



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

August 29, 2019
Thursday
9:00AM



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES July 25, 2019

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:05 a.m.

Present: Directors: Michael Rachel, Robert Siegfried, Charlotte Townsend
And President White

Absent: Director Greg D'Ambrosio

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
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Jeff Froke, Vice President, Pebble Beach Community Service District (PBCSD)
Mike Niccum, General Manager, PBCSD

1. Appearances/Public Comments: *Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comments shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

Note: If you believe you possess any disability that would require special accommodations in order to attend this meeting, please call Carmel Area Wastewater District at 624-1248.

2. Agenda Changes: *Any requests to move an item forward on the agenda will be considered at this time.*

Updates to Board Packet for Item #11 June data populated, #23 Lowest Responsible bidder amount populated on Resolution 2019-37, #24 lowest responsible bidder with amount populated on Resolution 2019-38 – all items presented and inserted into the Boards packet

before the start of the meeting. Board Secretary also spoke directly about the updates prior to the start of the meeting.

ACTION ITEMS BEFORE THE BOARD

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

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

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

Board Action

Following a motion made by Director Siegfried and seconded by Director Townsend, the Board unanimously approved the Regular Meeting Minutes of June 30th, 2019, and enacted the following Consent Calendar items:

- 3.** Approve Regular Board Meeting Minutes on June 27,2019 and Special Board Meeting on July 15, 2019
- 4.** Receive and Accept Bank Statement Review by Hayashi Wayland – June 2019
- 5.** Receive and Accept Schedule of Cash Receipts and Disbursements – June 2019
- 6.** Approve Register of Disbursements - Carmel Area Wastewater District – June 2019
- 7.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – June 2019
- 8.** Receive and Accept Financial Statements and Supplementary Schedules – June 2019
- 9.** Receive and Accept Collection System Superintendent’s Report April, May, & June 2019
- 10.** Receive and Accept Safety And Regulatory Compliance Report – June 2019
- 11.** Receive and Accept Treatment Facility Operations Report – June, May & April 2019
- 12.** Receive and Accept Laboratory/Environmental Compliance Report – June 2019

- 13. Receive and Accept Capital Projects Report/Implementation Plan – June 2019
- 14. Receive and Accept Plant Operations Report – June 2019
- 15. Receive and Accept Maintenance Projects Report – June 2019
- 16. Receive Principal Engineer’s Monthly General Engineering Report– June 2019

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RESOLUTIONS

17. Resolution No. 2019-31; A Resolution Authorizing The General Manager To Enter Into A Contract With Atlantic Machinery, Incorporated For The Purchase Of A Vac-Con Combination Sewer And Storm Drain Cleaning Truck In the Amount Of \$408,907
Report by Collections Superintendent, Daryl Lauer

Mr. Lauer explained that the District’s current truck has passed its useful life and a replacement is needed. Director Siegfried asked at what point would CAWD take possession of the new truck and Mr. Lauer stated once the truck is delivered. Director Siegfried wondered if there is interest from another entity, such as South County, to purchase our current truck as usable, how is it not usable for CAWD? Mr. Lauer explained that their usage of such a vehicle is far less than CAWD’s and therefore would still be a value for their agency. President White asked what the mileage of the vehicle is and Mr. Lauer estimated it to be ~48,000 miles for the truck engine but not the secondary diesel engine. President White asked where the new truck would be manufactured, and Mr. Lauer answered it is manufactured in Florida. Director Rachel asked if we would be able to determine our pollution output as it relates to California Air Board Regulations with the new truck. Mr. Foley stated the new truck is not subject to the California Air Board diesel truck regulations since both the truck’s engines are gas. Director White asked why not replace the secondary diesel engine on the old truck with a new gas engine? Mr. Lauer said it would be \$60,000 or \$70,000 for a retrofit and is not a sound financial decision. President White wondered how much the old truck is worth and Mr. Lauer indicated between \$40,000 & \$100,000. President White was pleased to learn that staff has made an effort to sell the existing truck in favor of keeping it. Director Siegfried would like to have “broader marketing” done to sell the existing truck and both Mr. Lauer and General Manager, Buikema agreed.

Board Action

Following a motion made by Director Rachel and seconded by Director Siegfried, the Board unanimously adopted Resolution No. 2019-31.

18. Resolution No. 2019-32; A Resolution Authorizing The General Manager To Execute A Minor Services Contract with Hall Landscape Design In An Amount Not To Exceed \$27,375 for Wastewater Treatment Plant (WWTP) Perimeter Trees And Interior Landscape Planning – *Report by Plant Engineer, Patrick Treanor*

Mr. Treanor explained this is a resolution to have an initial study regarding the long-term maintenance of the trees that surround the CAWD plant. Director Townsend expressed regret that Director D'Ambrosio was absent as he was an arborist. President White stated he is unsure/unwilling to move forward with the resolution due to concern over the Coastal Commission and the absence of Director D'Ambrosio. Director Siegfried also would like to table the resolution and had concern over irrigation.

Jeff Froke of PBCSD commented on the necessity to study trees prior to determining any action needed to be taken.

Board Action

Following a motion made by President White and seconded by Director Siegfried, the Board unanimously agreed to table Resolution No. 2019-32 to the August Board meeting.

19. Resolution No. 2019-33; A Resolution Authorizing The General Manager To Enter Into A Contract With Mailey Electric For Electrical Services In Fiscal Year 2019-20 In An Amount Not to Exceed \$220,000 – *Report by Maintenance Superintendent, Chris Foley*

Mr. Foley discussed the recommendation to renew a contract with Mailey Electric to continue to do electrical services for CAWD.

Board Action

Following a motion made by Director Rachel and seconded by Director Townsend, the Board unanimously adopted Resolution No. 2019-33.

20. Resolution No. 2019-34; A Resolution Authorizing The General Manager To Enter Into A Contract With Informative Controls For Integration Services In Fiscal Year 2019-20 In An Amount Not To Exceed \$310,000 – *Report by Maintenance Superintendent, Chris Foley*

Mr. Foley recommends contracting with Informative Controls to continue moving forward with transitioning from CAWD's old SCADA system to a new SCADA system. Director Siegfried had concerns about what percentage of the amount is for engineering and how the process of the services is carried out. Mr. Foley stated that the entire amount is solely for engineering services. Mr. Foley also explained that this will allow CAWD, PBSCD and the pump stations to interact and share data.

Board Action

Following a motion made by Director Rachel and seconded by Director Siegfried,

the Board unanimously adopted Resolution No. 2019-34.

21. Resolution No. 2019-35; A Resolution Authorizing Inviting Bids For “Digester No. 1 Cleaning” – *Report by Plant Engineer, Patrick Treanor*

Mr. Treanor explained that Digester No. 1 will be removed from service and cleaned to prepare it for future rehabilitation.

Board Action

Following a motion made by Director Siegfried and seconded by Director Townsend, the Board unanimously adopted Resolution No. 2019-35.

22. Resolution No. 2019-36; A Resolution Authorizing The General Manager To Execute An Amended Contract With Kennedy/Jenks Consultants For Professional Services In An Amount Not To Exceed \$39,170 To Provide Additional Design Services For The “Wastewater Treatment Plant (WWTP) Elec/Mech Rehab And Sludge Holding Tank Project” *Report by Plant Engineer, Patrick Treanor*

Board Action

Following a motion made by Director Siegfried and seconded by President White, the Board unanimously adopted Resolution No. 2019-36.

23. Resolution No. 2019-37; A Resolution Accepting The Lowest Responsible Bid For The “Monte Verde Extension and 2nd Avenue Sewer Line Replacement” And Authorizing General Manager To Execute A Contract With The Lowest Qualified Bidder In The Amount of \$91,100-*Report by Principal Engineer, Rachel Lather*

Ms. Lather reported the outcome of the bidding that was done for the Monte Verde Extension and 2nd Avenue Sewer Line Replacement. Director Rachel discussed how difficult it is to garner bidding interest and that the amount was close to the Engineer’s Estimate.

Board Action

Following a motion made by Director Townsend and seconded by President White, the Board unanimously adopted Resolution No. 2019-37.

24. Resolution No. 2019-38; A Resolution Determining And Designating The Lowest Responsible Bidder For Hatton Canyon Pipeline Replacement Project, And Consistent With Notice To Bidders Upon Receipt Of Grant Funding Award A Contract To The Lowest Bidder, And Authorize The General Manager To Execute Said Contract With The Low Bidder, And If The Award Is Not Made Prior To August 22, 2019 Authorize Staff To Either Negotiate An Extension With The Designated Low Bidder Or Reject All Bids And Cancel The Project – *Report by Principal Engineer, Rachel Lather*

Ms. Lather reported on the only bid that was received for the Hatton Canyon Pipeline Replacement Project and the terms of acceptance of that bid. Director Rachel was interested

to know what other agencies CAWD communicated with on this project? Ms. Lather advised only with the State Parks Department. President White requested a word change in the resolution and Ms. Lather agreed.

Board Action

Following a motion made by Director Townsend to approve the Resolution as amended and a second by Director Siegfried, the Board unanimously adopted Resolution No. 2019-38.

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.

OTHER ITEMS BEFORE THE BOARD

- 25.** Disclosure of Reimbursements Paid of at Least \$100 for FY 2018-19-
Report by General Manager, Barbara Buikema
Requesting a motion to accept

Board Action

Following a motion made by President White and seconded by Director Townsend, the Board unanimously accepted the Disclosure Reimbursement Paid of at Least \$100 for FY 2019-19.

- 26.** General Manager Salary Adjustment-
Report by General Manager, Barbara Buikema
Requesting a motion to approve

Barbara Buikema reported on the recommendation from the Salary and Benefits Committee to approve the adjustment of the General Manager's salary. Director Rachel invited comments from Patrick Treanor, Chris Foley and Rachel Lather as to their time as acting General Manager.

Board Action

Following a motion made by Director Rachel and seconded by President White, the Board unanimously approved the General Manager's Salary Adjustment.

INFORMATION/DISCUSSION ITEMS

- 27.** PBCSD 06-28-19 Regular Board Meeting – Report by General Manager,
Barbara Buikema
Informational Only – No Action Required

28. General Manager Progress Quarterly Report – Report by General Manager, Barbara Buikema

Informational Only – No Action Required

29. Update on Mr. Larsen Connection In Carmel Highlands – Oral Report by Collections Superintendent, Daryl Lauer

Informational Only – No Action Required

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

30. General Manager’s Report – Oral Report by General Manager, Barbara Buikema

- Coastal Commission Workshop July 12th
- Team Building Workshop July 11th
- Thank you from Staff

31. 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.

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meetings are scheduled for: Friday, July 26, 2019 at 9:30a.m. *Director Siegfried is scheduled to attend.*
Friday, September 27, 2019 at 9:30a.m. *President White 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 Director White are scheduled to attend.*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for: Tuesday, October 15, 2019 at 6:00 pm. *Director Townsend is scheduled to attend.*

32. CLOSED SESSION: *A closed session of the Board is not planned, but may be held if necessary, for certain limited purposes authorized pursuant to California Government Code.*

36. ADJOURNMENT

*There being no further business to come before the Board, the President adjourned the meeting at 10:31 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, **August 29, 2019** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923. NOTE: Staff reports and materials regarding these agenda items are available for public review Monday through Wednesday of the week immediately prior to the Board Meeting at the District Office or at www.cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District Office during normal business hours. Documents distributed at the meeting will be made available in the same manner.*

Respectfully submitted:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD) SPECIAL BOARD MEETING MINUTES JULY 30, 2019

CALL TO ORDER - ROLL CALL The meeting was called to order at 10:05 a.m.

Present: President: Ken White, Directors: Michael Rachel, Robert Siegfried and Charlotte Townsend

Absent: Director: Greg D'Ambrosio

Others: Robert Wellington, Wellington Law Offices, CAWD District Legal Counsel

OPENING SESSION

1. **Appearances/Public Comments:**

There were no appearances or public comments.

2. **Agenda Changes:**

There were no agenda changes.

No one addressed the Board before Closed Session. The Board convened closed session at 10:05 a.m.

3. **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.*

A. Public Employee Performance Evaluation

Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **Legal Counsel Performance Evaluation**

B. Public Employee Performance Evaluation

Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **General Manager Performance Evaluation**

The Board came back into open session at 12:05 p.m. and Legal Counsel announced that in the closed session the Board had taken up and the two listed agenda items. As to agenda item 3.A – performance evaluation of Legal Counsel – the Board concluded that evaluation and provided Legal Counsel with his evaluation form. As to agenda item 3.B – performance evaluation of the

General Manager – the Board Members discussed that matter and gave direction as to the further preparation of that evaluation form for a future closed session; no reportable action was taken.

4. **ADJOURNMENT:** *There being no further business to come before the Board, President White adjourned the meeting at 12:06 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, August 29, 2019 or an alternate, acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.*

As Reported To:

Kristina Pacheco, Secretary to the Board

APPROVED:

Ken White, President



HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

August 20, 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 July 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.

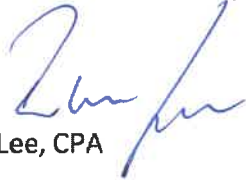
The procedures we performed and the associated findings are as follows:

- (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





HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

August 20, 2019

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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.

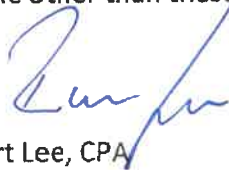
The procedures we performed and the associated findings are as follows:

- (1) We reviewed individual checks (or electronic images of individual checks or substitute checks). This procedure revealed that two check numbers were recorded incorrectly. Check #33768 to the Water Awareness Committee of Monterey County in the sum of \$1,000.00 was incorrectly recorded as check #33769. Check #33769 to the Vision Service Plan in the sum of \$595.35 was incorrectly recorded as check #33768. This procedure did not reveal any other 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.



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.

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Robert Lee, CPA
Partner
Hayashi Wayland

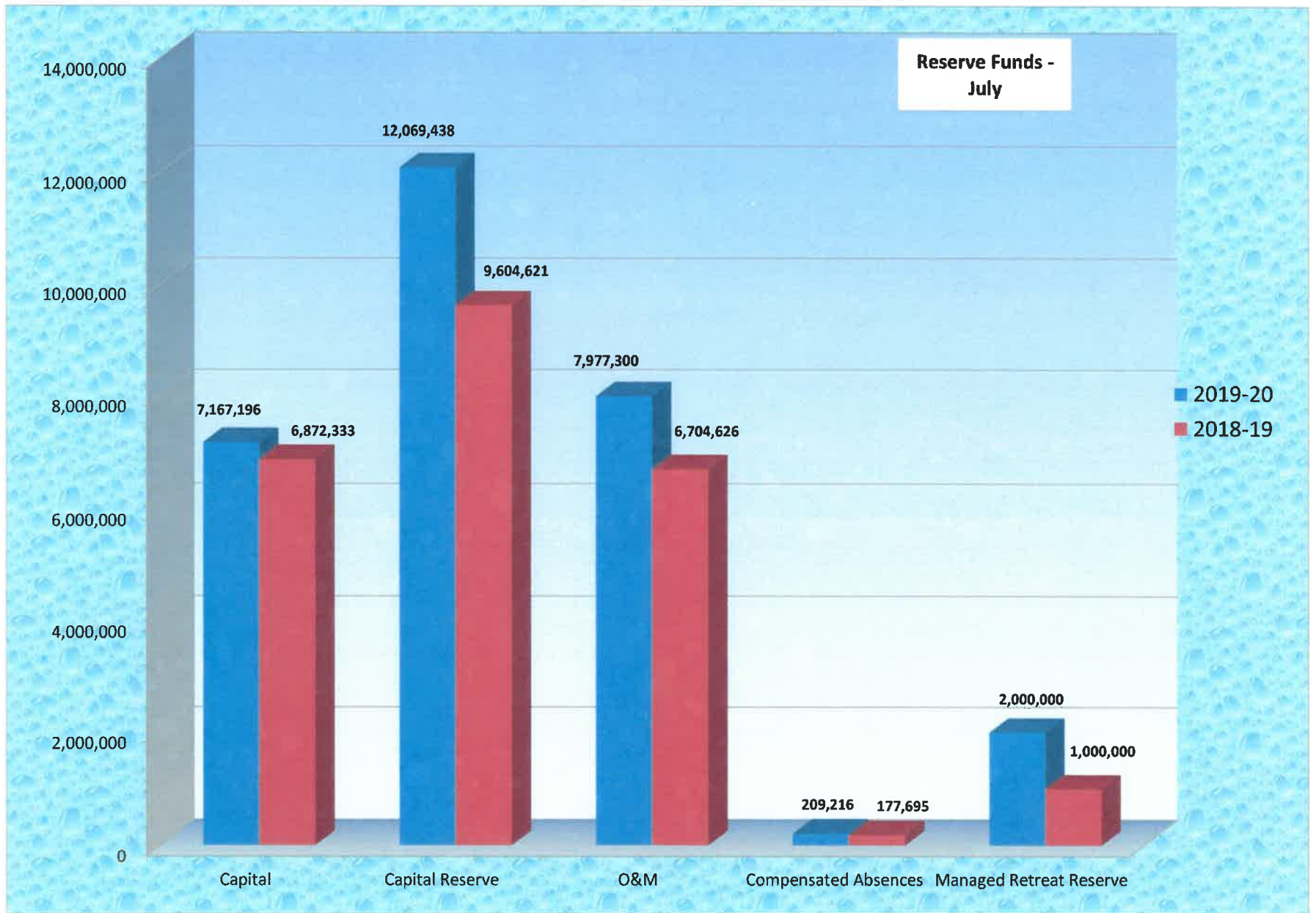
Cc: Mr. Ken White, President

Revised August 20, 2019



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

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Union Bank Bank O & M Balance	Union Bank Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$5,571,165	\$11,655,296	\$11,618,994	\$177,695	\$1,000,000	\$30,023,151	\$912,016	\$119,453	\$1,157,615
Receipts:									
User Fees							7,120		
Property Taxes									
PBCSD Treatment Fees							180,000		
Reclamation O & M reimbursement							136,056		
Reclamation capital billing									
Permits							745		
PBCSD capital billing									
Other misc. revenue							895		
Interest income								1	7,397
Connection Fees									
Void checks									
W/C audit refund									
CCLEAN receipts									
Pooled liability dividend									
September Ranch deposits									
Total Receipts	0	0	0	0	0	0	324,815	1	7,397
Fund Transfers:									
Transfers to Union Bank O&M		(398,368)	(201,632)				600,000		
Transfers to Union Bank PR							(215,000)	215,000	
Transfer to Defend or Managed Retreat Fund		(1,000,000)			1,000,000				
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves	1,596,031	1,812,511	(3,440,063)	31,521					
Total Transfers	1,596,031	414,143	(3,641,695)	31,521	1,000,000	(600,000)	385,000	215,000	0
Disbursements:									
Operations and capital							1,026,487		
Payroll & payroll taxes								207,648	
Employee Dental reimbursements							6,409		
CALPERS EFT							30,143		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							587		
Home Depot EFT							337		
US Bank EFT							4,594		
Deferred comp contributions EFT								9,558	
PEHP contributions EFT								2,882	
Bank/ADP fees							89	494	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Unfunded CALPERS liability							20,347		
GASB 68 report fee									
Total Disbursements	0	0	0	0	0	0	1,088,994	220,581	0
BALANCE END OF MONTH	7,167,196	12,069,438	7,977,300	209,216	2,000,000	29,423,151	532,838	113,873	1,165,012



Carmel Area Wastewater District
Disbursements
Jul-19

Date	Check	Vendor	Description	Amount
07/01/19	33823	Alliant Insurance Services Inc.-NPB Main-VOID	Annual government crime and equipment floater policies-VOID	0.00
07/01/19	33824	American Fidelity Assurance Company	Flex accounts	106.92
07/01/19	33825	Applied Marine Sciences	CCLEAN bills for ocean monitoring	79,781.62
07/01/19	33826	AT&T Mobility	Cell service	646.71
07/01/19	33827	AT&T CALNET 3	Various phone lines for devices	533.82
07/01/19	33828	Bryan J. Mailey Electric	Various electrical projects (CAPITAL \$1,000.00)	4,534.97
07/01/19	33829	Buckles-Smith Electric	Electrical parts (CAPITAL \$152.71)	4,112.00
07/01/19	33830	Carmel Print & Copy	Business cards and flyers for the lateral program	301.84
07/01/19	33831	Carmel-by-the-Sea	Room deposit for the annual BBQ	125.00
07/01/19	33832	Cintas Corporation	Laundry service	851.65
07/01/19	33833	Clark Pest Control	Plant service	593.00
07/01/19	33834	Culligan Water Conditioning	C&I exchange service and tank at the lab	42.35
07/01/19	33835	CWEA	Employee's annual membership	376.00
07/01/19	33836	Del Monte Gardeners	Clearing sewer easements	5,000.00
07/01/19	33837	De La Flor Painting	Restain deck and dewatering building bathroom	3,900.00
07/01/19	33838	Direct TV	Monthly service	80.99
07/01/19	33839	Exceedio	New computers for collections and maintenance	6,569.85
07/01/19	33840	Fastenal Company	Operating supplies (CAPITAL \$1,436.44)	3,577.78
07/01/19	33841	Ferguson Enterprises, Inc.	Aeration Baffle Project (CAPITAL)	48.37
07/01/19	33842	First Alarm	Quarterly billing for admin building and Plant	417.39
07/01/19	33843	Frank A. Olsen Company	Motor assembly	433.41
07/01/19	33844	Gavilan/Salinas Crane & Rigging	Aeration Baffle Project (CAPITAL)	4,585.00
07/01/19	33845	Got.Net	Internet service	24.20
07/01/19	33846	Grainger	Guardrails	647.58
07/01/19	33847	Gregory Ange	Dental	113.00
07/01/19	33848	Hach Company	Lab supplies	257.31
07/01/19	33849	ICONIX Waterworks	Sewer saddle	103.60
07/01/19	33850	Image Source	Plant copier contract charge	37.72
07/01/19	33851	James Grover	Dental	795.40
07/01/19	33852	Keenan & Associates	Health insurance	24,600.25
07/01/19	33853	Kennedy/Jenks	Phase II design (CAPITAL)	152,776.87
07/01/19	33854	Kevin Young	CWEA annual membership	188.00
07/01/19	33855	Mark Dias	Dental	175.00
07/01/19	33856	Mathews Mechanical	Aeration Baffle Project (CAPITAL)	11,015.20
07/01/19	33857	McMaster-Carr	Stainless steel pipe fittings	425.95
07/01/19	33858	MetLife-Group Benefits	Life insurance	1,148.29
07/01/19	33859	Mission Communications	Replacement batteries	166.00
07/01/19	33860	Monterey Bay Analytical Services	Final effluent analysis	400.00
07/01/19	33861	Monterey County Auditor-Controller	Annual LAFCO admin charge	19,392.00

Carmel Area Wastewater District
Disbursements
Jul-19

Date	Check	Vendor	Description	Amount
07/01/19	33862	Monterey Bay Window Cleaning Co.	Plant cleaning	690.00
07/01/19	33863	Monterey County Assessor	Annual charge for custom parcel file for billing purposes	200.00
07/01/19	33864	Monterey County Health Dept.	Annual health permit	1,734.00
07/01/19	33865	Pacific Truck Parts	Hydraulic hose and valve tool	106.04
07/01/19	33866	Patelco Credit Union	Health Savings Accounts contributions	4,976.64
07/01/19	33867	Patrick Treanor	Dental	150.00
07/01/19	33868	Peninsula Welding & Medical Supply	Welding supplies (CAPITAL)	150.04
07/01/19	33869	Potter's Electronics	Troubleshoot cameras	1,132.78
07/01/19	33870	Rebuild-it Services Group	Remove and install drive unit for the secondary clarifier project (CAPITAL)	60,025.36
07/01/19	33871	Robert Siegfried	Seminar expenses	40.32
07/01/19	33872	Sage Software	Annual renewal of the fixed asset software	3,155.00
07/01/19	33873	Solenis LLC	Praestol K 144 chemical	4,298.04
07/01/19	33874	TITUS	30 manhole covers and frames	22,750.51
07/01/19	33875	Univar USA	Sodium hypochlorite	3,782.11
07/01/19	33876	Unum Life Ins.	Long term disability	1,969.28
07/01/19	33877	USA Blue Book	Circular chart paper	322.62
07/01/19	33878	Vision Service Plan	Vision insurance	529.20
07/01/19	33879	West Yost Associates	Collection system modeling-Phase 3 progress billing	2,574.00
07/03/19	33880	Alliant Insurance Services Inc.-NPB Main	Annual equipment floater policy	6,980.00
07/03/19	33881	Alliant Insurance Services Inc.-NPB Main	Annual commercial crime policy	1,050.00
07/09/19	33882	Monterey Bay Water Works Association	Lunch meeting - "Advanced Water Treatment" at Monterey One	240.00
07/15/19	33883	Allied Fluid Products	Aluminum camlock and crimped hose	415.25
07/15/19	33884	American Fidelity Assurance Company	Flex accounts	106.92
07/15/19	33885	AT&T	Admin alarm line	81.61
07/15/19	33886	AutomationDirect, Inc.	Operating supplies	542.55
07/15/19	33887	Bayside Oil	Dispose oil and debris	597.50
07/15/19	33888	Beck's Shoes	Employee work boots	217.23
07/15/19	33889	Bryan J. Mailey Electric	Fix reject flow meter and VFD, install conduit and antenna (CAPITAL \$3,125.00)	4,625.00
07/15/19	33890	Buckles-Smith Electric	Supplies for PLC project (CAPITAL \$1,022.59)	1,652.87
07/15/19	33891	Byte Technology	Time bundle for website maintenance	750.00
07/15/19	33892	Cal-Am Water	Monthly service	1,127.52
07/15/19	33893	Carmel Marina Corporation	Plant rolloffs	1,940.28
07/15/19	33894	CAWD\PBCSD Reclamation Project	Reimbursement for tertiary lab PG&E	597.84
07/15/19	33895	Christopher Dinner Heating	Repair lab air conditioning	262.50
07/15/19	33896	Cintas Corporation	Laundry service	709.13
07/15/19	33897	Clark Pest Control	Plant service	273.00
07/15/19	33898	CSRMA	Worker's compensation annual premium	70,670.00
07/15/19	33899	Datco Services Corporation	Quarterly testing fees	175.50
07/15/19	33900	DKF Solutions	Revise overflow emergency response plan	2,400.00

Carmel Area Wastewater District
Disbursements
Jul-19

Date	Check	Vendor	Description	Amount
07/15/19	33901	Fastenal Company	Operating supplies	352.78
07/15/19	33902	Ferguson Enterprises, Inc.	PVC couplings (CAPITAL)	128.56
07/15/19	33903	Good Time Catering	Annual BBQ food	2,871.00
07/15/19	33904	Harrington Industrial Plastics	Adapters	162.29
07/15/19	33905	Hayashi & Wayland Accounting	Bank reconciliation oversight	300.00
07/15/19	33906	Houston-Alliant Insurance Services	Annual commercial cyber liability premium	1,626.43
07/15/19	33907	ICON Cloud Solutions	Monthly telephone service	602.99
07/15/19	33908	Informative Controls Company	PLC programming (CAPITAL)	101,086.93
07/15/19	33909	Liberty Composting	Sludge hauling	8,575.32
07/15/19	33910	McCabe & Company	Coastal Commission consulting service	10,000.00
07/15/19	33911	McMaster-Carr	Operating supplies	97.70
07/15/19	33912	Michael Rachel	Dental	35.60
07/15/19	33913	Microgenics Corporation	Lab supplies	584.44
07/15/19	33914	Monterey Bay Air Resources District	Annual permits for chopper pump engine and portable water pump engine	3,236.00
07/15/19	33915	MUFG Union Bank	Annual admin fee for the bonds	2,066.00
07/15/19	33916	Office Team	Admin temp service	464.20
07/15/19	33917	Peninsula Welding & Medical Supply	Non-liquid cylinders for the lab	90.30
07/15/19	33918	Petty Cash	Replenish petty cash for board meeting food and lab ice	187.92
07/15/19	33919	Pacific Gas & Electric	Monthly co-gen billing	0.23
07/15/19	33920	Quest Diagnostics	New employee test fee	49.00
07/15/19	33921	Quill Corporation	Office supplies	265.44
07/15/19	33922	Scarborough Lumber (Ace Hardware)	Operating supplies	123.02
07/15/19	33923	Smitty's Janitorial	Monthly service	1,110.00
07/15/19	33924	SRT Consultants	September Ranch Water System-Task 1 information review	25,000.00
07/15/19	33925	Streamline	Two months of new website maintenance service	800.00
07/15/19	33926	Town & Country Gardening	Monthly service	610.00
07/15/19	33927	United Rentals	Skyjack boom rental for aeration project (CAPITAL)	2,341.98
07/15/19	33928	Univar USA	Sodium hypochlorite	3,823.63
07/15/19	33929	Urban Futures	Annual agent fee for the revenue bonds	1,050.00
07/15/19	33930	USA Blue Book	Skimming nets and brushes	242.29
07/17/19	33931	Gold Valley Scaffolding	Scaffolding rental for the aeration baffle project (CAPITAL)	2,350.00
07/18/19	33932	Turf Image	Annual ArcGIS online mapping fee	7,200.00
07/22/19	33933	Pacific Gas & Electric	Monthly service	38,225.48
07/31/19	33934	Accelerated Technology Laboratories	Annual LIMS lab software support	3,426.95
07/31/19	33935	American Fidelity Assurance Company	Flex accounts	106.92
07/31/19	33936	Applied Marine Sciences	CCLEAN bills for ocean monitoring	46,610.59
07/31/19	33937	AT&T Mobility	Cell service	631.69
07/31/19	33938	AT&T CALNET 3	Various phone lines for devices	2,489.12
07/31/19	33939	AutomationDirect, Inc.	Electrical parts for dewatering/digester PLC's	3,447.57

Carmel Area Wastewater District
Disbursements
Jul-19

Date	Check	Vendor	Description	Amount
07/31/19	33940	Barbara Buikema	Special Districts Association dinner meeting and Coastal Commission meeting expenses	87.00
07/31/19	33941	Bryan J. Mailey Electric	Install panel/PLC and belt press electrical upgrades (CAPITAL)	3,687.50
07/31/19	33942	Carmel Marina Corporation	Admin building garbage	51.13
07/31/19	33943	Carmel Pine Cone	Legal notices (CAPITAL \$182.00)	437.00
07/31/19	33944	Carmel Print & Copy	Business cards and time off sheets	405.70
07/31/19	33945	Charlotte Townsend	Dental	166.00
07/31/19	33946	Charles DayEngel	Dental	231.75
07/31/19	33947	Christopher Foley	Dental	1,306.40
07/31/19	33948	Cintas Corporation	Laundry service	590.17
07/31/19	33949	Clark Pest Control	Plant service	273.00
07/31/19	33950	CSRMA	Annual property insurance premium	41,153.00
07/31/19	33951	Daryl Lauer	CWEA Collections Mid-Summer meeting fee	60.00
07/31/19	33952	Denise Duffy & Associates	Environmental review, planning and mapping for annexation	5,733.00
07/31/19	33953	Direct TV	Monthly service	80.99
07/31/19	33954	DKF Solutions	Create a training manual for Cal OSHA and develop a written hazardous spills response plan	4,300.00
07/31/19	33955	Exceedio	Annual renewal of the network and SCADA managed services support, computer monitor	69,792.15
07/31/19	33956	Fastenal Company	Operating supplies	1,191.39
07/31/19	33957	Ferguson Enterprises, Inc.	Operating supplies	188.57
07/31/19	33958	Fisher Scientific	Lab supplies	323.40
07/31/19	33959	Got.Net	Internet service	24.20
07/31/19	33960	Green Rubber Kennedy	Pressure washer plugs and couplers	37.06
07/31/19	33961	Greg D'Ambrosio	Dental	120.00
07/31/19	33962	Image Source	Plant copier contract charge	182.76
07/31/19	33963	James Grover	Dental	1,178.40
07/31/19	33964	JPR Systems	Electromagnetic flowmeter	5,068.59
07/31/19	33965	Kennedy/Jenks	WWTP Phase II design and planning (CAPITAL)	19,729.22
07/31/19	33966	Mainsaver Software	Annual support for the inventory and purchasing modules	7,155.00
07/31/19	33967	MBS Business Systems	New admin office copier	7,865.75
07/31/19	33968	McMaster-Carr	Button cell batteries	16.32
07/31/19	33969	Michael Rachel	Dental	665.20
07/31/19	33970	MNS Engineers	Hatton Canyon Project (CAPITAL)	3,524.70
07/31/19	33971	Monterey Bay Analytical Services	Sample analysis	350.00
07/31/19	33972	Monterey Bay Urgent Care	Employee exam	21.00
07/31/19	33973	Monterey Auto Supply	Vehicle battery and air filter	301.23
07/31/19	33974	Monterey County Health Dept.	Annual health permit	433.50
07/31/19	33975	Office Team	Admin temp service	175.68
07/31/19	33976	Patrick Treanor	Work boots	196.22
07/31/19	33977	Pacific Gas & Electric	Co-gen billing	130.59
07/31/19	33978	Potter's Electronics	USB cables	56.79

Carmel Area Wastewater District
Disbursements
Jul-19

Date	Check	Vendor	Description	Amount
07/31/19	33979	Quill Corporation	Plant and admin office supplies	684.10
07/31/19	33980	Rachel Lather	Dental (\$452.00) and pipe lining class expenses	665.00
07/31/19	33981	Raymond DeOcampo	Dental	443.00
07/31/19	33982	Robert Siegfried	Dental	576.80
07/31/19	33983	Scarborough Lumber (Ace Hardware)	Collection supplies	74.76
07/31/19	33984	Sigma-Aldrich	Lab supplies	753.82
07/31/19	33985	Smile Business Products	Final billing for the old admin copier	1,341.36
07/31/19	33986	SRT Consultants	Carmel Meadows Lift Station feasibility study (CAPITAL)	30,000.00
07/31/19	33987	Underground Service Alert	Annual membership	1,859.91
07/31/19	33988	Univar USA	Sodium hypochlorite	3,778.66
07/31/19	33989	USA Blue Book	Sewer tracing dye	124.88
07/31/19	33990	Wayside Garage	Collection vehicle services	1,896.86
07/31/19	33991	Wellington Law Offices	Legal services	8,148.00
				1,032,895.56

CAWD/PBCSD Reclamation Project
Disbursements
Jul-19

Date	Check	Vendor	Description	Amount
07/01/19	8479	Allied Fluid Products	Equalization Basin VFD Project (CAPITAL)	4,000.68
07/01/19	8480	Alpine Technical Services	Cerium chloride	10,982.82
07/01/19	8481	Bryan J. Mailey Electrical	Various electrical projects	437.50
07/01/19	8482	Buckles-Smith	Wing nuts and wire	149.92
07/01/19	8483	Cal-Am Water	Monthly service	2,271.70
07/01/19	8484	CAWD	Reimbursement for O&M, aeration and secondary PG&E and chemicals	75,801.87
07/01/19	8485	Hach Company	Lab supplies	1,714.19
07/01/19	8486	Harrington Industrial Plastics	Ball valve and PVC pipe	451.98
07/01/19	8487	McMaster-Carr	Sand Filter Project (CAPITAL)	185.03
07/01/19	8488	Monterey Auto Supply	Oil	43.48
07/01/19	8489	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	270,739.78
07/01/19	8490	Pebble Beach Community Services District	Capital and O&M reimbursements	67,445.65
07/01/19	8491	Professional Water Technologies	SpectraGuard chemical	5,043.96
07/01/19	8492	Solenis LLC	Praestol chemical	8,596.09
07/01/19	8493	T&T Valve and Instrument	Pneumatic actuator	682.83
07/01/19	8494	Trussell Technologies	Sulfuric Acid Tank Project (CAPITAL)	17,074.50
07/15/19	8495	Brenntag Pacific	Ammonium hydroxide	3,624.29
07/15/19	8496	Bryan J. Mailey Electrical	Instrument short, fix P931 pump and filter system rehab project (CAPITAL \$375.00)	2,750.00
07/15/19	8497	Buckles-Smith	CNTR jumper for the SCADA project (CAPITAL)	70.90
07/15/19	8498	CAWD	Reimbursement for O&M, aeration and secondary and PG&E	60,253.69
07/15/19	8499	Cole-Parmer	Flow sensor	525.53
07/15/19	8500	Informative Controls Company	SCADA project programming (CAPITAL)	59,194.32
07/15/19	8501	Kemira Water Solutions	Ferric chloride	4,089.90
07/15/19	8502	Siemens Industry	Pressure transmitter and reject flowmeter flange	1,942.73
07/15/19	8503	Thatcher Company	Sulfuric acid	5,933.63
07/15/19	8504	Trussell Technologies	MF/RO operations support service and recommendations	646.25
07/15/19	8505	Vallen Distribution	Calibrate gas cylinder for ammonia meters	422.53
07/26/19	8506	Pacific Gas & Electric	Tertiary meter	18,627.98
07/30/19	8507	Pacific Gas & Electric	MF/RO meter	27,347.31
07/31/19	8508	Accelerated Technology Laboratories	Annual LIMS lab software support	3,426.95
07/31/19	8509	Brenntag Pacific	Ammonium hydroxide	3,636.24
07/31/19	8510	Bryan J. Mailey Electrical	Fix pump P931 and MF level switch short	750.00
07/31/19	8511	Cal-Am Water	Monthly service	2,558.48
07/31/19	8512	CAWD	Sodium bisulfate and hypochlorite and MF/RO sound barrier parts (CAPITAL \$1,926.04)	15,545.89
07/31/19	8513	Edges Electrical	Auxiliary contact for switch	261.07
07/31/19	8514	Exceedio	Annual SCADA support	3,924.00
07/31/19	8515	Fastenal Company	MF/RO sound barrier project parts (CAPITAL)	2,769.35

CAWD/PBCSD Reclamation Project
Disbursements
Jul-19

Date	Check	Vendor	Description	Amount
07/31/19	8516	Fisher Scientific	Lab supplies	526.46
07/31/19	8517	MANCO	VFD and remote keypad	4,657.71
07/31/19	8518	McMaster-Carr	MF/RO sound barrier project parts and supplies (CAPITAL \$1,476.93)	1,527.36
07/31/19	8519	MRC Global	Valves and actuators for pumps	4,410.29
07/31/19	8520	Pebble Beach Company	COP interest expense	6,452.05
07/31/19	8521	PBCSD	June O&M	37,629.45
07/31/19	8522	Quill Company	Black toner for copier	53.86
07/31/19	8523	Sigma-Aldrich	Lab supplies	753.81
07/31/19	8524	Trussell Technologies	MF/RO operations support service and recommendations	4,318.75
07/31/19	8525	Wellington Law Offices	Legal services	70.00
07/31/19	8526	McMaster-Carr	PVC sound barrier sheets and a black air hose (CAPITAL \$1,418.69)	1,493.81
				745,816.57



**Financial Statements
and
Supplementary Schedules**

July 2019

August 29, 2019

Carmel Area Wastewater District

Balance Sheet

July 2019

ASSETS

Current Assets

Cash

Cash

31,240,997.87

TOTAL Cash

31,240,997.87

Other Current Assets

Other Current Assets

419,387.82

TOTAL Other Current Assets

419,387.82

TOTAL Current Assets

31,660,385.69

Fixed Assets

Land

Land

308,059.76

TOTAL Land

308,059.76

Treatment Structures

Treatment Structures

51,563,154.88

TOTAL Treatment Structures

51,563,154.88

Treatment Equipment

Treatment Equipment

7,510,516.61

TOTAL Treatment Equipment

7,510,516.61

Collection Structures

Collection Structures

1,040,749.41

TOTAL Collection Structures

1,040,749.41

Collection Equipment

Collection Equipment

945,660.98

TOTAL Collection Equipment

945,660.98

Sewers

11,018,760.70

Disposal Facilities

Disposal Facilities

1,352,472.64

TOTAL Disposal Facilities

1,352,472.64

Other Fixed Assets

Other Fixed Assets

3,825,883.93

TOTAL Other Fixed Assets

3,825,883.93

Capital Improvement Projects

Capital Improvement Projects

20,784,898.18

TOTAL Capital Improvement Projects

20,784,898.18

Accumulated depreciation

(48,773,180.31)

TOTAL Fixed Assets

49,576,976.78

Other Assets

Other Assets

950,959.00

TOTAL Other Assets

950,959.00

TOTAL ASSETS

82,188,321.47

Carmel Area Wastewater District

Balance Sheet

July 2019

LIABILITIES			
Current Liabilities			
Current Liabilities		221,570.71	
TOTAL Current Liabilities		<u>221,570.71</u>	221,570.71
Long-Term Liabilities			
Long Term Liabilities		1,935,866.07	
TOTAL Long-Term Liabilities		<u>1,935,866.07</u>	1,935,866.07
TOTAL LIABILITIES			<u>2,157,436.78</u>
	NET POSITION		
Net Assets		80,553,857.60	
Year-to-Date Earnings		(522,972.91)	
TOTAL NET POSITION		<u>80,030,884.69</u>	80,030,884.69
TOTAL LIABILITIES & NET POSITION			<u>82,188,321.47</u>

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	159,227.81	141,661.41	17,566.40	12.4 %
TOTAL Income	<u>159,227.81</u>	<u>141,661.41</u>	<u>17,566.40</u>	12.4 %
Adjustments				
Discounts	659.85	0.00	659.85	
TOTAL Adjustments	<u>659.85</u>	<u>0.00</u>	<u>659.85</u>	
*****	<u>159,887.66</u>	<u>141,661.41</u>	<u>18,226.25</u>	12.9 %
***** OPERATING INCOME	<u>159,887.66</u>	<u>141,661.41</u>	<u>18,226.25</u>	12.9 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	248,435.51	245,168.09	(3,267.42)	-1.3 %
Payroll taxes	0.00	8.33	8.33	100.0 %
TOTAL Salaries and Payroll Taxes	<u>248,435.51</u>	<u>245,176.42</u>	<u>(3,259.09)</u>	-1.3 %
Employee Benefits				
Employee Benefits	132,606.71	188,772.59	56,165.88	29.8 %
TOTAL Employee Benefits	<u>132,606.71</u>	<u>188,772.59</u>	<u>56,165.88</u>	29.8 %
Director's Expenses				
Director's Expenses	2,310.00	2,487.49	177.49	7.1 %
TOTAL Director's Expenses	<u>2,310.00</u>	<u>2,487.49</u>	<u>177.49</u>	7.1 %
Truck and Auto Expenses				
Truck and Auto Expenses	7,511.23	14,006.69	6,495.46	46.4 %
TOTAL Truck and Auto Expenses	<u>7,511.23</u>	<u>14,006.69</u>	<u>6,495.46</u>	46.4 %
General and Administrative				
General and Administrative	47,979.28	102,225.00	54,245.72	53.1 %
TOTAL General and Administrative	<u>47,979.28</u>	<u>102,225.00</u>	<u>54,245.72</u>	53.1 %
Office Expense				
Office Expense	11,996.53	4,125.02	(7,871.51)	-190.8 %
TOTAL Office Expense	<u>11,996.53</u>	<u>4,125.02</u>	<u>(7,871.51)</u>	-190.8 %
Operating Supplies				
Operating Supplies	18,559.23	31,887.90	13,328.67	41.8 %
TOTAL Operating Supplies	<u>18,559.23</u>	<u>31,887.90</u>	<u>13,328.67</u>	41.8 %
Contract Services				
Contract Services	128,767.08	193,202.89	64,435.81	33.4 %
TOTAL Contract Services	<u>128,767.08</u>	<u>193,202.89</u>	<u>64,435.81</u>	33.4 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	15,390.20	45,524.98	30,134.78	66.2 %
TOTAL Repairs and Maintenance	15,390.20	45,524.98	30,134.78	66.2 %
Utilities				
Utilities	29,196.60	38,100.42	8,903.82	23.4 %
TOTAL Utilities	29,196.60	38,100.42	8,903.82	23.4 %
Travel and Meetings				
Travel and Meetings	15,972.44	6,470.08	(9,502.36)	-146.9 %
TOTAL Travel and Meetings	15,972.44	6,470.08	(9,502.36)	-146.9 %
Permits and Fees				
Permits and Fees	30,268.25	26,642.00	(3,626.25)	-13.6 %
TOTAL Permits and Fees	30,268.25	26,642.00	(3,626.25)	-13.6 %
Memberships and Subscriptions				
Memberships and Subscriptions	855.00	1,180.01	325.01	27.5 %
TOTAL Memberships and Subscriptions	855.00	1,180.01	325.01	27.5 %
Safety				
Safety	3,912.74	5,554.59	1,641.85	29.6 %
TOTAL Safety	3,912.74	5,554.59	1,641.85	29.6 %
Other Expenses				
Other Expense	255.00	558.34	303.34	54.3 %
TOTAL Other Expenses	255.00	558.34	303.34	54.3 %
TOTAL Operating Expenses	694,015.80	905,914.42	211,898.62	23.4 %
***** OPERATING INCOME (LOSS)	(534,128.14)	(764,253.01)	230,124.87	30.1 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	11,155.23	59,900.00	(48,744.77)	-81.4 %
TOTAL Other Income or Gain	11,155.23	59,900.00	(48,744.77)	-81.4 %
TOTAL Non-op Income, Expense, Gain or Loss	11,155.23	59,900.00	(48,744.77)	-81.4 %
***** NET INCOME (LOSS)	(522,972.91)	(704,353.01)	181,380.10	25.8 %
***** NET INCOME (LOSS)	(522,972.91)	(704,353.01)	181,380.10	25.8 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	34,434.33	41,901.61	7,467.28	17.8 %
TOTAL Salaries and Payroll Taxes	34,434.33	41,901.61	7,467.28	17.8 %
Employee Benefits				
<i>Employee Benefits</i>	25,917.24	35,827.46	9,910.22	27.7 %
TOTAL Employee Benefits	25,917.24	35,827.46	9,910.22	27.7 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	301.23	1,286.68	985.45	76.6 %
TOTAL Truck and Auto Expenses	301.23	1,286.68	985.45	76.6 %
General and Administrative				
<i>General and Administrative</i>	720.95	0.00	(720.95)	
TOTAL General and Administrative	720.95	0.00	(720.95)	
Office Expense				
<i>Office Expense</i>	209.62	308.33	98.71	32.0 %
TOTAL Office Expense	209.62	308.33	98.71	32.0 %
Operating Supplies				
<i>Operating Supplies</i>	3,583.51	5,499.99	1,916.48	34.8 %
TOTAL Operating Supplies	3,583.51	5,499.99	1,916.48	34.8 %
Contract Services				
<i>Contract Services</i>	9,518.79	41,133.33	31,614.54	76.9 %
TOTAL Contract Services	9,518.79	41,133.33	31,614.54	76.9 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	14,253.06	33,166.66	18,913.60	57.0 %
TOTAL Repairs and Maintenance	14,253.06	33,166.66	18,913.60	57.0 %
Utilities				
<i>Utilities</i>	464.35	175.00	(289.35)	-165.3 %
TOTAL Utilities	464.35	175.00	(289.35)	-165.3 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,152.65	1,366.66	214.01	15.7 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	1,152.65	1,366.66	214.01	15.7 %
Permits and Fees				
<i>Permits and Fees</i>	4,695.25	0.00	(4,695.25)	
TOTAL Permits and Fees	4,695.25	0.00	(4,695.25)	
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	188.00	196.67	8.67	4.4 %
TOTAL Memberships and Subscriptions	188.00	196.67	8.67	4.4 %
Safety				
<i>Safety</i>	2,157.52	4,250.01	2,092.49	49.2 %
TOTAL Safety	2,157.52	4,250.01	2,092.49	49.2 %
TOTAL Operating Expenses	97,596.50	165,112.40	67,515.90	40.9 %
***** OPERATING INCOME (LOSS)	(97,596.50)	(165,112.40)	67,515.90	40.9 %
***** NET INCOME (LOSS)	(97,596.50)	(165,112.40)	67,515.90	40.9 %
***** NET INCOME (LOSS)	(97,596.50)	(165,112.40)	67,515.90	40.9 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	44,020.61	39,607.31	(4,413.30)	-11.1 %
TOTAL Salaries and Payroll Taxes	44,020.61	39,607.31	(4,413.30)	-11.1 %
Employee Benefits				
<i>Employee Benefits</i>	28,526.28	37,659.81	9,133.53	24.3 %
TOTAL Employee Benefits	28,526.28	37,659.81	9,133.53	24.3 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	5,580.69	10,251.67	4,670.98	45.6 %
TOTAL Truck and Auto Expenses	5,580.69	10,251.67	4,670.98	45.6 %
General and Administrative				
<i>General and Administrative</i>	4,305.38	32,250.00	27,944.62	86.6 %
TOTAL General and Administrative	4,305.38	32,250.00	27,944.62	86.6 %
Office Expense				
<i>Office Expense</i>	1,573.97	983.35	(590.62)	-60.1 %
TOTAL Office Expense	1,573.97	983.35	(590.62)	-60.1 %
Operating Supplies				
<i>Operating Supplies</i>	1,703.77	1,750.00	46.23	2.6 %
TOTAL Operating Supplies	1,703.77	1,750.00	46.23	2.6 %
Contract Services				
<i>Contract Services</i>	22,854.78	33,708.34	10,853.56	32.2 %
TOTAL Contract Services	22,854.78	33,708.34	10,853.56	32.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	145.49	4,708.33	4,562.84	96.9 %
TOTAL Repairs and Maintenance	145.49	4,708.33	4,562.84	96.9 %
Utilities				
<i>Utilities</i>	3,672.90	3,219.17	(453.73)	-14.1 %
TOTAL Utilities	3,672.90	3,219.17	(453.73)	-14.1 %
Travel and Meetings				
<i>Travel and Meetings</i>	5,295.23	1,575.41	(3,719.82)	-236.1 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	5,295.23	1,575.41	(3,719.82)	-236.1 %
Permits and Fees				
<i>Permits and Fees</i>	3,191.00	3,250.00	59.00	1.8 %
TOTAL Permits and Fees	3,191.00	3,250.00	59.00	1.8 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	188.00	145.83	(42.17)	-28.9 %
TOTAL Memberships and Subscriptions	188.00	145.83	(42.17)	-28.9 %
Safety				
<i>Safety</i>	1,755.22	1,162.91	(592.31)	-50.9 %
TOTAL Safety	1,755.22	1,162.91	(592.31)	-50.9 %
Other Expenses				
<i>Other Expense</i>	0.00	16.67	16.67	100.0 %
TOTAL Other Expenses	0.00	16.67	16.67	100.0 %
TOTAL Operating Expenses	122,813.32	170,288.80	47,475.48	27.9 %
***** OPERATING INCOME (LOSS)	(122,813.32)	(170,288.80)	47,475.48	27.9 %
***** NET INCOME (LOSS)	(122,813.32)	(170,288.80)	47,475.48	27.9 %
***** NET INCOME (LOSS)	(122,813.32)	(170,288.80)	47,475.48	27.9 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	82,206.08	78,359.31	(3,846.77)	-4.9 %
TOTAL Salaries and Payroll Taxes	82,206.08	78,359.31	(3,846.77)	-4.9 %
Employee Benefits				
<i>Employee Benefits</i>	48,985.04	72,985.35	24,000.31	32.9 %
TOTAL Employee Benefits	48,985.04	72,985.35	24,000.31	32.9 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	240.03	1,800.00	1,559.97	86.7 %
TOTAL Truck and Auto Expenses	240.03	1,800.00	1,559.97	86.7 %
General and Administrative				
<i>General and Administrative</i>	28,784.15	39,166.67	10,382.52	26.5 %
TOTAL General and Administrative	28,784.15	39,166.67	10,382.52	26.5 %
Office Expense				
<i>Office Expense</i>	300.61	1,416.67	1,116.06	78.8 %
TOTAL Office Expense	300.61	1,416.67	1,116.06	78.8 %
Operating Supplies				
<i>Operating Supplies</i>	13,250.42	23,429.58	10,179.16	43.4 %
TOTAL Operating Supplies	13,250.42	23,429.58	10,179.16	43.4 %
Contract Services				
<i>Contract Services</i>	78,534.18	81,986.67	3,452.49	4.2 %
TOTAL Contract Services	78,534.18	81,986.67	3,452.49	4.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	534.34	6,916.66	6,382.32	92.3 %
TOTAL Repairs and Maintenance	534.34	6,916.66	6,382.32	92.3 %
Utilities				
<i>Utilities</i>	23,719.10	32,896.67	9,177.57	27.9 %
TOTAL Utilities	23,719.10	32,896.67	9,177.57	27.9 %
Travel and Meetings				
<i>Travel and Meetings</i>	7,155.33	2,553.01	(4,602.32)	-180.3 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	7,155.33	2,553.01	(4,602.32)	-180.3 %
Permits and Fees				
<i>Permits and Fees</i>	2,990.00	4,000.00	1,010.00	25.3 %
TOTAL Permits and Fees	2,990.00	4,000.00	1,010.00	25.3 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	479.00	383.34	(95.66)	-25.0 %
TOTAL Memberships and Subscriptions	479.00	383.34	(95.66)	-25.0 %
Other Expenses				
<i>Other Expense</i>	0.00	166.67	166.67	100.0 %
TOTAL Other Expenses	0.00	166.67	166.67	100.0 %
TOTAL Operating Expenses	287,178.28	346,060.60	58,882.32	17.0 %
***** OPERATING INCOME (LOSS)	(287,178.28)	(346,060.60)	58,882.32	17.0 %
***** NET INCOME (LOSS)	(287,178.28)	(346,060.60)	58,882.32	17.0 %
***** NET INCOME (LOSS)	(287,178.28)	(346,060.60)	58,882.32	17.0 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	44,596.27	50,042.69	5,446.42	10.9 %
TOTAL Salaries and Payroll Taxes	44,596.27	50,042.69	5,446.42	10.9 %
Employee Benefits				
<i>Employee Benefits</i>	29,178.15	42,299.97	13,121.82	31.0 %
TOTAL Employee Benefits	29,178.15	42,299.97	13,121.82	31.0 %
Director's Expenses				
<i>Director's Expenses</i>	2,310.00	2,487.49	177.49	7.1 %
TOTAL Director's Expenses	2,310.00	2,487.49	177.49	7.1 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,389.28	668.34	(720.94)	-107.9 %
TOTAL Truck and Auto Expenses	1,389.28	668.34	(720.94)	-107.9 %
General and Administrative				
<i>General and Administrative</i>	2,357.89	30,808.33	28,450.44	92.3 %
TOTAL General and Administrative	2,357.89	30,808.33	28,450.44	92.3 %
Office Expense				
<i>Office Expense</i>	9,912.33	1,416.67	(8,495.66)	-599.7 %
TOTAL Office Expense	9,912.33	1,416.67	(8,495.66)	-599.7 %
Operating Supplies				
<i>Operating Supplies</i>	0.00	125.00	125.00	100.0 %
TOTAL Operating Supplies	0.00	125.00	125.00	100.0 %
Contract Services				
<i>Contract Services</i>	17,745.61	36,207.88	18,462.27	51.0 %
TOTAL Contract Services	17,745.61	36,207.88	18,462.27	51.0 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	0.00	208.33	208.33	100.0 %
TOTAL Repairs and Maintenance	0.00	208.33	208.33	100.0 %
Utilities				
<i>Utilities</i>	1,337.40	1,809.58	472.18	26.1 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf/></i>	<i>% Var</i>
TOTAL Utilities	1,337.40	1,809.58	472.18	26.1 %
Travel and Meetings				
Travel and Meetings	2,369.23	975.00	(1,394.23)	-143.0 %
TOTAL Travel and Meetings	2,369.23	975.00	(1,394.23)	-143.0 %
Permits and Fees				
Permits and Fees	19,392.00	19,392.00	0.00	
TOTAL Permits and Fees	19,392.00	19,392.00	0.00	
Memberships and Subscriptions				
Memberships and Subscriptions	0.00	454.17	454.17	100.0 %
TOTAL Memberships and Subscriptions	0.00	454.17	454.17	100.0 %
Safety				
Safety	0.00	16.67	16.67	100.0 %
TOTAL Safety	0.00	16.67	16.67	100.0 %
Other Expenses				
Other Expense	255.00	375.00	120.00	32.0 %
TOTAL Other Expenses	255.00	375.00	120.00	32.0 %
TOTAL Operating Expenses	130,843.16	187,287.12	56,443.96	30.1 %
***** OPERATING INCOME (LOSS)	(130,843.16)	(187,287.12)	56,443.96	30.1 %
***** NET INCOME (LOSS)	(130,843.16)	(187,287.12)	56,443.96	30.1 %
***** NET INCOME (LOSS)	(130,843.16)	(187,287.12)	56,443.96	30.1 %

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

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	43,157.83	35,126.00	(8,031.83)	-22.9 %
TOTAL Salaries and Payroll Taxes	43,157.83	35,126.00	(8,031.83)	-22.9 %
General and Administrative				
<i>General and Administrative</i>	11,810.91	0.00	(11,810.91)	
TOTAL General and Administrative	11,810.91	0.00	(11,810.91)	
Operating Supplies				
<i>Operating Supplies</i>	21.53	708.33	686.80	97.0 %
TOTAL Operating Supplies	21.53	708.33	686.80	97.0 %
Contract Services				
<i>Contract Services</i>	113.72	0.00	(113.72)	
TOTAL Contract Services	113.72	0.00	(113.72)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	457.31	358.33	(98.98)	-27.6 %
TOTAL Repairs and Maintenance	457.31	358.33	(98.98)	-27.6 %
Utilities				
<i>Utilities</i>	2.85	0.00	(2.85)	
TOTAL Utilities	2.85	0.00	(2.85)	
Safety				
<i>Safety</i>	0.00	125.00	125.00	100.0 %
TOTAL Safety	0.00	125.00	125.00	100.0 %
TOTAL Operating Expenses	55,564.15	36,317.66	(19,246.49)	-53.0 %
***** OPERATING INCOME (LOSS)	(55,564.15)	(36,317.66)	(19,246.49)	-53.0 %
***** NET INCOME (LOSS)	(55,564.15)	(36,317.66)	(19,246.49)	-53.0 %

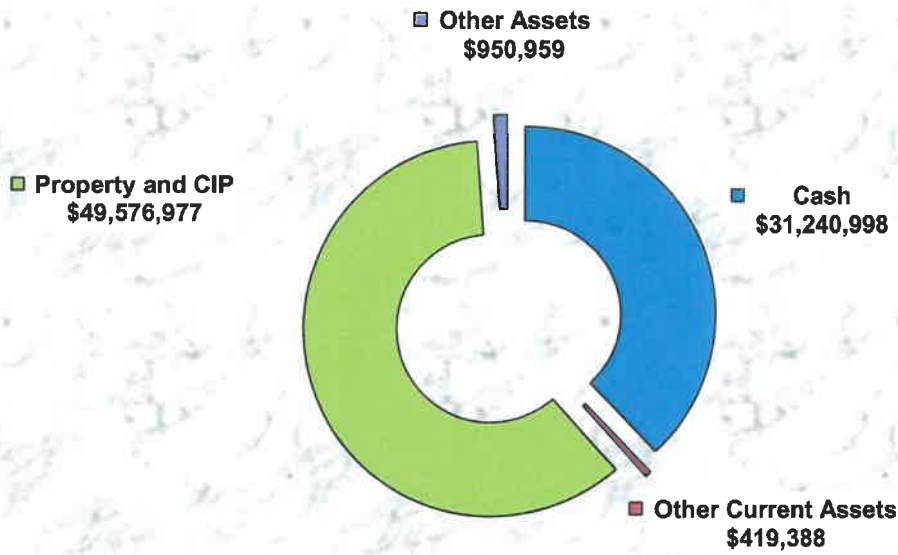
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
Year-to-Date Variance, July 2019 - current month, Consolidated by
account, Department 9

	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	281.55	83.33	198.22	237.9 %
TOTAL Income	<u>281.55</u>	<u>83.33</u>	<u>198.22</u>	<u>237.9 %</u>
*****	<u>281.55</u>	<u>83.33</u>	<u>198.22</u>	<u>237.9 %</u>
***** OPERATING INCOME	<u>281.55</u>	<u>83.33</u>	<u>198.22</u>	<u>237.9 %</u>
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	20.39	22.00	1.61	7.3 %
TOTAL Salaries and Payroll Taxes	<u>20.39</u>	<u>22.00</u>	<u>1.61</u>	<u>7.3 %</u>
Operating Supplies				
Operating Supplies	0.00	166.67	166.67	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>166.67</u>	<u>166.67</u>	<u>100.0 %</u>
TOTAL Operating Expenses	<u>20.39</u>	<u>188.67</u>	<u>168.28</u>	<u>89.2 %</u>
***** OPERATING INCOME (LOSS)	<u>261.16</u>	<u>(105.34)</u>	<u>366.50</u>	<u>347.9 %</u>
***** NET INCOME (LOSS)	<u>261.16</u>	<u>(105.34)</u>	<u>366.50</u>	<u>347.9 %</u>
***** NET INCOME (LOSS)	<u>261.16</u>	<u>(105.34)</u>	<u>366.50</u>	<u>347.9 %</u>

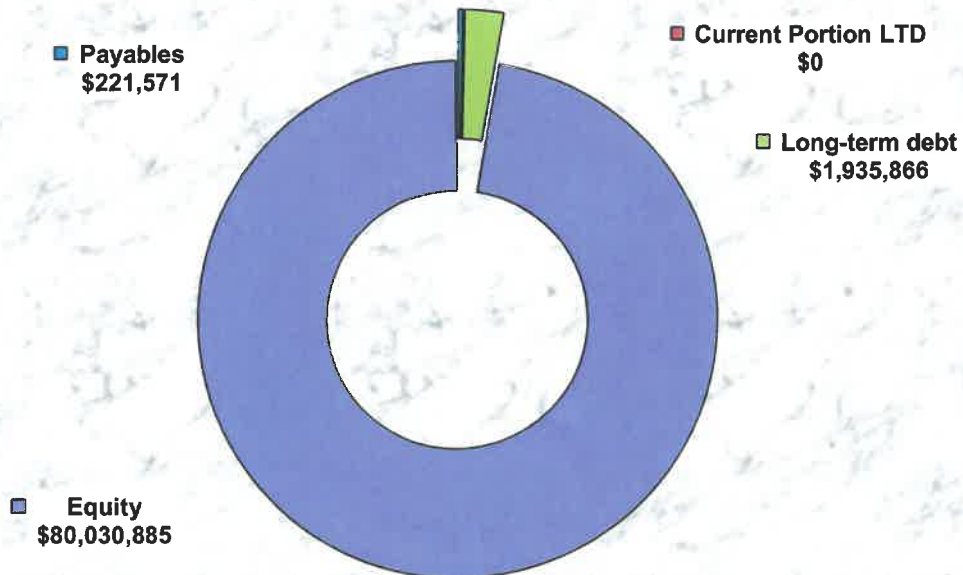
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
*Year-to-Date Variance, July 2019 - current month, Consolidated by
account, Department 10*

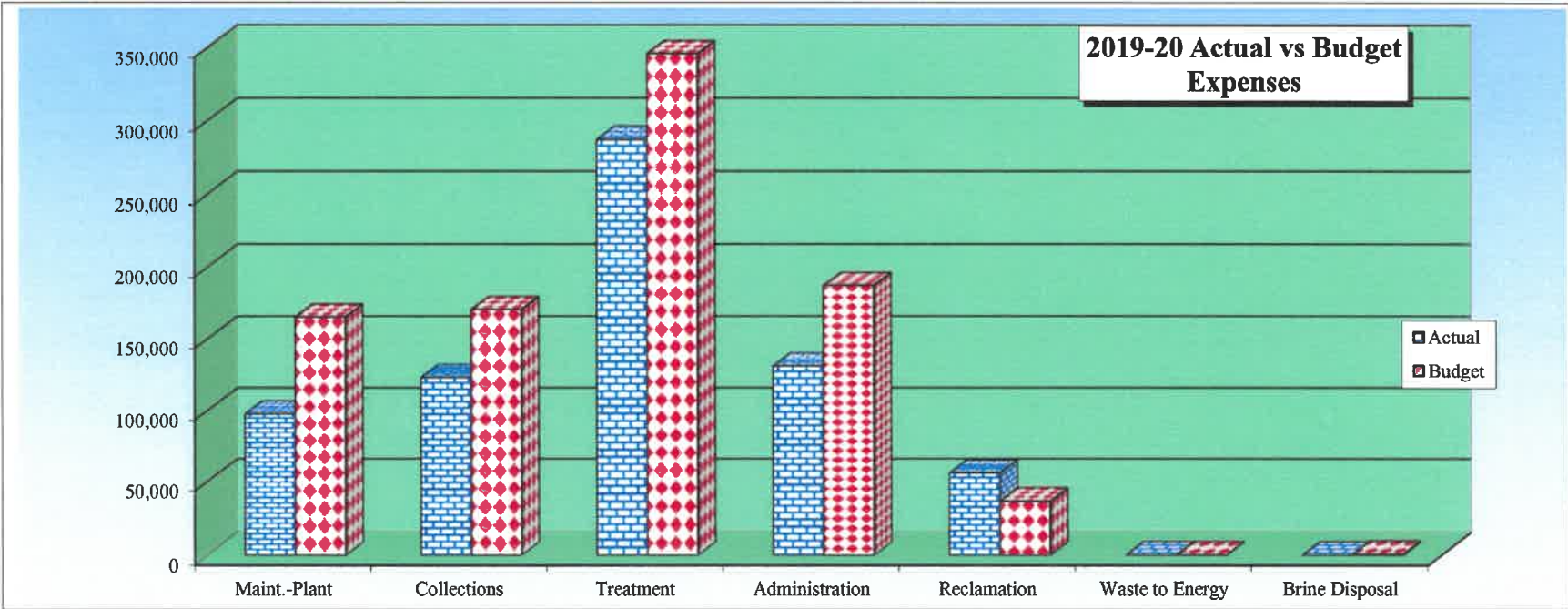
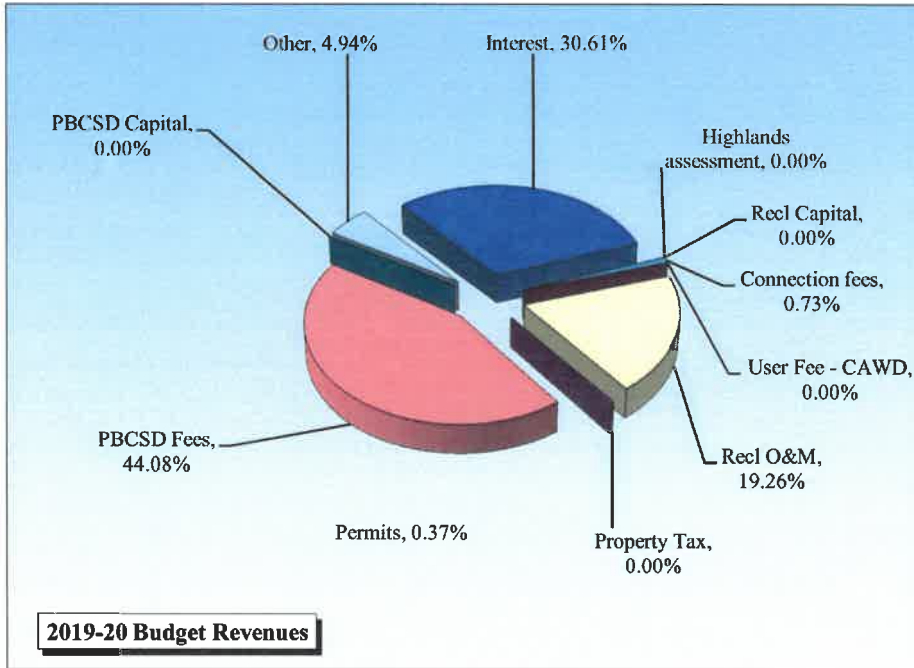
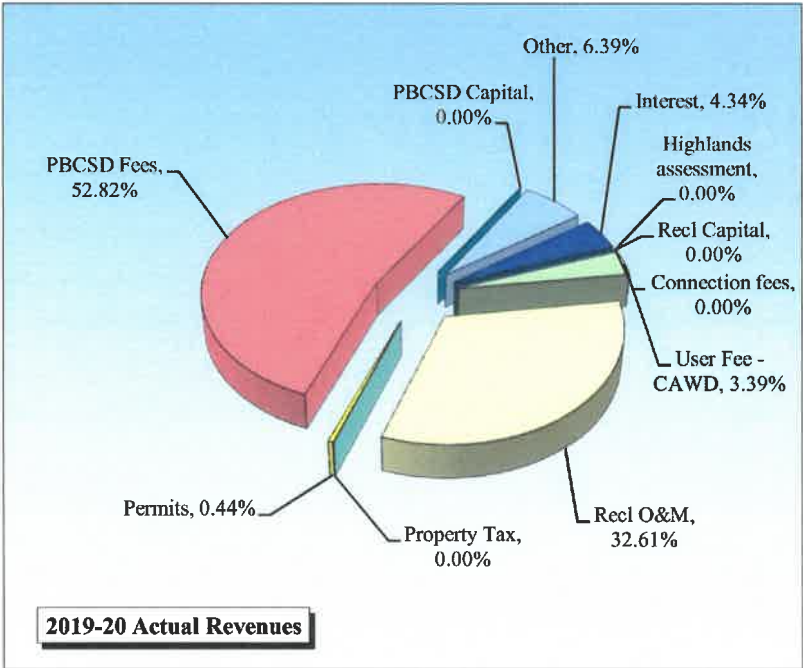
	<i>1 Months Ended July 31, 2019</i>	<i>1 Months Ended July 31, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	6,856.65	10,000.00	(3,143.35)	-31.4 %
TOTAL Income	<u>6,856.65</u>	<u>10,000.00</u>	<u>(3,143.35)</u>	-31.4 %
*****	<u>6,856.65</u>	<u>10,000.00</u>	<u>(3,143.35)</u>	-31.4 %
***** OPERATING INCOME	<u>6,856.65</u>	<u>10,000.00</u>	<u>(3,143.35)</u>	-31.4 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	0.00	109.17	109.17	100.0 %
Payroll taxes	0.00	8.33	8.33	100.0 %
TOTAL Salaries and Payroll Taxes	<u>0.00</u>	<u>117.50</u>	<u>117.50</u>	100.0 %
Operating Supplies				
Operating Supplies	0.00	208.33	208.33	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>208.33</u>	<u>208.33</u>	100.0 %
Contract Services				
Contract Services	0.00	166.67	166.67	100.0 %
TOTAL Contract Services	<u>0.00</u>	<u>166.67</u>	<u>166.67</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	166.67	166.67	100.0 %
TOTAL Repairs and Maintenance	<u>0.00</u>	<u>166.67</u>	<u>166.67</u>	100.0 %
TOTAL Operating Expenses	<u>0.00</u>	<u>659.17</u>	<u>659.17</u>	100.0 %
***** OPERATING INCOME (LOSS)	<u>6,856.65</u>	<u>9,340.83</u>	<u>(2,484.18)</u>	-26.6 %
***** NET INCOME (LOSS)	<u>6,856.65</u>	<u>9,340.83</u>	<u>(2,484.18)</u>	-26.6 %
***** NET INCOME (LOSS)	<u>6,856.65</u>	<u>9,340.83</u>	<u>(2,484.18)</u>	-26.6 %

Assets - July 31, 2019

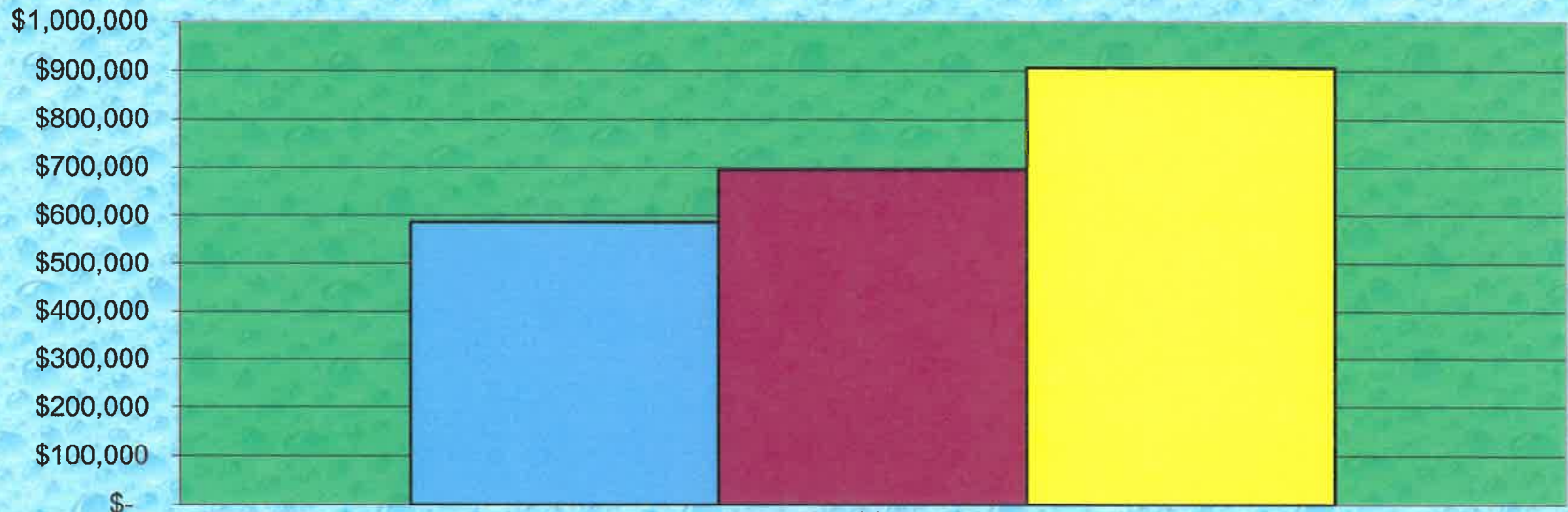


Liabilities - July 31, 2019





Operating Expenses



- FY 18-19
- FY 19-20
- CY Budget

July
\$586,862
\$694,016
\$905,914

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

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>CAPITAL PURCHASES</i>						
<u>Admin</u>		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>		0	0	0	0	NA
		0	0	0	0	NA
<u>Treatment</u>		0	0	0	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		0	0	0	0	NA
<i>Total Capital Purchases 19-20</i>		0	0	0	0	NA

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

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Collections</u>						
Design and construction plans for Calle La Cruz force main	197,558	0	0	197,558	0	NA
Construction of new Gravity Sewer Line-Carmel Meadows	152,880	0	0	152,880	160,000	NA
Hatton Canyon Trail	234,040	182	182	234,222	1,450,000	NA
Pump Stations-SCADA	65,943	0	0	65,943	450,000	NA
<u>Treatment</u>						
Study SCADA, PLC, and Communication Systems (RECL 50%)	370,965	0	0	370,965	0	NA
Waste Gas Burner	565,080	0	0	565,080	0	NA
SBS Tank Rehab (Brine Disposal)	11,333	0	0	11,333	0	NA
Aeration Basin #5 Baffle	39,778	0	0	39,778	0	NA
Aeration Basin #6 Baffle	36,620	0	0	36,620	0	NA
RECL share		0	0	(185,483)	0	NA
PBCSD share (1/3 of cost)		0	0	(279,431)	0	NA
<i>Total CIP Projects 19-20</i>	1,674,197	182	182	1,209,465	2,060,000	NA

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

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Electrical Upgrade	157,042	0	0	157,042	0	NA
Standby blower replacement	935,201	0	0	935,201	0	NA
Storm water improvements	563,993	0	0	563,993	0	NA
Thickener (RECL 50%)	944,652	0	0	944,652	0	NA
Hypo/SBS (RECL 40%)	2,938,095	0	0	2,938,095	0	NA
Portable RAS pumping	1,122,158	0	0	1,122,158	0	NA
Digester firm capacity Improvements	5,355,932	0	0	5,355,932	0	NA
#1 Water improvements	377,939	0	0	377,939	0	NA
#3 Water system improvements	323,500	0	0	323,500	0	NA
Dewatering	1,281,137	0	0	1,281,137	0	NA
Standby & main power improvements	3,445,109	0	0	3,445,109	0	NA
Perimeter Fencing	3,000	0	0	3,000	150,000	NA
Outfall Crossing rehabilitation	289,274	0	0	289,274	0	NA
Microturbine/Gas Conditioning System	1,410	0	0	1,410	0	NA
Secondary Clarifier #1 Rehab	139,430	0	0	139,430	127,190	NA
Microturbine	175,106	0	0	175,106	0	NA
Mainsaver Inventory Module (RECL 33%)	77,241	0	0	77,241	0	NA
SCADA Network Phase II PLC equipment	208,449	0	0	208,449	0	NA
WWTP Phase II Design (RECL 4%)	630,923	0	0	630,923	750,000	NA
Dewatering Elevator/Fall Safe Hatch	17,473	0	0	17,473	0	NA
SCADA Programming	123,635	0	0	123,635	60,000	NA
RECL share		0	0	(1,673,311)	(30,000)	NA
PBCSD share (1/3 of cost)		0	0	(5,812,463)	(352,397)	NA
<i>Total Long Term CIP Projects 19-20</i>	19,110,701	0	0	11,624,927	704,793	NA
Total Capital (net of RECL and PBCSD)	20,784,898	182	182	12,834,392	2,764,793	NA

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

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

General and Administrative		Insurance unbudgeted.
Utilities	-165.30%	Timing difference-telephone fixed cost.

Collections

Salaries and Payroll Taxes	-11.10%	Vacation and comp time buy backs.
Office Expense	-60.10%	Timing difference-paper & printing
Utilities	-14.10%	Timing difference-Calle and Highlands over budget.
Travel and Meetings	-236.10%	Timing difference-training.
Memberships and Subscriptions	-28.90%	Timing difference-CWEA membership.
Safety	-50.90%	Timing difference-training

Treatment

Travel and Meetings	-180.30%	Timing difference-training.
Memberships and Subscriptions	-25.00%	Timing difference-CWEA membership.

Administration

Truck and Auto Expenses	-107.90%	Insurance underbudgeted.
Office Expense	-599.70%	Copy machine budgeted in capital. Cost less than \$10,000.
Travel and Meetings	-143.00%	Timing difference-conferences.

Waste to Energy

Brine Disposal

District Obligations:

1) 2004 Highlands Project Bond Proceeds \$3,057,165 -- Balance \$1,090,000

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: August 29, 2019
 SUBJECT: Monthly Report – July

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in July	20
Total Fees.....	\$3235.00

Maintenance

Attached is a map of the locations cleaned in past three months. There were 2,968 feet of Closed-Circuit Television (CCTV) sewer line inspections during the month of July.

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
May	48,124 ft.	11.70%	6 – 12 inches
June	39,321 ft.	9.56%	6 – 12 inches
July	46,346 ft.	11.27%	6 – 27 inches

Construction Activities

Staff completed the replacement of ultra-sonic transducers and level control readers at the pump stations in July. With the completion of this small project, all pump stations now have the same transducers and level control readers. This is important in that we only need to stock one spare part that will work for all stations. This uniformity of parts also crosses over to the treatment plant, they too use the same level controls and transducers.

Contractors installed 7 new frame and lids during Carmel-by-the-Sea repaving project in July.

General comments

Staff participated in PBCSD annual Open House on July 20th. This was the first opportunity to display our public outreach table. There were team members from Collections and Operations that fielded questions and passed out information pamphlets.

Service Calls Responded to by Crew

Date	Time	Callout	Resolution
7/23/19	11:44 AM	Lateral Spill	Called by homeowner for a lateral spill, owner advised to call their plumber.

USA Location Requests – 93

Plumbing permit inspections – 13

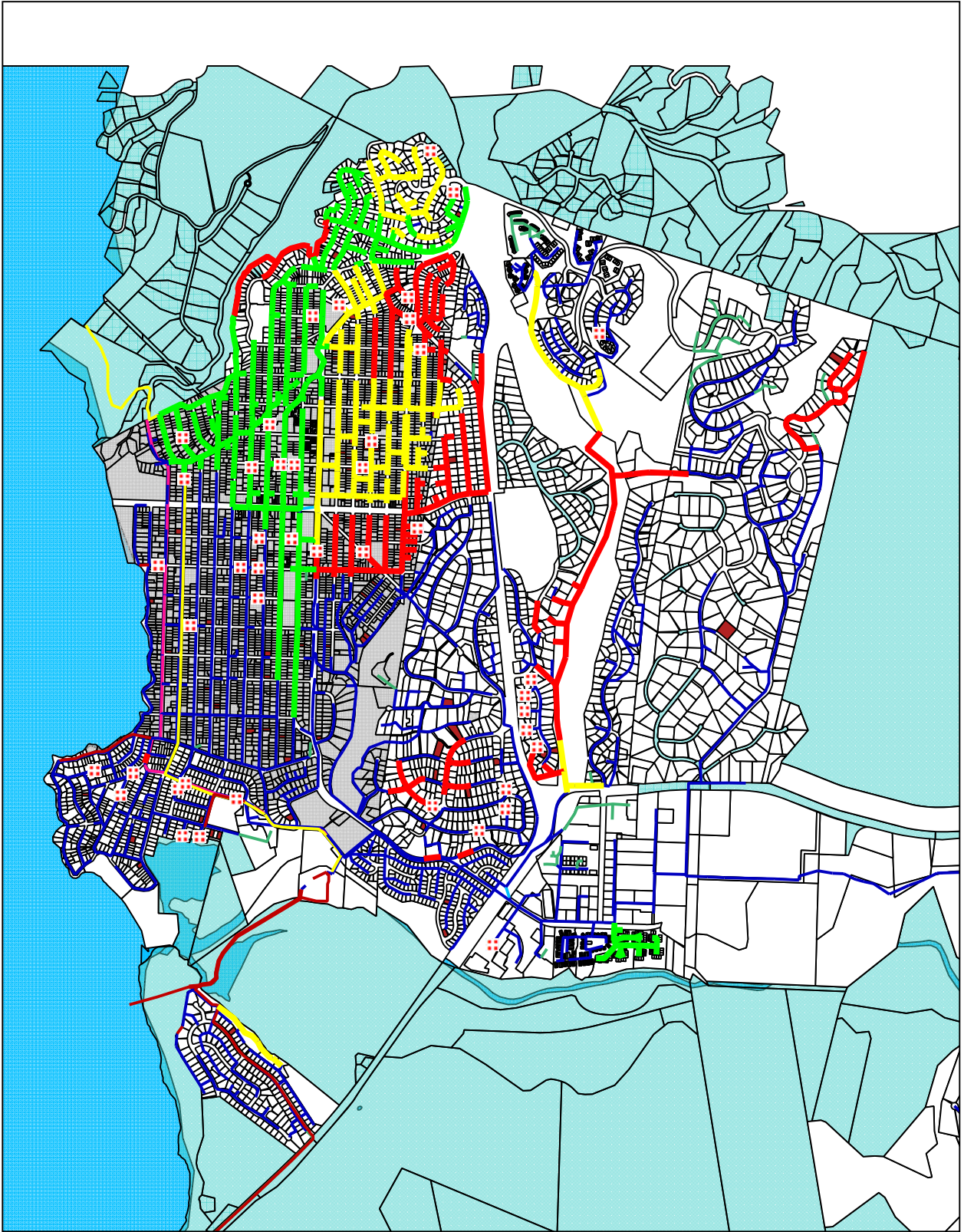
Private Sewer Lateral Compliance Certificates Issued – 7

FUNDING

N/A

May (Green) - 48,124 feet
June (Yellow) - 39,321 feet
July (Red) - 46,346 feet

Monthly Cleaning Map



RedZone
ROBOTICS

8/16/2019



STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator

Date: Aug 29, 2019

Subject: Monthly Report (for July 2019)



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Safety & Training

July 3- Tailgate training. Karla Christi, Plant Administrative Coordinator, presented on driving safety and DMV's new rules for the Federal "Real ID" program.

July 10- Tailgate training. Ray DeOcampo, Laboratory Supervisor, gave a presentation on snake avoidance, including paying attention to where you are walking and Personal Protective Equipment (PPE). It was emphasized to use caution when moving boards and plywood as rattlesnakes will take up residence there.

July 17- Hazardous Waste Generator Regulations Training. Mark Dias, Safety and Compliance Administrator (S/C Admin Dias), trained staff on Hazardous Waste handling, storage and transportation. The week prior S/C Admin Dias had received 8-hours of training and certification in this subject. The certification allowed him to provide the required awareness level training to staff. Official/formal training materials from Monterey County Environmental Health were used. This satisfied training requirements found in California Hazardous Waste regulations.

July 24- Emergency Response Broadcast drill. S/C Admin Dias and Chris Foley, Maintenance Supervisor, coordinated an Emergency Communications broadcasting drill. As reported in the July Safety Report, the plant's new phone system has a "broadcast" feature. This allows anyone near a phone to simply push a single button which immediately activates the speakers on all phones at the plant. S/C Admin Dias

refreshed staff on how the system works. Chris Foley coordinated the drill wherein staff returned to their normal work locations and each group practiced using the system. The system worked as intended at all locations.

Ongoing Safety Improvements

During July 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 July 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. The dosage was again increased in May to three times the initial dosage. The gas levels decreased only marginally which shifted focus to reducing the remaining gas generated from Pt. Lobos State Parks. This is a second effluent stream pumped separately to Ribera Road. **Update;** Collections staff constructed and installed a second dosing system at Pt. Lobos which became operational mid-July. Gas measurements began in late July. Gas levels did not fall significantly. Dosage was increased mid-August. 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 outdoors at the tertiary building with permanent secondary containment. New gas monitoring equipment showed that ammonia vapors were 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. Per the IOP staff are now required to remotely monitor the tank level at a safe distance using the wireless Supervisory Control and Data Acquisition (SCADA) system rather than stand near the tank during filling. CAWD staff intended to retrofit the piping and venting 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 still high around the tank. A

new, non-vented lid was installed in March. The system still would not hold pressure and both the lid and the pressure gauge were leaking. **Update:** The lid was reinstalled using a new ammonia resistant sealant along with a diaphragm-isolated gauge. This was a major improvement. Air monitoring showed 0.0 PPM of ammonia around the tank and piping during the last delivery. Follow up monitoring showed the system also held all vapors during warm afternoons when off-gassing peaks. However, during the delivery there were two unexplained short-term gas spikes. The cause will be investigated. Staff is cautiously optimistic that if the system continues to hold pressure during deliveries and on hot days, the plant engineer may not need to design a retrofit of the system. Monthly tracking continuing.

Tours and Outreach

One tour was given in early July to approximately 24 students from a Monterey Peninsula College science class.

Injuries; first aid responses; worker compensation claims

There was one first aid incident in July where an employee sustained a cut to the scalp while climbing onto a piece of equipment. The cut was cleaned and the employee returned to work without further complications. Also in July, a case was initially opened as a worker’s comp claim when an employee had knee pain after stepping over piping. After a series of medical evaluations the claim was denied by CAWD’s Worker Compensation insurance carrier as non-work related.

The updated matrix is below.

	Work Related Injuries and Illnesses for 2019 Reporting Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	1	1	0	0	0
First Aid (non-OSHA)	1	6	0	0	0

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: July 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	26.243	0.847	0.804	0.923	71.046	203.32	623.67
PBCSD Flow	10.695	0.345	0.315	0.382	28.954	113.06	346.80
Total Plant Flow	36.938	1.192	1.119	1.305	100.00	316.37	970.47
Tertiary Flow	30.325	0.978	0.796	1.140	82.097	160.56	492.51
Ocean Discharge	4.216	0.136	0.117	0.205	11.414	161.13	494.25
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2019)	160.56MG (492.76acre-ft.)
Total Lifetime Reclamation Production (94-19)	8.08 BG (24.78 B acre-ft.)
12 Month Rolling Total Reclamation Production	307.59 MG (943.98 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jul '19 kWh	Price per kWh	Jul'19	Jun'19	May'19	Apr'19
Secondary	129,604.00	\$ 0.202	\$ 26,228.72	\$ 24,190.38	\$ 23,692.08	\$ 20,378.22
Blowers	50,171.20	\$ 0.186	\$ 9,352.35	\$ 9,165.27	\$ 8,501.44	\$ 7,660.09
CAWD Total	179,775.20		\$ 35,581.07	\$ 33,355.65	\$ 32,193.52	\$ 28,038.31
Tertiary	88,931.76	\$ 0.198	\$ 19,514.70	\$ 18,627.98	\$ 18,248.09	\$ 9,247.47
MF/RO (2)	128,369.00	\$ 0.219	\$ 126.77	\$ 27,347.31	\$ 21,568.26	\$ 18,985.21
Reclaim Total	217,300.76		\$ 19,641.47	\$ 45,975.29	\$ 39,816.35	\$ 28,232.68
Adjusted Monthly Totals (1)	CAWD Total		\$ 21,476.72	Reclamation Total		\$ 33,745.82

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	1568.27	N/A	N/A
Reclamation	1780.18	2260.45	2164.89	2254.65	2344.93	2255.78	N/A	N/A

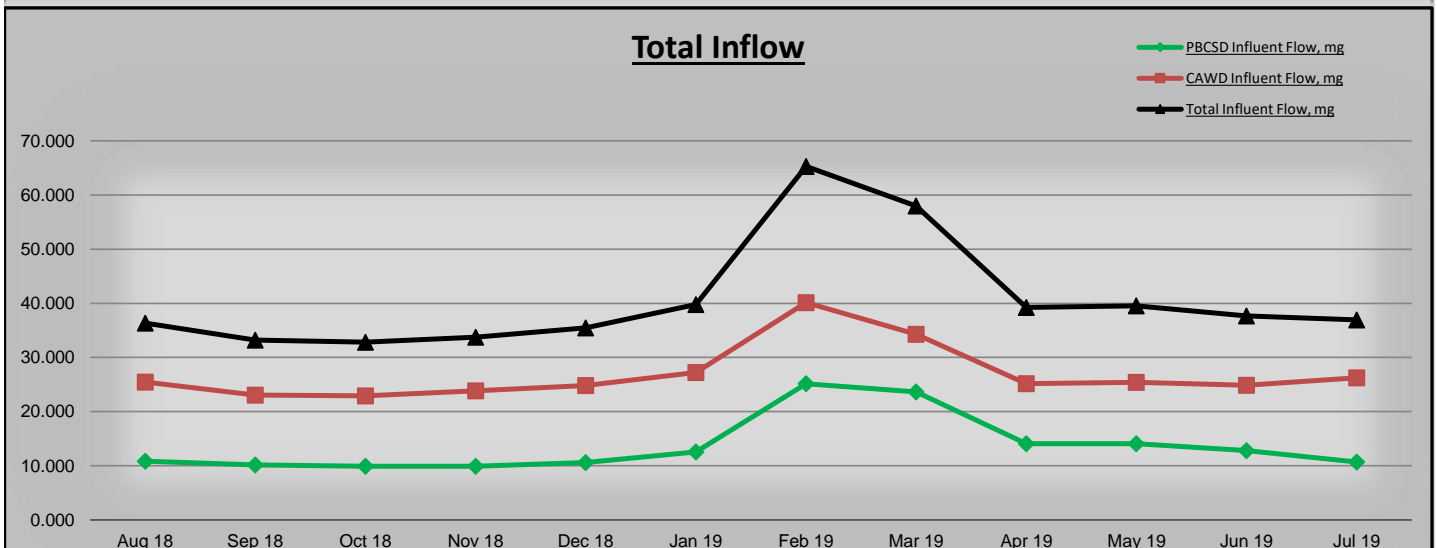
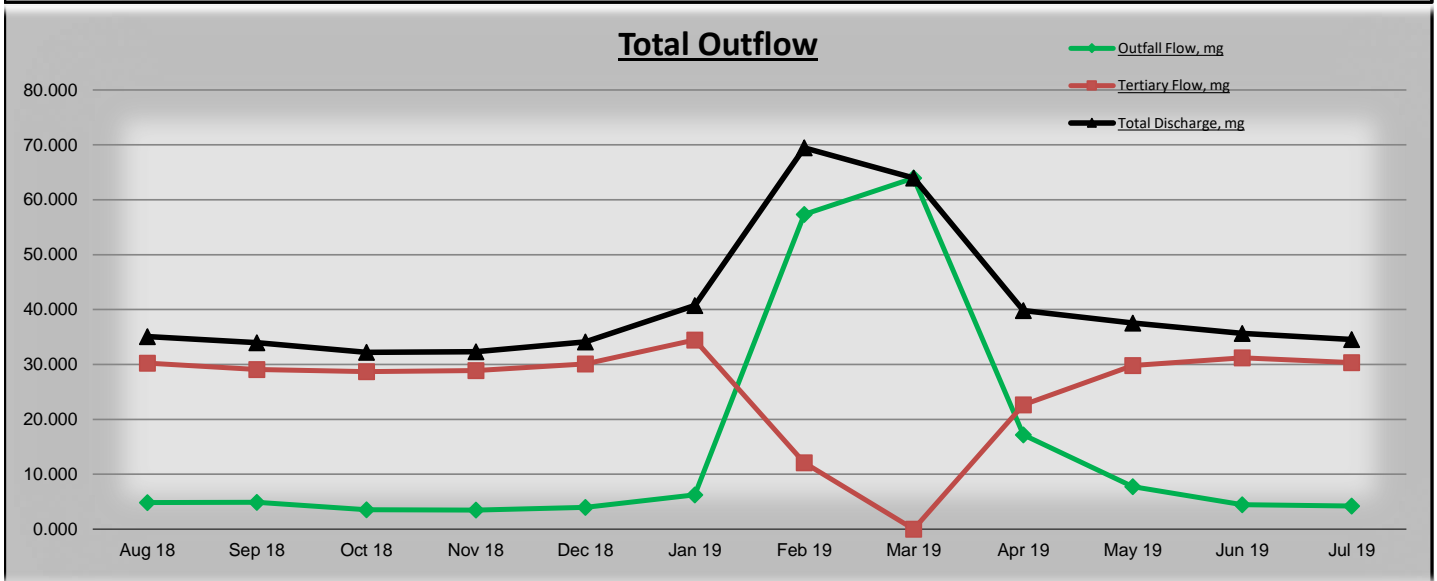
MICROTURBINE SUMMARY

Month	July '19 kWh	Jun'19	Apr'19	Mar'19	Accumulated Totals
Production,kWh	11,211	10.409	0	0	725,505.00

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) MF/RO statement was adjusted by Monterey Bay Community Power (MBCP) due to March-June "billing corrections"



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2019 YEAR-TO-DATE	
Report for: June 2019	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.856	0.828	0.805	0.920	66.005	177.07	543.17
PBCSD Flow	12.802	0.427	0.352	0.612	33.995	102.36	314.00
Total Plant Flow	37.658	1.255	1.157	1.532	100.00	279.44	857.16
Tertiary Flow	31.196	1.040	0.923	1.296	82.840	130.23	399.49
Ocean Discharge	4.450	0.148	0.124	0.191	11.817	156.91	481.32
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2019)	130.23MG (399.69acre-ft.)
Total Lifetime Reclamation Production (94-19)	8.05 BG (24.69 B acre-ft.)
12 Month Rolling Total Reclamation Production	308.93 MG (948.12 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jun '19 kWh	Price per kWh	Jun'19	May'19	Apr'19	Mar'19
Secondary	121,483.00	\$ 0.199	\$ 24,190.38	\$ 23,692.08	\$ 20,378.22	\$ 20,620.81
Blowers	51,819.36	\$ 0.177	\$ 9,165.27	\$ 8,501.44	\$ 7,660.09	\$ 6,406.28
CAWD Total	173,302.36		\$ 33,355.65	\$ 32,193.52	\$ 28,038.31	\$ 27,027.09
Tertiary	89,291.04	\$ 0.192	\$ 18,627.98	\$ 18,248.09	\$ 9,247.47	\$ 2,064.83
MF/RO	127,753.00	\$ 0.209	\$ 27,347.31	\$ 21,568.26	\$ 18,985.21	\$ 1,689.48
Reclaim Total	217,044.04		\$ 45,975.29	\$ 39,816.35	\$ 28,232.68	\$ 3,754.31
Adjusted Monthly Totals (1)	CAWD Total		\$ 20,779.51	Reclamation Total		\$ 58,551.43

kW-h Per Acre Foot

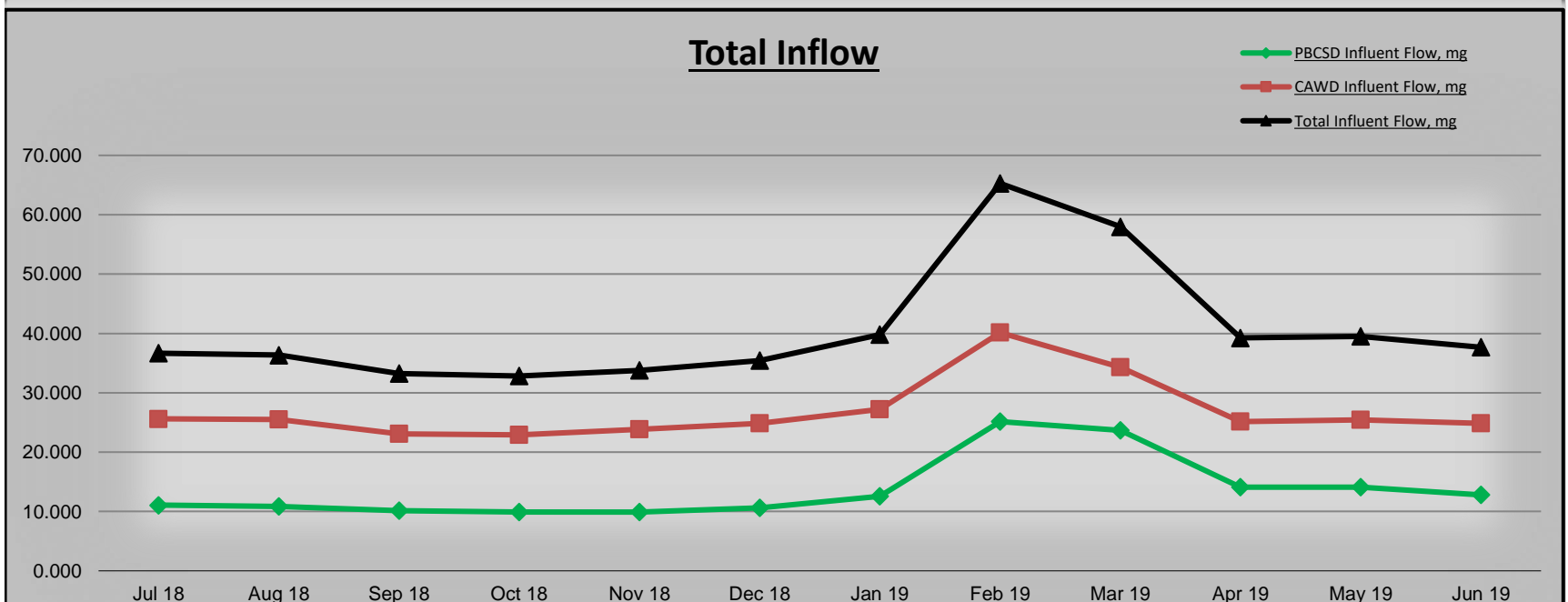
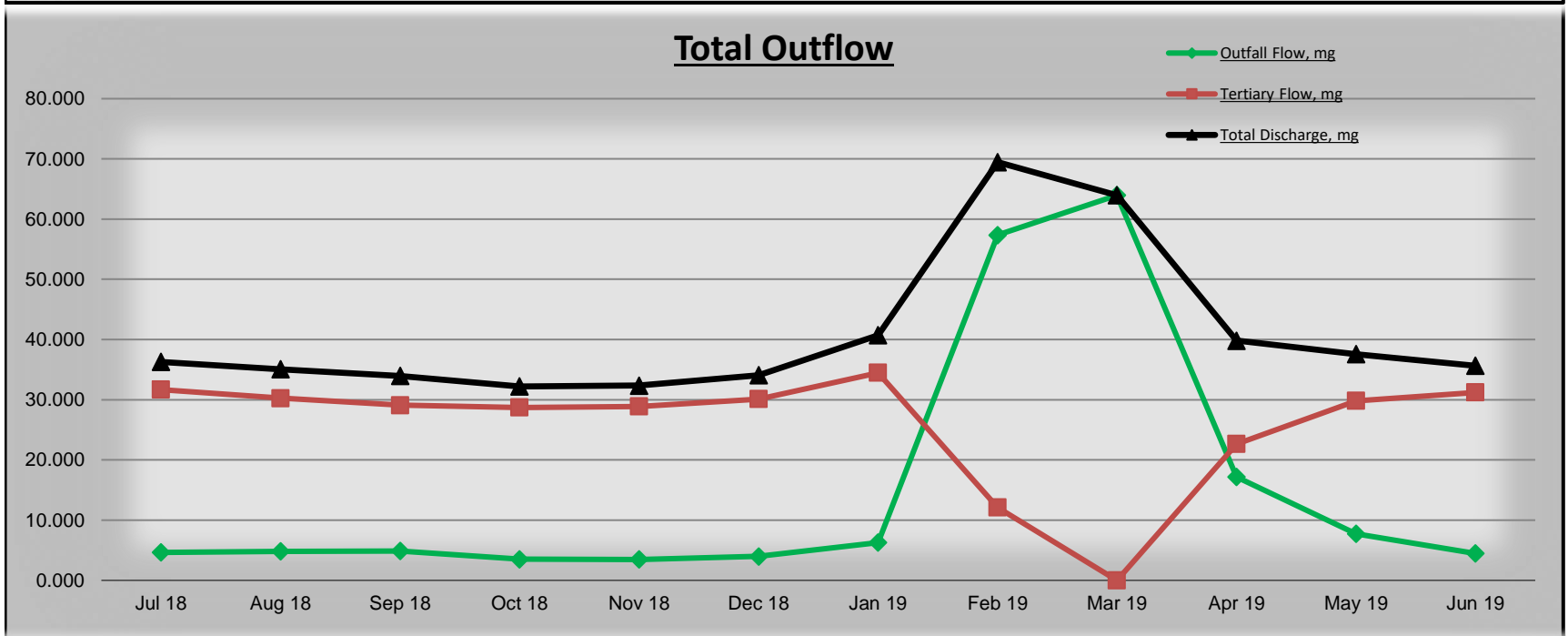
	2018				2019			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1770.27	1692.20	1678.08	1883.03	1174.96	1568.27	N/A	N/A
Reclamation	1780.18	2260.45	2164.89	2254.65	2344.93	2255.78	N/A	N/A

MICROTURBINE SUMMARY

Month	June '19 kWh	May'19	Apr'19	Mar'19	Accumulated Totals
Production,kWh	10,409	0	0	0	714,294.00

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



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
Total Plant Flow	39.519	1.275	1.093	1.762	100.00	241.78	741.65
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
CAWD Total	192,182.32		\$ 32,193.52	\$ 28,038.31	\$ 27,027.09	\$ 27,730.22
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
Reclaim Total	195,945.48		\$ 39,816.35	\$ 28,232.68	\$ 3,754.31	\$ 17,149.15
Adjusted Monthly Totals (1)	CAWD Total		\$ 19,696.69	Reclamation Total		\$ 52,313.18

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

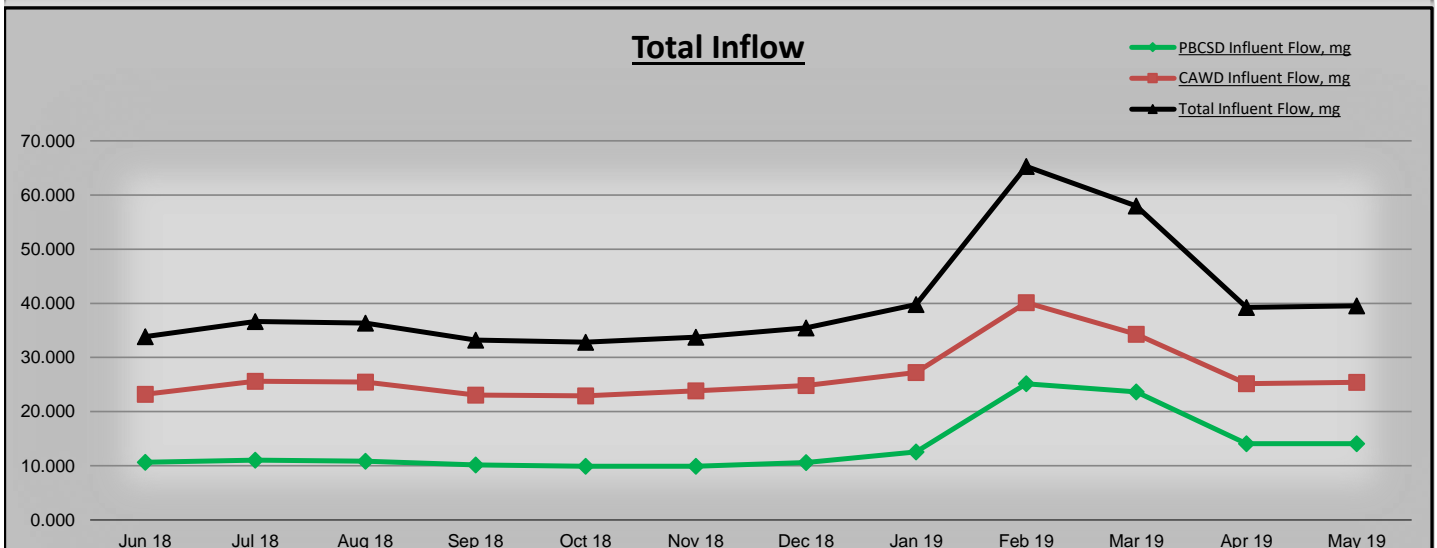
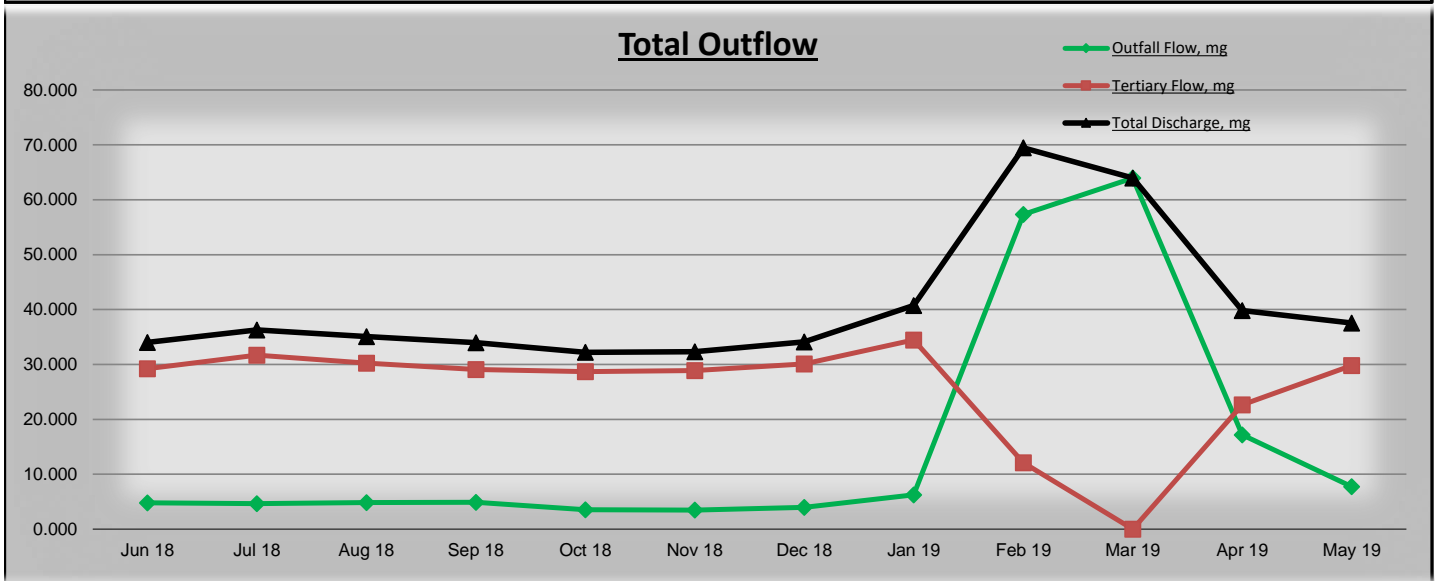
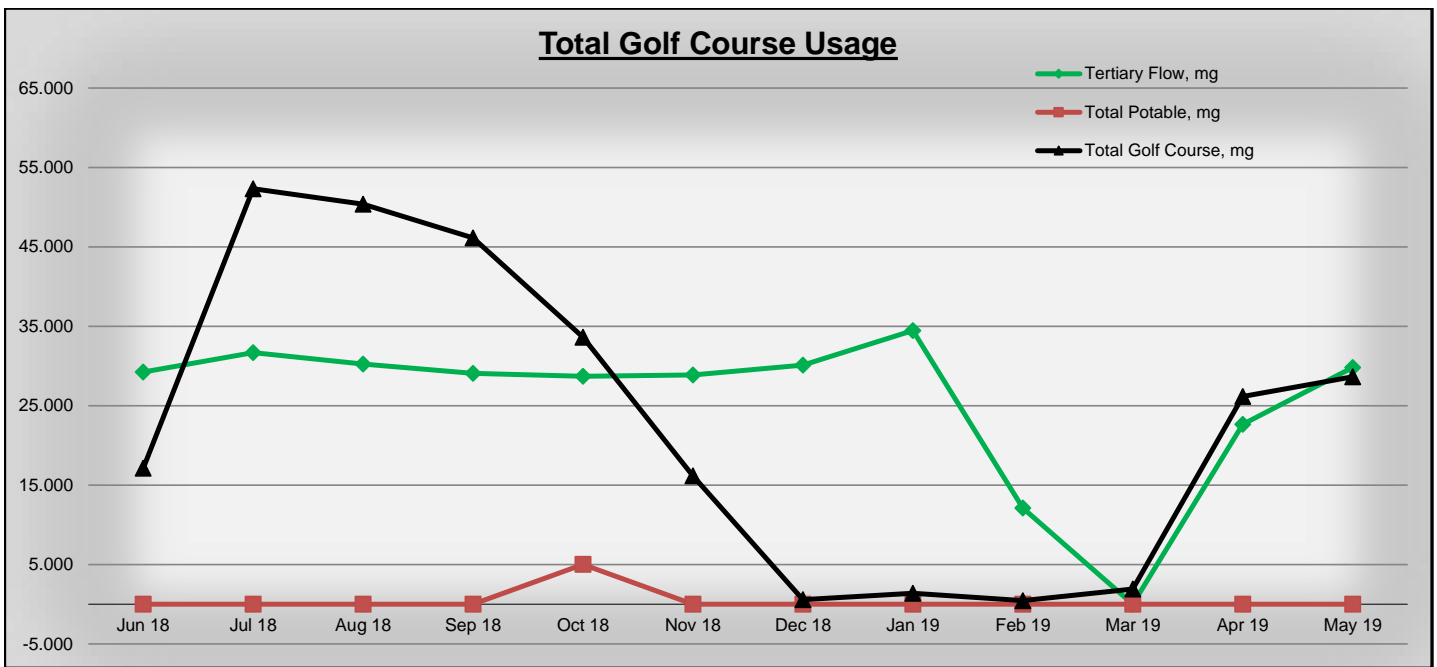
MICROTURBINE SUMMARY

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



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo
Laboratory/Environmental Compliance
Supervisor

Date: August 29, 2019

Subject: Monthly Report – July 2019

RECOMMENDATION

Receive Report-Informational only; No action required

DISCUSSION

LABORATORY REPORT

- Laboratory Analyst/ Environmental Compliance Inspector Trevor Weidner Holland attended the Pebble Beach Open House and Safety Day on July 20, 2019. Mr. Holland helped with staffing the CAWD Community Outreach Program Booth.
- Mr. De Ocampo attended two meetings on July 22, 2019; first for the BioWin Modeling Project, and second for the CAWD Sewer System Management Plan with Causey Consulting. CAWD Laboratory staff will be involved with the two projects.
- Mr. Trevor Weidner Holland attend a training class for Management & Supervisory Leadership at South San Francisco from July 23-25, 2019.
- The Laboratory and Operations microscopes had their annual Preventative Maintenance performed on July 31, 2019.

ENVIRONMENTAL COMPLIANCE REPORT

- Mr. De Ocampo, Mr. Lauer and Mr. Waggoner met with Mr. Peter Rehage from

Protein Matrix. They were looking for a test location to set up a trial of the Protein Matrix Eliminator product. The Protein Matrix Eliminator is a different product than the bacteria and enzyme products that are sold to restaurants for their grease trap maintenance. It is a plant-based cleaner that keeps the oil molecules from attaching to themselves to create a thick mat which helps maintain a cleaner collection system and prevents grease buildup at the treatment plant. The test location is at the Highlands Inn Pump Station. Mr. Rehage has supplied a quantity of four 5-gallon buckets for the study and CAWD staff will report back to him on how the product is working. See attachment: Protein Matrix - Eliminator.

Restaurant Inspection Table

Restaurant	Compliant	Reason for Non-Compliance	Comments
Rio Grill	Yes		
The Cottages of Carmel	Yes		
RG Burger	Yes		
Sea Harvest Fish Market	Yes		
Subway	Yes		
Mountain Mike Pizza	Yes		
Carmel Mission Inn	No	Excessive Grease	Warning Notice issued; Follow-up inspection grease trap compliant on 7-10-19.
China Delight	Yes		
Island Taco	Yes		
Del Mesa Carmel	No	Mechanical Blockage	Warning Notice issued; Trap needs to get emptied. Grease trap compliant on follow up 07-17-19.

Grocery Store/Delicatessen Inspection Table

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
Safeway	Yes		

Restaurant Compliance Table

% Compliance	Maintenance	Mechanical
May 2019	99%	99%
June 2019	100%	100%
July 2019	99%	99%

FUNDING

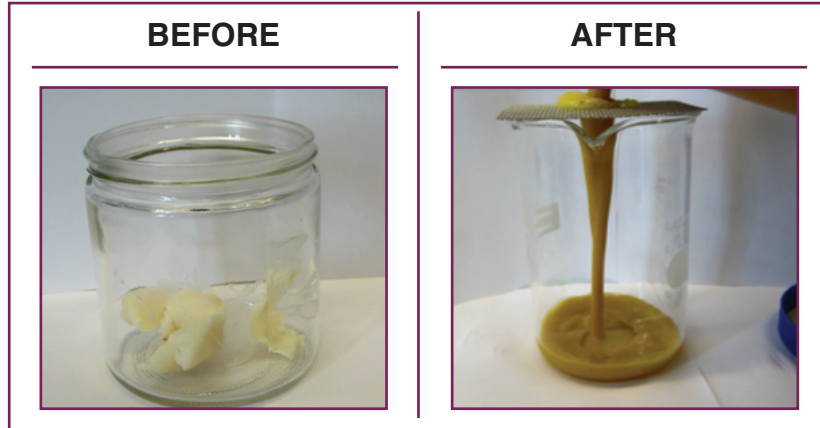
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ATTACHMENTS

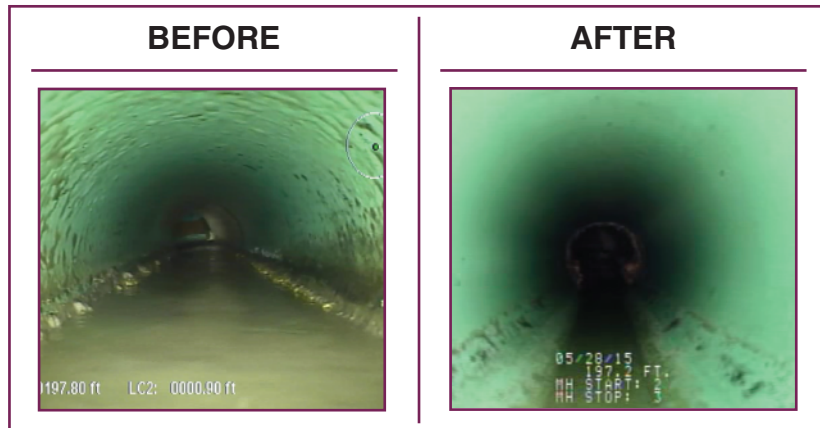
Protein Matrix - Eliminator

HOW DOES ELIMINATOR WORK?

- CONVERTS GREASE ON A MOLECULAR LEVEL
- STABILIZES MOLECULES IN SOLUTION
- PREVENTS THEM FROM STICKING TOGETHER



ELIMINATOR CONVERTS GREASE TO A LIQUID THAT WILL NOT RE-SOLIDIFY IN YOUR PIPES

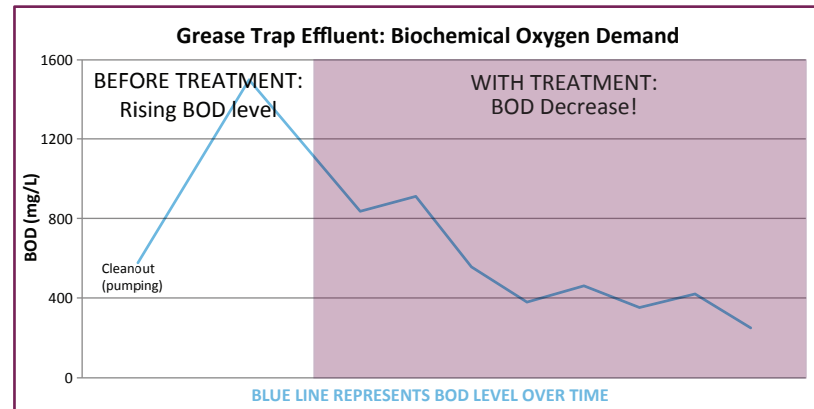
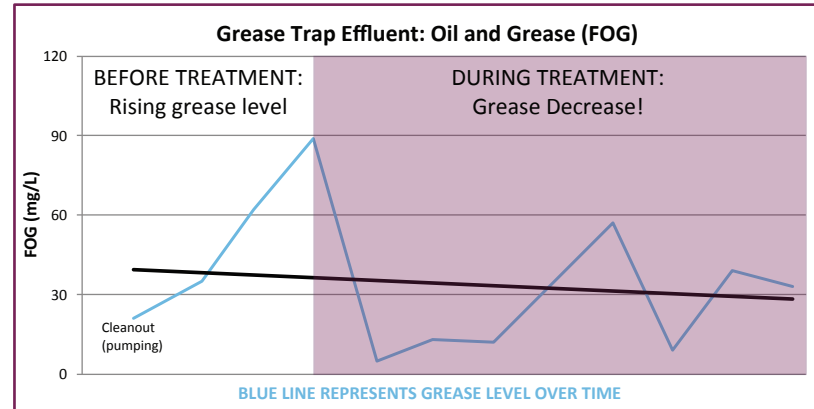


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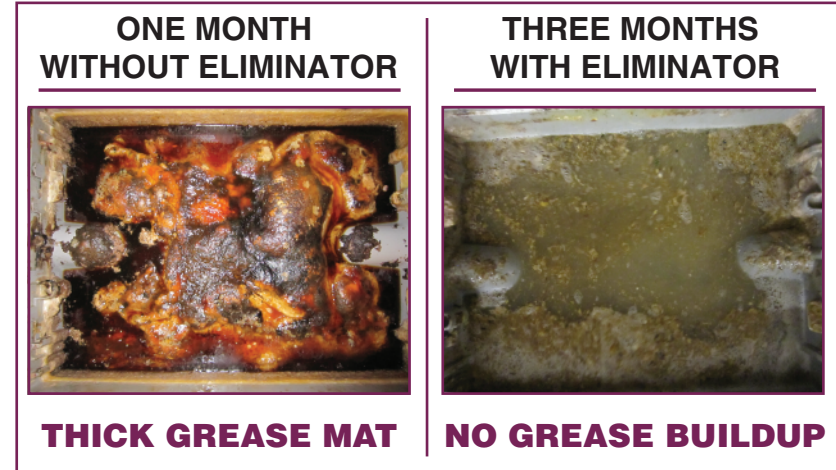
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- GREASE IN YOUR WATER IS CLASSIFIED AS A POLLUTANT - THE WATER AUTHORITY CAN LEVY FINES ON YOUR BUSINESS
- A GREASE CLOG/OVERFLOW CAN LEAD TO SUBSTANTIAL COSTS FOR YEARS:
 - LOST BUSINESS
 - CLEANUP SERVICES
 - FINES
 - INSURANCE PREMIUM INCREASES

TESTIMONIALS

“At Woburn Public School in Massachusetts we had to pump our 10,000 gal grease trap tank three times a year and pressure jet the sewer line. After one year of using Eliminator I am totally amazed at what the product can do. It only takes a few ounces per day and will save the district thousands of dollars.”


David Dunkley
Director of Building Facilities

“After three months of using Eliminator, we have no solid grease buildup in any of our traps. No adverse effects, this product is a great alternative to having to pump our traps regularly.”

CAFÉ ESCADRILLE INC.

Michael J Murray Jr.



ELIMINATOR

HOW CAN ELIMINATOR HELP YOUR BUSINESS?

- PREVENTS THE BUILDUP OF SOLID GREASE IN GREASE TRAPS AND INTERCEPTORS
- SAVES YOU MONEY BY REDUCING GREASE TRAP MAINTENANCE COSTS
- REDUCES THE RISK OF CLOGS, OVERFLOWS, FINES, AND LOST BUSINESS
- LETS YOU RUN YOUR BUSINESS WITHOUT WORRYING ABOUT YOUR GREASE TRAPS
- REDUCES ODORS



ELIMINATOR WORKS IN ANY INTERCEPTOR, PREVENTING THE FORMATION OF SOLID GREASE THAT CAN LEAD TO EXPENSIVE MAINTENANCE

HOW IS ELIMINATOR DIFFERENT?

- ELIMINATOR IS A PLANT-BASED FORMULATION
- ELIMINATOR CONTAINS NO BACTERIA AND NO ENZYMES, SO GREASE WILL NOT RE-SOLIDIFY IN PIPES
- UNLIKE OTHER GREASE TRAP MAINTENANCE PRODUCTS, ELIMINATOR HAS BEEN APPROVED FOR USE BY REGULATORY AGENCIES SUCH AS NSF, WATER AUTHORTIES, AND PLUMBING BOARDS



MASSACHUSETTS WATER RESOURCES AUTHORITY
Chelsea Facility
2 Griffin Way
Chelsea, Massachusetts 02150

Frederick A. Laskey
Executive Director

Telephone: (617) 242-6000
Facsimile: (617) 305-5990

In response to your request for approval to use Protein Matrix Eliminator in MWRA's Sewerage Service for grease reduction, I have reviewed the white paper and data you submitted, as well as the videos of sewer pipes taken downstream of three high schools in which the Protein Matrix Eliminator was tested. The videos were taken after Protein Matrix Eliminator was used in the cafeterias of Medford, Somerville, and Woburn high schools for a period of several months to test the effects of Protein Matrix Eliminator on fat, oil, and grease (FOG) accumulation in the pipes and at each of the high schools and downstream. The information you submitted with your request states that Protein Matrix Eliminator is a plant-based protein that facilitates a chemical reaction converting FOG molecules into a benign liquid that is compatible with wastewater collection systems. The information states that the product is not flammable, toxic, or corrosive, and contains no hazardous ingredients.

MWRA approves Protein Matrix Eliminator for use in collection systems in the MWRA Sewer Service Area based on all the above referenced information, as authorized by 360 CMR 10.017.


Denise K. Breiteneicher
Program Manager, Energy and Environmental Management

www.proteinmatrix.com

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	\$10,150,000.00								
8	18-02	Ops Building Historian and Reporting	Foley	Mon 4/2/18	Tue 12/31/19	\$140,000.00								
12	18-03	CMMS Improvements (Ops Rounds)	Foley	Wed 7/11/18	Mon 9/30/19	\$100,000.00								
15	18-09	Secondary Clarifier No. 1 Rehab	Waggoner	Thu 7/5/18	Fri 8/30/19	\$250,000.00								
19	18-05	PLC/SCADA Programming (PARTIAL RECLAMATION)	Foley	Mon 10/8/18	Tue 7/13/21	\$300,000.00								
30	18-08	Standby Power Reliability Project	Treanor	Mon 10/8/18	Fri 10/23/20	\$730,000.00								
36	18-07	Digester No. 1 & Old No. 2 Purging and Cleaning	Treanor/Young	Fri 3/15/19	Fri 3/6/20	\$125,000.00								
43	18-11	Microturbine Integration Project	Treanor/Foley	Tue 6/4/19	Tue 6/30/20	\$510,000.00								
48	19-01	Critical Process Onsite Flood Mitigations (PARTIAL RECLAMATION)	Treanor	Mon 7/1/19	Mon 6/29/20	\$100,000.00								
49		Aeration Basin Improvements 19/20	Waggoner	Mon 3/2/20	Fri 7/31/20	\$140,000.00								
52	19-10	1 Water Corrosion Control	Waggoner	Mon 7/1/19	Fri 6/12/20	\$30,000.00								
53		Cathodic Protection Testing	Treanor	Wed 7/3/19	Tue 6/30/20	\$30,000.00								
54	18-28	Perimeter Tree Plan and Implementation	Treanor	Mon 7/1/19	Tue 6/30/26	\$120,000.00								
55		Plant Fence Replacement	Treanor	Mon 12/2/19	Tue 7/20/21	\$150,000.00								
59		Cart Charging and Parking	Foley	Mon 2/3/20	Fri 8/13/21	\$50,000.00								
60		Operations Bldg Basement Renovation	Waggoner	Mon 2/3/20	Tue 6/30/20	\$50,000.00								
61		Plant Paving, Vault Lids, Drainage	Treanor	Wed 7/1/20	Tue 3/29/22	\$50,000.00								
62		Chlorine Contact Pipe Gallery Repairs	Treanor	Fri 1/1/21	Mon 3/29/21	\$44,000.00								
65		Lagoon Crossing Rehabilitation	Treanor	Tue 2/1/22	Wed 6/1/22	\$300,000.00								
66		RAS Pump/Piping Rehab	Treanor	Tue 2/1/22	Wed 6/1/22	\$0.00								
67		Lunch Room MCC Replace with Panelboard	Foley	Wed 6/1/22	Thu 11/3/22	\$140,000.00								
70		Treatment Plant Studies & O&M Manuals	Treanor	Fri 6/28/19	Wed 7/24/24	\$270,000.00								
71	19-14	BioWin Modeling	Treanor	Fri 6/28/19	Wed 3/4/20	\$50,000.00								
72		Coastal Hazards Monitoring Plan	Treanor	Fri 11/1/19	Tue 9/1/20	\$35,000.00								
73		Life Expectancy Analysis	Treanor	Wed 9/2/20	Fri 7/2/21	\$35,000.00								
74		Online O&M Manual	Treanor	Wed 9/1/21	Wed 7/24/24	\$150,000.00								
75		Reclamation Projects												
76	18-24	Reclamation Sand Filter Integration Project	Waggoner	Wed 5/9/18	Sun 6/30/19	\$100,000.00								
82	18-26	RO Pretreatment Acid Tanks and Containment	Treanor	Fri 6/8/18	Wed 5/13/20	\$415,000.00								
87	18-25	EQ Basin Pump Electrical/Mechanical	Foley	Mon 10/8/18	Mon 9/30/19	\$80,000.00								
88	19-12	MF/RO Sound Barriers	Treanor	Mon 7/29/19	Fri 12/27/19	\$80,000.00								

ID	Project Number	Task Name	Manager	Start	Finish	Cost	2018		2019		2020		2021	
							H1	H2	H1	H2	H1	H2	H1	H2
89	19-16	Tertiary MF/RO Standby Power	Treanor	Mon 7/29/19	Fri 5/1/20	\$350,000.00			Tertiary MF/RO Standby Power					
90	19-15	MF Feed Pipe Replacement	Treanor	Wed 1/29/20	Tue 6/30/20	\$35,000.00			MF Feed Pipe Replacement					
91		Reclamation Line Cathodic Protection Testing	Treanor	Wed 7/1/20	Tue 12/1/20	\$25,000.00			Reclamation Line Cathodic Protection Testing					
92		Painting Project	Treanor	Wed 7/1/20	Tue 12/1/20	\$75,000.00			Painting Project					
93		Reclamation Studies	Treanor	Mon 7/1/19	Tue 6/1/21	\$75,000.00			Reclamation Studies					
94		Trussell MF/RO Performance Review	Treanor	Mon 7/1/19	Tue 3/31/20	\$40,000.00			Trussell MF/RO Performance Review					
95		Reclamation 15-Year Asset Management Assessment	Treanor	Wed 7/1/20	Tue 6/1/21	\$35,000.00			Reclamation 15-Year Asset Management Assessment					
96		Collections Projects							Collections Projects					
97	19-02	Pretreatment Ordinance	Lather	Fri 11/15/19	Fri 3/13/20	\$0.00			Pretreatment Ordinance					
98	18-16	Highlands H2S Control	Lauer	Mon 4/16/18	Mon 9/30/19	\$0.00			Highlands H2S Control					
100	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					
101	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					
102	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					
103	19-11	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					
104	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					
105	18-27	Highlands FM ARVs	Lauer	Thu 8/1/19	Thu 11/14/19	\$60,000.00			Highlands FM ARVs					
106		Highlands FM Flushing	Lauer	Wed 7/1/20	Mon 11/30/20	\$75,000.00			Highlands FM Flushing					
110	18-29	September Ranch Water and Sewer	Lather	Fri 3/1/19	Fri 7/30/21	\$0.00			September Ranch Water and Sewer					
114	19-13	Upper Rancho Canada Upsize Line	Lather	Mon 7/1/19	Fri 2/2/24	\$1,500,000.00			Upper Rancho Canada					
115		Rancho Canada New Development Line	Lather	Wed 11/6/19	Tue 6/11/24	\$1,500,000.00			Rancho Canada					
116		Assessment Districts/Annexations	Lather	Tue 7/3/18	Wed 9/30/20	\$55,000.00			Assessment Districts/Annexations					
117	19-09	2019 Mass Annexation	Lather	Fri 3/15/19	Mon 1/6/20	\$0.00			2019 Mass Annexation					
118	18-21	Corona Road Assessment District	Lather	Thu 8/2/18	Mon 1/6/20	\$0.00			Corona Road Assessment District					
119	19-05	Riley Ranch Annexation/Connection	Lather	Thu 8/2/18	Mon 1/6/20	\$0.00			Riley Ranch Annexation/Connection					
120	19-08	Carmel Valley Manor Sewer	Lather	Tue 7/3/18	Wed 9/30/20	\$0.00			Carmel Valley Manor Sewer					
121	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					
122		Collections Studies / Reports	Lauer/Lather	Fri 2/1/19	Fri 11/1/19	\$105,000.00			Collections Studies / Reports					
123		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					
124	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 – July 2019

DATE: August 29, 2019

RECOMMENDATION

Receive Report-Informational only; no action required

DISCUSSION

Plant Operation

Treatment Plant:

- The Treatment Plant operations staff has been wrapping up projects and concentrating on Preventative Maintenance Work Orders during the month of July.
- Project # 18-09 Secondary Clarifier #1 ERS Industrial Services, Inc. is in the process of media blasting and coating of the launders, weirs, and sludge collection system and making repairs to the basin as necessary.
- Project #18-10 Aeration Basins 5 & 6 rehabilitation is complete and currently online.

Reclamation:

- CAWD Staff continues working with H2O Innovations on the 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 is still waiting for the final connection as there are

complications with the firewall. Exceedio and H2O Innovations are currently in direct contact with each other on remedying those complications.

- CAWD staff performed two Clean-in-place (CIP) on Micro Filtration (MF) cell number 3 which houses the Scinor membranes in July due to high TMPs.
- Project # 18-24 Reclamation Sand Filter Integration Project: CAWD staff installed new airlines to the backwash system. Staff began operation of sand filtration equipment including backwashing pumps and backwash clarifier during the week of July 28th.

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.

Capital Improvement Phase 2

- Staff continues to communicate with Patrick Treanor (CAWD) on the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project 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

- Monterey County Water Awareness Committee meeting July 11th, 2019 at Marina Coast Water District offices in Marina.
- Monterey Water Works Association Board meeting June 11th in Moss Landing.
- Neuro Color Workshop at Carmel Area Wastewater District main office on July 11th.
- Treatment Plant Modeling meeting at Carmel Area Wastewater Facility on July 22 with Plant Engineer and Greeley & Hansen-Environmental Engineers. Project# 19-14
- Oversight Committee meeting on July 24th to discuss operational strategies for the upcoming quarter at Pebble Beach Community Service District Offices.

Discharge Permit Violations

- No Reclamation Permit 93-72 discharge violations for the month of July 2019.

- No Violations on the NPDES (National Pollutant Discharge Elimination System) NPDES Number CA0047996, Order No. R3-2014-0012 for the month of July 2019.

FUNDING

N/A-Informational item only

Respectfully Submitted,

Edward Waggoner

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: August 29, 2019
Subject: Monthly Maintenance Report – July 2019

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress

- (Project 18-09) The secondary clarifier coating is scheduled to be complete in mid-August. The electrical work will then be completed and the drain piping will be reinstalled so the clarifier can be placed back online.
- (Project 18-25) A second pump and associated piping is being installed in the Equalization Basin (EQ). This will provide redundancy for the EQ basin pumping.

Upcoming Maintenance Projects

- A bypass of the influent flow meter is scheduled for August to inspect the inside of the pipe and remove any grit from the pipe header.
- The programmable logic controller (PLC) for the microturbine system will be upgraded from the older model to the standard ControlLogix model. This work will include adding the new PLC to the network for better control and monitoring of the microturbine system.
- (Project 18-18) The submittal for the pump station control panel upgrade project has been received. Comments were provided so that production can begin on the

control panels.

Staff Development

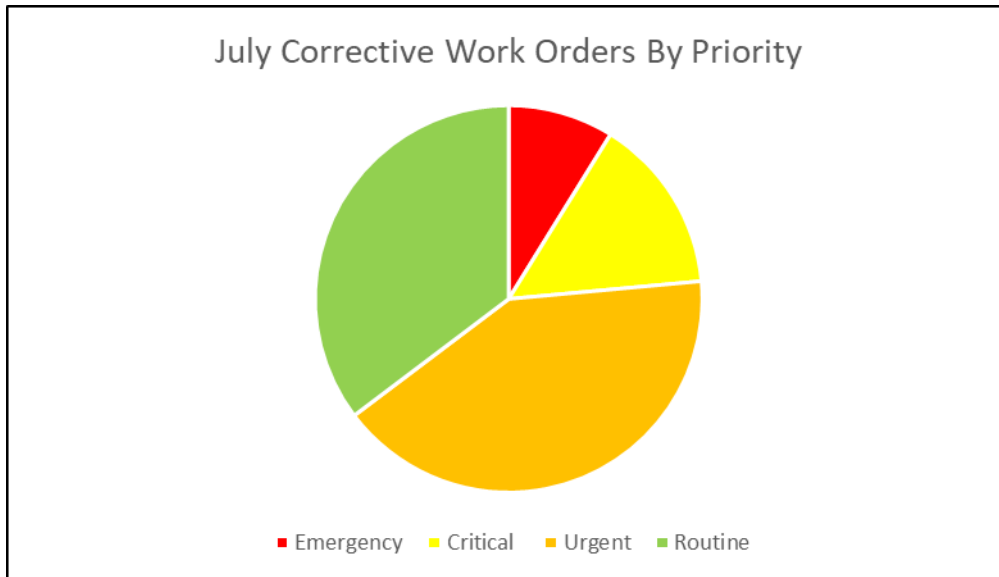
- No updates.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	245
Total Work Orders Closed/Done	227
Total Work Orders Still Open	18
Percentage of Work Orders Completed	92.65%

Corrective Maintenance



Emergency	3
Critical	5
Urgent	14
Routine	12

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: August 29, 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 continues to work on projects related to the 2019 Annexation, including Carmel Manor and Corona Road. The environmental review process for the annexation has commenced and is anticipated to be completed this fall.

SRT Consultants (SRT) has completed the research portion (Task 1) of the due diligence engineering study of September Ranch water system and have completed much of the remaining tasks. We have reviewed the test results for the green sand filter process and the Total Dissolved Solids (TDS) levels were high enough that we requested that the developer use a Reverse Osmosis (RO) system for treatment of the well water.

Dan Keig has not signed the agreement or provided funding for the Yankee Point Project design contract with MNS. While on vacation, Mr. Keig met with the General Manager and decided to pull out of the project because of a disagreement about reimbursement of District costs. The General Manager has reached out to Mr. Keig's attorney to confirm that this is the direction Mr. Keig wants to go. If true, it may be beneficial to delete that area from the annexation we are planning to complete in order to reduce the environmental impacts associated with the annexation.

Collections

Hatton Canyon Pipe Bursting project bids were opened on July 23, 2019 and the low (and only) bidder was KJ Woods Construction in the amount of \$1,038,000. Federal Emergency Management Agency (FEMA) did not make the deadline of July 24, 2019 to provide funding for construction this year. If FEMA does not give us approval by August 22, 2019, we are considering re-bidding the project after the grant is awarded in order to get a more competitive bid for the project.

Monterey Peninsula Engineering (MPE) is scheduled to start construction of the Monte Verde Sewer Replacement project on September 3, 2019. A preconstruction meeting was held with MPE on August 14, 2019 at the District office.

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Subject: #18-28 - Landscape Design Contract for Planning work Regarding WWTP Perimeter Trees and Interior Landscaping – Hall Landscape Design

Date: August 29, 2019

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manger to execute a contract with Hall Landscape Design for \$27,375 to develop a plan for potential removal of the existing eucalyptus trees around the wastewater treatment plant (WWTP) and replacement with native trees that also will adequately screen the WWTP from public view. The planning work would also include landscaping design of areas inside the fence where people gather.

DISCUSSION

This contract work would be the jumping off point for Project #18-28. The project would span the course of many years if the new tree plan proves to be feasible. The planning work included in this resolution aims to develop preliminary plans and strategies for potentially removing the eucalyptus trees that surround the WWTP and replacing them with native species. The eucalyptus trees provide an excellent visual screen of the WWTP from the surrounding area, however they do require ongoing maintenance including trimming the top of the trees to limit the height and mitigate trees falling in high winds. The trees were planted about 40 years ago and with proper care could potentially last another 100 years more.

The thinking around this work is to investigate the extent of work required for CAWD to further align the treatment plant with goals of our neighbors (i.e. the State Parks and City of Carmel). The State Parks is supportive of removing the eucalyptus trees because they are non-native and considered invasive. Staff believes that we should try to be good neighbors and members of the community and investigate the possibility of replacing the eucalyptus.

The eucalyptus would not be cut down until native trees grow up to provide an adequate screen. Therefore, the planting of new trees would occur outside the existing eucalyptus so they can grow up for 10+ years before the eucalyptus are removed. The ability of native trees to screen the WWTP adequately will be investigated in this planning work as well as how the sequence of planting and cutting would be done. It is unknown at this time if native trees will provide an equivalent or a suitable screen for surrounding homes; and this will be one question we will attempt to answer in the planning work.

In addition, the work scope includes design of re-landscaping and planting of common areas inside the fence of the WWTP where people gather and around the entrance to the facility. The goal of the interior facility landscaping is to improve the look of the treatment plant and make it an even more attractive place.

Three landscape contractors with design abilities were contacted regarding this work. Two contractors came onsite for a tour, and we received only one proposal.

FUNDING

The funding for this contract will come from existing capital reserves.

ATTACHMENTS

1. Hall Landscape Design proposal dated 13 December 2018

December 13, 2018

Carmel Area Wastewater District
Attn. Barbara Buikema, General Manager
P.O. Box 221428
3945 Rio Rd.
City of Carmel-by-the-Sea, CA 93922

Re. Landscape perimeter screen renovation plus the interior facilities landscape design

Dear Barbara,

The following Landscape Design is based upon meeting review with you and your crew a couple of weeks past.

The project appears as two main design projects. The perimeter Eucalyptus strategic tree removal is a stand-alone restoration habitat project. While the interior facility grounds are made up of many nooks and interesting exposures and zones to plant, I have treated them as one project. All the interior planted spaces should relate as a contiguous design whole.

The exterior will be an ongoing phasing project with the most moving parts of the two designs. And while logical and followed practices can be drawn upon in the history of large-scale Eucalyptus removal in California, this one is unique in the direction to accommodate neighboring views into the facility while screening with new plants that will take time to grow. Not only would we present the project as a good neighbor in the procedures to preserve the view into the CAWD facility and keep that peace; but the very real compliance with State Parks and Environmental habitat protocols will be required it will remain important to balance.

While this all can be defined with the best plant choices for replacement into the habitat the timing and understanding our success over time makes will be an outdoor class room. Basically, for me this is prescribing and working through requirements with your agency as the lead in writing the CEQA **California Environmental Quality Act** as it most likely will be required. My office will support the document with plans and detailing, much to be defined as the project progresses.

At this point I am unsure of the time to allot for meetings and have set total hours for various possibilities. The design and production time are much easier to figure. I have given a general scope of design services, allotted time for meetings and estimated the number of hours it will take based upon the office fee schedule. This amount is a target budget number and may or may not be reached. Time during construction for site review will be hourly as this extent and phasing is unknow at the outset.

December 13, 2018

Carmel Area Wastewater District
Attn. Barbara Buikema, General Manager

Landscape Design Proposal

In the Agreement the Perimeter surrounding the CAWD facilities fence is dealt with as to three locations: (1.) Entry & South side of the facilities (2.) West side wrapping around opposite Rio Park and Mission Fields and (3.) The Monterey Diocese fence line back to the main entry.

The interior landscape design shall be divided into logical graphic sheet depictions such as the actual working zones and the main campus adjacent to offices, lunch room and changing area. The Entry inside of the fence will also extend a more filled out planting arrival from the road.

To better understand the extent of each of the zones outside the compound and inside for design the scale and sheet inclusion will be easy to pick out. An introduction key will index all the areas. Essentially a larger scale makes the install easier in the field. Additionally, figured are some sketches along with the plan views. Presentation drawings have been also figured which will draw from photorealistic drawing over the photo for Public meeting consumption.

Construction Plans shall also include an irrigation plan, projected water use calculations to satisfy MPWD and State Auditors which probably be required. Of course, Plants species, location and specifications for installation all figure in the mx.

I look forward to working with you.
Best regards,
Scott

Scott Hall, landscape architect
Hall Landscape Design



CC: Patrick Treanor, P.E. Plant Engineer

Carmel Area Wastewater District
Attn. Barbara Buikema, General Manager
P.O. Box 221428
3945 Rio Rd.
City of Carmel-by-the-Sea, CA 93922

Project: Perimeter Eucalyptus replacement and Interior Facilities Landscaping.
Project Scope: Landscape Plans / planting, irrigation and details

1. Meetings with Carmel Area Waste Water District (CAWD) Manger and review Staff
 2. Perimeter solutions for installation strategies for replacing the Eucalyptus hedge
 3. Perimeter plan showing plant replacement locations, size, quantities
 4. Interior Facilities Planting zones throughout the campus and emphasis on the main Entry and People gathering spaces.
 5. Irrigation layout plans which include projected water use formulas compliment to MPWD and State of California notation.
- I. Design Mobilization
- A. Project Mobilization tasks
 - a. Receive current scaled digital drawing survey of the CAWD Plant and property Meets and boundaries of the property from the Plant Engineer.
 - b. Any perimeter plan information per grades and etc.
 - c. A delineated piping diagram overlay of any utilities as electrical and water & sewer lines and etc. which pertain to the areas under discussion to be planted
 - B. Landscape Scope: Prescribed Eucalyptus Grove Removal
 - a. Removal of all Eucalyptus globulus around the CAWD Plant Facilities property boundary. Presentation Sheets shall include graphic demonstration areas:
 1. Entry and along the Southwest property boundary line
 2. North East boundary facing City of Carmel-by-the-Sea Rio Park & Mission Fields housing development
 3. East side along the Monterey Diocese fence line back to the Main Facilities Entry point.
 4. Planting with in the CAWD Facilities Plant showing plant species location, quantities and sizes
 5. Preliminary drawings first reviewed followed by Construction Documents
 - b. Irrigation: map and verify all zones new and possibly using some undamaged existing piping from the source point of landscape irrigation connection. A line plan diagram locating dispersal points (valves) and connecting he system back to control clock.
 1. Create and review Projected Water Use Allocation for the site for review by water agencies, MPWMD and etc.
 - c. Presentation: Plan, Sketch and Photo realistic rendering for the Public elevation from the southwest and the Entry Gate area

Carmel Area Wastewater District
3945 Rio Rd.
City of Carmel-by-the-Sea, CA 93922

II. Meetings

- A. Allotted time with the General Manager & Staff on site & e-mail notes 8-12 hours
- B. Meetings with City of Carmel-by-the- Sea Forestry Dept. and Planning & Building Dept.....4-6 hours
- C. Meetings with State Parks, Fish & Game and Coast Biologists (all if necessary)allotted 4 - 6 hours
- D. Additional meeting time beyond the agreement would be billed at the Office Fee Schedule, Principal \$95 hourly

III. Reimbursement & Schedule of Fees

- A. Reproductions to be billed separately from the agreement
 - 1. Plots for review, presentation and etc. beyond the Preliminary meeting
 - 2. Engineering
 - 3. Biologists and other consultants required in the design.

B. Office Fee Schedule

- Principal Design + Meetings \$95hourly
- Principal Production..... \$80 hourly
- Staff / Design..... \$65 hourly

IV. If the above scope of design services is acceptable as defined in items I, II, & III Please sign here or attach this document as an Exhibit to generate agreement the CAWD standard contract.

The purpose of this agreement is to act as a point from which to bill against the for an estimate for Design services for the Carmel Area Waste Water District as defined above. (This proposal is valid for 60 days hence)

- 1. Mobilization & Landscape Renovation Perimeter Eucalyptus and Interior Facilities Campus landscape Plans along with \$22,930
- 2. Drawing rendering, Sketches & photo overlay \$ 2,450
- 3. Meeting time estimate \$ 1,995

Total aggregate cost \$27,375
(Twenty-Seven Thousand Three Hundred and seventy-Five Dollars)

Signed by:

Barbara Buikema, General Manager CAWD

date:

RESOLUTION NO. 2019-39

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A MINOR SERVICES CONTRACT WITH HALL LANDSCAPE DESIGN IN AN AMOUNT NOT TO EXCEED \$27,375 FOR WWTP PERIMETER TREES AND INTERIOR LANDSCAPE PLANNING

-oOo-

WHEREAS, Staff has received a scope of work and fee proposal agreeable to the Carmel Area Wastewater District General Manager for planning work regarding perimeter trees and interior landscaping;

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 minor services contract for WWTP perimeter trees and interior landscape planning in an amount of \$27,375, with Hall Landscape Design.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 29, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Ed Waggoner, Operations
Superintendent

Date: August 29, 2019

Subject: Award of contract for Purchase of Reverse Osmosis (RO) Elements and
Technical Support Services.

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the following expenditures from the CAWD/PBCSD Reclamation Project Budget for 2019-2020 to replace the Reverse Osmosis (RO) Elements and provide Technical Support Services to install the elements, not to exceed \$191,005.00, and direct the General Manager to:

- 1) Execute a contract for purchase Hydranautics, Nitto Group Company in the amount not to exceed \$124,415.29; and
- 2) Authorize the additional purchase of Technical support services as described in the Board report to complete change of the RO Elements in an amount not to exceed \$12,565.00.
- 3) Execute a contract for purchase Professional Water Technologies Group in an amount not to exceed \$54,024.28. Technical support services including installation is include in the quote.

DISCUSSION

Through recent discussion with staff and Trussell Technologies it has been recommended to start the process of ordering replacement elements as it can take up to 24 weeks to acquire said membranes. The Reverse Osmosis Elements that were replaced originally in the fall of 2013 and have had 6 years of operation.

Staff is requesting the replacement project be approved at this time even though the current elements are working within operating parameters. Historically, the first set of elements in all three Reverse Osmosis trains failed quickly once fouling of the elements could not be reversed with CIP (clean-in-place) protocol. Reverse Osmosis Elements can be stored 2+ years if stored in a building which makes ordering now prudent.

The proposed project is as follows:

- Staff has chosen to utilize Hydranautics Nitto Group Company to supply two RO Trains with their ESPA2-LD RO element (Quantity of 238) and ESPA2-LD MAX RO element (Quantity of 21) for the project. RO Train A will have a mixture of the ESPA2-LD and ESPA2-LD MAX as suggested by staff and Trussell Technologies to improve the recovery in stages 3 and 4 of the RO system. RO Train B will consist of ESPA2-LD RO elements only.
- Staff choose Toray TMG20D-400 membranes elements (Quantity 122) for RO Train C to test a different membrane against the Hydranautics Nitto Group ESPA2-LD RO elements. In addition, the Toray Elements from PWT (Professional Water Technologies) have a delivery time of just two weeks compared to the ESPA2-LD RO elements sixteen to twenty-three weeks.
- Staff did obtain replace element quotes from Hydranautics Nitto Group Company. And a quote from Consolidated Water Solutions which supplies the following elements; Hydranautics ESPA2-LD, Filmtec BW30XFRLE-400/34, LG Membrane BW 400 ES, and Toray TMG20D-400. Consolidated Water Solutions does not provide any Technical Support Services.
- Hydranautics Nitto Group Company will provide all supervision, labor, equipment and materials required to: remove existing ESPA2-LD RO elements (CAWD will be responsible for element disposal), Clean interior of existing pressure vessels, Install new ESPA2-LD or ESPA2-LD Max RO elements, Document RO element loading sequence by RO Trains A & B, stage, vessel and serial number, and supervise RO Train startup operation.
- Professional Water Technologies and Toray will provide all supervision, labor, equipment and materials required to: remove existing ESPA2-LD RO elements from RO Train C (CAWD will be responsible for element disposal), Clean interior of existing pressure vessels, Install new Toray TMG20D-400 RO elements, Document RO element loading sequence by RO Train C, stage, vessel and serial number, and supervise RO Train startup operation.
- Hydranautics Nitto Group Company & Professional Water Technologies will perform all work to maintain 2 RO Trains always operating during the replacement time period.

FUNDING

The CAWD/PBCSD Reclamation Project 2019-2020 Budget includes line items:

#67500	RO Membrane Elements	\$180,000
#66750	Spare Parts	\$ 15,000
	Total	\$195,000

The project total is estimate not to exceed \$191,005.

Attachments:

IRWUG funding "email"

Hydranautics Quotation 082019-005sj

Professional Water Technologies, Toray Proposal

From: Ed Waggoner
Sent: Monday, August 19, 2019 2:25 PM
To: Kevin Young
Subject: FW: Staff Report August 2019, Purchase RO Membranes
Attachments: Staff Report August 2019 Purchase RO Membranes 7.29.19.doc

From: Reitz, Brent <reitzb@pebblebeach.com>
Sent: Monday, July 29, 2019 2:52 PM
To: Barbara Buikema <Buikema@cawd.org>; Ed Waggoner <waggoner@cawd.org>
Cc: Patrick Treanor <Treanor@cawd.org>; nbecker@pbcsd.org; Aleks Pisarenko <aleksp@trusselltech.com>; John Kenny <Johnk@trusselltech.com>; Kevin Young <Young@cawd.org>; Chris Foley <Foley@cawd.org>
Subject: FW: Staff Report August 2019, Purchase RO Membranes

All: Please see the IRWUG funding "email" approval (Heuck & Huston) for the purchase of the NEW RO Membranes as called out in the Staff Report attached.

Given the AUG RMC meeting will probably not take place, we feel it important to give CAWD the approval to move forward now with ordering the RO Membranes due to the long lead-time required.

Ed & Barbara: Please confirm receipt of this approval.

Thanks,
br

Brent Reitz
831-277-7897 cell
Director of Energy & Water Conservation
Pebble Beach Company

From: Joe Huston [<mailto:jhuston@ncga.org>]
Sent: Monday, July 29, 2019 2:32 PM
To: Reitz, Brent
Cc: Heuck, David; JJ West; Steven Schroeder
Subject: Re: Staff Report August 2019, Purchase RO Membranes

I agree/approve to proceed as recommended.

Joe

On Jul 29, 2019, at 4:00 PM, Reitz, Brent <reitzb@pebblebeach.com> wrote:

Thanks David.

Joe: please let me know your thoughts and I'll communicate with CAWD.

Steven: if you are in contact with Joe, please alert him to this request, or feel free to answer on his behalf if you have been so designated.

Thanks,

br

Brent Reitz
831-277-7897 cell
Director of Energy & Water Conservation
Pebble Beach Company

From: Heuck, David
Sent: Monday, July 29, 2019 1:41 PM
To: Reitz, Brent; Joe Huston (jhuston@ncga.org)
Cc: JJ West
Subject: RE: Staff Report August 2019, Purchase RO Membranes

I agree – key is it is already in the budget

From: Reitz, Brent
Sent: Monday, July 29, 2019 1:32 PM
To: Heuck, David; Joe Huston (jhuston@ncga.org)
Cc: JJ West
Subject: FW: Staff Report August 2019, Purchase RO Membranes
Importance: High

Fellows: I recommend granting an “email approval” to CAWD to get the order placed for our BUDGETED RO Membranes per the request in the staff report attached.

This is work that has been reviewed by Trussells (our consulting engineer), as well as, is an Approved 19-20 Budget Item.

The budget-request falls within the budgeted amount.

These are for NEW Reverse Osmosis Membranes.

These membranes have served us well, and are not to be mistaken for the MF membranes, which have continually had a shorter than expected longevity.

These RO membranes have actually out-performed their expected longevity with over 6 years of life, (normal expectancy is +/- 5 years), but now need replacement.

They could be as much as 24 months of a lead-time to procure!

The Aug RMC meeting, where CAWD would normally request this funding approval, is typically waived: (due to nothing of significance needing to be discussed AND that Summer Vacations impact being able to hold this meeting regularly).

If that’s the case, the next meeting won’t be until NOV, and CAWD cannot wait that long to place the order.

I recommend that IRWUG send CAWD our “Email Approvals” to proceed, with an Official Budget-Approval for this expenditure to follow at the NOV RMC meeting.

If you all agree, just send me an email stating so, and I’ll forward off to CAWD and copy PBCSD.

As the Project Representative, it’s my opinion that this is work (and long lead-time order) is something we must follow through with this year.

We need to hit next irrigation season with NEW RO Membranes!

Thanks, br

Brent Reitz

831-277-7897 cell
Director of Energy & Water Conservation
Pebble Beach Company

From: Ed Waggoner [<mailto:waggoner@cawd.org>]
Sent: Monday, July 29, 2019 1:11 PM
To: Reitz, Brent; Barbara Buikema
Subject: Staff Report August 2019, Purchase RO Membranes

Brent,

I am submitting this following our telephone conversation this morning on RO element replacement. Can you review and receive go ahead to purchase so I can get this in CAWD August Board meeting?
If you need further information, please let me know so I can supply you with that information.

Best Regards,

Ed Waggoner



Date: August 20, 2019

Company: Carmel Area Wastewater District
3945 Rio Road
Carmel, CA 93922

Attention: Ed Waggoner, Kevin Young

Subject: Hydranautics Quotation 082019-005sj for Reverse Osmosis (RO) Elements and Technical Support Services

Gentlemen,

We are pleased to offer the following goods and services to Carmel Area Wastewater District.

Description	Quantity	Unit	Unit Price	Extended Price
ESPA2-LD RO element	221	each	\$440.00	\$97,240.00
ESPA2-LD MAX RO element	21	each	\$510.00	\$10,710.00
Protec vessel replacement parts ^{note 1}	1	lot	\$6,555.00	\$6,555.00
Sales taxes @ 7.75%				\$8,874.14
Ground transportation to 93922	1	lot	\$1,036.15	\$1,036.15
Technical support services ^{note 2}	1	lot	\$13,365.00	\$12,565.00
Total				\$136,980.29

Note 1: Protec pressure vessel replacement parts

- Permeate ports – 10
- Permeate port to head seals – 110
- Permeate port to head retaining rings – 110
- Head seals – 110
- Permeate port to end element adapter seals – 110
- Thrust cones - 10

Note 2: Provide all supervision, labor, equipment and materials required to

- Remove existing ESPA2-LD RO elements (CAWD will be responsible for element disposal)
- Clean interior of existing pressure vessels
- Install new ESPA2-LD or ESPA2-LD MAX RO elements
- Install new seals listed above. Does not include side port seals.
- Document RO element loading sequence by RO train, stage, vessel and serial number
- Supervise RO train startup operation



Additional notes: Hydranautics Terms and Conditions of Sale dated May 2016 (provided under separate cover) are included as an integral part of this quotation.

Each Hydranautics RO membrane element is performance tested at the factory prior to shipment. Each Hydranautics RO membrane element is provided with one, factory-installed, EPDM brine seal and one interconnector assembly which includes one interconnector body with four, factory-installed, EPDM O-rings.

Availability: 14 to 16 weeks after order acceptance, subject to change at time of order placement

Freight terms: FCA Oceanside, CA

Payment terms: net 30 days on credit approval

Quotation validity: through September 30, 2019 except transportation cost will be requoted at time of order placement

Warranty: Materials and Workmanship – 1 year (provided under separate cover)

We thank you for the opportunity to be of service. Please contact us should you have questions or need additional information or assistance.

Kindest regards,

Steve Johnson

Steve Johnson
Regional Account Executive – Southwest USA

Hydranautics
401 Jones Road
Oceanside, CA 92058

Telephone 702-683-8230
Facsimile 702-616-6709
E-mail steve.johnson@nitto.com



Professional Water Technologies is pleased to provide the Carmel Area Wastewater District with this proposal for the supply and installation of RO Membrane Elements.

Client Name: Carmel Area Wastewater District (CAWD)
Proposal Description: Supply and installation of Toray Reverse Osmosis Membrane Elements
Date: August 19, 2019

Submitted to :
Carmel Area Wastewater District
Attn: Kevin Young
26900 State Route One
Carmel, CA 93923

Submitted by :
Ramiro Ramirez - PWT
Regional Account Manager
1048 La Mirada Court
Vista, CA 92081
Cell: 805-757-3597
Fax: 760-639-4439
Ramiro.ramirez@pwtchemicals.com

Table of Contents

1. Membrane System Contractors Experience and Technical Knowledge	3
a. Introduction	3
b. Qualifications	3
i. City of Moss Point, Mississippi – Drinking Water Facility	3
ii. City of Melbourne, Florida – Drinking Water Facility	4
iii. Sweetwater Authority, California – Drinking Water Facility	4
iv. Alameda County Newark Desalter, California – Drinking Water Facility	4
2. Pricing Proposal.....	5
Appendix A: Toray TMG20D-400 Membrane Specifications	6

1. Membrane System Contractors Experience and Technical Knowledge

a. Introduction

Professional Water Technologies (PWT) would like to thank the Carmel Area Wastewater District for the opportunity to submit qualifications and a quote for the supply and installation of Toray TMG20D-400 and TMG20D-440 RO membrane elements.

Professional Water Technologies (PWT) develops, manufactures and sells specialty chemicals for municipal, industrial and commercial reverse osmosis processes. With a complete line of RO pretreatment and maintenance products, comprehensive analytical and technical capabilities, and a progressive research and development group, PWT offers solutions to maximize the efficiency and economy of RO operations.

To complement our chemistry, our Membrane Forensics™ offering includes autopsy and analytical work, technical support, and field service. Our team of experts is available around the clock to help you troubleshoot and optimize your membrane system.

Professional Water Technologies (PWT) is a wholly owned subsidiary of H2O Innovation. H2O Innovation designs, develops, produces and integrates custom-built water treatment systems for multiple markets in the United States, Canada and abroad. Whether it is for the **production of drinking water**, the **treatment of wastewater**, or for use in **industrial processes**, our solutions combine the best expertise with the most advanced membrane technology products.

Our reliable, eco-friendly solutions streamline costs and optimize treatment. As renowned membrane filtration specialists, we provide counsel and solutions that result in efficient and reliable systems that perform and last, whatever the need and application.

b. Qualifications

With over 15 years of experience in the membrane industry, H2O Innovation/PWT has designed, fabricated, installed and commissioned hundreds of membrane systems. The following are a few select references for successful membrane installation work H2O has completed in recent years.

i. City of Moss Point, Mississippi – Drinking Water Facility

H2O Innovation supplied and installed 1,008 RO membrane elements for the City of Moss Point's drinking water facility. The installation work included removal of the existing membranes, cleaning and disinfection of the pressure vessels, installation of the new membranes, RO system flushing, and final performance testing. H2O Innovation also designed, fabricated and installed the original RO system.

City of Moss Point Membrane Replacement Summary				
System Capacity	Number of RO membranes	Year	Contact Name	Contact Information
6.5 MGD	1,008	2017	Mr. Sam Franklin	228-217-9577
Address:		3801 Palmetto Street, Moss Point, MS 39563		

ii. **City of Melbourne, Florida - Drinking Water Facility**

H2O Innovation supplied and installed 1,000 RO membrane elements for the City of Melbourne's drinking water facility. The installation work included removal of the existing membranes, cleaning and disinfection of the pressure vessels, installation of the new membranes, RO system flushing, and final performance testing.

City of Melbourne Membrane Replacement Summary				
System Capacity	Number of RO membranes	Year	Contact Name	Contact Information
6.5 MGD	1,000	2017	Mr. Fred David	321-288-7671
Address:		900 E. Strawbridge Ave., Melbourne, FL 32901		

iii. **Sweetwater Authority, California - Drinking Water Facility**

H2O Innovation designed fabricated, and commissioned the original (1999) and expansion RO system for the Sweetwater Authority in Chula Vista, California. During commissioning of the RO expansion in 2017 H2O Innovation assisted and supervised the installation of 756 new RO membrane elements. The installation work included cleaning and disinfection of the pressure vessels, installation of the new membranes, RO system flushing, and final performance testing.

Sweetwater Authority Expansion Commissioning and Membrane Installation				
System Capacity	Number of RO membranes	Year	Contact Name	Contact Information
8.2 MGD	756	2017	Mr. Justin Brazil	619-729-7346
Address:		3066 North 2 nd Avenue, Chula Vista, CA 91910		

*Original 3.2MGD RO was commissioned in 1999, and the additional 5MGD expansion was completed in 2017. Both completed by H2O Innovation.

iv. **Alameda County Newark Desalter, California - Drinking Water Facility**

H2O Innovation designed, fabricated, and commissioned the original and expansion Newark Desalter RO systems for Alameda County Water District (California). During commissioning of the original RO system (5 MGD) in 2006, and the expansion (5 MGD additional) in 2010 H2O assisted in and supervised the installation of a total of 882 new RO membrane elements. The installation work included cleaning and disinfection of the pressure vessels, installation of the new membranes, RO system flushing, and final performance testing.

Alameda County Expansion Commissioning and Membrane Installation				
System Capacity	Number of RO membranes	Year	Contact Name	Contact Information
10 MGD	882	2010*	Ms. Cris Pena	510-668-6541
Address:		6899 Redeker Place, Newark, CA 94560		

*Original 5MGD RO was commissioned in 2006, and the additional 5MGD expansion was completed in 2010. Both completed by H2O Innovation, for a total of 1,764 elements installed.

2. Pricing Proposal

August 15, 2019

Mr. Kevin Young

Carmel Area Wastewater District

26900 State Route One

Carmel, CA 93923

Dear Kevin,

Professional Water Technologies is pleased to provide the following products and services to the Carmel Area Wastewater District. The total number of elements was determined to represent one (1) RO train. Price will apply to any additional trains. The rates for the supply and installation of RO element for three (3) or more trains is subject to discounted rates.

Product	Unit	Quantity	Unit Price (USD)	Total Price (USD)
*Toray TMG20D-400	Ea.	122	\$405.00	\$49,410.00
Estimated Tax				\$3,829.28
Freight Cost				\$785.00
Total:				\$54,024.28

*Pricing includes installation services.

A schedule for membrane replacement will be developed dependent on client schedule and total number of units requested. PWT personnel will be present onsite for the following:

- Removal of existing elements.
- Inspection of equipment and components.
- Installation of new RO elements.
- Start up of RO unit & performance testing.

Note: All prices are quoted Net 30 days, valid for 60 days.

Please do not hesitate to reach out with any questions.

Best Regards,



Ramiro Ramirez

C: 805-757-3597

Regional Account Manager

Appendix A: Toray TMG20D-400/TMG20D-440 Technical Specifications

This page is used as a placeholder, see Toray Membrane USA Inc.'s TMG20D-400 & TMG20D-440 technical specifications on the following pages.

Ultra low pressure BWRO, enhanced chemical tolerance

TMG(D)

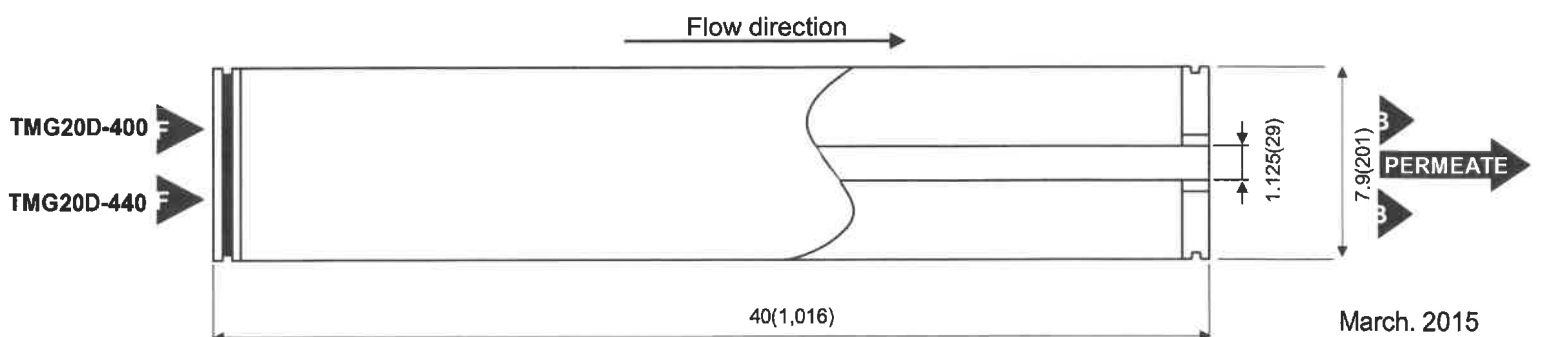
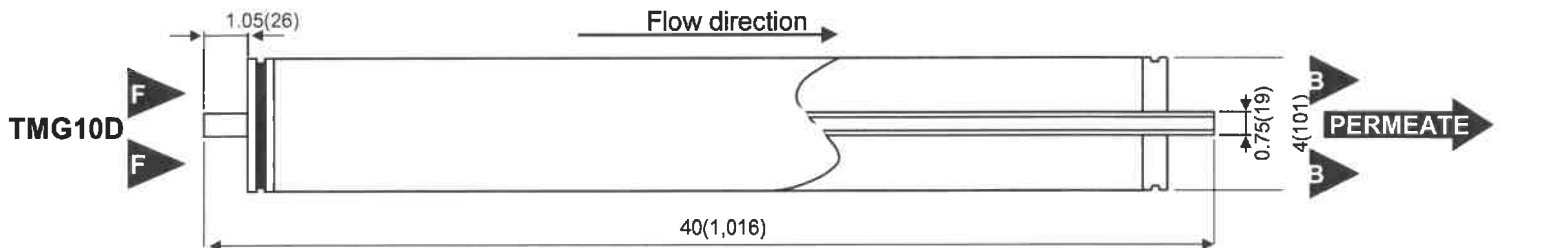
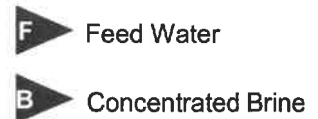
Type	Diameter Inch	Membrane Area ft ² (m ²)	Salt Rejection %	Product Flow Rate gpd(m ³ / d)	Feed Spacer Thickness mil
TMG10D	4"	87(8)	99.7	2,650(10.0)	34
TMG20D-400	8"	400(37)	99.7	12,100(45.8)	34
TMG20D-440	8"	440(41)	99.7	13,300(50.3)	28

* Above two types of TMG20D are with 29mm centerpipe as described in below "Dimensions".
Please note that while *TMG20* series with 29 mm centerpipe are distinguished by "C style",
TMG20D series are only with 29 mm centerpipe and not distinguished by "C style".

1. Membrane Type		Cross Linked Fully Aromatic Polyamide Composite
2. Test Conditions	Feed Water Pressure Feed Water Temperature Feed Water Concentration Recovery Rate Feed Water pH	150 psi(1.03MPa) 77° F(25°C) 2000 mg/l NaCl 15% 7
3. Minimum Salt Rejection		99.5%
4. Minimum Product Flow Rate		2,120gpd(8.0m ³ /d)(TMG10D) 10,300gpd(39.0m ³ /d)(TMG20D-400) 11,200gpd(42.4m ³ /d)(TMG20D-440)

Dimensions

All dimensions shown in Inches (millimeter).



Operating Limits

Maximum Operating Pressure _____	600 psi (4.1 MPa)
Maximum Feed Water Temperature _____	113° F (45°C)
Maximum Feed Water SDI ₁₅ _____	5
Feed Water Chlorine Concentration ^{*See below 3 of Operating Information} _____	< 0.1ppm
Feed Water pH Range, Continuous Operation _____	2-11
Feed Water pH Range, Chemical Cleaning _____	1-13
Maximum Pressure Drop per Element _____	15psi (0.10 MPa)
Maximum Pressure Drop per Vessel _____	50psi (0.34 MPa)

Operating Information

1. For the recommended design range, please consult the latest Toray technical bulletin, design guide lines, computer design program, and/ or call an application specialist. If the operating limits given in this Product Information Bulletin are not strictly followed, the Limited Warranty will be null and void.
2. All elements are wet tested, treated with a 1% by weight percent sodium bisulfite storage solution, and then vacuum packed in oxygen barrier bags, or treated with tested feed water solution, and then vacuum packed in oxygen barrier bags with deoxidant inside. To prevent biological growth during short term storage, shipment, or system shutdown, it is recommended that Toray elements be immersed in a protective solution containing 500 - 1,000 ppm of sodium bisulfite (food grade) dissolved in permeate.
3. The presence of free chlorine and other oxidizing agents under certain conditions, such as heavy metals which acts as oxidation catalyst in the feed water will cause unexpected oxidation of the membrane. Since oxidation damage is not covered under warranty, it is strongly recommended to remove these oxidizing agents contained in feed water before operating RO system. Please refer to Toray RO Element Three-Year Prorated Limited Warranty.
4. Permeate from the first hour of operation shall be discarded.
5. The customer is fully responsible for the effects of chemicals that are incompatible with the elements. Their use will void the element Limited Warranty.
6. Recommended Process/ Operation pressure is < 2.0 MPa
 - a) Ultra low pressure elements will perform best with low salinity brackish water
 - b) Above pressure range should be maintained also at low temperatureFor more details, and in special cases, please consult the projection design guideline or contact your membrane supplier.

Notice

1. Toray accepts no responsibility for results obtained by the application of this information or the safety or suitability of Toray's products, either alone or in combination with other products. Users are advised to make their own tests to determine the safety and suitability of each product combination for their own purposes.
2. All data may change without prior notice, due to technical modifications or production changes.

Asia and Oceania: Toray Industries, Inc.

1-1, Nihonbashi
muromachi 2-chome
Chuo-ku, Tokyo 103-8666,
Japan

Tel : +81 3 3245 4540
Fax: +81 3 3245 4913
<http://www.toraywater.com>

Americas: Toray Membrane USA, Inc.

13435 Danielson St,
Poway, CA 92064, USA
Tel: +1 858 218 2390
Fax: +1 858 486 3063

Europe: Toray Membrane Europe AG

Grabenackerstrasse 8
CH-4142 Münchenstein 1,
Switzerland
Tel: +41 61 415 87 10
Fax: +41 61 415 87 20

CHINA: Toray BlueStar Membrane Co., Ltd.

No.5 Anxiang Street, Area B,
Beijing Tianzhu Airport
Economic Development Zone,
Beijing ,101318 P.R.C.
Tel: +86 10 80490552
Fax: +86 10 80485217

Middle East & North Africa: Toray Membrane Middle East LLC.

PO Box 20279, Al Khobar 31952,
Kingdom of Saudi Arabia
Phone: +966-13-568-0091
Fax: +966-13-568-0093

RESOLUTION NO. 2019-40

A RESOLUTION AUTHORIZING EXPENDITURES FROM THE CAWD/PBCSD BUDGET FOR 2019/20 TO REPLACE THE REVERSE OSMOSIS (RO) ELEMENTS AND PROVIDE TECHNICAL SUPPORT SERVICES TO INSTALL THE ELEMENTS NOT TO EXCEED \$191,005

-oOo-

WHEREAS, the Reverse Osmosis Elements are predicted to be near the end of their useful life and staff recommends ordering now and storing because it can take up to 24 weeks to acquire said membranes and we cannot risk a break in operations; and

WHEREAS, the Board is convinced by the staff report presented on this date at the regular CAWD board meeting that the District should replace the RO elements and obtain technical support in an amount not to exceed \$191,005; and

WHEREAS, staff has demonstrated approval by the Reclamation participants outside of their regularly scheduled meeting and items approved by the Reclamation Project are brought to the CAWD or PBCSD Board, as appropriate, for approval and any applicable resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby approve the following expenditures from the 2019/20 Reclamation Budget and directs the General Manager to:

1. Execute a contract for purchase of RO elements from Hydranautics Nitto Group Company in the amount of \$124,415.29; and
2. Authorize the additional purchase of technical support services from Hydranautics Nitto Group Company as described in the Board report to complete change of the RO elements in an amount not to exceed \$12,565.00; and

3. Execute a contract for purchase of RO elements from Professional Water Technologies Group in an amount not to exceed \$54,024.28.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 29, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: August 29, 2019
Subject: Upper Rancho Cañada Sewer Relocation
Project #19-13

RECOMMENDATION

It is recommended that the Board of Directors approve two resolutions as follows:

- Authorize the General Manager to enter into a contract with Rincon Consultants for environmental permitting services for \$44,966; and
- Authorize the General Manager to enter into a contract with MNS Engineering, Inc. to provide engineering design services for \$103,918.

DISCUSSION

The upper Rancho Cañada sewer is located within the Palo Corona Regional Park and has been included in the CAWD Collections Department five year Capital Improvement Plan for sewer line replacement. This sewer line portion that is proposed to be replaced includes pipe that varies in size from 8 to 12 inches and was constructed in the late 1960's to early 1970's. In addition, a subdivision is proposed downstream of the project site that will require relocating the sewer trunk line through the subdivision and the Monterey Peninsula Regional Park District (MPRPD) has plans to develop the existing golf course into a park.

Staff have met with the MPRPD General Manager, Rafael Payan, in order to discuss the timing for their proposed park development plan, how we can relocate our sewer line to minimize impacts on the park project, and other park related issues that we need to understand. Mr. Payan referred us to their environmental consultant, Rincon Consultants, to get an idea of what environmental issues we may encounter for our project.

FUNDING

The two proposals sum up to \$148,884 and will be funded by the Collections Capital Improvement budget. The 2019/2020 budget for this project is \$200,000.

ATTACHMENTS

MNS – Contract & Proposal

Rincon – Initial Study & Proposal

AGREEMENT FOR CONSULTATION AND/OR OTHER SERVICES

THIS AGREEMENT dated _____, 2019, is by and between the **Carmel Area Wastewater District** (hereinafter referred to as the "District") and **MNS ENGINEERS, INC.** (hereinafter referred to as "Consultant"), for a project generally described as **Rancho Cañada Sewer Relocation**.

1. GENERAL

The District engages the Consultant to furnish the services as defined in this agreement, at the compensation and upon the terms set forth herein and the Consultant accepts the engagement based upon the stated terms.

2. DUTIES OF THE CONSULTANT; SERVICES TO BE PERFORMED BY THE CONSULTANT

- A. The Consultant shall perform such duties and services as are listed on Exhibit "A". The services shall be completed according to the time schedule contained in Exhibit "A".
- B. Standard of Care: The standard of care applicable to the Consultant's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services. The Consultant will re-perform any services not meeting this standard without additional compensation.
- C. Consultant Professional Team: The Consultant shall provide and maintain the professional team to perform the services and furnish the materials in connection with this Agreement whose names and capacities are set forth on Exhibit "B". In the event that any member of that team shall leave the employ of the Consultant or be transferred to another office of the Consultant, the Consultant shall so advise the District and replace him or her with a new member who is competent to perform the required work and who shall be satisfactory to the District. Such other agents or employee contractors or subcontractors not listed on Exhibit "B" as may be required to perform any portion of this Agreement shall be competent and shall be suitably experienced in the function which they perform.

3. SERVICES OR MATERIALS TO BE PERFORMED OR FURNISHED BY District

- A. The District shall perform such services or furnish such materials to Consultant in connection with this Agreement as are set forth on Exhibit "C". If there are no entries on Exhibit "C", the District shall not be required to provide any services or furnish any materials to the Consultant. Unless otherwise provided on Exhibit "C", all services and material to be furnished by the District will be without cost to Consultant.
- B. The District will authorize the Consultant in writing to proceed prior to the Consultant starting work on any of the services listed in Exhibit "A".
- C. The District will make its facilities accessible to Consultant as required for Consultant's performance of its services. The District will be responsible for all acts of District's personnel performed within the scope of their employment.
- D. Unless otherwise agreed to in the Scope of Services, the District will obtain, arrange, and pay for all advertisements for bids, permits, and licenses required by local, state or federal authorities; and land, easements, rights-of-way, and access necessary for the Consultant's services or project construction.

4. PAYMENT BY THE DISTRICT: TIME AND MANNER OF PAYMENT

The District shall pay the Consultant, for all required services and materials furnished to fulfill this Agreement, the amount or amounts on a time and materials basis billed monthly, not to exceed **\$103,918** (Exhibit "B") . Consultant agrees to accept the stated sums as full compensation for all required services due under this Agreement.

5. ADDITIONAL WORK

The Consultant shall be entitled to extra compensation for services or materials not otherwise required under this Agreement, provided that the District shall first have identified the service or materials as extra, and specifically requested extra services or materials in writing, and in no event shall the District be liable for payment unless the amount of extra compensation shall first have been agreed to in writing by the District.

6. EQUAL EMPLOYMENT OPPORTUNITY

The Consultant shall not discriminate against any employee or applicant for employment because of age, race, religious creed, color, national origin, physical handicap, medical condition, marital status or sex.

7. COMPLIANCE WITH LAWS

The Consultant shall comply with all federal, state and local laws, statutes, ordinances, rules, and regulations affecting the performance of its services under this Agreement.

8. INDEPENDENT CONTRACTOR

The Consultant is acting as an independent contractor in furnishing the services or materials and performing the work required by this Agreement and is not an agent, servant, or employee of the District.

9. PROJECT REPRESENTATIVES; NOTICES

The District and the Consultant each designate the following persons to act as authorized representatives of the District and the Consultant in matters and decisions pertinent to the timely performance of this Agreement, and each authorized representative will have full powers to bind the District or the Consultant, including, but not limited to, transmitting instructions, receiving information, making project-related decisions not requiring official District approval, processing Consultant payment requests and other matters. All notices or other official correspondence relating to work under this Agreement may be given by being personally delivered, by being placed in the United States mail, first-class postage prepaid, or by being sent by overnight prepaid air freight, addressed to the party to whom notice is to be given. Each notice shall be deemed to be effective upon receipt, if personally delivered or sent by air freight, or five days after being so mailed. Any notice may also be given by facsimile. Notices shall be provided to the following names and addresses:

For the Carmel Area Wastewater District:

Rachél Lather, Principal Engineer
P. O. Box 221428
Carmel, CA 93922

For the Consultant:

Nick Panofsky, Supervising Engineer
811 El Capitan Way, Suite 130
San Luis Obispo, CA 93401

10. INSURANCE:

Prior to the commencement of services hereunder, the Consultant shall certify and provide evidence of coverage from responsible insurance carriers of the following insurance. Such insurance policy or policies shall be stated to be primary and noncontributing with any insurance which may be carried by the District. Consultant shall deliver to District certificates of insurance which shall provide that thirty days' notice will be given to District in the event of a reduction, modification or cancellation.

- a) Workers' Compensation and Employer's Liability Insurance. Workers' Compensation in compliance with the applicable state and federal laws. Employer's Liability limit \$1,000,000.
- b) Commercial General Liability Insurance, including Blanket Contractual, Broad Form Property Damage, Completed Operations and Independent Contractor's Liability, all applicable to Personal Injury, Bodily Injury and Property Damage to limit of \$1,000,000 per each occurrence/claim, subject to \$2,000,000 annual aggregate for Completed Operations and Personal Injury other than Bodily Injury.
- c) Comprehensive Automobile Liability Insurance including owned, hired and non-owned automobiles, Bodily Injury and Property Damage to a combined single limit of \$1,000,000.
- d) Professional Liability Insurance affording professional liability coverage to a combined single limit of \$1,000,000 per each occurrence/claim subject to a \$2,000,000 annual aggregate.
- e) Excess Liability Insurance following employers' liability afforded by item a) and other coverages afforded by items b), c) and d) set forth above, subject to a limit of liability of \$2,000,000 for each occurrence/ claim/aggregate.
- f) Additional Insured. District shall be included as an additional insured (but not as a named insured) on the Commercial General Liability, Comprehensive Automobile Liability and Excess Liability insurance policies described in parts b), c) and e) above; and as evidenced by filing with District the ISO (Insurance Service Office) CG 2010 endorsement form or equivalent.
- g) No Exclusion. No insurance coverages described herein shall exclude coverage for claims against the Consultant by the District because the District is named as an additional insured.

11. INDEMNITY

(a) Other than in the performance of design professional services by a design professional, which shall be as addressed by subsection (b) below, and to the full extent permitted by law, Consultant shall indemnify, immediately defend (with independent counsel reasonably acceptable to the District) and hold harmless the District, its board of directors, employees, officials and agents (collectively "Indemnified Parties" or in the singular "Indemnified Party") from and against any claims, losses, damages, penalties, fines and judgments, associated investigation and administrative expenses, and defense costs including but not limited to reasonable attorney's fees, court costs, expert witness fees and costs of alternate dispute resolution (collectively "Liabilities"), where same arise out of the performance of this Agreement by Consultant, its officers, employees, agents and sub-contractors. The duty to defend is a separate and distinct obligation from the Consultant's duty to indemnify and Consultant shall be obligated to defend in all legal, equitable, administrative or special proceedings upon tender to the Consultant of any claim in any form or at any stage of an action or proceeding, whether or not liability is established and the obligation extends through final judgment including exhaustion of any appeals.. The Consultant's obligation to indemnify applies unless it is finally determined that the liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally determined that liability is caused by the comparative active negligence or willful misconduct of an Indemnified Party, the Consultant's indemnification obligation shall be reduced in proportion to the established comparative liability of the indemnified party.

(b) To the fullest extent permitted by law (including without limitation California Civil Code Sections 2782.8), when the services to be provided under this Agreement are design professional services to be performed by a design professional, as that term is identified by said section 2782.8(c)(1-4) ("Design Professional") Design Professional shall indemnify, protect and hold harmless any Indemnified Party for all Liabilities regardless of nature or type that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Design Professional, or such acts or omissions of an officer, employee, agent or subcontractor of the Design Professional. Design Professional shall not have an immediate duty to defend an Indemnified Party, however, Design Professional's obligation to indemnify (including reimbursing the cost to defend) and hold the Indemnified Parties harmless applies unless it is finally determined that the liability was caused by the sole active negligence or sole willful misconduct of an Indemnified Party. If it is finally determined that liability was caused by the comparative active negligence or willful misconduct of an Indemnified Party the Design Professional's indemnification obligation shall be reduced in proportion to the established comparative liability. Within 30 days following Design Professional's receipt of a properly presented written invoice Design Professional shall reimburse the Indemnified Party for the cost of reasonable attorney's fees and defense costs incurred by the Indemnified Party to the same extent of Design Professional's indemnity obligation herein. In no event shall the cost to defend charged to the Design Professional exceed the Design Professional's proportionate percentage of fault.

(c) The provisions of this Section are not limited by the provisions of sections relating to insurance including provisions of any worker's compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to District, its employees and officials. An allegation or determination of comparative active negligence or willful misconduct by an Indemnified Party unrelated to design professional services does not relieve Consultant from its separate and distinct obligation to defend District. Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every subcontractor, sub tier contractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance or subject matter of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of District to monitor compliance with these requirements imposes no additional obligations on District and will in no way act as a waiver of any rights hereunder.

(d) If any action or proceeding is brought against any Indemnified Party by reason of any of the matters against which the Consultant has agreed to provide an immediate defense to any Indemnified

Party, as provided above, Consultant, upon notice from the District, shall defend the Indemnified Party at Consultant's expense by independent counsel reasonably acceptable to the District. Unless otherwise provided above, an Indemnified Party need not have first paid for any of the matters to which it is entitled to indemnification in order to be so defended. Consultant may submit a claim to the District for reasonable defense costs (including attorney's and expert fees) incurred in providing a defense of any Indemnified Party to the extent such defense costs arise under principals of comparative fault from the Indemnified Party's active negligence, recklessness or willful misconduct.

(e) This obligation to indemnify and defend, as set forth herein, is binding on the successors, assigns, or heirs of Consultant and shall survive the termination of this Agreement or this Section.

12. FORCE MAJEURE

The Consultant is not responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the Consultant.

13. TITLE TO DOCUMENTS

All original calculations, photographs, maps, drawings, plans, design notes and other material or documents developed or used in connection with the performance of this Agreement shall be the property of the District, provided, however, that the Consultant may provide the District with legible photostatic copies in lieu of the originals. Any plans and specifications shall bear the name of the Consultant together with the Consultant's certification number, if any. If the Consultant's working papers or product includes computer generated statistical material, the Consultant shall provide the material to the District in a mutually agreed upon computer machine-readable format and media.

14. ASSIGNMENT

The Consultant shall not assign or sublet any portion of this Agreement without the express prior written consent of the District, which may be withheld by the District in its discretion.

15. TERMINATION

Without limitation to such rights or remedies as the District shall otherwise have by law, the District shall also have the right to terminate this Agreement for any reason upon seven (7) days' written notice to the consultant. This Agreement may also be terminated by either party upon seven (7) days' written notice should the other party fail substantially to perform in accordance with this Agreement through no fault of the other or if the project is stopped for a period of 60 days by conditions beyond the control of the District.

16. ADDITIONAL PROVISIONS, EXHIBITS

Additional provisions of this Agreement are set forth on Exhibits "A" - "C". All Exhibits shall be attached to this Agreement and are incorporated and made a part by reference.

17. AMENDMENT OR MODIFICATION

This Agreement may be amended, altered or modified only by written agreement executed by both parties.

18. FURTHER ASSURANCES

Each of the parties agree to execute and deliver to the other such documents and instruments, and to take such actions, as may reasonably be required to effectuate the terms and conditions of this Agreement; provided, however, such covenant shall not have the effect of increasing the obligations of any party pursuant to this Agreement or require any representations and warranties by any party.

19. SEVERABILITY

Should any provision of this Agreement be declared invalid and unenforceable in any jurisdiction by a court of competent jurisdiction, then such portion or provision shall be deemed to be severable, to the extent valid or enforceable, from this Agreement as to such jurisdiction (but, to the extent permitted by law, not elsewhere) and shall not affect the remainder hereof. Notwithstanding the foregoing, a) such provision of this Agreement shall be interpreted by the parties and by any such court, to the extent possible, in such a manner that such provision shall be deemed to be valid and enforceable, and b) such court shall have the right to make such modifications to any provision of this Agreement as do not materially affect the rights or obligations under this Agreement of the parties hereto and as may be necessary in order for such provision to be valid and enforceable.

20. WAIVER

No waiver of any right or obligation of any of the parties shall be effective unless in a writing, specifying such waiver, executed by the party against whom such waiver is sought to be enforced. A waiver by any of the parties of any of their rights under this Agreement on any occasion shall not be a bar to the exercise of the same right on any subsequent occasion or of any other right at any time.

21. ATTORNEYS FEES

Should either party to this Agreement bring legal action against the other, (formal judicial proceeding, mediation or arbitration), the case shall be handled in Monterey County, California, and the party prevailing in such action shall be entitled to a reasonable attorney's fee which shall be fixed by the judge, mediator or arbitrator hearing the case and such fee shall be included in the judgment, together with all costs.

22. COUNTERPARTS

This Agreement may be executed in two counterparts, each of which shall be deemed an original, but both of which shall constitute one and the same instrument.

23. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes all prior or contemporaneous negotiations, understandings or agreements of the parties, whether written or oral, with respect to such subject matter.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate by the duly authorized officers of each of the parties effective the date first shown above.

FOR THE DISTRICT

By _____

General Manager

Approved as to Form:

District Legal Counsel

FOR THE CONSULTANT

By _____

Printed Name: James A. Salvito

Title: President & CEO

By _____

Printed Name: Shawn Kowalewski

Title: Assistant Secretary/Vice President

Exhibit "A": Consultant Scope of Services and Schedule
Exhibit "B": Consultant Team/Rate Sheet



811 El Capitan Way Suite 130, San Luis Obispo, CA 93401
Ph. (805) 778-0326 / F. (805) 787-0437

July 24, 2019

Mrs. Rachél Lather, M.S., P.E.
Carmel Area Wastewater District
3945 Rio Road
Carmel-By-The-Sea CA 93923

Subject: Proposal for Professional Engineering Services – Final Design Services for the Rancho Canada Sewer Main Replacement Project

Dear Mrs. Lather:

Thank you for the opportunity to submit this proposal for Professional Services for the Rancho Canada Sewer Main Replacement Project (Project) for the Carmel Area Wastewater District (District or CAWD). MNS Engineers, Inc. (MNS or Engineer) offers our qualified team to provide professional services for this Project.

Project Understanding

The District is seeking an engineering consultant to provide final design services for the replacement of approximately 3,600 linear feet of existing 10-inch diameter gravity sewer main with a new 15-inch sewer main located within the Monterey Peninsula Regional Park District's Palo Corona Regional Park. The park area was previously a golf course and is now planned for a combination of open space and residential development.

Under separate contract, MNS prepared a conceptual plan of the proposed improvements. The replacement sewer main will be realigned and enlarged to provide capacity for future service needs and realigned. The new sewer will be constructed of Polyvinyl Chloride (PVC) pipe with intermediate concrete manholes and is planned to be installed by open trench construction. As part of the project, the easement along the existing pipeline will be relinquished, and a new permanent pipeline easement will be obtained for the construction of the replacement sewer main. The project will physically abandon the existing 10-inch diameter sewer main in place per local regulatory requirements. A quit claim deed will be executed to abandon the easement for the existing main back to the property owner.

Due to the existing topography along the pipeline alignment, two areas will require regrading to fill over the top of the new sewer main to protect it from damage.

Project Approach

MNS will take a comprehensive approach to the Project, actively managing the individual tasks and minimizing District effort to move the project forward. In addition to utilizing our in-house experienced survey, water resources, and construction management staff, we have selected GeoSolutions, Inc. to complete our team and provide geotechnical guidance on the project.

Project Scope

MNS proposes the following scope of work to provide final design engineering services for the Rancho Canada Sewer Main Replacement Project. A brief description of tasks and responsibilities is described below.

Task 1 – Project Management, QA/QC, and Meetings

This task includes Project Management, QA/QC, and meetings associated with the Project.

Subtask 1.1 – Project Management

The Project Manager, Nick Panofsky, PE, will provide ongoing coordination of the project team including the District, subconsultant, and the internal project team during final design of the project. He will also monitor the budget and serve as

the main point of contact with the District during project design. Frequent phone calls and e-mail updates will be sent from the MNS Project Manager to the District Engineer in order to keep the coordination open and up-to-date. MNS' Project Manager will submit monthly invoices with all supporting documentation in a format acceptable to the District.

The MNS Project Manager will be responsible for ensuring all deliverable deadlines are met, all internal quality control reviews are completed, and the final products meet the expectations of the District.

Subtask 1.2 – Quality Assurance/Quality Control

In accordance with MNS company policy, all deliverables, calculations, recommendations, and other documentation will be reviewed by an experienced engineer, not otherwise associated with the Project, prior to submittal to the District. Documents will be reviewed to ensure technical excellence, the goals and expectations of the District are being met, and conformance with applicable design checklists and standards. For the Project, all deliverables and other items requiring quality control reviews will be reviewed by Tyler Hunt, PE, Supervising Engineer.

Subtask 1.3 – Design Meetings

Over the course of the Project, MNS will facilitate and lead meetings and conference calls as required to move the Project forward and ensure the District and other project stakeholders are informed and in concurrence with the progress of the Project. We have budgeted for four meetings:

- Project Kickoff Meeting
- 60 Percent Design Review Meeting
- 90 Percent Design Review Meeting
- 100 percent Design Review Meeting

For each meeting, MNS will develop a meeting agenda, and will submit meeting minutes to the District within three business days. The Project Manager and additional staff and subconsultant will attend as appropriate.

Task 2 – Project Site Survey and Utility Research

Subtask 2.1 – Aerial and Design Grade Survey

The District provided a LIDAR based topographic survey of the project area in AutoCAD format, as well as documentation of the existing sewer easement. For Project final design, MNS will perform field surveying and mapping in support of the Project improvements. The scope of work includes aerial survey, orthophoto creation, and supplemental ground survey in order to obtain details and topographic information necessary to perform design. MNS will establish new control on the NAD83, Epoch 2017.50 horizontal datum and NAVD88 vertical datum based on local benchmarks. The limits of the aerial mapping will cover the extent of the proposed sewer alignment (approximately 700' wide by 3,900' long). The supplemental ground survey will include the locations of 16 existing sewer manholes and inverts of 7 critical sewer manholes.

MNS will prepare a topographic base map in AutoCAD at a scale of 1" = 20' with 1' contour intervals.

Subtask 2.2 – Boundary Retracement and Legal Description Preparation

The existing Rancho Canada pipeline is located within an easement on private property. As part of the Project the existing pipeline will be physically abandoned in place per local jurisdictional requirements and the existing pipeline easement will be relinquished to the property owner using a quit claim deed. MNS will support this process by providing documentation needed for the quit claim deed process.

For the replacement sewer, the Project will prepare documentation to support acquisition of a new permanent pipeline easement. MNS proposes to provide a record boundary survey along the proposed improvements. MNS will retrace the

property boundaries in question based upon field monumentation and record map information. MNS will prepare a legal description to support the abandonment of the existing sewer easement.

Assumptions:

The existing sewer easement documentation will be provided. The scope of work does not include the cost of acquiring title reports.

Subtask 2.3 Utility Research

MNS will contact utility agencies with below-grade facilities in the Project areas to obtain atlas maps and other available information regarding the type, size, location, material, and depth of existing utilities. We have assumed the District will pay any fees associated with these requests. Based on an initial design look-up through the Underground Service Alert (USA) North system, the following utility agencies may have facilities in the Project areas:

- California American Water
- Comcast
- Crown Castle
- Pacific Bell
- PG&E

Information received will be incorporated into the Project base map and considered in the Project design.

Task 3 – Geotechnical Investigation

Our subconsultant GeoSolutions, will develop geotechnical recommendations for the Project. A detailed proposal for GeoSolutions services is provided as an attachment. They will drill 6 geotechnical test borings to maximum depths of 15 to 20 feet below ground surface or drilling refusal in bedrock. The borings will be drilled at accessible locations within the existing maintenance roads adjacent to the sewer alignment.

Prior to beginning field work, the proposed test boring locations will be marked, coordinated with USA. GeoSolutions is not responsible for damage to any utilities not identified and/or not properly marked at the ground surface.

Geosolutions will conduct laboratory testing on the soils at each boring site and will develop recommendations for pipeline installation by the open cut method. The findings of this study will be documented in a draft and final geotechnical report, which will be submitted to the District.

Task 4 – Detailed Design

Using the site information collected in Task 2, MNS will prepare detailed drawings for the Project. Drawings will be prepared in the latest version of AutoCAD Civil 3D. Plan and profile (P&P) drawings will be prepared with a horizontal scale of 1 inch equals 30 feet, with the vertical scales on profiles being drawn at a scale of 1 inch equals 4 feet. An anticipated sheet list includes:

Sheet	Sheet No.	Description
1	G-1	Title Sheet, Vicinity Map, Location Map and Sheet Index
2	G-2	General and Civil Notes and Sheet Layout Plan
3	C-1	Sewer Plan and Profile – 1
4	C-2	Sewer Plan and Profile – 2
5	C-3	Sewer Plan and Profile – 3
6	C-4	Sewer Plan and Profile – 4
7	C-5	Sewer Plan and Profile – 5
8	C-6	Sewer Plan and Profile – 6
9	C-7	Grading Plan 1

Sheet	Sheet No.	Description
10	C-8	Grading Plan 2
11	C-9	Sewer Manhole Details
12	C-10	Sewer Trench, Connection, and Miscellaneous Details
13	C-11	Pipeline Abandonment

The pipeline design will consider California Department of Drinking Water separation requirements from water mains, existing utilities, neighborhood convenience, and anticipated requirements of public safety. We assume the Contractor will be responsible for developing a sewer bypass plan.

Specifications

We will prepare technical specifications using the District's boilerplate Special Provisions template. MNS will develop technical specifications for this project based on CAWD Engineering Standards and Standard Specifications for Public Works Construction (Greenbook). Design specifications will be in conformance to jurisdictional entities including the County of Monterey, the District, and other entities as required.

Engineer's Opinion of Probable Construction Cost

MNS will prepare an Engineer's Opinion of Probable Construction Cost for each design submittal. We will base the estimate on recent projects of similar size and scope upon which we have worked, as well as cost estimating manuals, communication with contractors, and other resources.

Subtask 4.1 60 Percent Design

MNS will prepare 60 percent design plans, specifications and Engineer's Estimate of Probable Construction Cost (PS&E) for District review. We will assemble a review package in Adobe Acrobat (PDF) format and transmit electronically. We will include up to three hard copy review sets in a formal submittal to the District. Following receipt of the District's consolidated 60 percent design comments, we will hold a design review meeting with District staff to discuss the District's comments. We anticipate all comments will be generally within the scope of this proposal.

We will review and update the PS&E package in a timely manner for a 90 percent design submittal. We will prepare a response matrix summarizing each District comment on the 60 percent design, identifying how each comment is addressed in the final submittal.

Subtask 4.2 90 Percent Design

MNS will prepare 90 percent PS&Es for District review. We will assemble a review package in PDF format and transmit electronically. We will include up to three hard copy review sets in a formal submittal to the District. Following receipt of the District's consolidated 90 percent design comments, we will hold a design review meeting with District staff to discuss the District's comments. We anticipate all comments will be generally within the scope of this proposal.

We will review and update the PS&E package in a timely manner for a final design submittal. We will prepare a response matrix summarizing each District comment on the 90 percent design, identifying how each comment is addressed in the final submittal.

Subtask 4.3 Constructability Review

Based on the 90 percent draft project plans, MNS will conduct an internal constructability review of the Project prior to the 90 percent design submittal. The goal of this review will be to highlight any special areas of concern from a constructability standpoint. Items typically included in a design level constructability review include:

- Examination of the proposed alignment and anticipated equipment placement and constraints
- Issues associated with bypass pumping of sewers
- Identification of other potential sources of risk to the District

The constructability review will be completed by an experienced member of the MNS Construction Management team. The recommendations resulting from the constructability review will be considered in the recommendation of proposed pipeline alignments, pipeline installation methods, and in other refinements to the design in an effort to limit risk exposure and minimize change orders during construction; recommendations from these reviews will be incorporated into draft deliverables prior to submittal for District review.

Subtask 4.4 Final Design

We will prepare final PS&Es for the project suitable for public bidding. The final plans and specifications will be stamped and signed by a Professional Engineer registered in the State of California.

We will submit both hard copy and electronic documents upon completion of the work. Electronic formats will include images prepared in PDF format and also electronic files compatible with Microsoft Word, Excel, and AutoCAD, as appropriate. We anticipate delivering all electronic submittals and one paper copies of all documents (or as desired by the District). The contractor will be required to maintain a hard-copy set of as-built record drawings, which will be submitted to the District for use in preparing record drawings.

MNS assumes the District will provide final reproduction of plans and specifications and will provide to prospective bidders.

Task 5 – Environmental Permitting Support

It is our understanding the District has retained the services of Rincon Consultants, Inc. (Rincon) to provide environmental permitting and compliance services for the project. Rincon anticipates preparing an Initial Study and Mitigated Negative Declaration in support of the Project to comply with the California Environmental Quality Act (CEQA). MNS will support the environmental permitting process by providing project descriptions, site maps, input on project impacts, and other input as needed to support Rincon’s permitting effort.

Deliverables

The following deliverables will be submitted to the District over the course of this project:

- Kick-off and Design Review Meeting Agendas and Meeting Minutes
- 60 percent, 90 percent, and Final PS&Es

Compensation

MNS proposes to perform the base services described herein for a not-to-exceed fee estimate of **\$103,918**. A breakdown by task is provided in the following table. A detailed fee proposal spreadsheet is available upon request. All fees are in accordance with the MNS Standard Fee Schedule, included as an attachment.

Task	Fee
Task 1 – Project Management, QA/QC, and Meetings	\$10,035
Task 2 – Project Site Survey and Utility Research	\$29,795
Task 3 – Geotechnical Investigation	\$13,903
Task 4 – Detailed Design	\$46,145
Task 5 – Environmental Permitting Support	\$3,640
Subtotal	\$103,918

Schedule

MNS will work with the District to complete the Project on a timeline commensurate with District goals. A tentative schedule is presented below.

Milestone	Target Date
Design NTP	August 19, 2019
Topographic Survey	6 Weeks Following NTP
Geotechnical Report	12 Weeks Following NTP
60 percent Design Submittal	12 Weeks Following NTP
90 percent Design Submittal	6 Weeks Following 60 percent Review Meeting
Final Design Submittal	2 Week Following 90 percent Review Meeting

Proposal Assumptions

The following work items are not included in this scope and fee proposal:

- The Project is not subject to jurisdictional permitting
- Acquisition of Project environmental, right-of-way, and/or a grading permit is not included.
- Surface hydraulic modeling or design is not included.

Closing

Thank you for the opportunity to submit this proposal. We are excited and look forward to working with the District. Please feel free to contact me with any questions you may have at 805.592.2074 or npanofsky@mnsengineers.com. Thank you for your consideration.

Sincerely,

MNS Engineers, Inc.



Nick Panofsky, PE
Supervising Engineer

Attachments:

Standard Fee Schedule
Geotechnical Proposal



PROPOSAL FOR GEOTECHNICAL SERVICES

July 8, 2019
GS000311 (rev. 1)

Dear Mr. Panofsky:

CLIENT

MNS Engineers, Inc.
Attn: Nick Panofsky
811 El Capitan Way #130
San Luis Obispo, CA 93401

PROJECT NAME

Rancho Canada Sewer Main
Realignment, 4860 Carmel
Valley Road, Carmel Area,
Monterey County, California

1.0 INTRODUCTION

GeoSolutions, Inc. hereby presents this proposal to provide geotechnical services for the proposed Rancho Canada Sewer Realignment project located at 4860 Carmel Valley Road in the Carmel area of Monterey County, California. MNS Engineers, Inc. will hereafter be referred to as the client. This revision incorporates prevailing wage rates where applicable.

This proposal presents our project understanding, proposed scope of services, preliminary schedule and estimated costs associated with preparing a Soils Engineering Report for the project in accordance with the standard specifications of the County of Monterey, the 2016 California Building Code (CBC), and/or industry standard practices.

2.0 PROJECT UNDERSTANDING

Our project understanding is based on discussions with the client and review of the preliminary sewer line layout prepared by MNS. The Rancho Canada Sewer Main Replacement will consist of construction approximately 3,700 linear feet of sewer for the Carmel Area Wastewater District. The new layout will be located through an abandoned golf course and generally parallels the Carmel River, located about ¼ mile to the south. See Figure 1: Site Plan. The pipeline will be located at about 5 to 10 feet below grade. Fill will be required in some areas to provide the necessary pipeline cover. Conventional cut and cover trench construction is proposed for the new pipeline.

3.0 SCOPE OF SERVICES

Based on our understanding of the project needs, we will prepare a Soils Engineering Report to assist in design and construction of the pipeline. A description of our proposed scope of services is provided and includes a field investigation, laboratory testing, and report preparation.

3.1 Field Investigation

Prior to the field investigation, pertinent published and unpublished geotechnical studies and literature of the subject project area will be reviewed under the direction of the Project Engineer. A predrill site visit will be performed in order to coordinate proposed exploration locations with the project team and/or mark for utility clearance (USA Dig Alert). We assume access to the site will be provided by the client.

The proposed field investigation will consist of advancing six (6) solid-stem or hollow-stem auger borings along the proposed sewer alignment. The borings will be advanced to maximum depth of 15 to 20 feet below ground surface (bgs). Actual drill locations will be based on our site visit, review of the proposed sewer line profile, drill rig access, utility clearance, and discussions with the team. We anticipate the borings will be spaced at about 600 feet along the proposed alignment. Figure 2: Proposed Exploration Plan provides approximate location of anticipated boreholes.

220 High Street
San Luis Obispo CA 93401
805.543.8539

1021 Tama Lane, Suite 105
Santa Maria, CA 93455
805.614.6333

PO Box 30159
Santa Barbara, CA 93105
805.966.2200

info@geosolutions.net

sbinfo@geosolutions.net

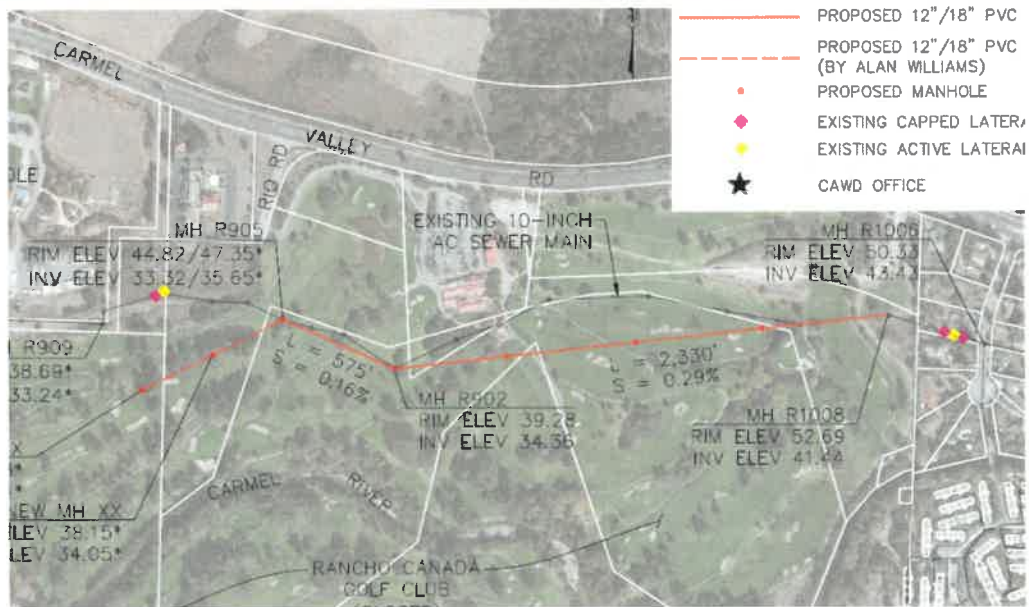


Figure 1: Site Plan

The borings will be used to determine the general site suitability for the proposed construction. The Project Engineer will observe the boring operations and record the sub-surface soils and/or bedrock conditions in Boring Logs. During the field investigation, sampling will be performed at approximate 5-foot intervals. Bulk and relatively undisturbed soil/bedrock samples will be obtained in the field for classification and laboratory testing. The borings will be backfilled but not compacted with on-site material. Repair of damaged landscape will not be the responsibility of GeoSolutions, Inc.

We assume that access to the Site will be provided by the client. We will coordinate with the client regarding the time of the site visit and field exploration. It is our understanding the County of Monterey does not require permits for field explorations.

3.2 Laboratory Testing

Selected soil samples representative of site conditions will be tested in our laboratory, or an equivalent laboratory, in order to ascertain or derive relevant engineering properties. Anticipated testing for the project may include:

- Soil Classification (ASTM D2487, D2488)
- Liquid Limit, Plastic Limit, and Plasticity Index (ASTM D4318)
- Expansion Index (ASTM D4829)
- Soil Particle Size Analysis (ASTM D422)
- Laboratory Maximum Density (ASTM D1557)
- Consolidation (ASTM D2435)
- Direct Shear (ASTM D3080)

3.3 Report Preparation

Geotechnical engineering analyses will be performed using the data obtained during our literature review, field investigation, and laboratory testing. The analyses will be used to help form our Soils Engineering Report for the project providing geotechnical recommendations pertaining to:

- Location and depth to bedrock, if encountered
- Depth to groundwater, if encountered
- General subsurface considerations with respect to open-trench construction

- Grading recommendations
- Trench backfill procedures
- Settlement considerations associated with proposed fill placement
- Lateral earth pressures (active, at-rest, and passive resistance)

A digital copy (pdf) of this report will be emailed to the client and/or client representative.

4.0 SCHEDULE

Fieldwork can be scheduled immediately upon receiving the signed contract. The schedule stated in this proposal is based upon receiving the signed Agreement for Services.

- i. Commencement of field investigation can occur within approximately two to three weeks of receiving signed agreement, weather and site access permitting.
- ii. We can provide preliminary information within two to three weeks of the field investigation (conclusion of laboratory analysis).
- iii. Completion of final report(s) can be expected in two additional.

The report will be submitted within approximately **six to eight weeks** following receipt of the signed contract.

To initiate the proposed services, please sign and return a copy of the included Agreement for Professional Services. Upon receipt of the signed copies of the Agreement for Professional Services, we will promptly schedule the fieldwork for the proposed scope of services and return a counter-signed Agreement for Professional Services. Any alterations to the original Agreement for Professional Services may result in a delay of the proposed services or our inability to execute those services.

5.0 FEE ESTIMATE

Our fees for the proposed geotechnical services include field investigation, laboratory testing, and preparation of the Soils Engineering Report. Our fees are based on a flat rate and are as follows:

Soils Engineering and Geologic Hazards Report

Field Investigation

Predrill site visit (USA) / Coordination	\$ 900.00
Drill rig with 2-man Crew x 1 day with mobilization	\$ 2,700.00
Principal Engineer @ \$ 185.00/hour x 12 hours	\$ 2,220.00
Per diem x 3 (2-man crew plus engineer)	\$ 850.00
Subtotal:	\$ 6,650.00

Laboratory Testing \$ 2,900.00

Report Preparation \$ 1,600.00

TOTAL \$11,150.00

We will not incur expenditures above \$ 11,150.00 without your prior authorization.

6.0 ADDITIONAL GEOTECHNICAL AND INSPECTION SERVICES

GeoSolutions, Inc. assumes that it will be retained to provide additional services during future phases of the proposed project. These services would be provided by GeoSolutions, Inc. as required by the County of Monterey, the 2016 CBC, and/or industry standard practices. These services would be in addition to those included in this document.

7.0 CLOSURE

It is the responsibility of the Client and/or the Client Representative to provide access to the project site for our testing equipment. The locating of any underground utility is the responsibility of the Client and/or the Client Representative. We will exercise caution during field exploration. However, GeoSolutions, Inc. will not be liable for damage or injury arising from damage to such utilities.

Topographic maps and a preliminary layout should be provided to us. Site access should be made available. Any change in the layout could necessitate additional work. Review of subsequent plan changes and/or other project requirements would be charged as additional cost in accordance with our fee schedule. We request that any previous geologic or geotechnical reports conducted for the site be submitted to us.

This proposal, including, but not limited to, the terms of payment, proposed services, and schedule for proposed services, is valid for 90 days from the proposed date. Discussion, consultation, meetings, additional fieldwork, design changes, plan review, or other services requested after the completion of the final report will be considered a separate element and billed on a "Time and Materials" basis in accordance with the current Fee Schedule.

We look forward to providing professional soils engineering services for your project. If you have any questions, please contact the undersigned at (805) 543-8539.

Sincerely,
GeoSolutions, Inc.



Kelly M. Robinson, PhD, GE
Project Engineer, GE 3118, C76737

Attachments: Agreement for Professional Services

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RESOLUTION 2019-41

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT
WITH MNS ENGINEERS TO PROVIDE DESIGN SERVICES
FOR THE UPPER RANCHO CAÑADA SEWER REPLACEMENT PROJECT

WHEREAS, the District approved the 2019/2020 budget that included funding for the Upper Rancho Cañada Sewer Replacement Project consulting work;

WHEREAS, the District received a proposal from MNS Engineers for professional engineering services to prepare the Final Design documents for the Rancho Canada Sewer Replacement Project;

WHEREAS, in order to proceed with design of the project, the District must execute a contract with MNS Engineers to prepare plans and specifications for the project as summarized in their proposal dated July 24, 2019 in the amount of \$103,918.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with MNS Engineers to prepare plans and specifications for replacement and relocation of a sewer pipeline in Palo Corona Regional Park.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 29, 2019.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

Please refer to staff report by Rachel Lather on page 99 regarding Resolution 2019-41 & Resolution 2019-42

AGREEMENT FOR CONSULTATION AND/OR OTHER SERVICES

THIS AGREEMENT dated _____, 2019, is by and between the **Carmel Area Wastewater District** (hereinafter referred to as the "District") and **Rincon Consultants, Inc.** (hereinafter referred to as "Consultant"), for a project generally described as **Rancho Cañada Sewer Relocation**.

1. GENERAL

The District engages the Consultant to furnish the services as defined in this agreement, at the compensation and upon the terms set forth herein and the Consultant accepts the engagement based upon the stated terms.

2. DUTIES OF THE CONSULTANT; SERVICES TO BE PERFORMED BY THE CONSULTANT

- A. The Consultant shall perform such duties and services as are listed on Exhibit "A". The services shall be completed according to the time schedule contained in Exhibit "A".
- B. Standard of Care: The standard of care applicable to the Consultant's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services. The Consultant will re-perform any services not meeting this standard without additional compensation.
- C. Consultant Professional Team: The Consultant shall provide and maintain the professional team to perform the services and furnish the materials in connection with this Agreement whose names and capacities are set forth on Exhibit "B". In the event that any member of that team shall leave the employ of the Consultant or be transferred to another office of the Consultant, the Consultant shall so advise the District and replace him or her with a new member who is competent to perform the required work and who shall be satisfactory to the District. Such other agents or employee contractors or subcontractors not listed on Exhibit "B" as may be required to perform any portion of this Agreement shall be competent and shall be suitably experienced in the function which they perform.

3. SERVICES OR MATERIALS TO BE PERFORMED OR FURNISHED BY DISTRICT

- A. The District shall perform such services or furnish such materials to Consultant in connection with this Agreement as are set forth on Exhibit "C". If there are no entries on Exhibit "C", the District shall not be required to provide any services or furnish any materials to the Consultant. Unless otherwise provided on Exhibit "C", all services and material to be furnished by the District will be without cost to Consultant.
- B. The District will authorize the Consultant in writing to proceed prior to the Consultant starting work on any of the services listed in Exhibit "A".
- C. The District will make its facilities accessible to Consultant as required for Consultant's performance of its services. The District will be responsible for all acts of District's personnel performed within the scope of their employment.
- D. Unless otherwise agreed to in the Scope of Services, the District will obtain, arrange, and pay for all advertisements for bids, permits, and licenses required by local, state or federal authorities; and land, easements, rights-of-way, and access necessary for the Consultant's services or project construction.

4. PAYMENT BY THE DISTRICT: TIME AND MANNER OF PAYMENT

The District shall pay the Consultant, for all required services and materials furnished to fulfill this Agreement, the amount or amounts on a time and materials basis billed monthly, not to exceed **\$44,966** (Exhibit "B") . Consultant agrees to accept the stated sums as full compensation for all required services due under this Agreement.

5. ADDITIONAL WORK

The Consultant shall be entitled to extra compensation for services or materials not otherwise required under this Agreement, provided that the District shall first have identified the service or materials as extra, and specifically requested extra services or materials in writing, and in no event shall the District be liable for payment unless the amount of extra compensation shall first have been agreed to in writing by the District.

6. EQUAL EMPLOYMENT OPPORTUNITY

The Consultant shall not discriminate against any employee or applicant for employment because of age, race, religious creed, color, national origin, physical handicap, medical condition, marital status or sex.

7. COMPLIANCE WITH LAWS

The Consultant shall comply with all federal, state and local laws, statutes, ordinances, rules, and regulations affecting the performance of its services under this Agreement.

8. INDEPENDENT CONTRACTOR

The Consultant is acting as an independent contractor in furnishing the services or materials and performing the work required by this Agreement and is not an agent, servant, or employee of the District.

9. PROJECT REPRESENTATIVES: NOTICES

The District and the Consultant each designate the following persons to act as authorized representatives of the District and the Consultant in matters and decisions pertinent to the timely performance of this Agreement, and each authorized representative will have full powers to bind the District or the Consultant, including, but not limited to, transmitting instructions, receiving information, making project-related decisions not requiring official District approval, processing Consultant payment requests and other matters. All notices or other official correspondence relating to work under this Agreement may be given by being personally delivered, by being placed in the United States mail, first-class postage prepaid, or by being sent by overnight prepaid air freight, addressed to the party to whom notice is to be given. Each notice shall be deemed to be effective upon receipt, if personally delivered or sent by air freight, or five days after being so mailed. Any notice may also be given by facsimile. Notices shall be provided to the following names and addresses:

For the Carmel Area Wastewater District:

Rachél Lather, Principal Engineer
P. O. Box 221428
Carmel, CA 93922

For the Consultant:

Kari Zajac, Project Manager
437 Figueroa Street, Suite 203
Monterey, CA 93940

10. INSURANCE:

Prior to the commencement of services hereunder, the Consultant shall certify and provide evidence of coverage from responsible insurance carriers of the following insurance. Such insurance policy or policies shall be stated to be primary and noncontributing with any insurance which may be carried by the District. Consultant shall deliver to District certificates of insurance which shall provide that thirty days' notice will be given to District in the event of a reduction, modification or cancellation.

- a) Workers' Compensation and Employer's Liability Insurance. Workers' Compensation in compliance with the applicable state and federal laws. Employer's Liability limit \$1,000,000.
- b) Commercial General Liability Insurance, including Blanket Contractual, Broad Form Property Damage, Completed Operations and Independent Contractor's Liability, all applicable to Personal Injury, Bodily Injury and Property Damage to limit of \$1,000,000 per each occurrence/claim, subject to \$2,000,000 annual aggregate for Completed Operations and Personal Injury other than Bodily Injury.
- c) Comprehensive Automobile Liability Insurance including owned, hired and non-owned automobiles, Bodily Injury and Property Damage to a combined single limit of \$1,000,000.
- d) Professional Liability Insurance affording professional liability coverage to a combined single limit of \$1,000,000 per each occurrence/claim subject to a \$2,000,000 annual aggregate.
- e) Excess Liability Insurance following employers' liability afforded by item a) and other coverages afforded by items b), c) and d) set forth above, subject to a limit of liability of \$2,000,000 for each occurrence/ claim/aggregate.
- f) Additional Insured. District shall be included as an additional insured (but not as a named insured) on the Commercial General Liability, Comprehensive Automobile Liability and Excess Liability insurance policies described in parts b), c) and e) above; and as evidenced by filing with District the ISO (Insurance Service Office) CG 2010 endorsement form or equivalent.
- g) No Exclusion. No insurance coverages described herein shall exclude coverage for claims against the Consultant by the District because the District is named as an additional insured.

11. INDEMNITY

(a) Other than in the performance of design professional services by a design professional, which shall be as addressed by subsection (b) below, and to the full extent permitted by law, Consultant shall indemnify, immediately defend (with independent counsel reasonably acceptable to the District) and hold harmless the District, its board of directors, employees, officials and agents (collectively "Indemnified Parties" or in the singular "Indemnified Party") from and against any claims, losses, damages, penalties, fines and judgments, associated investigation and administrative expenses, and defense costs including but not limited to reasonable attorney's fees, court costs, expert witness fees and costs of alternate dispute resolution (collectively "Liabilities"), where same arise out of the performance of this Agreement by Consultant, its officers, employees, agents and sub-contractors. The duty to defend is a separate and distinct obligation from the Consultant's duty to indemnify and Consultant shall be obligated to defend in all legal, equitable, administrative or special proceedings upon tender to the Consultant of any claim in any form or at any stage of an action or proceeding, whether or not liability is established and the obligation extends through final judgment including exhaustion of any appeals.. The Consultant's obligation to indemnify applies unless it is finally determined that the liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally determined that liability is caused by the comparative active negligence or willful misconduct of an Indemnified Party, the Consultant's indemnification obligation shall be reduced in proportion to the established comparative liability of the indemnified party.

(b) To the fullest extent permitted by law (including without limitation California Civil Code Sections 2782.8), when the services to be provided under this Agreement are design professional services to be performed by a design professional, as that term is identified by said section 2782.8(c)(1-4) ("Design Professional") Design Professional shall indemnify, protect and hold harmless any Indemnified Party for all Liabilities regardless of nature or type that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Design Professional, or such acts or omissions of an officer, employee, agent or subcontractor of the Design Professional. Design Professional shall not have an immediate duty to defend an Indemnified Party, however, Design Professional's obligation to indemnify (including reimbursing the cost to defend) and hold the Indemnified Parties harmless applies unless it is finally determined that the liability was caused by the sole active negligence or sole willful misconduct of an Indemnified Party. If it is finally determined that liability was caused by the comparative active negligence or willful misconduct of an Indemnified Party the Design Professional's indemnification obligation shall be reduced in proportion to the established comparative liability. Within 30 days following Design Professional's receipt of a properly presented written invoice Design Professional shall reimburse the Indemnified Party for the cost of reasonable attorney's fees and defense costs incurred by the Indemnified Party to the same extent of Design Professional's indemnity obligation herein. In no event shall the cost to defend charged to the Design Professional exceed the Design Professional's proportionate percentage of fault.

(c) The provisions of this Section are not limited by the provisions of sections relating to insurance including provisions of any worker's compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to District, its employees and officials. An allegation or determination of comparative active negligence or willful misconduct by an Indemnified Party unrelated to design professional services does not relieve Consultant from its separate and distinct obligation to defend District. Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every subcontractor, sub tier contractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance or subject matter of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of District to monitor compliance with these requirements imposes no additional obligations on District and will in no way act as a waiver of any rights hereunder.

(d) If any action or proceeding is brought against any Indemnified Party by reason of any of the matters against which the Consultant has agreed to provide an immediate defense to any Indemnified

Party, as provided above, Consultant, upon notice from the District, shall defend the Indemnified Party at Consultant's expense by independent counsel reasonably acceptable to the District. Unless otherwise provided above, an Indemnified Party need not have first paid for any of the matters to which it is entitled to indemnification in order to be so defended. Consultant may submit a claim to the District for reasonable defense costs (including attorney's and expert fees) incurred in providing a defense of any Indemnified Party to the extent such defense costs arise under principals of comparative fault from the Indemnified Party's active negligence, recklessness or willful misconduct.

(e) This obligation to indemnify and defend, as set forth herein, is binding on the successors, assigns, or heirs of Consultant and shall survive the termination of this Agreement or this Section.

12. FORCE MAJEURE

The Consultant is not responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the Consultant.

13. TITLE TO DOCUMENTS

All original calculations, photographs, maps, drawings, plans, design notes and other material or documents developed or used in connection with the performance of this Agreement shall be the property of the District, provided, however, that the Consultant may provide the District with legible photostatic copies in lieu of the originals. Any plans and specifications shall bear the name of the Consultant together with the Consultant's certification number, if any. If the Consultant's working papers or product includes computer generated statistical material, the Consultant shall provide the material to the District in a mutually agreed upon computer machine-readable format and media.

14. ASSIGNMENT

The Consultant shall not assign or sublet any portion of this Agreement without the express prior written consent of the District, which may be withheld by the District in its discretion.

15. TERMINATION

Without limitation to such rights or remedies as the District shall otherwise have by law, the District shall also have the right to terminate this Agreement for any reason upon seven (7) days' written notice to the consultant. This Agreement may also be terminated by either party upon seven (7) days' written notice should the other party fail substantially to perform in accordance with this Agreement through no fault of the other or if the project is stopped for a period of 60 days by conditions beyond the control of the District.

16. ADDITIONAL PROVISIONS, EXHIBITS

Additional provisions of this Agreement are set forth on Exhibits "A" - "C". All Exhibits shall be attached to this Agreement and are incorporated and made a part by reference.

17. AMENDMENT OR MODIFICATION

This Agreement may be amended, altered or modified only by written agreement executed by both parties.

18. FURTHER ASSURANCES

Each of the parties agree to execute and deliver to the other such documents and instruments, and to take such actions, as may reasonably be required to effectuate the terms and conditions of this Agreement; provided, however, such covenant shall not have the effect of increasing the obligations of any party pursuant to this Agreement or require any representations and warranties by any party.

19. SEVERABILITY

Should any provision of this Agreement be declared invalid and unenforceable in any jurisdiction by a court of competent jurisdiction, then such portion or provision shall be deemed to be severable, to the extent valid or unenforceable, from this Agreement as to such jurisdiction (but, to the extent permitted by law, not elsewhere) and shall not affect the remainder hereof. Notwithstanding the foregoing, a) such provision of this Agreement shall be interpreted by the parties and by any such court, to the extent possible, in such a manner that such provision shall be deemed to be valid and enforceable, and b) such court shall have the right to make such modifications to any provision of this Agreement as do not materially affect the rights or obligations under this Agreement of the parties hereto and as may be necessary in order for such provision to be valid and enforceable.

20. WAIVER

No waiver of any right or obligation of any of the parties shall be effective unless in a writing, specifying such waiver, executed by the party against whom such waiver is sought to be enforced. A waiver by any of the parties of any of their rights under this Agreement on any occasion shall not be a bar to the exercise of the same right on any subsequent occasion or of any other right at any time.

21. ATTORNEYS FEES

Should either party to this Agreement bring legal action against the other, (formal judicial proceeding, mediation or arbitration), the case shall be handled in Monterey County, California, and the party prevailing in such action shall be entitled to a reasonable attorney's fee which shall be fixed by the judge, mediator or arbitrator hearing the case and such fee shall be included in the judgment, together with all costs.

22. COUNTERPARTS

This Agreement may be executed in two counterparts, each of which shall be deemed an original, but both of which shall constitute one and the same instrument.

23. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes all prior or contemporaneous negotiations, understandings or agreements of the parties, whether written or oral, with respect to such subject matter.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate by the duly authorized officers of each of the parties effective the date first shown above.

FOR THE DISTRICT

By _____

Barbara Bulkema
General Manager

Approved as to Form:

District Legal Counsel

FOR THE CONSULTANT

By _____

Printed Name: Megan Jones
Title: Principal

Exhibit "A": Consultant Scope of Services and Schedule
Exhibit "B": Consultant Team/Rate Sheet



Rincon Consultants, Inc.

437 Figueroa Street, Suite 203
Monterey, California 93940

831 333 0310 OFFICE AND FAX

info@rinconconsultants.com
www.rinconconsultants.com

June 10, 2019
Project No. 19-07437

Rachel Lather, PE
Carmel Area Water District
P.O. Box 221428
Carmel, California 93922
Via email: lather@cawd.org

Subject: Proposal to Prepare an Initial Study and Mitigated Negative Declaration for the Palo Corona Regional Park sewer replacement in unincorporated Monterey County, California

Dear Ms. Lather:

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to prepare an Initial Study and Mitigated Negative Declaration (IS-MND) for the replacement of a Carmel Area Wastewater District (CAWD) sewer main in Palo Corona Regional Park in unincorporated Monterey County, California. Per the information provided it is our understanding the project includes installation of approximately 3,000 linear feet of new sewer line at the former Rancho Cañada Golf Course within Palo Corona Regional Park. The sewer line would run east to west across the Rancho Cañada Golf Course.

Qualifications

Rincon is a multi-disciplinary environmental sciences, planning, and engineering consulting firm providing quality professional services to government and industry. Founded in 1994, Rincon has grown to a firm of over 250 professionals located in 11 California offices. Our approach to projects is focused on well-designed solutions that respond to our clients' specific needs in a cost-effective manner. Rincon prides itself on the considerable depth of its staff, which includes professional geologists; professional engineers; a certified engineering geologist; doctors of environmental engineering, biology, and geochemistry; wildlife biologists; certified wetland specialists and arborists; botanists; noise and air quality experts; accredited LEED professionals; and certified urban planners.

Water infrastructure projects are a core business area for Rincon, and our firm has provided environmental consulting services for water resources projects for over 24 years. During that time, we have successfully completed the environmental analysis and permitting processes for a number of water, wastewater, and stormwater conveyance, storage, and treatment projects as well as other water-related infrastructure projects throughout California. Our philosophy on all projects is to encourage early agency and public scoping and to develop and maintain close communication between project owners, engineering consultants, regulatory agencies and other stakeholders to ensure technical adequacy and timely review of project deliverables. This approach enables us to avoid costly and time-consuming constraints early in the assessment process, thereby minimizing or avoiding potential conflicts with funding or permitting deadlines.



We are familiar with the project area, the key environmental resources, and the primary community issues of concern. Recent local experience includes:

- Palo Corona Regional Park General Development Plan IS-MND for improvements and additions to the Park's trail network and renovation and re-use of existing facilities in the Park, a portion of which fronts on Carmel Valley Road
- Carmel Rio Road Project EIR for a new housing subdivision located just west of Rancho Cañada Golf Club and south of Carmel Valley Road at Val Verde Drive, which included analysis of a new sewer connection to the CAWD collection system
- Rio Ranch Marketplace Project EIR for a new commercial retail development, located on Rio Road approximately 0.3 mile south of Carmel Valley Road, which included analysis of a new sewer connection to the CAWD collection system
- Programmatic Environmental Assessment for the Presidio of Monterey Integrated Water Sustainability Concept Plan, which included analysis of non-potable water use and the capture, conveyance, and improved infiltration of stormwater runoff across the Presidio of Monterey

Proposed Scope of Work

The following scope of work assumes preparation of an IS-MND. If it is determined through the Initial Study and early consultation process that the project may result in significant and unavoidable environmental impacts, we will notify CAWD immediately to determine the necessary course of action, which could include revising the work scope and budget to accommodate the preparation and processing of an EIR.

The major tasks in the preparation of the IS-MND are described below.

1. **Project Mobilization and Kickoff.** Rincon's Project Manager will prepare for and participate in a conference call kickoff meeting with CAWD staff. This meeting will allow an opportunity to thoroughly discuss the project description, approach to environmental evaluation, existing conditions and baseline for the analysis, and any community concerns regarding the project that have surfaced to date. We will also use this opportunity to collect any relevant project or background information not already transmitted.
2. **Project Description.** Working with the CAWD Project Manager, Rincon will prepare an internal review draft Project Description. Organization of this information is critical, since it forms the basis for environmental evaluation under CEQA. The project description will focus on the overall boundary of the project site. The Project Description will be submitted in Word and PDF format. Rincon assumes one round of review of the Project Description by CAWD staff prior to conducting the analysis described in subsequent tasks. Upon approval of the Project Description, it will be relied upon by the Rincon for evaluation purposes.
3. **Administrative Draft IS-MND.** After CAWD staff review and approval of the project description, Rincon will prepare an internal review (Administrative) Draft Initial Study which documents existing conditions, project impacts (if any), mitigation measures, and resulting level of significance for each of the topical areas required under CEQA. Key issues are anticipated to include: Biological Resources, Cultural Resources, Hydrology and Water Quality, and Noise. Each of these key issue areas are described briefly below. A more detailed technical scope of work can be provided upon request.
 - a. The *Biological Resources* analysis will include a literature/database review along with review of aerial photographs, topographic maps, and other readily available literature regarding



biological resources present in the project area. Following the literature/database review, a qualified Rincon biologist will conduct a field reconnaissance survey to document existing biological conditions at the project site. The survey will determine the potential presence of special-status biological resources, including plant and wildlife species, plant communities, jurisdictional waters and wetlands, and suitable habitat for nesting birds. The identification of potentially suitable habitat for special-status species will be based on a suitability analysis-level only and does not include definitive surveys for the presence or absence of any species that may be present, unless incidental direct observations during the site visit confirm presence of special-status species. Upon completion of the field survey, Rincon will recommend any additional species-specific or protocol level studies necessary. We will notify you immediately if we confirm a rare, threatened, endangered species is located within the survey area. This scope of work assumes no project disturbance will occur within a stream channel and no permits from the California Department of Fish and Wildlife or the Regional Water Quality Control Board will be required. Rincon will summarize the findings of the literature review and field survey in the IS-MND with an impacts analysis and recommended mitigation measures to reduce impacts to biological resources resulting from the proposed project to a less than significant level.

- b. For analysis of *Cultural Resources*, Rincon will conduct a California Historical Resources Information System records search of the project site as well as a 0.5-mile radius around the project site at the Northwest Information Center (NWIC) located at Sonoma State University. The records search will reveal the nature and extent of any cultural resources work previously conducted within the project site and adjacent vicinity. Rincon will contact the California Native American Heritage Commission (NAHC) for a review of the Sacred Lands File. The NAHC will determine if any NAHC-listed Native American sacred lands are located within or adjacent to the project site. In addition, the NAHC will provide a list of Native American contacts for the project that it believes should be contacted for additional information. Rincon will prepare and mail a letter to NAHC-listed contacts, requesting that they contact us if they know of any Native American cultural resources within or near to the project site. This task consists of informal outreach only and does not constitute formal consultation under Assembly Bill 52 of 2014 (AB 52). AB 52 consultation assistance is included as an optional task below. Upon completion of the NWIC records search, Rincon will complete a cultural resources survey of the project site. A Rincon cultural resources specialist will conduct the survey using transects spaced at maximum intervals of 15 meters. No subsurface testing will be conducted, nor will any artifacts, samples, or specimens be collected during the survey. For the purposes of this proposal and cost estimate, Rincon assumes no cultural resources requiring recordation or evaluation will be identified on-site through the records search, Native American scoping, or pedestrian survey. Should any cultural resources be identified during the course of the study, we will notify you immediately. Upon completion of the records search, Native American scoping, and pedestrian survey, Rincon will prepare a technical memorandum documenting the results of the study and providing management recommendations for cultural resources on the project site. The results of the investigations described above will be incorporated into the IS-MND and mitigation measures will be identified as warranted.
- c. The *Hydrology and Water Quality* analysis will focus on the potential for construction activities to result in accelerated erosion and sedimentation of local water bodies from disturbed soils and changes to drainage patterns during construction. Operation of the proposed project is not anticipated to result in substantial erosion, drainage alteration, or flooding because most project components would be located below ground.



- d. The *Noise* analysis will focus on evaluating temporary impacts associated with project construction because long-term maintenance of the project would not result in a substantial permanent increase in existing ambient noise. The analysis of temporary noise and vibration impacts associated with construction will be based upon typical construction noise and vibration levels and standard noise and vibration attenuation factors and will utilize the Federal Highway Administration's Roadway Construction Noise Model. Noise and vibration levels associated with construction activities will be quantified and projected at the nearest sensitive receptors. Construction noise analysis will also evaluate the temporary impacts associated with delivery and material truck trips on haul routes. Impacts associated with haul truck traffic will be assessed using standard attenuation measures. The exposure of nearby sensitive receptors to construction noise will be evaluated against relevant thresholds. Mitigation measures will be developed to address potentially significant impacts, if any are identified.

We assume comments on Administrative Draft IS-MND (and its associated appendices) will be provided in a consolidated, electronic and editable format. The Administrative Draft IS-MND will be submitted in digital (PDF and/or Microsoft Word) format.

4. **Second Administrative Draft IS-MND.** Rincon will respond to CAWD comments on the Administrative Draft IS-MND. This document will be submitted in Microsoft Word with revisions shown in track changes. If additional technical analysis is warranted based on comments then additional scope and fee may be required.
5. **Public Review Draft IS-MND.** Rincon will respond to CAWD comments on the Second Administrative Draft IS-MND and prepare the Public Review Draft IS-MND. We assume comments on the Second Administrative Draft will be provided in a consolidated, electronic and editable format. To maintain momentum in the project schedule and provide cost efficiency, we assume CAWD comments will focus on any new content in the previous version of the IS-MND, and new comments on previously submitted content will be minimal.

Rincon will produce 15 CDs of the Public Review Draft IS-MND for submittal to the State Clearinghouse (if any state responsible or trustee agencies are identified) and up to five bound paper copies with appendices included as a CD. Rincon will be responsible for mailing the IS-MND to the State Clearinghouse (if necessary) and posting the Notice of Intent (NOI) to Adopt an MND with the County Clerk. CAWD will be responsible for other noticing required under CEQA, including coordination and payment for any newspaper notices. However, Rincon can assist with these tasks for an additional fee on a time and materials basis. We will provide an electronic (PDF) copy of the Public Review Draft IS-MND for posting on the CAWD website.

6. **Responses to Comments/Administrative Final IS-MND.** Upon receipt of public comments on the Draft IS-MND, Rincon will prepare draft responses to comments and an Administrative Final IS-MND for review by CAWD. This scope of work assumes up to five comment letters will be received, including one lengthy (over five pages) and/or substantive letter, which can be adequately responded to in a maximum of 20 professional staff hours. The actual level of effort required to respond will depend on the length, detail, and sophistication of the comments, in addition to the number of letters received. We reserve the right to reevaluate the effort level and request a scope amendment upon close of the public comment period.
7. **Final IS-MND and MMRP.** Upon receipt of comments on the Administrative Final IS-MND, we will incorporate changes and prepare the Final IS-MND. This task will also include preparation of the



Mitigation Monitoring and Reporting Program (MMRP), which will include a list of mitigation measures, monitoring timing, and responsibility. One electronic copy of Final IS-MND and up to five bound paper copies will be provided. If the project is approved, Rincon will prepare a Notice of Determination (NOD) for CAWD to file with the County Clerk. CAWD will be responsible for payment of County Clerk and California Department of Fish & Wildlife (CDFW) CEQA fees.

8. **Public Hearings.** Rincon will attend one public hearing on the project, which may include a CAWD Board of Directors hearing to consider adoption of the IS-MND and approval of the project. If desired, we will make a presentation summarizing the environmental review process and IS-MND conclusions. We assume approximately six staff hours to attend the meeting.
9. **Project Management.** This task includes management and coordination through the duration of the project, including coordination with CAWD; project oversight; budget and schedule management; and project accounting including billing and accounts receivable efforts.

Optional Task: We assume CAWD will conduct government-to-government tribal noticing under Assembly Bill (AB) 52, the results of which will be made available for use in preparation of the Tribal Cultural Resources section of the IS-MND. However, if desired Rincon can assist with preparing draft AB 52 letters for CAWD use, for an additional fee of \$945. We also assume comments on Administrative Draft IS-MND (and its associated appendices) will be provided in a consolidated, electronic and editable format.

Schedule

Rincon has an excellent reputation for adhering to schedules and meeting milestones. Based on our understanding of the project and the analysis required, we propose to adhere to a schedule which allows for completion of the environmental review process in approximately six to seven months depending on timing of our receipt of requested info, CAWD review times, and number and complexity of public comments.

- **Kick-off Meeting:** Rincon will schedule the kick-off meeting within one week of Notice to Proceed per CAWD staff availability.
- **Project Description.** Rincon will submit the draft Project Description in electronic form within two weeks of the kick-off meeting and receipt of all necessary background and project information from CAWD.
- **Administrative Draft IS-MND.** Rincon will submit the Administrative Draft IS-MND in electronic form within six weeks of CAWD approval of the Project Description.
- **Second Administrative Draft IS-MND.** Rincon will submit the Second Administrative Draft IS-MND in electronic form within two weeks of receipt of all comments on the first Administrative Draft IS-MND.
- **Public Review Draft IS-MND.** The Public Review Draft IS-MND will be completed within two weeks of receipt of CAWD comments on the Second Administrative Draft IS-MND.
- **Final IS-MND.** The Administrative Draft Final IS-MND will be completed three weeks after receipt of all written comments received during the review period, and will consist of the comments, responses, and corrections to the Draft IS-MND, if any are warranted. We will submit the Final IS-MND, including the MMRP, within one week of receipt of CAWD comments on the draft responses and Administrative Draft Final IS-MND.



Cost

Our cost for preparation of the IS-MND included in the scope of work would be **\$44,966**. The table on the following page shows a breakdown of costs by task. Unless otherwise requested by CAWD, all time and materials will be billed against the total contract amount irrespective of task in accordance with our Standard Fee Schedule for Environmental Sciences and Planning Services (attached).

We are prepared to begin this assignment immediately upon receipt of a signed contract agreement. This proposal is valid for a period of 60 days and is fully negotiable to meet the needs of CAWD.

Thank you for your consideration of Rincon Consultants for this project. We look forward to the opportunity to work with you and would welcome an opportunity to discuss the details of this proposed scope of work at your convenience.

Sincerely,
Rincon Consultants, Inc.

Megan Jones, MPP
Principal

Attachment: Fee Schedule



RINCON CONSULTANTS, INC.

Palo Corona Regional Park Sewer Replacement IS-MND

Cost Estimate

Tasks	Rincon Labor Classification →			Principal / Director I	Senior Professional II	Senior Professional I	Professional IV	Professional III	Professional II	Professional I	Technical Editor	Production Specialist	GIS/CADD Specialist I	Clerical/Administrative Assistant I	
	Labor Cost	Direct Expense	Hours	\$215	\$170	\$156	\$140	\$125	\$112	\$100	\$110	\$86	\$108	\$75	
Task 1: Project Mobilization and Kick off	\$446		3	1		1									1
Task 2: Project Description	\$1,709		13	1		2		6					4		
Task 3: Administrative Draft IS-MND	\$26,358	\$1,165	213	14	2	26	4	52	24	58	8	8	17		
Task 4: Second Administrative Draft IS-MND	\$2,154	\$175	16	2		4		4		6					
Task 5: Public Review Draft IS-MND	\$1,693	\$175	15	1		2		2		4		6			
Task 6: Responses to Comments/Administrative Final IS-MND	\$2,690		21	2		4		6		8		1			
Task 7: Final Is-MND and MMRP	\$2,456	\$175	19	2		4		4		6		1	2		
Task 8: Public Hearing (1)	\$936	\$85	6			6									
Task 9: Project Management	\$3,806		26	4		16									6
Optional Task 10: AB 52 Assistance	\$943		7	1			2		4						
SUBTOTAL COST	\$ 43,191	\$ 1,775	339	\$ 6,020	\$ 340	\$ 10,140	\$ 840	\$ 9,250	\$ 3,136	\$ 8,200	\$ 880	\$ 1,376	\$ 2,484	\$ 525	

Direct Cost Summary

Vehicle Costs	\$ 450
Printing (5 copies draft, 5 copies final, 15 CD's)	\$ 525
NWIC Fee	\$ 800
Subtotal Additional Costs:	\$ 1,775

Summary

Professional Fees Subtotal	\$ 43,191
Direct Costs Subtotal	\$ 1,775
TOTAL PROJECT BUDGET	\$ 44,966



Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical & Support Personnel*	Hourly Rate
Principal II	\$235
Principal / Director I	\$215
Senior Supervisor II	\$200
Supervisor I	\$190
Senior Professional II	\$170
Senior Professional I	\$156
Professional IV	\$140
Professional III	\$125
Professional II	\$112
Professional I	\$100
Associate III	\$92
Associate II	\$86
Associate I	\$80
Project Assistant	\$75
Senior GIS Specialist	\$136
GIS/CADD Specialist II	\$120
GIS/CADD Specialist I	\$108
Technical Editor	\$105
Production Specialist	\$110
Clerical	\$86

*Professional classification includes: environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$350.

Direct Costs	Rate
Photocopies – Black and White	\$0.20 (single sided) & \$0.36 (double sided)
Photocopies – Color	\$1.50 (single sided) & \$3.20 (double sided)
Photocopies – 11 x 17	\$0.80 (B & W) & \$3.20 (color)
Oversized Maps	\$8.00/square foot
Reproduction: CDs	\$10 / disc
Light duty /Passenger Vehicles**	\$85/day
4-WD/Off-Road Vehicles**	\$135/day

** \$0.65/mile for mileage over 50 and for all miles incurred in employee-owned vehicles.

Other Direct Costs

Other direct costs associated with the execution of a project are billed at cost plus 15% to cover General and Administrative services. Other direct costs associated with completing a project that are not included in the hourly billing rates described above may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment and vehicles other than covered by the above charges, etc.



Equipment	Day Rate
Environmental Site Assessment	
Brass Sample Sleeves, Bailers, Disposable Bailers	\$25
Water Level Indicator, DC Purge Pump	\$40
Hand Auger Sampler	\$55
Oil-Water Interface Probe	\$85
Four Gas Monitor or Photo-Ionization Detector	\$120
Soil Vapor Extraction Monitoring Equipment	\$140
Flame Ionization Detector	\$200
Natural Resources Field Equipment	
Trimble GPS (sub-meter accuracy)	\$190
UAS Drone	\$250
Pettersson Bat Ultrasound Detector/Recording Equipment	\$150
Spotting or Fiberoptic Scope	\$150
Amphibian/Vernal Pool Field Package: (digital camera, GPS, thermometer, decon chlorine, waders, float tube, hand net, field microscope)	\$150
Remote Field Package, (digital camera, GPS, thermometer, binoculars, tablet and mifi, Delorme Satellite Beacon, 24-Hour Safety Phone)	\$125
Sound Level Metering Field Package: anemometer, tripod and digital camera.	\$100
Standard Field Package (digital camera, GPS, thermometer, binoculars, tablet, safety equipment, and botanic collecting equipment)	\$95
Fisheries Equipment Package: (waders, wetsuits, dip nets, seine nets, bubblers, buckets)	\$50
Water Quality Equipment (DO, pH, Turbidity, refractometer, temperature)	\$55
Large Block Nets	\$100
Minnow trap	\$85
Infrared Sensor Digital Camera or Computer Field Equipment	\$50
Scent Station	\$20
Laser Rangefinder/Altitude	\$10
Net, Hand/Large Seine	\$10/\$50
Pit-fall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	\$8
Mammal Trap, Large/Small	\$1.50/\$.50
Water & Marine Resources Equipment	
Refractometer (salinity) or Turbidity Meter	\$35
Multi Parameter Sonde (Temp, Cond, Turbidity, DO, pH) with GPS	\$150
Boat (20 ft. Boston Whaler or Similar)	\$300
Boat (26 ft. Radon or Similar)	\$550
Side Scan or Single Beam Sonar	\$700
Underwater & Marine Sampling Gear includes: U/W Photo/Video Camera, SCUBA Equipment (Tanks, BCD, Regulators, Wetsuits, etc)	\$50/diver
Marine Field Package: (Personal Flotation Devices (PFDs), 100 ft. Reel Tapes w/ Stainless Carabiners, Pelican Floats, Underwater Slates, Thermometer, Refractometer, Anemometer, various Field Guides)	\$50
Insurance, Hazard & Safety Fees	
L & H Dive Insurance	\$50/diver
Hazard Premium (In or Underwater ONLY per/hour)	\$1.25 X hourly
Level C Health and Safety	\$60 person

RESOLUTION 2019-42

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT
WITH RINCON CONSULTANTS TO PREPARE ENVIRONMENTAL DOCUMENTS
FOR THE UPPER RANCHO CAÑADA SEWER REPLACEMENT PROJECT

WHEREAS, the District approved the 2019/2020 budget that included funding for the Upper Rancho Cañada Sewer Replacement Project consulting work;

WHEREAS, the District received a proposal from the environmental consultant, Rincon Consultants, who was selected for the work at the same location by Monterey Peninsula Regional Park District due to their knowledge and experience in the project area;

WHEREAS, in order to proceed with design of the project, the District must execute a contract with Rincon Consultants for \$44,966 to prepare an Initial Study and Mitigated Negative Declaration as summarized in their proposal dated June 10, 2019.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with Rincon Consultants to prepare environmental documents for replacement and relocation of a sewer pipeline in Palo Corona Regional Park.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 29, 2019.

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: James Grover, Principal Accountant
Date: August 29, 2019
Subject: Reserve Fund Balance Annual Adjustment

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the adjustment of District fund balances to match the 2019-20 beginning budget balance as follows:

Capital Fund	\$ 7,167,196
General O&M Fund	\$ 8,140,864

DISCUSSION

This transfer for funds is to realign internal balances as per policy at the beginning of the fiscal 2019-20 year. The policy provides for this realignment to be made at the start of each budget year and will therefore be reflected in July transactions.

As per Reserve Policy dated March 2010:

Capital Fund: "This fund will maintain a balance in funds equal to or sufficient to cover current year capital budget."

O&M Fund: "Maintain a minimum balance of 100% of the total operating budget."

FISCAL IMPACT

This is an internal transfer of funds only – it is to meet the Reserve Policy requirement to realign fund balances to budget on an annual basis.

The transfer amounts required are:

- Transfer \$1,596,031 from Capital Improvement Reserve to Capital Fund to bring balance to \$7,167,196
- Transfer \$3,408,502 from General O&M Fund to Capital Improvement Reserve to bring balance to \$8,140,864

RESOLUTION NO. 2019-43

A RESOLUTION AUTHORIZING ANNUAL ADJUSTMENT
OF THE DISTRICT'S CAPITAL IMPROVEMENT RESERVE FUND BALANCE
BY TRANSFERRING \$1,596,031 TO THE CAPITAL FUND
AND \$3,408,502 FROM THE GENERAL O&M FUND
IN ACCORDANCE WITH THE DISTRICT'S RESERVE POLICY

-oOo-

WHEREAS, on March 25, 2010 the Board approved a Reserve Policy that provides for the annual adjustment of the District's Capital Improvement Reserve Fund balance to provide funding to: (a) establish a balance in the Capital Fund sufficient to fund the current year's capital budget; and (b) establish a balance in the General Operations & Maintenance (O&M) Fund sufficient to fund 100% of the current year's total operating budget; and

WHEREAS, to fully fund the current year Capital Fund and the General O&M Fund, staff has recommended that the Board authorize the adjustment of the District's Capital Improvement Reserve Fund balance by approving an internal budget transfer in the amount of \$1,596,031 to the Capital Fund and in the amount of \$3,408,502 from the General O&M Fund. NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Carmel Area Wastewater District that it hereby authorizes the adjustment of the District Capital Improvement Reserve Fund balance and approves the transfer of \$1,596,031 from the Capital Improvement Reserve Fund to the Capital Fund and the transfer of \$3,408,502 to the Capital Improvement Reserve from the General O&M Fund.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater

District at a regular meeting duly held on August 29, 2019, by the following vote:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: August 29, 2019

Subject: Contract Amendment with ERS Industrial Services, Inc. (ERS) for Project 18-09 Secondary Clarifier No. 1 Rehabilitation.

RECOMMENDATION

It is recommended that the Board of Directors ratify the amended contract amount authorized by the General Manager with ERS Industrial Services, Inc. in an amount not to exceed \$19,945 for the additional items completed during the secondary clarifier coating.

DISCUSSION

The district awarded a contract with ERS on May 30th, 2019 for \$127,190. During construction additional work outside of the scope resulted in additional costs.

The additional tasks included are as follows:

- The pipe plug installed by CAWD preventing water from entering the clarifier began leaking which created a pool of water in the clarifier. Construction work had to be stopped and the water was pumped out and clarifier dried out by the contractor. Cost was \$2,925.
- The weir plates for the trough in the clarifier required removal and this was not included in the original scope of work. It was deemed more efficient to have the contractor remove the plates since they were already setup for confined space work in the clarifier. Cost was \$2,730.
- After the blasting was completed some holes were exposed in the metal column. The holes had to be patched and welded before the coating was applied. Cost was \$4,290.
- The bottom concrete of the clarifier is leaking water at two construction joints. The scope of work includes injecting these cracks to seal them to prevent water intrusion. The cost estimate is \$10,000.

FUNDING

An amount not to exceed cost of \$19,945 from the 2019-20 Plant Maintenance Budget.

Total Project Costs as follows:

Description	Amount
Purchase & installation of the bridge and clarifier drive components	\$126,758
Electrical work	\$ 15,000
Blasting & Protective Coating Work	\$127,190
ERS Contract Amendment #2	\$ 19,945
<i>Total Costs</i>	\$288,893
Resolution #2018-28 (07-26-18)	\$250,000
Resolution #2019-20 (05-30-19)	\$ 18,948
<i>Total Approved to date</i>	\$268,948
2019-20 Maintenance Budget additional costs outside original scope	\$ 19,945

RESOLUTION NO. 2019-44

A RESOLUTION RATIFYING THE AMENDED CONTRACT AMOUNT AND APPROVING THE ACTIONS OF THE GENERAL MANAGER IN APPROVING SAID AMENDMENT WITH ERS INDUSTRIAL SERVICES, INC. IN AN AMOUNT NOT TO EXCEED \$19,945 FOR ADDITIONAL ITEMS COMPLETED DURING THE SECONDARY CLARIFIER COATING PROJECT

-oOo-

WHEREAS, during the course of the Clarifier No. 1 Rehabilitation Project the District incurred additional costs due to construction items added that were outside the original project scope and are detailed in staff report dated August 20, 2019 and presented to the Board as part of this resolution; and

WHEREAS, the Board is convinced that this work was necessary and reasonable and ratifies the actions of the General Manager in approving the additional costs in an amount not to exceed \$19,945 to be allocated from the 2019-20 Plant Maintenance Budget; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, that it ratifies the amended contract amount and approves the actions of the General Manager in approving said amendment with ERS Industrial Services, Inc. in an amount not to exceed \$19,945 for additional items completed during the Secondary Clarifier Coating Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 29, 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
Date: August 29, 2019
Subject: Hatton Canyon Access Road



RECOMMENDATION

It is recommended that the Board of Directors approve Resolution 2019-45 to authorize the General Manager to bid and award the construction contract for the Hatton Canyon Access Road Project and return to your Board on October 28, 2019 with results of the bidding.

DISCUSSION

The California Office of Emergency Services (Cal OES) awarded the District a grant for \$297,918.90 to complete repairs to the gravel access road along Hatton Creek. District staff planned to do this work after the pipeline replacement project was completed this fall. In anticipation of this, staff requested a time extension for the roadway grant from Cal OES.

Cal OES has approved the District's request for a time extension for completion of the grant funded road project to July 31, 2020. Award of grant funding for the pipeline project has been delayed. Staff anticipates that the pipeline replacement project will be constructed between June and August of 2020. In order to eliminate liability issues associated with two contractors working in the same area at the same time, it is recommended that we complete the road work this fall.

The property is owned by State Parks and the District has been working with them to provide a suitable design and obtain environmental permits. In addition, staff have met multiple times with State Parks staff to delineate the areas that need maintenance/repairs and to keep the work within their road and out of the flood plain, eliminating the need for other permits. They will be preparing the Notice of Determination in the next week and will post it with the State Clearinghouse for 30 days. Meanwhile, the District needs to expedite bidding and awarding the contract to complete construction of the project this fall. In order to do that, your Board will need to approve the attached resolution

authorizing the General Manager to invite bids for the project and award the contract for the project.

FUNDING

The \$297,918.90 grant for the project will pay for the engineering costs and the construction of the project. This project was anticipated to be completed in the 2020/21 fiscal year and therefore was not in the 2019/20 budget.

RESOLUTION 2019-45

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO PROCEED WITH BIDDING AND
CONTRACT AWARD FOR THE CONSTRUCTION OF
THE HATTON CANYON ACCESS ROAD PROJECT

-oOo-

WHEREAS, the District has been awarded a grant from California Office of
Emergency Services (CalOES) for repair and maintenance of the Hatton Canyon Access Road in
the amount of \$297,918.80 and Cal OES has approved a request by the District to extend the
time for completion of the project to July 31, 2020;

WHEREAS, the District needs to prepare the bid documents, receive bids, award
a construction contract and complete construction for the Hatton Canyon Road Project prior to
the 2019/2020 rainy season;

WHEREAS, in order to proceed within the timelines required for construction of
the project, the Board of Directors need to approve an expedited bidding process that
authorizes the General Manager to advertise an invitation for bids and award the bid to the
lowest qualified responsible bidder;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area
Wastewater District, hereby authorizes the General Manager to invite bids, open the bids and
award a contract to the lowest qualified responsible bidder.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the
Carmel Area Wastewater District duly held on August 29, 2019.

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: Barbara Buikema, General Manager
Date: August 29, 2019
Subject: Selection of Topics for CAWD Fall 2019 Newsletter

DISCUSSION

Staff is requesting Board input for topics to the District's Fall 2019 newsletter. The spring issue is a two-page issue.

Suggested topics for the upcoming issue include:

- Hatton Canyon project and grant funding update
- Plant Maintenance & Rehabilitation Ongoing – Clarifiers, Aeration Basins, Sand Filters
- Update to Uniform Plumbing Ordinance & Standard Plans/Specs
- Sewer System Management Plan (SSMP) Audit
- Website Update
- Employee Spotlight: Administrative Service/Board Clerk – Job Share with Domine & Kristina
- Sea Level Rise Reserve – describe its purpose & why the District is saving
- Safety spotlight
- Microorganism of the Month
- Budget graphs
- Sidebar – if you see something, say something. Call CAWD first.
- Fats, Oils, Grease

FISCAL IMPACT

The 2019-20 Budget provides \$30,210 for two newsletters and a Prop 218 Notice – this includes consultant services for design and writing, printing, postage, and delivery. The Fall 2019 issue is the first of the two issues planned and is included in the approved newsletter budget.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: August 29, 2019

Subject: Pebble Beach Community Services District – Regular Board Meeting July 26, 2019

DISCUSSION

Agenda items from the July 26, 2019 meeting that are of specific interest to this District:

- The District was awarded the Government Finance Association’s Certificate of Achievement for Excellence in Financial Reporting for their 2018 fiscal year end comprehensive annual financial report.
- Total cash balance at the end of June 2019 was \$19.7M; of that amount, \$12.5M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The June 2019 Cash Basis Budget reflect Revenues at 81.1% of budget and Expenditures at 55.1% (O&M 70.9% and Capital 24.7%)
- Forest Lake Reservoir held 88 MG (million gallons) of recycled water or 77% of permitted capacity. Current storage volume is 57% above the historic average of 56 MG.
- Total irrigation water demand for the 2019 calendar year through June was 327 AF (acre feet). Total demand for the calendar year is 28% below the 5-year average of 456AF and 27% below the 24-year average annual usage of 449 AF. The month of June reflected a net storage decrease of approximately 15 MG at Forest Lake Reservoir, compared with a net decrease of 24 MG for June of last year.

- Average daily wastewater flow of 427,000 GPD was measured in June at the PBCSD-Carmel gate. This represents 34% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 22% above the five-year average of 351,000 GPD for the month of June; the CAWD total flow was 4% above the five-year average of 1,208,000 GPD for May.
- The Board authorized an increase to the Reclamation Budget from \$100K to \$25K for material and equipment procurement; additional well drilling services; and underground utility construction services for the development of well water production.
- The Board approved an agreement with E2 Consulting Engineers, Inc. to provide engineering services for the Reclamation Storage Tank Rehabilitation Project for an amount not to exceed \$60K. In June 2019 the Board approved an agreement with Tank Industry Consultants to provide engineering services for the same project for an amount not to exceed \$150K.
- Currently two facilities, the 4th Fairway Diversion and MPCC No. 9 Well are online. Total production for the 2019 calendar year-to-date is approximately 3.4 million gallons.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
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%
June - 19	37.658	24.856	12.802	33.995%
Total	487.688	322.814	164.874	33.807%

**CARMEL AREA WASTEWATER DISTRICT
SUMMARY OF RETIREMENT PENSION PLAN TRUSTEES
MEETING HELD - July 24, 2019**

A meeting of the Retirement Pension Plan Trustees was held on Wednesday, July 24, 2019 at 9:00 a.m.

Those Present Included: Michael Rachel, Director, Trustee
Rob Wellington, Legal Counsel, Trustee
Barbara Buikema, General Manager, Trustee
William J. Hastie, Jr., Principal, Hastie Financial
Group (HFG)
Haley Hitchman, Partner, Financial Advisor (HFG)

I. Portfolio Performance Review 2nd Quarter 2019

The portfolio remains highly diversified in the first quarter. CAWD Portfolio value as of 06-30-19 was \$5,407,494. For the second quarter the portfolio experienced 80% of the S&P return. For the first six months of the year it was 69% of the S&P. Total Gains for the first six months of 2019 were \$569,962.

The Columbia Dividend Income Fund was added in March 2019 as large cap value with annualized return of 4.09%. Fidelity Advisor was added to portfolio to pick up on technology. Federated Kaufmann has an IPO focus. BlackRock Real Estate Securities is intended to provide negative correlation in a market downturn. Trade negotiations between the U.S. and China will ensure continued volatility in the market.

A brief discussion ensued of what an inverted yield curve may portend for the future. An inverted yield curve is an interest rate environment in which long-term debt instruments have a lower yield than short-term debt instruments of the same credit quality. The theory being that long-term bonds reveal investors' expectations about future growth and lower rates indicate a greater degree of pessimism. Seven out of seven of the last recessions have been preceded by either a flat or inverted yield curve. Commonwealth Financial Network (our broker) predicts there will not be a recession in 2019; and may be 12-18 months before the U.S. tips into a recession. Projected Gross Domestic Product (GDP) is projected to remain positive for the remainder of 2019 and fall between 2.8%-3.0%. The two issues that remain unanswered are (1) Federal Reserve plan and (2) China.

The portfolio composition remains at a 60% stocks 40% bonds.

Portfolio Risk Measures (3-year measure):

	Three Year	S&P 500	Five Year	S&P 500	Ten Year	S&P 500
Beta (a)	0.61		0.63		0.65	
Standard Deviation (b)	7.63	12.19	7.84	12.03	8.56	12.73
Mean	11.42	14.19	8.33	10.71	11.89	14.70
Alpha	2.04		1.10		1.95	

(a) Strategy is to maintain Beta in the range of 0.60 - 0.67

(b) Strategy is to remain at roughly 2/3 of S & P 500

II. 3rd Quarter 2019 Action Plan

For the 3rd Quarter the strategy is to remain broadly diversified and rebalance as necessary. HFG will “keep an eye” on the Fidelity Advisor Fund which represents 8% of the portfolio and is our technology pickup. There are no other changes recommended at this time.

There being no further business, the meeting was adjourned at approximately 11:00 a.m.

Respectfully submitted,
Barbara Buikema
General Manager

Carmel Area Wastewater District Defined Benefit Plan



H F G Hastie Financial Group

For confidence in your future

2nd Quarter Performance Review

3rd Quarter Action Plan

July 24, 2019

Change in Market Value Register

From 4/1/2019 to 6/30/2019

Camel Area Wastewater

Beginning Value with Accrued Interest (\$)	Net Contributions/ Withdrawals (\$)	Total Gains/Losses (\$)	Net Income (\$)	Ending Balance with Accrued Interest (\$)	Net Change (\$)	Performance Stop Date	TWR (%)
5,258,846.29	(30,944.24)	155,937.28	32,858.51	5,407,494.81	179,592.76	06/30/2019	3.42
\$5,258,846.29	(\$30,944.24)	\$155,937.28	\$32,858.51	\$5,407,494.81	\$179,592.76	6/30/2019	3.42

Change in Market Value Register

From 1/1/2019 to 6/30/2019

Carmel Area Wastewater

Beginning Value with Accrued Interest (\$)	Net Contributions/ Withdrawals (\$)	Total Gains/Losses (\$)	Net Income (\$)	Ending Balance with Accrued Interest (\$)	Net Change (\$)	Performance Stop Date	TWR (%)
4,848,155.52	(59,996.98)	569,962.01	67,063.31	5,407,494.81	619,336.26	06/30/2019	12.81
\$4,848,155.52	(\$59,996.98)	\$569,962.01	\$67,063.31	\$5,407,494.81	\$619,336.26	6/30/2019	12.81

Performance by Security

From 4/1/2019 to 6/30/2019

Description	Market Value (4/1/2019)	Interest Dividends Cap. Gains	Market Value (6/30/2019)	Annualized Return % (IRR Net of Fees)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)				
Domestic Equity				
iShares Core S&P 500 ETF	817,838.53	5,109.32	852,271.10	4.21
Columbia Dividend Income Fund Advisor CI	525,371.00	2,598.81	546,864.48	4.09
Fidelity Advisor Growth Opportunities Fund CI Z	421,236.20	.00	437,769.53	3.92
Federated Kaufmann Small-Cap Fund Institutional Shares	368,594.69	.00	388,545.81	5.41
Columbia Contrarian Core Fund Advisor CI	256,491.06	.00	268,397.01	4.64
Vanguard Extended Market Index Fund CI Admiral	238,156.14	607.16	245,388.69	3.04
BlackRock Real Estate Securities Fund Institutional Shares	212,092.75	858.44	217,415.82	2.51
International Equity				
Invesco Oppenheimer Global Opportunities Y	.00	.00	382,224.04	3.90
Oppenheimer Global Opportunities Y	366,021.26	.00	.00	0.51

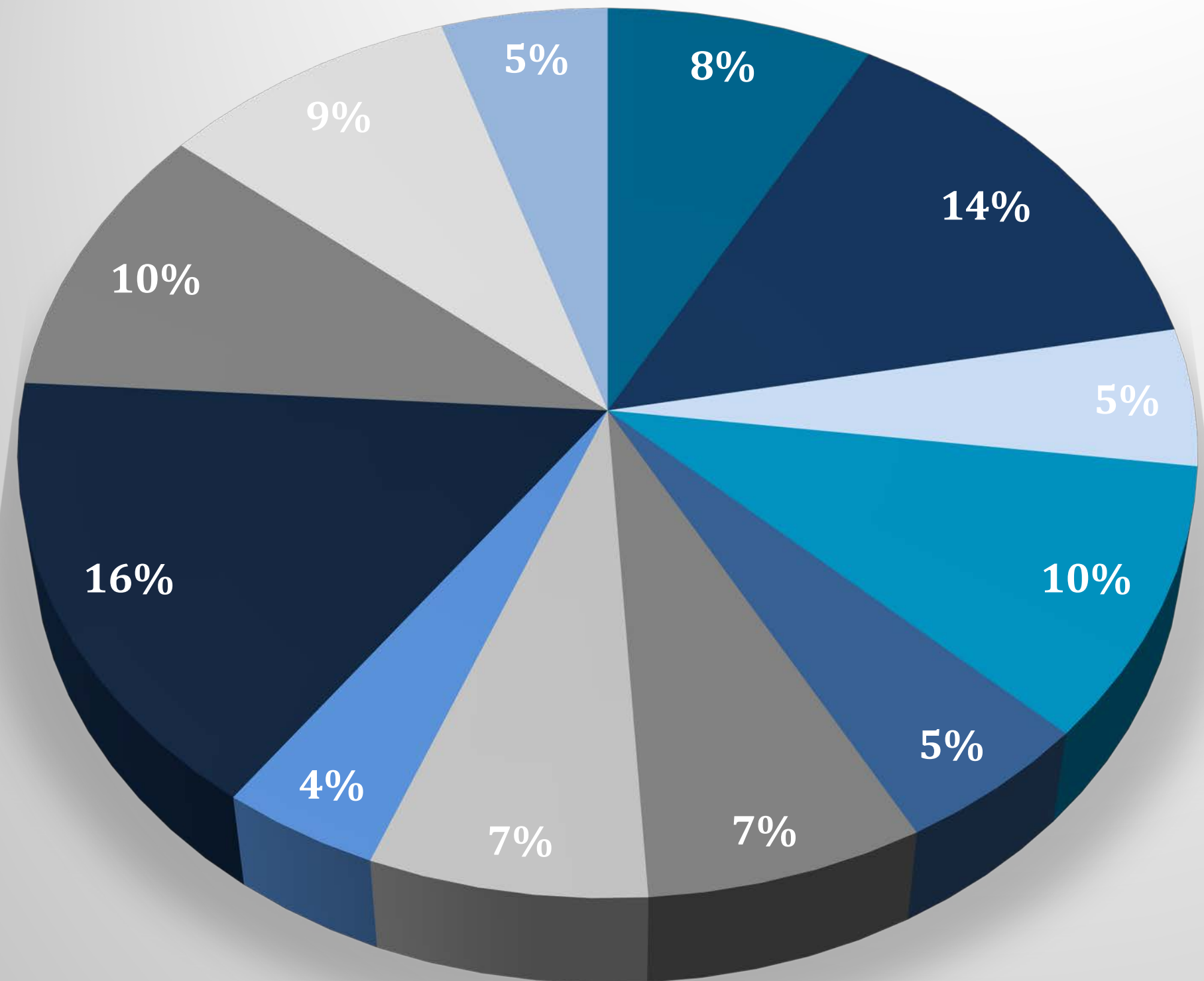
Performance by Security

From 4/1/2019 to 6/30/2019

Description	Market Value (4/1/2019)	Interest Dividends Cap. Gains	Market Value (6/30/2019)	Annualized Return % (IRR Net of Fees)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)				
Domestic Bond				
PIMCO Income Fund CI I-2	837,109.76	11,457.28	856,982.41	2.37
Vanguard Intermediate-Term Bond Index Fund Admiral Shares	522,473.01	3,753.37	541,919.65	3.72
PGIM High-Yield Fund- CI Z	471,750.27	7,591.58	487,245.38	3.28
PGIM Floating Rate Income Fund- CI Z	3,309.98	118.56	.00	4.31

	3 Month	YTD	1 Year	3 Year	5 Year
S&P 500 TR	4.30	18.54	10.42	14.19	10.71
Russell 1000	4.25	18.84	10.02	14.15	10.45
Russell Mid Cap	4.13	21.35	7.83	12.16	8.63
Russell 2000	2.10	16.98	-3.31	12.30	7.06
MSCI EAFE	3.68	14.03	1.08	9.11	2.25
MSCI Emerging Markets	0.61	10.58	1.21	10.66	2.49
Barclays Capital US Aggregate	3.08	6.11	7.87	2.31	2.95

- No changes at this time



- Fidelity Advisor Growth Opportunity - 8%
- iShares Core S&P 500 - 14%
- Columbia Contrarian Core - 5%
- Columbia Dividend Income - 10%
- Vanguard Extended Market Index - 5%
- Federated Kaufmann Small Cap - 7%
- Oppenheimer Global Opportunities - 7%
- BlackRock Real Estate Securities - 4%
- PIMCO Income - 16%
- Vanguard Intermediate Bond Index - 10%
- PGIM High Yield - 9%
- Cash - 5%

BETA:

A measure of volatility (risk) relative to the Standard & Poor's 500 Index. Beta of 1.0 indicates risk equal to that of the Standard & Poor's 500 Index over a given period of time, usually 3, 5 and 10 years. Beta of less than 1.0 indicates risk less than that of the S&P 500 Index.

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	0.61	0.63	0.65

Mutual Fund/ETF	3 Year Beta	Net Expense Ratio
Fidelity Advisor Growth Opportunity	1.03	0.66
iShares Core S&P 500	1.00	0.04
Columbia Contrarian Core	1.03	0.77
Columbia Dividend Income	0.86	0.71
Vanguard Extended Market Index	1.15	0.07
Federated Kaufmann Small Cap	1.09	0.91
Oppenheimer Global Opportunities	1.44	0.85
BlackRock Real Estate Securities	0.62	1.05
PIMCO Income	0.33	0.84
Vanguard Intermediate Bond Index	1.22	0.07
PGIM High Yield	0.29	0.55

STANDARD DEVIATION:

Another measure of volatility (risk). A higher Standard Deviation indicates a higher degree of volatility (risk) over a given period of time, usually 3, 5 and 10 years. We will compare the CAWD Portfolio with the S&P 500 Index.

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	7.63	7.84	8.56
Standard & Poor's 500 Index	12.19	12.03	12.73

MEAN:

Mean return over a given period of time, usually 3, 5 and 10 years. We will compare the CAWD Portfolio with the S&P 500 Index.

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	11.42	8.33	11.89
Standard & Poor's 500 Index	14.19	10.71	14.70

ALPHA:

A measure of risk-adjusted returns. An Alpha of 0 indicates a return proportionate to the degree of risk taken. A positive Alpha indicates a return generated in excess of the degree of risk taken.

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	2.04	1.10	1.95

STAFF REPORT



To: Board of Directors

From: B. Buikema, General Manager

Date: August 29, 2019

Subject: Summary of Monterey County Treasurer Report dated 06-30-19

RECOMMENDATION

No action required – this is informational only

DISCUSSION

During the April - June quarter, U.S. Treasury yields reinforced their downward trend amid persistent concern about escalating trade tensions. The yield curve inversion deepened further but remained relatively shallow on a historical basis. The Federal Reserve (FED) revealed a shift in stance on monetary policy from “patient” to “appropriate.” Fed Chair Powell affirmed that the fed will “act as appropriate to sustain the expansion.” The market also appears to be factoring in rate cuts by year end. The County Treasury continues to use short term debt to provide portfolio liquidity and enhanced investment opportunities.

PORTFOLIO CHARACTERISTICS			
	12-31-18	03-31-19	06-30-19
Total Assets	\$1,528,686,820.37	\$1,683,748,933.92	\$1,765,188,987.34
Market Value	\$1,518,307,204.45	\$1,672,221,350.10	\$1,755,722,012.68
Days to Maturity	272	335	337
Yield	2.08%	2.32%	2.43%
Estimated Earnings	\$7,409,471.25	\$9,095,864.80	\$10,742,479.77

The Monterey County Treasurer’s portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

PORTFOLIO ASSET COMPOSITION 06-30-19	
Corporate Notes	13.2%
Overnight Liquid Assets	22.1%
US Treasuries	50.4%
Federal Agencies	5.4%
Commercial Paper	3.7%
Negotiable CDs	2.4%
Supranationals	2.7%
Municipal Bonds	<0.1%
Asset Backed Securities	0.6%

The County Treasury continues to perform comparatively to portfolio benchmarks this quarter. The County investment strategy continues to focus on capturing relative value while remaining cautious.

Future Strategy: The Treasurer has 55% of the portfolio invested in maturities under one year and 45% invested in the 1-3 year maturity range. In the current interest rate environment, we continue to utilize available maturities to add high-quality securities and maintain a well-diversified portfolio. This strategy will also help to position the portfolio ensuring that liquidity needs are met. We will continue manage the portfolio under the established tenets of safety and liquidity while seeking to maximize the rate of return.

The investment portfolio was in compliance with all applicable provisions of state law and the adopted Investment Policy and contained sufficient liquidity to meet all projected outflows over the next six months.

Note: The full Monterey County Treasurer Report is available at:
www.co.monterey.ca.us/taxcollector/Treasury_Main.html

MEMORANDUM



To: Board of Directors
From: Barbara Buikema, General Manager
Date: August 29, 2019
Subject: Trestle Bridge & Coastal Connectivity

The District is once again attempting to resurrect interest in creating a “hub” of connectivity between the trails that run through Carmel and the rest of the Coastline going into Big Sur.

Project Goals

- To create a safe pedestrian/bike trail bridge crossing the Carmel River
- To rehabilitate the CAWD bridge with grant funding opportunities – CAWD needs the bridge for emergency access
- Educate the public on what we do and how we can co-exist with State Parks

Potential Partners with Property Interests

- Carmel Area Wastewater District – easement across Carmel River, Rio Park, Larsen Field
- City of Carmel-by-the-Sea – Rio Park
- Catholic Diocese of Monterey – 4 acres east of the plant
- Monterey Peninsula Regional Park District – interested in coastal trail connectivity
- California Department of Parks and Recreation – Nature Preserve next to plant

Potential Benefits/Interest for Other Community Entities

- TAMC – 2% Bike/Trail funding
- Big Sur Land Trust – Carmel River Free and Carmel River Parkway trail connections
- Carmel Unified School District and Diocese – safe trail around Carmel Mission for school children
- State Coastal Conservancy – enhancement of Coastal Trail System

Project History & Update:

- Pre 2010 the District participated in a TAMC planning session and offered up its bridge as a way to link the City of Carmel with the Big Sur area.
- In 2010 the District reached out to Regional Parks District when it appeared the Project might be resurfacing. Expressed our interest and again offered our bridge. The City of Carmel, Big Sur Land Trust, and Transportation Agency of Monterey County were all cc'd on our letter.
- In March 2012 the District wrote a letter of support for a Cal-Trans planning grant to

“identify missing links in pedestrian, bicycle, and transit routes with the City and to nearby destinations.”

- In 2015 when the City of Carmel was investigating a bike trail from Larsen Field to Lasuen Road the District agreed to work with the City as regards use of our property.
- March 2019 attended California Coastal Trail (CCT) Meeting for Workgroup #1 or the first segment of proposed trail in Big Sur. Once again, our bridge was offered as a possible means of connecting the City with Big Sur. This group did not have any real knowledge of our bridge so two members came to visit and view. They were very impressed – it is after all, quite beautiful. However, their intent is to stay on the east side of Hwy 1 and they recommended we contact Mary Adams. They would be interested in our section connecting with them on the east side of Hwy 1.
- March 2019 the CCT Big Sur Workgroup #1 leader, Honey Williams, relayed that she spoke with the California Coastal Conservancy about our bridge. Trish Chapman from the Conservancy indicated that she was aware of the bridge and implied that it was the sort of project the Conservancy might be interested in funding.
- May 22, 2019 Met with at City of Carmel with officials from the City and the Diocese. Greg D’Ambrosio “volunteered” to be project leader.
- June 7, 2019 met with Diocese (Father Paul and Justin Burke) to identify wants/needs/goals. Take away – more parking, better safety/security, and better locations around the Mission.
- June 23rd plant tour with Joyce Stevens to build support for the project.
- June 28, 2019 Tour with City of Carmel – included Mayor Potter, City Administrator Chip Rerig, Doug Schmitz, Sam Farr, and staff from both CAWD and the City.
- July 16, 2019 met with Rafael Payan, Regional Parks District – included Greg D’Ambrosio, Joyce Stevens, and B. Buikema. Initial debut of our drone footage of the area.
- August 9, 2019 during a field visit with PBCSD staff explained the potential project, its benefits, and how PBCSD could benefit from project.
- August 23, 2019 scheduled meeting with City of Carmel to determine their wants/needs/goals.

CAWD - Carmel River Pedestrian Crossing

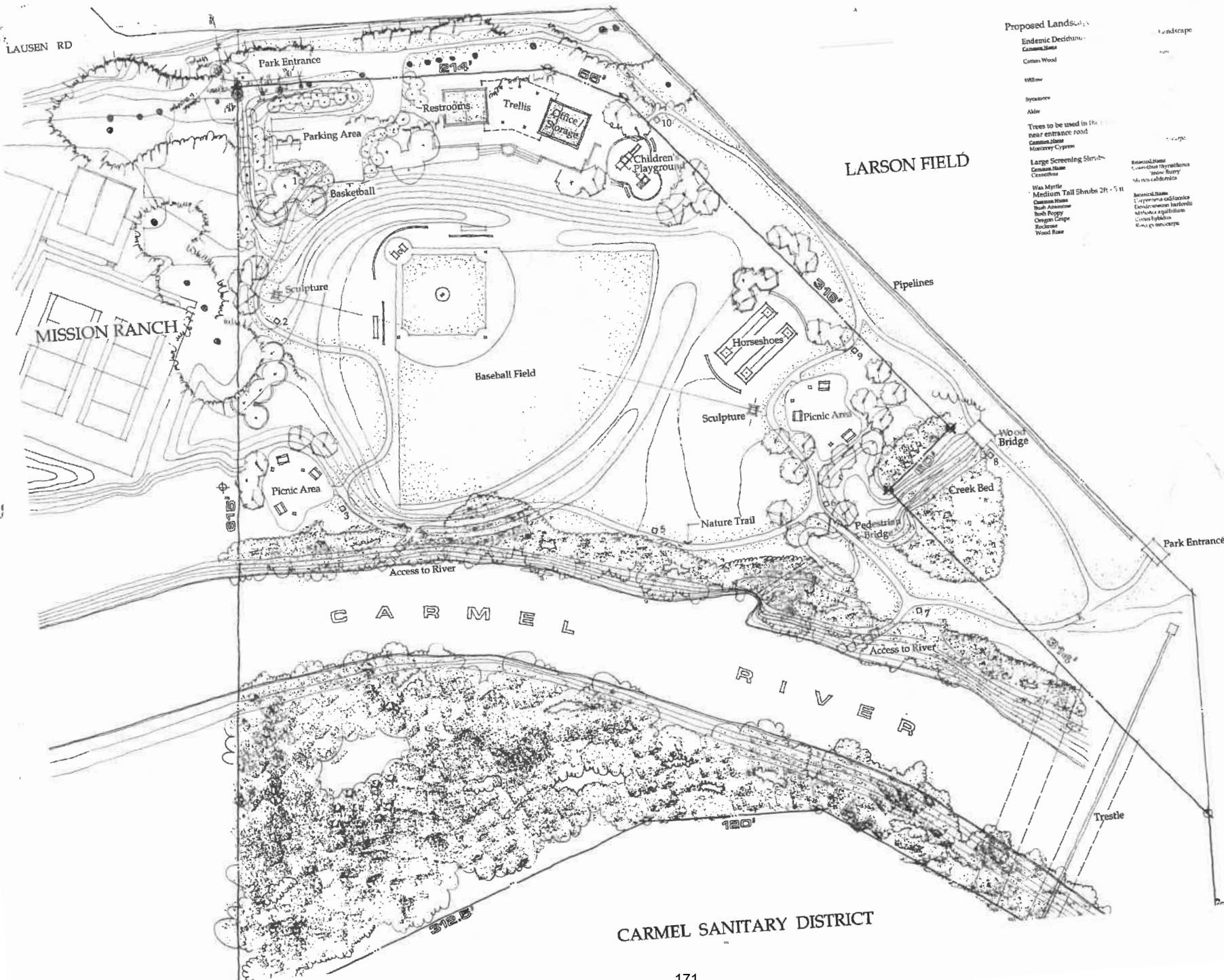


Potential Trail
 Existing Trail
Assessee
 Carmel Area Wastewater District
 City of Carmel-by-the-Sea
 Diocese of Monterey Education & Welfare
 Homestead Inn, LLC.
 Roman Catholic Bishop of Monterey
 State of California

Approximate Location of Bridge

CARMEL MISSION

LAUSEN RD



Proposed Landscaping

- | | |
|--|-------------|
| Endemic Deciduous | Landscaping |
| Canyon Bluffs | |
| Cotton Wood | |
| Willow | |
| Sycamore | |
| Alder | |
| Trees to be used in the near entrance road | |
| Canyon Bluffs | |
| Manzanita | |
| Large Screening Shrubs | |
| Canyon Bluffs | |
| Ceanothus | |
| Wax Myrtle | |
| Medium Tall Shrubs 2ft - 5 ft | |
| Canyon Bluffs | |
| Black Anemone | |
| Red Yucca | |
| Oregon Grape | |
| Redwood | |
| Wood Rose | |

Rio Park Carmel

8.91

landscape planning and architecture
CA 408 655-3808