) and they are recommending approval of funding for the project. They would



like the District to be prepared to construct the project between August 2019 and the end of October 2019 if the approval is issued in time. In order to do that, the District will need to approve bidding the project today, contingent on obtaining grant funding in time for approval of low bid at the July 2019 Board meeting. FEMA staff are working with the Army Corps of Engineers (ACOE) to get the ACOE permit and FEMA approval prior to July 24, 2019. If the funding approval is delayed, the District will still get funding but will construct the project the following year.

The plans and specifications of the sewer line replacement have been prepared by MNS Engineers, Inc. If approved, staff will open bids on July 23, 2019 and present a recommendation for award of contract to the lowest responsible bidder at the Board's July 25, 2019 meeting, contingent on award of FEMA grant funding. It is anticipated that a Notice to Proceed will be issued in August 2019 and the work will commence soon after. All work is required to be completed by October 15, 2019.

The project plans and specifications are available for review at the CAWD office.

## **FUNDING**

The FY19/20 CAWD Collections Department Capital Budget includes \$1.45 million for the project. The Engineer's estimate for the project to be constructed under this contract is \$1.12 million. Construction will be funded from a combination of FEMA funding and the CAWD budget. Actual costs will depend on bids received.

RESOLUTION NO. 2019-28

RESOLUTION AUTHORIZING INVITING BIDS FOR "Hatton Canyon Pipeline Replacement Project"

-oOo-

WHEREAS, the Board of Directors has received and reviewed staff's report regarding the sewer line replacement project invitation for bids;

WHEREAS, the plans and specifications for said work are on file and have been discussed on this date with the Board by the District Manager;

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

1. That the sewer line replacement plans and specifications are hereby authorized for bidding.
2. That sealed proposals or bids are hereby called for with regard to the aforesaid Project.
3. That the Secretary of the Board of Directors of the District is hereby directed to publish a Notice requesting bids for the aforesaid "Hatton Canyon Pipeline Replacement Project" once a week for two (2) consecutive weeks in a newspaper of general circulation published in the District. Said publications shall not be less than five (5) days apart and the first publication shall be at least ten (10) days before the date fixed for the opening of bids. Said Notice shall refer to the plans and specifications on file in the office of the District Secretary.
4. Sealed proposals or bids shall be delivered to the Secretary of the Board of

the Carmel Area Wastewater District on or before the time and date specified in the published Notice, at the office of the District, 3945 Rio Road, Post Office Box 221428, Carmel, California, 93922, said time being not less than ten (10) days from the time of the first publication of the Notice. Bids will be publicly opened and examined on said date and hour by the District Secretary and will be referred to and considered by the Carmel Area Wastewater District Board at its next regular meeting following the opening of the bids in the Board Room of the District Office, 3945 Rio Road, Carmel, California.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 27, 2019 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Secretary to the Board

# STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: June 27, 2019

Subject: PLC/SCADA Programming Proposal for Frisch Engineering

## RECOMMENDATION

It is recommended that the Board of Directors authorize the General Manager to enter into a contract with Frisch Engineering for an amount not to exceed \$79,390 for fiscal year 2019-20 to program and commission the new Programmable Logic Controller ( PLC) Panels and Ignition Supervisory Control and Data Acquisition (SCADA) system for the District pump stations.

## DISCUSSION

The pump station PLC and SCADA Replacement Project 18-18 is entering the implementation phase. The total project budget is \$600,000 in which \$253,281 has been encumbered. The remaining expenses include programming and installation. The proposal by Frisch Engineering would provide all the programming and documentation to startup the new system. Frisch engineering was selected because they designed the control panels and PLC/SCADA theory of operation and also are completing a similar project with Pebble Beach Community Services District. These two items provide for significant cost savings and improved continuity from design to implementation.

The tasks included in the proposal are:

- PLC programming of all 7 pump stations.
- Local operator interface programming.
- SCADA programming and alarming.
- Testing and startup.

- Electronic operations and maintenance manual.
- As-built drawings of electrical schematics for each station.
- On-going PLC and SCADA changes and remote support after the system is in operation.

## **FUNDING**

The amount of \$79,390 from the 2019-20 Collection Capital Improvement Budget project 18-18. The remaining budget is \$346,719 before award of this contract.



# FRISCH ENGINEERING, INC.

Consulting Electrical Engineers and Programmers  
13405 Folsom Blvd., Unit 600  
Folsom, CA 95630

dba Frisch  
Electric  
Electrical Contractor  
C-10 Lic #1025671  
Phone (916) 353-1025

June 5, 2019

Mr. Chris Foley  
Carmel Area Wastewater District  
3945 Rio Rd  
Carmel, CA 93923

Location: CAWD SLS Facilities  
Subject: Programming Services

Mr. Foley,

Frisch Electrical Engineering Inc. is pleased to submit this proposal to perform PLC and SCADA programming services for this project. The following detail is provided in defining our proposed scope of work.

## Programming Services

We will create a model program that can be used at each of the 7 lift stations currently slated for improvements. The Operator interface and SCADA system will be programmed using a template as well allowing each of these items to be re-used at each station. We do expect that during installation a bit of tuning and unique revisions may be required.

This proposal assumes that Frisch Engineering will start-up the first lift station site with Chris Foley, and that Chris will handle the site PLC/OIT work for the remaining sites. Frisch will be onsite to install the SCADA updates prior to the starting up the first lift station. We will be on-line remotely with SCADA during site testing and to document or make changes to PLC and OIT as needed along the way.

The following tasks are

1. Project management and SCADA and PLC pre-programming coordination conference call.
2. PLC Programming
  - A. We will coordinate CAWD to develop the control strategies for the template station. We will document the operation of each system in detail and provide it in the O&M manual for each station.
  - B. Develop the database that is shared among the PLC and SCADA System.
  - C. Perform PLC configuration and programming.
  - D. Write PLC code for station operation using ladder logic programming.
  - E. Bench test PLC programming code and fix bugs as they are found.
  - F. Install PLC code into new control panel and troubleshoot
3. OIT Programming
  - A. Database and Configuration
  - B. Screen Development
  - C. Bench Testing

4. SCADA Programming
  - A. Database configuration
  - B. Program and Configure new SCADA Screens in office
  - C. Alarm Summary and configuration
  - D. Alarm notification system configuration
  - E. Factory Testing with model PLC connected.
  - F. Load new software onto existing SCADA system
  - G. Start-up and testing services
5. Documentation
  - A. Electronic O&M manual with PLC code and description
  - B. Personal training for operations staff – during installation and field testing
  - C. Revise after all stations are done for As-Built
6. Site SCADA Installation
  - A. Merge files in with existing system.
  - B. Test with first remote site.
  - C. Test remaining sites with Chris via remote access.
7. Site PLC and OIT Installation
  - A. On-site Test with first remote site.
8. Ongoing PLC and SCADA changes
  - A. Via remote access for SCADA and sending files to Chris as needed for subsequent stations.

### **Assumptions**

- Hourly rates include overhead costs such as telephone, photocopies, computer costs, and insurance.
- Configuration of router and VPN is by others.
- Hourly rates do not include expenses such as mileage, rental equipment, airline tickets, rental vehicles, lodging, non-incidentual photocopying and materials.
  - Travel time will be billed at hourly rate, plus current Federal mileage rate.
  - Per diem charge will be added based on half or full day of field work.
  - Actual travel expenses (airfare, ground transportation lodging, etc.) are billed at cost plus 10% for overhead and handling.

**Deliverables**

- PLC program code in native file format.
- O&M manual delivered PDF

**Terms**

- Attached quote is based on project scope as described. We anticipate that we can perform the scope as described within our budget. If the project changes, or work scope increases or decreases, we will make every effort to inform the Client in advance of work for authorization.
- Client will be invoiced monthly based on project progress.
- Changes to project scope may result in increased or reduced costs.

**Electrical Engineering Costs**

**See attached Quotation**

Frisch Engineering is pleased to offer this quotation for your consideration. Please give me a call or email if you have any questions or require further information.

Sincerely,



Thomas P. Frisch, P.E.  
Electrical Engineer  
[tfrisch@frischengineering.com](mailto:tfrisch@frischengineering.com)

I agree to project scope, assumptions, deliverables and terms and authorize Frisch Engineering to proceed:

X \_\_\_\_\_

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





# FRISCH ENGINEERING, INC.

Consulting Electrical Engineers and Programmers  
13405 Folsom Blvd., Unit 600  
Folsom, CA 95630

dba Frisch Electric

Electrical Contractor

C-10 Lic #1025671

Phone:

(916) 353-1025

## PROFESSIONAL ENGINEERING SERVICES COST ESTIMATE

JOB TITLE: Carmel Sewer Lift Stations PLC programming  
CLIENT: CAWD

DATE: 6/5/2019

### Design Services

### Electrical Engineering Discipline

Task	Description	Principal Engineer	Senior Engineer	Senior Designer	Junior Designer	Associate Designer	Total hours per task	cost per task
1	PM and Coordination	0	8	4	0	0	12	\$2,040.00
2	PLC Programming	0	23	68	0	0	91	\$14,905.00
3	OIT Programming	0	23	68	0	0	91	\$14,905.00
4	SCADA Programming	0	38	113	0	0	151	\$24,730.00
5	Documentation	0	8	23	0	0	31	\$5,080.00
6	Site SCADA installation	0	54	4	0	0	58	\$10,090.00
7	Site PLC installation	0	12	4	0	0	16	\$2,740.00
8	Ongoing PLC/SCADA changes	0	24	0	0	0	24	\$4,200.00
	Travel Expense and Per Diem							\$700.00
Subtotal Hours		0	190	284	0	0	474	
Hourly rate per discipline		\$185	\$175	\$160	\$140	\$115		Subtotal Costs
Total cost per discipline		\$0	\$33,250	\$45,440	\$0	\$0		\$79,390.00
							<b>Total Costs</b>	<b>\$79,390.00</b>

Individual tasks cost are approximate and some cost shifting between tasks may be necessary

RESOLUTION NO. 2019-29

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$79,390 FOR ELECTRICAL ENGINEERING PROGRAMMING SERVICES FOR THE PUMP STATION PLC/SCADA REPLACEMENT PROJECT – FRISCH ENGINEERING

-oOo-

WHEREAS, the District is budgeting in FY19/20 for implementation of a Pump Station PLC/SCADA Replacement Project; and

WHEREAS, Frisch Engineering has demonstrated expertise in the field of services required;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement with a not to exceed amount of \$79,390, with Frisch Engineering for Electrical Engineering Programming Services for the Pump Station PLC/SCADA Replacement Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 27, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: 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: Patrick Treanor, Plant Engineer

Subject: Project #18-08 – Standby Power Reliability Project – Electrical Engineering Design Services

Date: June 27, 2019

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manger to execute a Professional Services Agreement with Beecher Engineering for development of Specifications and Installation/Startup Services for the Standby Power Reliability Project in an amount not exceed \$35,600.

## DISCUSSION

Project #18-08 will provide CAWD with a backup standby generator to improve plant reliability during power outages. CAWD has been collecting power use data over the past year via the new Main Switchgear equipment in order to determine what size generator would be appropriate to purchase as a backup to the existing standby system. The data has shown that a 400-kilowatt (kW) generator will provide sufficient backup power in the event of a power outage and failure of the existing standby system.

The existing standby system was built in phases to include a 750 kW generator installed in the early 1990's and a 450 kW generator installed in the 1980's. Currently, the two existing generators operate simultaneously to power different parts of the WWTP and provide redundancy via manual switching. The 450-kW generator is a high-risk asset due to obsolete controls and high consequence of failure associated with total loss of

power. The 450-kW generator will be demolished in project 18-01 (Elec/Mech Rehab and Sludge Holding Tank Project) and the 750-kW generator will be setup as the main standby power engine for the entire Secondary WWTP.

CAWD is planning to purchase a portable 400 kW generator to serve as an automatic backup in the event the existing 750 kW generator fails during a power outage. Beecher Engineering designed the new Switchgear and is the most qualified to provide design and startup assistance for the new 400 kW portable generator.

Attachment:

1. Proposal – Beecher Engineering

## **FUNDING**

The funding for this design work would be funded by the FY19/20 WWTP Capital Budget which includes \$730,000 in Item #5 – Standby Power Reliability Project.



June 12, 2019

Mr. Patrick Treanor, P.E.  
Carmel Area Wastewater District  
3945 Rio Road  
Carmel-By-The-Sea, CA 93922

**SUBJECT: Carmel Area Wastewater District – Portable Generator Purchase Pre-Design:  
Proposal for Electrical Engineering Design Services**

Dear Mr. Treanor,

I am pleased to submit this proposal to Carmel Area Wastewater District (CAWD) for providing electrical engineering design services related to the Portable Generator Purchase and Installation Design Project. Below is a summary of the engineering design services and associated task element hours that I am proposing for this project:

- Kick-off meeting and Site Walk with CAWD personnel to discuss portable standby generator goals and implementation options: 4 Hours
- Collect 400kW, 480V portable generator manufacturer product information including the following details: 16 Hours
  - Catalog Data
  - Trailer/Towing Options
  - Dimensions of Each Considered Unit
- Coordination with Eaton for modification of existing SWGR-MSG automatic transfer control programming to facilitate the following functionality. Previous "Control Matrix" developed as part of the Phase 1 Construction shall be utilized as a base document for modification: 32 Hours
  - Provide a "Lead/Standby" selection icon on the SWGR-MSG HMI screen for generator selection (i.e. permanent and portable).
  - Upon loss of PG&E source, system shall automatically send a "Start" signal to both the permanent, existing standby generator and new, portable generator.
  - Upon system sensing of proper voltage and frequency of one or both of the standby generator sources, the system shall automatically: 1) Open PG&E main breaker; 2) close the switchgear bus tie breaker; 3) Close the "Lead" generator source breaker

**90 Copper Cove Drive, Suite D, Copperopolis, CA 95228  
Phone: (541) 580-8300 Email: todd@beecherengineering.com**

or, if "Lead" generator is not available but "Standby" generator is available, close the "Standby" generator source breaker after a programmed time delay.

- If "Lead" generator successfully starts and source breaker closes, system shall automatically stop the "Standby" generator.
- Develop "DRAFT" design submittal which shall include technical specifications and design drawings for new, portable 400kW generator and plant connection provisions at the Operations Building: 60 Hours
- Phone conference with CAWD to discuss "DRAFT" design submittal comments: 2 Hours
- Finalize design submittal documents and submit to CAWD for CAWD transmittal to prospective generator Suppliers: 16 Hours
- Provide assistance to CAWD installation personnel during construction of Operations Building connection provisions, including up to two (2) site visits: 24 Hours
- Provide start-up and training assistance to coincide with site visits by Eaton to download modified SWGR-MSG programming and CAWD personnel training (2 site visits assumed): 24 Hours

**Total Proposed Hours: 178 Hours**

**Total Proposed Fee (based on \$200/hr): \$35,600.00**

Proposed Schedule:

- Kick-off Site Meeting: June 6, 2019
- Submit "DRAFT" Design Submittal to CAWD: July 22, 2019
- "DRAFT" Design Submittal Review Meeting: Week of July 22, 2019
- "FINAL" Design Submittal to CAWD: Week of July 29, 2019

Thank you for the opportunity to propose on this project work. I look forward to working with you on this Project.

Sincerely,



Todd Beecher, P.E.  
Beecher Engineering, Inc.

**90 Copper Cove Drive, Suite D, Copperopolis, CA 95228**  
**Phone: (541) 580-8300 Email: todd@beecherengineering.com**

RESOLUTION NO. 2019-30

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$35,600 FOR ELECTRICAL ENGINEERING DESIGN SERVICES FOR THE STANDBY POWER RELIABILITY PROJECT – BEECHER ENGINEERING

-oOo-

WHEREAS, the District is budgeting in FY19/20 for implementation of a Standby Power Reliability Project; and

WHEREAS, Beecher Engineering has demonstrated expertise in the field of services required;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement with a not to exceed amount of \$35,600, with Beecher Engineering for Electrical Engineering Design Services for the Standby Power Reliability Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 27, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

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President of the Board

ATTEST:

---

Secretary of the Board

# STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Subject: CAWD WWTP Electricity Use Update

Date: June 27, 2019

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

CAWD staff have been tracking the energy used to run the WWTP each month and have evaluated the data to assess the progress towards reducing energy use at the WWTP. The data was grouped in three main groups: Before Phase 1, During Phase 1, and After Phase 1 improvements.

The energy use data for each month going back to October 2012 is plotted in the attached chart "CAWD WWTP Monthly Energy Use (October 2012 through April 2019)" (the data is for the Secondary Treatment plant, including Blowers, and does not include Tertiary Building and MF/RO facilities). It is clear from the data that the CAWD WWTP electricity use was lower before the Phase 1 WWTP Rehabilitation Project by about 19,500 kilowatt-hours per month (kwh/month) compared to usage after Phase 1. This is about an 11% increase.

To determine the cause of this, the data was correlated with influent flows, BOD loading, operational modes, and project/maintenance activities. It was determined that the influent flows and BOD loadings had much less correlation to the "before and after" Phase 1 increase than did the calculated impacts of operational modes and



project/maintenance activities. Therefore, operational modes and project/maintenance activities are the current focus for reducing energy use to below pre-Phase 1 levels.

The blower energy use is metered separately from the rest of the CAWD facilities which provides some granularity in the assessment. The blower energy use was reduced by about 12,300 kwh/month as a result of the improvements in Phase 1 and recent operational improvements. However, the power in the secondary meter went up about 31,800 kwh/month after Phase 1. The net increase is 19,500 kilowatt-hours per month (kwh/month).

Staff has identified the operational modes and project/maintenance activities which are the main cause of the higher energy use. Each item is planned to be resolved in upcoming work activities. Each item is described in detail as follows:

### **Notable Increases in Energy Use After Phase 1**

#### Two Primary Digesters Online (Project/Maintenance Activity)

Historically CAWD has only used one Primary Digester, as of the completion of the new Digester No. 2 at the end of Phase 1 there are now two primary digesters in operation which both have recirculation pumps and large volume mixing systems in operation. Digester No. 1 is going to be taken offline in Project 18-07 in FY19/20 which will include turning off the 7.5 horsepower (hp) Recirculation Pump and the 20 hp Mixer. This mechanical equipment operates continuously (24/7) and uses about 13,000 kwh/month of power. Taking Digester No. 1 offline along with the associated equipment will provide immediate reduction of about 13,000 kwh/month in power use.

#### Plant Water (3W) Hydropneumatic Tank Control Failure (Project/Maintenance Activity)

Halfway through Phase 1 the 3W hydropneumatic tank control system failed and was abandoned in favor of using the new backup pressure sustaining valve. This requires that the 25 hp 3W pumps be run continuously (24/7) at full speed with a bleed valve for control. Previously this system was running in on/off operation and would only run about 40% of the time. The current 24/7 operation has resulted in the 3W system consuming about 7,000 kwh/month more power than prior to the equipment failure.

The issues with the hydropneumatic tank and associated controls is to be addressed in Project 18-01 (Elec/Mech Rehabilitation and Sludge Holding Tank Project) along with putting all three of the 3W pumps on adjustable speed drives.

#### Aeration Optimization (Operational Mode)

In 2018, operational modifications were implemented in the Aeration basins. Two

modifications which have quantifiable increase in power use include: 1) turning on the Mixed Liquor Return (MLR) pumps, and 2) Increasing the RAS return rate. These modifications are being made to improve the function of the biological process and effluent water quality, but they do require increased energy use.

Prior to 2018 the MLR pumps had not been run for at least 6 years. The MLR pumps are 15 hp and two pumps are now run from between 60% to 80% speed, with one or two pumps in operation continuously (24/7). Based on this, the MLR power use is estimated at about 8 hp continuous load which equates to about 4,000 kwh/month.

Per the SCADA data, the RAS pumping rate has been increased as an operational adjustment to improve effluent TSS. The pump rate increased from an average of about 800 gallons per minute (gpm) to an average of about 1,200 gpm in 2018. The RAS pumping is continuous (24/7) and so this equates to about an 8 hp increase (4,000 kwh/month).

The upcoming WWTP Computer Modeling efforts will be useful in determining RAS pumping and Mixed Liquor Return pumping operational regimes that balance water quality and energy efficiency.

Summary of Increased Power Use after Phase 1

The sum of the calculated increases to energy use from the Secondary Meter are shown in the following Table 1.

**Table 1: Summary of Increased Power Use after Phase 1**

Asset	Estimated Increase in kwh/month
<b>Two Primary Digesters In Operation</b>	
Digester No. 1 Recirculation Pump	4,000 kwh/month
Digester No. 1 Mixer	9,000 kwh/month
<b>3W Hydropneumatic Tank Control Failure</b>	
3W Pump Continuous Run at 100% Speed Operation	7,000 kwh/month
<b>Aeration Optimization</b>	
MLR Pumps Turned On	4,000 kwh/month
RAS Rate Increase	4,000 kwh/month
<b>Total:</b>	<b>28,000 kwh/month</b>

## **Notable Decreases in Energy Use After Phase 1**

The energy savings components which were built into Phase 1 include the more efficient Blower and Screwpress equipment as follows:

### Blower

The new Turblex blower installed in Phase 1 is 15% more efficient than the original Turblex blower. This results in approximately 9,000 kwh/month reduction from pre-Phase 1. Air valve control improvements and changes to aeration basin mode of operation made since Phase 1 have further reduced blower power usage by approximately 3,000 kwh/month on average.

### Screwpress

The new Screwpress used for dewatering is more efficient than the belt press which required high washwater flows and pressures which required that 3W booster pumps run during operation of the belt press. The screwpress does not require the booster pumps so they are offline when the screwpress is in use. The 20 hp 3W booster pumps were in operation about 16 hours more per week than currently with the screwpress. This equates to a reduction of about 1,000 kwh/month.

## **Other Energy Improvements in Progress**

### Implement Influent Pump Deragging Control (Project/Maintenance Activity)

Staff is working on reducing the clogging of the Influent pumps and thus reduce the amount of time the pumps are running at higher speed due to clogging. Power savings could be on the order of 1,000 kwh/month or more.

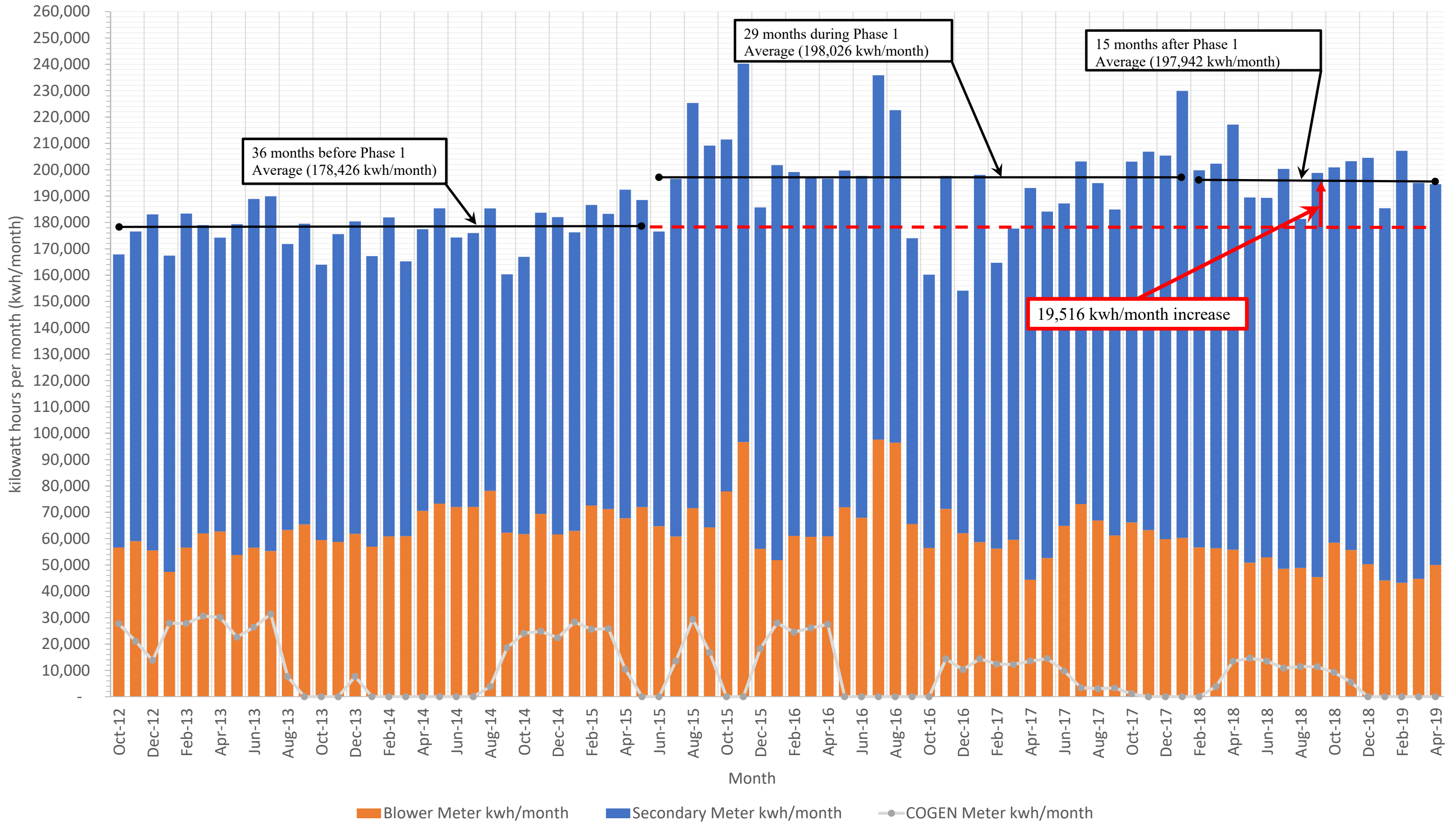
### Microturbine Upgrades (Project/Maintenance Activity)

5-years ago the microturbines were producing up to 40 kw of power in a good month (i.e. 30,000 kwh/month). Currently, when operational, the microturbine system is producing about 15 kw (i.e. 10,800 kwh/month) due to the failure of one of the microturbines in 2016. The microturbines do not reduce the amount of power used, and so do not fundamentally change the basis of the assessment in this Staff Report. However, microturbine improvements are in progress and will reduce the amount of electricity that is purchased from PG&E. A new microturbine is being installed that would allow total production to increase up to and potentially beyond pre-Phase 1 levels.

Attachment:

1. Chart "CAWD WWTP Monthly Energy Use (October 2012 through April 2019)"

# CAWD WWTP Monthly Energy Use (October 2012 through April 2019)



Note: Cogen power generation is factored out of the Blower Meter and Secondary Meter data to remove the effect of the cogen system on total power use.

# STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 27, 2019

Subject: Pebble Beach Community Services District – Regular Board Meeting May 31, 2019



## DISCUSSION

Agenda items from the May 31, 2019 meeting that are of specific interest to this District:

- Total cash balance at the end of April 2019 was \$21.9M; of that amount, \$12.7M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The April 2019 Cash Basis Budget reflects year-to-date total revenues at 77.1% of budget and year-to-date total expenditures at 41.3% of budget.
- Forest Lake Reservoir held 112 MG (million gallons) of recycled water or 97% of permitted capacity. Current storage volume is 18% above the historic average of 95 MG.
- Total irrigation water demand for the 2019 calendar year through April was 92 AF (acre feet). Total demand for the calendar year is 43% below the 5-year average of 160 AF and 35% below the 24-year average annual usage of 142 AF. The month of April reflected a net storage decrease of approximately 3 MG at Forest Lake Reservoir.
- Average daily wastewater flow of 470,000 GPD was measured in April at the PBCSD-Carmel gate. This represents 36% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 12% above the five-year average of 418,000 GPD for the month of April; the CAWD total flow was 2% above the five-year average of 1,328,000 GPD for March.

- The three alternative source water projects were out-of-service from January 2019 to mid-April 2019 due to ongoing storm events as well as the filling of Forest Lake Reservoir. Startup of the 4<sup>th</sup> Fairway Diversion Facility was initiated on April 22<sup>nd</sup>.
- Status of Reclamation Storage Facilities Improvement Project: Contractor has completed the installation of all mechanical equipment and appurtenances within the pump-pit area at Forest Lake Reservoir. The new bulk storage acid tank along with most of the new/replacement instrumentation has been installed and placed into service.
- The Board approved an agreement with Wallace Group to provide engineering services for the 2020 Wastewater Collection System Assessment Project for an amount not to exceed \$120,000.
- 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 - 18	36.645	25.589	11.056	30.171%
Aug - 18	36.346	25.482	10.864	29.890%
Sept - 18	33.219	23.073	10.146	30.543%
Oct - 18	32.829	22.915	9.914	30.199%
Nov-18	33.762	23.837	9.925	29.397%
Dec-18	35.452	24.846	10.606	29.917%
Jan - 19	39.778	27.204	12.574	31.610%
Feb - 19	65.276	40.133	25.143	38.518%
Mar - 19	57.969	34.308	23.661	40.817%
Apr - 19	39.235	25.143	14.092	35.917%
May - 19	39.519	25.428	14.091	35.656%
Total	450.030	297.958	152.072	33.792%

# STAFF REPORT

To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: June 27, 2019  
Subject: Annual District BBQ



## RECOMMENDATION

This report is informational only.

## DISCUSSION

This is a reminder to the Board to mark their calendars for the Annual District BBQ.

The BBQ will be held on Friday, July 19, 2019 between 11:30 a.m. and 2:00 p.m.

Location will be at the Vista Lobos Room on Third Avenue between Junipero and Torres.

Please RSVP to either Domine Barringer or Kristina Pacheco so that we can give an accurate count to the caterer.