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# CARMEL AREA WASTEWATER DISTRICT

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## Regular Board Meeting

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3945 Rio Road, Carmel, CA 93923

April 28, 2022  
Thursday  
9:00AM

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# Carmel Area Wastewater District

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

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

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

## COVID-19 Public Meeting Procedures

As per the Governor's Executive Order #N-08-21 (June 11, 2021) the following will be in effect until September 30, 2021.

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

[View this email in your browser](#)



## A Letter From The President

Hello Monterey Bay Section Members,

Congratulations to the 2021 Annual Award winners from our Local Section! Hopefully you were able to join us for our Virtual Awards Banquet in February. Winners were awarded Amazon gift cards and plaques, and will now compete at the State level. Please consider submitting your facility and/or peers for local section awards this coming year, and good luck to our local section winners at the state level competition!

**Collection Person of the Year - Kelvin Ellison, PBCSD**

**Collection System Gimmicks & Gadgets - "The Bridal" by Robert Bowman and Barry Blevins, CAWD**

**Laboratory Person of the Year - Fanny Mui, CAWD**

**Operator of the Year - Sergio Villegas, SCRWA**

**Operations and Maintenance Gimmicks & Gadgets - WiFi Camera Monitoring by Joshua Donnell, SCRWA**

**Safety Plant of the Year - South County Regional Wastewater Authority**

**Medium Plant of the Year - South County Regional Wastewater Authority**

The Monterey Bay Section 2022 Board of Directors will be sworn in by the CWEA President at the March board meeting. The list of the current board members and contact information is below. Please feel free to contact us with any training requests or ideas for events that you would like to attend. We want to provide you with the best training and educational resources possible.

Recently CWEA launched a new online learning platform called OWEN (Online Wastewater Education Network). Check out the website ([learn.cwea.org](http://learn.cwea.org)) for webinars, certification preparation, technical information, and cutting-edge training on many wastewater topics relevant to your field.

Are you!" This is the first in-person annual conference in two years, so don't miss your chance to finally rub elbows with your peers! **ENTER TO WIN FREE ADMISSION TO THE CONFERENCE BY EMAILING: [presidentcweams@gmail.com](mailto:presidentcweams@gmail.com)**. The winner will be chosen at our March 15th board meeting.

Currently board meetings are being held through Zoom and any MBS member is welcome to join. Email the board at [cweamsboard@gmail.com](mailto:cweamsboard@gmail.com) if you are interested in attending.

Sincerely,

Michelle Courtroul  
*President, CWEA-Monterey Bay Section*



**President**  
Michelle Courtroul - Chemist II, City of Santa Cruz Wastewater Treatment Facility  
[presidentcweams@gmail.com](mailto:presidentcweams@gmail.com)



**Vice President**  
Kelvin Ellison - Maintenance Technician II, Pebble Beach Community Services District  
[vicepresidentcweams@gmail.com](mailto:vicepresidentcweams@gmail.com)

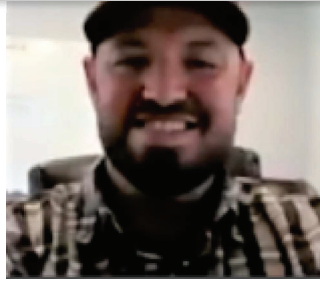


**Immediate Past President**  
Kati King - Chief Plant Operator, City of Scotts Valley Wastewater Treatment Facility  
[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**Secretary**  
Jesse Huddleson - Maintenance Worker II, Pebble Beach Community Services District  
[secretarycweams@gmail.com](mailto:secretarycweams@gmail.com)





**Director**

Chris Vasquez - Project Manager, Jacobs at South County Regional Wastewater Authority  
[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**Director**

Garon Goularte - Senior Wastewater Treatment Operator, Monterey One Water  
[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**Director**

Justin Granados - Wastewater Treatment Operator, City of Scotts Valley  
[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**Historian**

Daryl Lauer - Collections Superintendent at Carmel Area Wastewater District  
[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**P3S Committee Chairperson**

Vacant

[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**Laboratory Committee Chairperson**

Trevor Weidner-Holland - Laboratory Analyst/Regulatory Compliance at Carmel Area Wastewater District

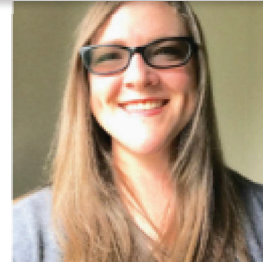
[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**Collections Committee Chairperson**

Ed Oyama - Director of Engineering and Operations with West Valley Sanitation District

[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)



**Webmaster**

Amanda Bird - Senior Wastewater Treatment Operator with City of Santa Cruz Wastewater Treatment Facility

[cweamsboard@gmail.com](mailto:cweamsboard@gmail.com)

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*California Water Environment Association (CWEA) Monterey Bay Section Awarded Robert Bowman and Barry Blevins for Collection System Gimmicks & Gadgets for their gadget "The Bridal."*

## **2021 Collection System Gimmicks & Gadgets – "The Bridal" by Robert Bowman and Barry Blevins, Carmel Area Wastewater District (District)**

This bridal was made to serve the purpose of pulling the camera up the line with either the jet hose, using a nozzle with an eyelet on it, or floating a kite with a rope attached downstream and then pulling the camera with the bridal upstream. The bridal is connected to a lead rope of about 20' feet in length so the operator can disconnect the pull line at the upstream cleanout so the camera can return without the need to pull the rope or jet hose back to the downstream access point. This bridal is used in tandem with a set of wheels with a wide hub on the front so the bridal can connect to the camera and not interfere with the ability for the wheels to spin in either direction. Using this method, we have been able to complete lines that are very steep, very slimy, and with large offsets the camera would otherwise not be able to climb.

### **The scope of this gadget:**

We have many hills in the District collection system that make completing Closed Caption Television (CCTV) inspections difficult. Many of these pipelines terminate with a cleanout rather than a maintenance hole on the upstream end of the pipeline. Therefore, the only access point to insert the robotic camera into the pipeline is from the downstream maintenance hole. Many of these runs are several hundred feet in length. The problem is the camera only has the ability to pull itself and its tethered cable up the line if it has traction. Once an equilibrium state of traction versus load is met, the camera's tractor will cease to climb the pipeline being inspected. In many cases the inspection is ended and the rest of the line either does not get videoed or gets videoed with a push camera that has less viewing control and video quality.

This bridal was made to serve the purpose of pulling the camera up the line with either our jet hose, using a nozzle with an eyelet on it, or floating a kite with a rope attached downstream and then pulling the camera with the bridal upstream. The bridal is connected to a lead rope of about 20' feet in length so the operator can disconnect the pull line at the upstream cleanout so the camera can return without the need to pull the rope or jet hose back to the downstream access point. This bridal is used in tandem with a set of wheels with a wide hub on the front so the bridal can connect to the camera and not interfere with the ability for the wheels to spin in either direction. Using this method, we have been able to complete lines that are very steep, very slimy, and with large offsets the camera would otherwise not be able to climb.

Images of the bridal device:





**CARMEL AREA WASTEWATER DISTRICT**  
**REGULAR BOARD MEETING MINUTES**  
*Thursday, 9:00 a.m., March 31, 2022*  
Teleconference Webinar & in-person

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**CALL TO ORDER - ROLL CALL** - The meeting was called to order at 8:59 a.m.

**Present:** Directors: Greg D'Ambrosio, Mike Rachel, Charlotte Townsend and President Ken White, President Pro-Tem Robert Siegfried

**Absent:** None

**A quorum was present.**

**Others:** Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)  
Rachél Lather, Principal Engineer, CAWD  
Patrick Treanor, Plant Engineer, CAWD  
Ed Waggoner, Plant Superintendent, CAWD  
Kevin Young, Operations Supervisor, CAWD  
Chris Foley, Maintenance Superintendent, CAWD  
Daryl Lauer, Collections Superintendent, CAWD  
Mark Dias, Safety and Regulatory Compliance Administrator  
Domine Barringer, Board Secretary, CAWD  
Kristina Pacheco, Board Secretary Pro-Tem, CAWD  
Dan Deeth, Purchaser/Plant Asset Coordinator, CAWD  
Robert Rathie, Wellington Law Offices, CAWD Legal Counsel  
Leo Laska, Board Member of Pebble Beach Community Services District (PBCSD)  
Mike Niccum, General Manager, PBCSD  
Nancy Kay Johnson, Accountant, PBCSD  
Mariana Pimentel, Finance Director, PBCSD  
Val Frenkel, Managing Director, Greeley and Hansen  
Ray David, Engineer, Greeley and Hansen  
Gary Skrel, VP/Regional Manager, PSOMAS, Inc.  
Gail Morton, LAFCO candidate

**1. Public Comments:** No public comments

**2. New Employee Introduction:**

Dan Deeth, the new Purchaser/Plant Asset Coordinator was introduced to the Board by Chris Foley the Maintenance Superintendent.

**3. Agenda Changes:**

- Item No. 32 of the Agenda was moved forward to accommodate public comment.

4. (Agenda Item No. 32) Local Agency Formation Commission (LAFCO) Ballot for Election of an Independent Special District Regular Member – Report by Barbara Buikema

The report was presented to the Board. Ms. Gail Morton a candidate in the LAFCO election addressed the Board for 3 minutes after which the Board acted.

***Board Action***

***Director Siegfried made a motion to choose and enter a vote for Gail Morton for the LAFCO election of a new Independent Special District Regular Member and Director Rachel seconded. The remaining directors unanimously accepted the choice and vote of the candidate.***

5. ***COVID-19 Risk Mitigation and Response Efforts:***

Safety and Regulatory Compliance Administrator, Mark Dias, gave a PowerPoint presentation on the updated COVID-19 Risk Mitigation and Response Plan (Plan). The Directors asked for clarification of some of the language and staff will amend the plan to reflect those requests.

***Board Action***

***Director D’Ambrosio made a motion to accept the updated and amended Plan, and Director Rachel seconded. The remaining directors unanimously accepted the Plan.***

6. ***Manhole Condition Assessment:***

Collections Superintendent, Daryl Lauer gave a presentation to the Board regarding the condition of the District’s manholes.

***Board Action***

***Director Siegfried made a motion to accept the assessment, and Director D’Ambrosio seconded. The remaining directors unanimously accepted the report.***

7. **Ordinance 2022-02:**

The staff report for the Pretreatment Ordinance 2022-02 was given by Barbara Buikema. The Board had no comments and the open hearing commenced at 9:37 a.m., no public comments or concerns were conveyed, so the public hearing was closed at 9:37 a.m. and the Board moved to action.

***Board Action***

***A motion was made by President White and seconded by Director Siegfried to approve Ordinance No. 2022-02. Following a Roll Call vote, the Board unanimously passed Ordinance 2022-02, adopting the new pretreatment ordinance.***



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

*Consists of routine items for which Board approval can be taken with a single motion and vote.*

### ***Board Action***

***The Board pulled item No. 17 of the original Agenda from the consent calendar for further discussion later in the meeting.***

***A motion to receive and approve the consent agenda except for the pulled item was made by Director D'Ambrosio and seconded by Director Townsend. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items:***

- 8.** Regular Board Meeting Minutes of February 24, 2022; Budget Committee Meeting Minutes of March 8, 10, 11 & 15, 2022; Ad Hoc Construction Committee Meeting Minutes of March 14, 2022; and Salary & Benefits Committee Meeting Minutes of March 14, 2022.
- 9.** Bank Statement Review by Hayashi & Wayland
- 10.** Schedule of Cash Receipts & Disbursements
- 11.** Register of Disbursements - Carmel Area Wastewater District
- 12.** Register of Disbursements – CAWD/PBCSD Reclamation Project
- 13.** Financial Statements and Supplementary Schedules
- 14.** Collection System Superintendent's Report
- 15.** Safety and Regulatory Compliance Report
- 16.** Treatment Facility Operations Report
- 17.** Laboratory/Environmental Compliance Report
- 18.** Project Summaries
- 19.** Plant Operations Report
- 20.** Maintenance Projects Report
- 21.** Principal Engineer Monthly Report

## **ACTION ITEMS BEFORE 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, Vote and Action.*

## **RESOLUTIONS**

- 22. Resolution No. 2022-11;** Report by Rachél Lather

### ***Board Action***

***A motion to approve the resolution was made by Director Siegfried and seconded by President White. The Board then unanimously passed Resolution 2022-11, authorizing the General Manager to invite construction bids for the 2022 Manhole Frame & Lid Replacement Project.***

- 23. Resolution No. 2022-12;** Report by Rachél Lather

***Board Action***

***A motion to approve the resolution was made by Director Rachel and seconded by Director D'Ambrosio. The Board then unanimously passed Resolution 2022-12, accepting the completed project and directing the General Manager to file a Notice of Completion for the Upper Rancho Cañada Pipeline Relocation Project #19-13.***

- 24. Resolution No. 2022-13;** Report by Rachél Lather

***Board Action***

***A motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Siegfried. The Board then unanimously passed Resolution 2022-13, approving a Notice of Intent to adopt a Mitigated Negative Declaration for the Carmel Meadows Sewer Replacement Project #19-03.***

- 25. Resolution No. 2022-14;** Report by Rachél Lather

***Board Action***

***After brief discussion and a correction on price of \$84,740 both on the staff report and Resolution 2022-14, a motion to approve the amended resolution was made by Director Siegfried and seconded by Director D'Ambrosio. The Board then unanimously passed Resolution 2022-14, accepting the completed project and directing the General Manager to file a Notice of Completion for the Dougherty Place Emergency Pipe Bursting Project.***

- 26. Resolution No. 2022-15;** Report by Patrick Treanor

Patrick presented his report and Val Frenkel of Greeley and Hansen introduced the company for this contract.

***Board Action***

***After extensive discussion, a motion to move this proposal and resolution back to the Sea Level Rise Committee was made by Director Siegfried and seconded by Director D'Ambrosio. The Board then unanimously passed moving this item to the Sea Level Rise Committee for further discussion of a professional services agreement with Greeley and Hansen for wastewater treatment plant (WWTP) relocation alternatives planning assistance for the Long-Term Sea Level Rise Mitigation Planning Project #22-01.***

- 27. Resolution No. 2022-16;** Report by Chris Foley and Daryl Lauer

***Board Action***

***A motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Siegfried. The Board then unanimously passed Resolution 2022-16, approving an amended job description for a full-time Collection/Maintenance Utility Worker I at salary Range 6.***

**28. Resolution No. 2022-17;** Report by Barbara Buikema

***Board Action***

***A motion to approve the resolution was made by Director Siegfried and seconded by Director Townsend. The Board then unanimously passed Resolution 2022-17, proclaiming a local emergency, ratifying the Proclamation of a State of Emergency by Governor’s Order #N-25-20 dated March 4, 2020, and authorizing remote teleconference meetings of the legislative bodies of CAWD for the period of April 1, 2022, through April 30, 2022.***

**29. Capital Projects Report/Implementation Plan (originally item No. 17 of the original Agenda that was pulled from the Consent Calendar for further discussion);** Report by Patrick Treanor

***Board Action***

***After brief discussion, a motion to approve item 17 back into the Consent Calendar was made by President White and seconded by Director Siegfried. The Board then unanimously accepted the Capital Projects Report/Implementation Plan as part of the Consent Calendar approval.***

## **COMMUNICATIONS**

**30. General Manager Report - oral report**

The report included an update on the CRFREE project and the tentatively scheduled board retreat on April 20, 2022. President White asked about inflation and preliminary budget numbers and Cyber Security status. Both Barbara and Chris gave updates on both topics.

## **OTHER ITEMS BEFORE THE BOARD**

**31. CAWD FY 2022-23 Preliminary Budget – Report by Barbara Buikema**

The report was presented to the Board.

***Board Action***

***Director Rachel made a motion to accept the FY 2022-23 Preliminary Budget, and President White seconded. Following a Roll Call vote, the Board unanimously accepted the budget.***

**32. CAWD FY 2022-23 Preliminary Rate Model – Report by Barbara Buikema**

The report was presented to the Board.

***Board Action***

***After extensive discussion, President White made a motion to accept the FY 2022-23 Rate Model with Attachment D rate increase of 6%, and Director D’Ambrosio seconded. Following a Roll Call vote, the Board, with one abstention, accepted the Rate Model with Attachment D for FY 2022-23.***

## INFORMATION/DISCUSSION ITEMS

- 33.** March update of the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01- Report by Patrick Treanor

This report is for information only and no action was taken.

- 34.** Summary of the February 25, 2022, PBCSD Board Meeting – Report by Barbara Buikema

This report is for information only and no action was taken.

- 35.** Announcements on subjects of interest to the Board made by members of the Board or Staff
- Director Siegfried is scheduled to attend the April 29, 2022, PBCSD Regular Board meeting and Director Townsend is scheduled to attend the May 27, 2022, meeting.
  - President White will attend the April 19, 2022, meeting of the Special Districts Association (SDA) of Monterey County meeting in place of Director D'Ambrosio.
  - President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on May 10, 2022.

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

### **Conference with Legal Counsel – Anticipated Litigation**

*The Board adjourned to closed session at 11:00 a.m. and convened in closed session at 11:08 a.m. The Board came out of closed session at 11:53 a.m. and Legal Counsel announced that in the closed session as listed as item 36 on the meeting agenda the Board received information from staff on the matter; no reportable action was taken.*

### **37. ADJOURNMENT**

*There being no further business to come before the Board, the President adjourned the meeting at 11:54 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, April 28, 2022, or an alternate acceptable date, via teleconference webinar.*

***As Reported To:***

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

**APPROVED:**

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***Ken White, President***



**CARMEL AREA WASTEWATER DISTRICT (CAWD)  
AD HOC CONSTRUCTION COMMITTEE MEETING MINUTES**  
*April 6, 2022, Monday, 9:00 a.m.*

**26900 State Route One**

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**CALL TO ORDER - ROLL CALL:**

The meeting commenced at 9:00 a.m.

**Present:** President White, Committee member  
Director Michael Rachel, Committee member  
Barbara Buikema, General Manager  
Patrick Treanor, Plant Engineer  
Evan Currie, Currie Engineers

**Absent:** None

**Appearances/Public Comments:** None

**Agenda Changes:** None

**AGENDA ITEMS:**

Information/Discussion Items:

- Electrical/Mechanical Rehabilitation & Sludge Holding Tank Project – the committee was given an update of the project and costs by the Plant Engineer and the project's contractor, Evan Currie. The committee discussed the presented information.

**ADJOURNMENT:** *There being no further business to come before the Committee, the meeting concluded at 9:40 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, April 28, 2022, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, [www.cawd.org](http://www.cawd.org), calling the District office at 831-624-1248 or via email at [downstream@cawd.org](mailto:downstream@cawd.org).*

***As Reported To:***

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***Barbara Buikema, General Manager***

**APPROVED:**

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***Ken White, President***



**CARMEL AREA WASTEWATER DISTRICT (CAWD)  
BOARD OF DIRECTORS SPECIAL MEETING MINUTES  
April 20, 2022, Wednesday, 9:00 a.m.**

**26515 Carmel Rancho Blvd. Suite 100, Carmel, CA 93923**

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**CALL TO ORDER - ROLL CALL:**

The meeting was called to order at 9:06 a.m.

**Present:** President Ken White  
President Pro Tem Bob Siegfried  
Director Michael Rachel  
Director Charlotte Townsend  
Director Greg D'Ambrosio  
Barbara Buikema, General Manager  
Patrick Treanor, Principal Plant Engineer  
Domine Barringer, Board Secretary, CAWD  
Mike Niccum, General Manager, PBCSD  
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel  
Catherine Hambley, Ph.D., Brain-Based Strategies, Facilitator

**Absent: None**

**Appearances/Public Comments: None**

**Agenda Changes: None**

**AGENDA ITEMS:**

Information/Discussion Items:

- The committee discussed the item on the Agenda of Long-Term Planning. The committee decided to reconvene on July 20<sup>th</sup> at 9 a.m., with management staff and continue to develop the strategic plan and requested that the Human Resource consultant provide the board with a culture update and overall employee job satisfaction. No further action was taken.

**ADJOURNMENT:** *There being no further business to come before the Committee, the meeting concluded at 1:06 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, April 28, 2022, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, [www.cawd.org](http://www.cawd.org), calling the District office at 831-624-1248 or via email at [downstream@cawd.org](mailto:downstream@cawd.org).*

***As Reported To:***

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***Domine Barringer, Board Secretary***

**PPROVED:**

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***Ken White, President***





## HAYASHI | WAYLAND

### INDEPENDENT ACCOUNTANTS' REPORT

April 20, 2022

To the Board of Directors  
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of March 2022. 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 reconciliations for the Monterey County checking account, the Chase Bank O&M account and the Chase Bank payroll 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 significant 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 did not reveal any differences.
- (3) We examined the payee on the check and matched it to the payee name appearing in your cash disbursements journal. This procedure did not reveal any differences.
- (4) We matched interbank account transfers. This procedure did not reveal any differences.



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

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



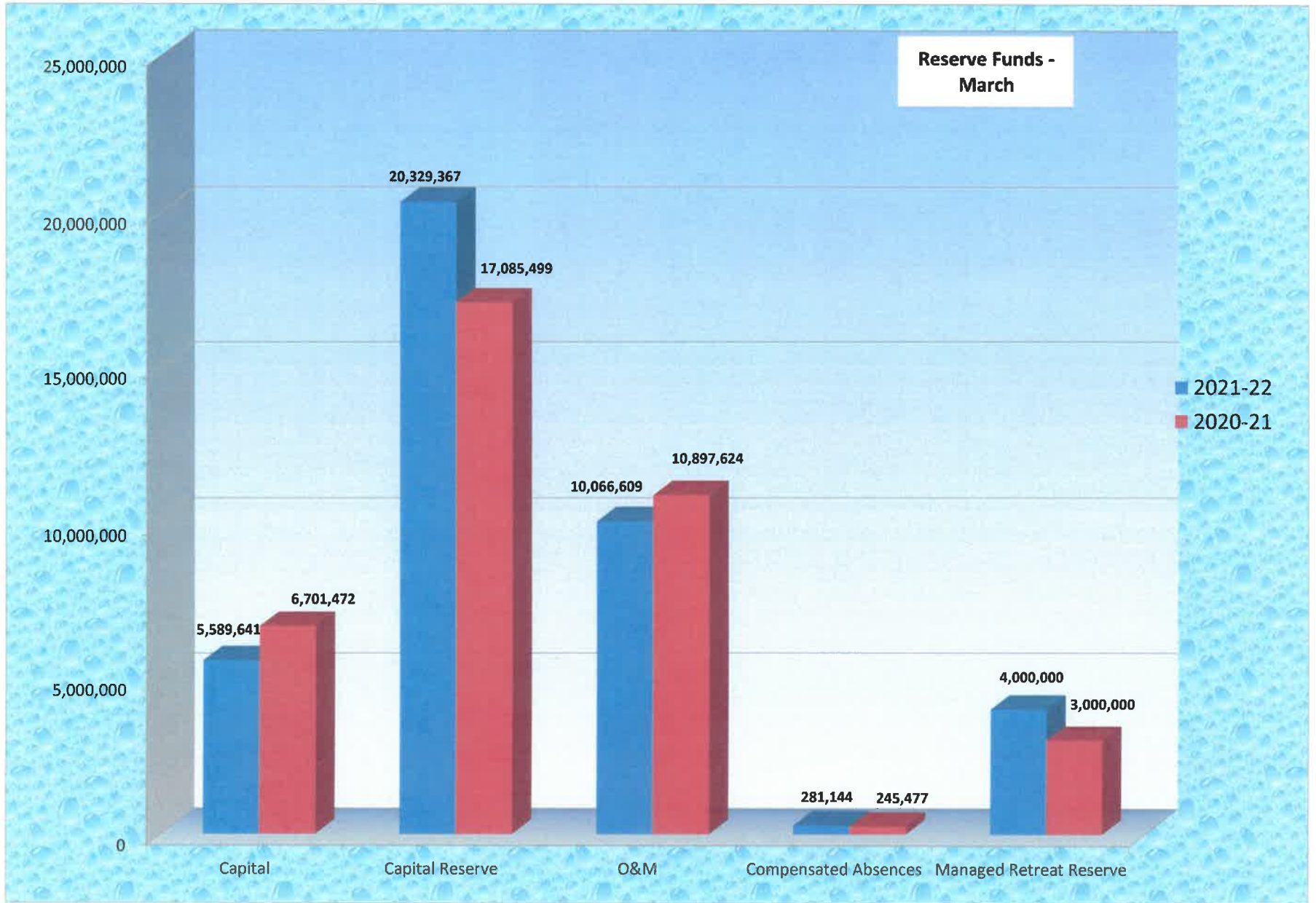
Robert Lee, CPA  
Partner  
Hayashi Wayland

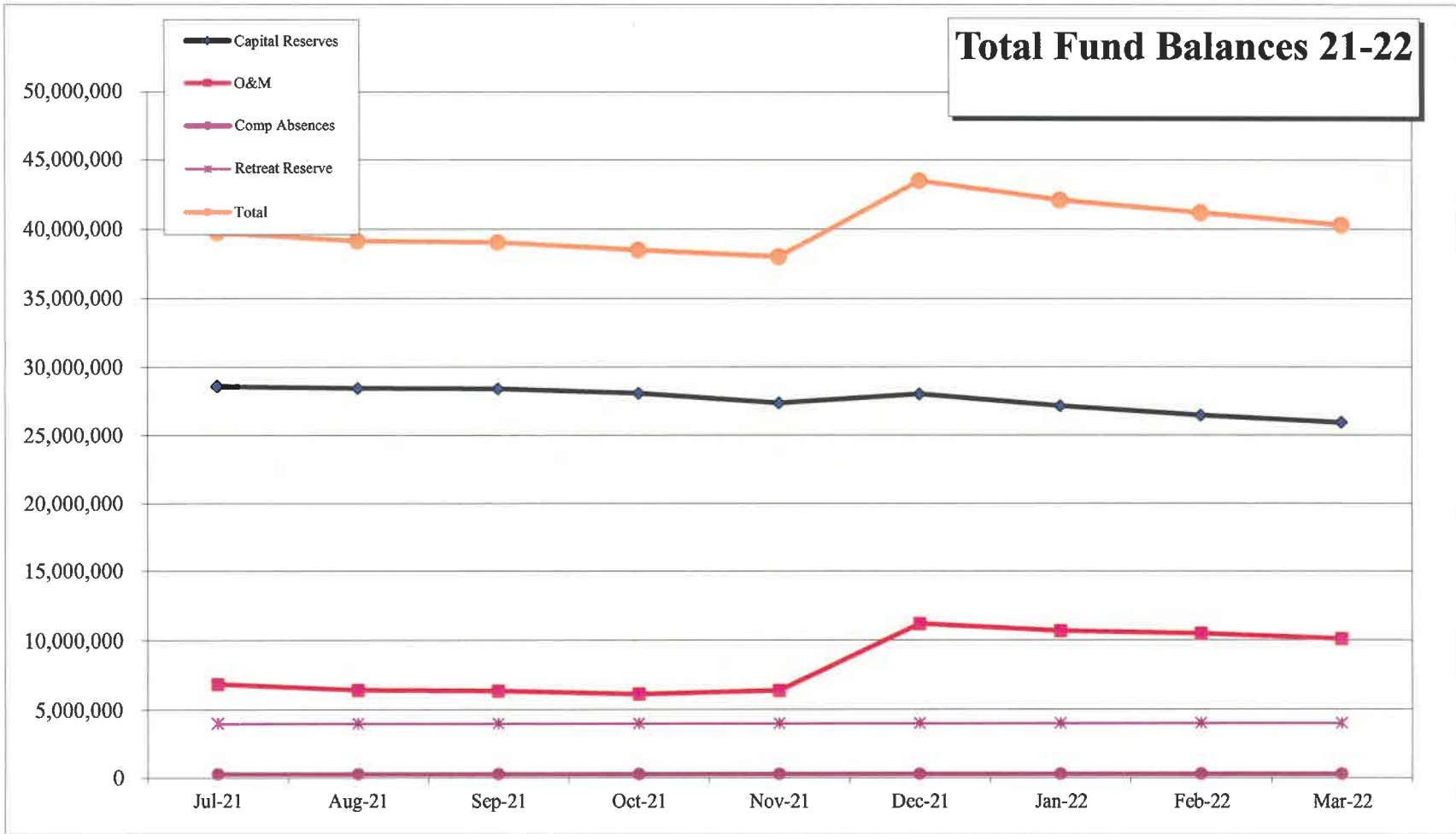
Cc: Mr. Ken White, President



**Carmel Area Wastewater District**  
**Schedule of Cash Receipts and Disbursements - MARCH 2022**

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$6,166,239	\$20,268,251	\$10,430,011	\$281,144	\$4,000,000	\$41,145,644	\$238,761	\$3,139	\$1,197,285
<b>Receipts:</b>									
User Fees			275,357						
Property Taxes		61,116							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							71,741		
Reclamation capital billing									
Permits							3,420		
PBCSD capital billing									
Other misc. revenue							5,249		
Interest income									
Connection Fees									
CCLEAN receipts									
CRFree Project grant funds									
Sale of dump truck									
Hatton Canyon Grant Funds									
Void checks-replace lost check									
<b>Total Receipts</b>	<b>0</b>	<b>61,116</b>	<b>275,357</b>	<b>0</b>	<b>0</b>	<b>336,473</b>	<b>195,410</b>	<b>0</b>	<b>0</b>
<b>Fund Transfers:</b>									
Transfers to Chase Bank O&M	(576,597)		(623,403)				1,200,000		
Transfers to Chase Bank PR							(225,000)	225,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
<b>Total Transfers</b>	<b>(576,597)</b>	<b>0</b>	<b>(623,403)</b>	<b>0</b>	<b>0</b>	<b>(1,200,000)</b>	<b>975,000</b>	<b>225,000</b>	<b>0</b>
<b>Disbursements:</b>									
Operations and capital							911,790		
Payroll & payroll taxes								221,430	
Employee Dental reimbursements							2,379		
CALPERS EFT							34,901		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							587		
Home Depot EFT							660		
US Bank EFT							14,581		
Deferred comp contributions EFT							13,165	0	
PEHP contributions EFT							3,150	0	
Bank/ADP fees							0	522	
Highlands Bond Debt Service Payment			15,356						
Annual County admin billing fee									
Wage garnishment payment								166	
GASB 68 report fee & SSA 218 fee									
<b>Total Disbursements</b>	<b>0</b>	<b>0</b>	<b>15,356</b>	<b>0</b>	<b>0</b>	<b>15,356</b>	<b>981,213</b>	<b>222,118</b>	<b>0</b>
<b>BALANCE END OF MONTH</b>	<b>5,589,641</b>	<b>20,329,367</b>	<b>10,066,609</b>	<b>281,144</b>	<b>4,000,000</b>	<b>40,266,761</b>	<b>427,958</b>	<b>6,022</b>	<b>1,197,285</b>





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

**Carmel Area Wastewater District**  
**Disbursements**  
**Mar-22**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/01/22	2729	Amazon Capital Services	Collections operating supplies	128.10
03/01/22	2730	American Fidelity Assurance Company	Flex accounts	84.61
03/01/22	2731	American Fidelity Assurance	Employee insurance premiums	586.16
03/01/22	2732	Applied Marine Sciences	CCLEAN expenses	47,444.24
03/01/22	2733	AT&T Mobility	SCADA text modem	61.27
03/01/22	2734	AT&T	Plant fiber router and IP card	718.97
03/01/22	2735	Beck's Shoes	Employee work boots	178.08
03/01/22	2736	Buckles-Smith Electric	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	643.74
03/01/22	2737	Christopher Foley	Dental	952.80
03/01/22	2738	Cintas Corporation #63D	Laundry service	369.59
03/01/22	2739	Culligan Water Conditioning	C&I exchange service for the lab	17.35
03/01/22	2740	Direct TV	Monthly service	93.99
03/01/22	2741	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,555.02
03/01/22	2742	Exceedio	New admin computer	2,071.24
03/01/22	2743	FedEx	Shipping for sample analysis	34.58
03/01/22	2744	Fisher Scientific	Lab supplies	30.92
03/01/22	2745	Got.Net	Domain parking	4.20
03/01/22	2746	Hach Company	Sensor cap replacement	188.26
03/01/22	2747	Harrington Industrial Plastics	PVC SCH80 pipe	1,003.13
03/01/22	2748	Miele, Inc.	Lab supplies	296.10
03/01/22	2749	Monterey Bay Window Cleaning	Admin building window and gutter cleaning	1,420.00
03/01/22	2750	Patelco Credit Union	Health savings accounts contributions	6,247.88
03/01/22	2751	Peninsula Welding & Medical Supply	Non-liquid cylinder rentals	77.40
03/01/22	2752	Pure Water	Monthly service	116.75
03/01/22	2753	Quill LLC	Office supplies	176.34
03/01/22	2754	Robert Siegfried	Dental	127.00
03/01/22	2755	Smitty's Janitorial	Monthly service	1,135.00
03/01/22	2756	Streamline	Website maintenance	400.00
03/01/22	2757	Vision Service Plan	Vision insurance premium	617.40
03/01/22	2758	Wellington Law Offices	District legal services	3,325.00
03/15/22	2759	Amazon Capital Services	Safety glasses and tape cartridges for wire mapping	186.76
03/15/22	2760	American Fidelity Assurance Company	Flex accounts	84.61
03/15/22	2761	Aquatic Bioassay & Consulting Labs	Sample analysis	2,000.00
03/15/22	2762	AT& T Mobility	Cell service	669.59
03/15/22	2763	AT&T CALNET 3	Plant and admin alarms and Plant fiber and router	667.12



**Carmel Area Wastewater District**  
**Disbursements**  
**Mar-22**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/15/22	2764	AutomationDirect, Inc.	Motor starter, electronic overload and pole breaker and Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL \$34.24)</b>	1,230.27
03/15/22	2765	Beth Ingram	Recruitment of asset coordinator	5,000.00
03/15/22	2766	Biobot Analytics	Influent sample testing	1,400.00
03/15/22	2767	Bryan Mailey Electric	Install digital input cards in OPS PLC, demo old radiator starter panel and wire back to main breaker in OPS MCC, move fuses to new side of PLC panel at influent, pump station projects at Calle La Cruz, Hacienda and Highlands, chlorine building meter repair, fix EQ basin pump #2 breaker and replace electrical to flow switch at new eyewash station	8,050.00
03/15/22	2768	Buckles-Smith Electric	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	1,004.70
03/15/22	2769	Burleson Consulting	Eucalyptus Tree Trimming Project #21-01	18,365.72
03/15/22	2770	Cal-Am Water	Monthly service	433.36
03/15/22	2771	Carmel Marina Corporation	Plant and admin garbage	1,690.57
03/15/22	2772	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	610.81
03/15/22	2773	Cintas Corporation #63D	Laundry service and safety gloves	1,045.41
03/15/22	2774	Comcast	Pump station internet	537.35
03/15/22	2775	Denise Duffy & Associates	Mapping and admin draft for the Corona Rd Sewer Extension study	4,260.00
03/15/22	2776	Eaton Corporation	Lab UPS service contract	3,924.00
03/15/22	2777	Edges Electrical	Electrical supplies	1,165.21
03/15/22	2778	Exceedio	Upgrade storage on the SCADA SQL server	1,545.33
03/15/22	2779	Fastenal Company	Operating supplies	3,382.73
03/15/22	2780	Fisher Scientific	Lab supplies	1,471.62
03/15/22	2781	GLS US	Shipping for sample analysis	240.43
03/15/22	2782	Grainger	V-belt	21.36
03/15/22	2783	Green Infrastructure Design	GIS mapping and web design	2,320.00
03/15/22	2784	ICON Cloud Solutions	Telephone service	589.12
03/15/22	2785	Interstate All Battery Center	UPS battery	32.67
03/15/22	2786	Jack Doheny Companies	Collection supplies	1,620.00
03/15/22	2787	Johnson Marigot Consulting	CRFREE Mitigation Pipeline Undergrounding project #19-21	382.50
03/15/22	2788	Justifacts Credential Verification	New employee report	88.00
03/15/22	2789	Kennedy/Jenks Consultants	CRFREE Mitigation Pipeline Undergrounding project #19-21 and Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL \$21,653.50)</b>	36,407.15
03/15/22	2790	Liberty Composting	Sludge hauling	6,380.43
03/15/22	2791	McMaster-Carr	Operating supplies	519.98

**Carmel Area Wastewater District**  
**Disbursements**  
**Mar-22**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/15/22	2792	MNS Engineers	Upper Rancho Canada Pipe Relocation Project #19-13 and Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL)	25,988.84
03/15/22	2793	Monterey Bay Analytical Services	Sample analysis	865.00
03/15/22	2794	Motion Industries	Helical gearmotor	828.94
03/15/22	2795	Napa Auto Parts	Battery	255.54
03/15/22	2796	Nicolay Consulting Group	Pension plan statements and claims processing	1,916.25
03/15/22	2797	<b>OVERFLOW STUB</b>		0.00
03/15/22	2798	Pacific Gas & Electric	Monthly service	32,841.31
03/15/22	2799	P S O M A S	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	23,064.50
03/15/22	2800	Scarborough Lumber & Building	Admin building paint and tape	72.42
03/15/22	2801	Shimadzu Scientific Instruments	Scientific instrument service agreement	2,198.50
03/15/22	2802	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design and Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	17,919.92
03/15/22	2803	Tope's Tree Service	Eucalyptus Tree Trimming Project #21-01 change order	8,400.00
03/15/22	2804	Town & Country Gardening	Monthly service and valve replacement at admin	1,000.00
03/15/22	2805	Univar Solutions USA Inc.	Sodium hypochlorite	3,839.70
03/15/22	2806	The UPS Store	Shipping expense	84.74
03/15/22	2807	U.S. Bank National Association	Annual fee for bonds	87.31
03/15/22	2808	Water Awareness Committee	Annual membership	500.00
03/15/22	2809	Weco Industries	1,517 foot continuous rod for collections truck	2,875.02
03/31/22	2810	Amazon Capital Services	Safety and office supplies	234.83
03/31/22	2811	American Fidelity Assurance Company	Flex accounts	84.61
03/31/22	2812	AT&T Mobility	SCADA text modem	59.98
03/31/22	2813	AT&T CALNET 3	Plant and office alarms	75.06
03/31/22	2814	AT&T	Voice routing, IP card and Plant fiber router	768.50
03/31/22	2815	Bryan Mailey Electric	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$3,717.91), audit UPS units, fix pump, replace drive unit, fix compressor leak, replace flow switch, fix exterior light, replace float and test alarm at Highlands and build pump station test and training control panel	7,917.91
03/31/22	2816	Carmel Print & Copy	Plant time off request forms	187.05
03/31/22	2817	Cintas Corporation #63D	Laundry service	1,139.11
03/31/22	2818	Clark Pest Control	Plant service	279.00
03/31/22	2819	Clark Bros.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL), Progress payment #5	444,685.86
03/31/22	2820	Coastal Fabrication Company	Fabricate and install rack ends	1,826.10

**Carmel Area Wastewater District**  
**Disbursements**  
**Mar-22**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/31/22	2821	Comcast	Admin internet	250.37
03/31/22	2822	Core & Main LP	Plug valves and gaskets	6,287.87
03/31/22	2823	County of Mo. Sheriff's Office Alarm	False alarm fee	85.00
03/31/22	2824	Cresco Equipment Rental	Operating supplies	327.44
03/31/22	2825	CSRMA	Pooled liability program deductible recovery	9,880.87
03/31/22	2826	Denise Duffy & Associates	Hatton Canyon vegetation maintenance	11,354.50
03/31/22	2827	Direct TV	Plant service	93.99
03/31/22	2828	Edges Electrical	Electrical supplies	909.85
03/31/22	2829	Exceedio	Annual server warranty renewals and new admin computer	3,344.51
03/31/22	2830	FGL Environmental	Sample analysis	1,388.00
03/31/22	2831	Fisher Scientific	Lab supplies	504.70
03/31/22	2832	Frisch Engineering	PLC/SCADA programming	6,412.50
03/31/22	2833	Got.Net	Domain parking	4.20
03/31/22	2834	Grainger	Operating supplies	273.20
03/31/22	2835	Greg D'Ambrosio	Dental	135.00
03/31/22	2836	Hach Company	Mylar metalized bags	55.41
03/31/22	2837	Hayashi & Wayland Accounting	Bank reconciliation oversight	450.00
03/31/22	2838	James Grover	Dental	974.60
03/31/22	2839	Kemira Water Solutions	Ferric chloride solution PIX-3112 bulk	6,051.40
03/31/22	2840	Lemos Service, Inc.	Propane	165.00
03/31/22	2841	Mark Dias	Dental	190.00
03/31/22	2842	McMaster-Carr	Operating supplies	24.92
03/31/22	2843	Microgenics Corporation	Lab supplies	807.62
03/31/22	2844	MNS Engineers	Upper Rancho Canada Pipe Relocation Project #19-13, Scenic Rd Pipe Bursting Project #20-08 and Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL)	19,277.50
03/31/22	2845	Monterey Bay Analytical Services	Sample analysis	645.00
03/31/22	2846	Pacific Crest Engineering	Spot Repair Project, #21-02	1,505.00
03/31/22	2847	Pacific Gas & Electric	Co-gen billing	404.68
03/31/22	2848	P S O M A S	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	6,780.00
03/31/22	2849	Public Agency Coalition Enterprise	Health insurance premium	33,638.93
03/31/22	2850	Quill LLC	Office supplies	192.07
03/31/22	2851	Rental Depot	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	540.50
03/31/22	2852	Rincon Consultants	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	10,804.00
03/31/22	2853	Rooter King Monterey Co.	Return duplicate permit fee	120.00

**Carmel Area Wastewater District**  
**Disbursements**  
**Mar-22**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/31/22	2854	Solenis LLC	Praestol K 144 L-NA IBC polymer	16,144.50
03/31/22	2855	SRT Consultants	Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	480.00
03/31/22	2856	Underground Service Alert	California State Fee for Regulatory Costs	478.55
03/31/22	2857	Univar Solutions USA Inc.	Sodium hypochlorite and bisulfate	11,101.49
03/31/22	2858	Wellington Law Offices	District legal services	3,654.00
03/31/22	2859	Monterey County Clerk	Notice of Completion fees for emergency pipe repair at Dougherty Place and Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL \$2.00)	4.00
				<b>914,169.09</b>

**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**Mar-22**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/01/22	541	Atlas Copco	Air compressor air end and GX5 Smartbox service kits	3,593.53
03/01/22	542	Environmental Water Solutions	Mechanical seal and repair kit	2,702.17
03/01/22	543	Ferguson Enterprises	Gaskets	485.07
03/01/22	544	Fisher Scientific	Lab supplies	462.16
03/01/22	545	Grainger	Flange gaskets	51.93
03/01/22	546	Harrington Industrial Plastics	PVC SCH80 pipe	1,003.13
03/01/22	547	Miele, Inc.	Lab supplies	296.10
03/01/22	548	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	263,597.60
03/15/22	549	Acme Analytical Solutions	ORP Standard chemical	129.56
03/15/22	550	Atlas Copco	V-belts and a pulley	348.73
03/15/22	551	Brenntag Pacific	Ammonium hydroxide	3,934.89
03/15/22	552	Bryan Mailey Electric	Install VFD for sand filter reject pump, replace GFCI on storage tanks, install flow meter for eyewash stations and perform preventative maintenance for testing of electrical and pump equipment	1,680.00
03/15/22	553	Carmel Area Wastewater District	Reimbursement for Plant O&M	71,740.88
03/15/22	554	Edges Electrical	Conduit and flex connectors	444.30
03/15/22	555	Evantec Corporation	Lab supplies	358.34
03/15/22	556	Fastenal Company	Sulfuric Acid Tank Project #18-26 ( <b>CAPITAL</b> )	839.72
03/15/22	557	Fisher Scientific	Lab supplies	1,471.60
03/15/22	558	Grainger	Sulfuric Acid Tank Project #18-26, Fiber Wrap PVC Pipe Project #21-10 and operating supplies ( <b>CAPITAL \$200.52</b> )	247.45
03/15/22	559	Hach Company	Lab supplies	1,384.58
03/15/22	560	Harrington Industrial Plastics	Operating supplies	85.57
03/15/22	561	McMaster-Carr	Fiber Wrap PVC Pipe Project #21-10 ( <b>CAPITAL</b> )	274.54
03/15/22	562	Monterey Bay Analytical Services	RO panel sample analysis	1,353.00
03/15/22	563	Pan-Pacific Supply Company	Sandblast and coat volute	740.02
03/15/22	564	Pacific Gas & Electric	Tertiary billing	14,522.02
03/15/22	565	Shimadzu Scientific Instruments	Annual instrument service agreement	2,198.50
03/15/22	566	Siemens Industry	Three P320 pressure transmitters	5,240.72
03/15/22	567	T&T Valve and Instrument	Operating supplies	805.07
03/15/22	568	Trussell Technologies	MF/RO Ops Support project NPDES permit renewal	17,307.50
03/29/22	569	Bryan Mailey Electric	Repair level switch and install eyewash shower	1,400.00
03/29/22	570	Cal-Am Water	Hydrant Meter K monthly service	2,557.02
03/29/22	571	Edges Electrical	Electrical supplies	1,513.16

**CAWD/PBCSD Reclamation Project  
Disbursements  
Mar-22**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
03/29/22	572	Fisher Scientific	Lab supplies	322.20
03/29/22	573	Grainger	Operating supplies and Fiber Wrap PVC Pipe Project #21-10 (CAPITAL \$57.11)	604.97
03/29/22	574	Hach Company	Ball float mount kit and glass rod turbidity meter	2,417.61
03/29/22	575	Harrington Industrial Plastics	Sulfuric Acid Tank Project #18-26 and Fiber Wrap PVC Project #21-10 and operating supplies (CAPITAL \$7,212.31)	7,590.79
03/29/22	576	McMaster-Carr	Sulfuric Acid Tank Project #18-26 (CAPITAL)	76.89
03/29/22	577	Microgenics Corporation	Lab supplies	807.62
03/29/22	578	MSDSonline dba VelocityEHS	Annual subscription for MSDS Sheets	1,131.60
03/29/22	579	Myron L Company	TAG2020 configured repair part	372.47
03/29/22	580	Pebble Beach Community Services District	Reimbursement for Plant O&M	24,903.32
03/29/22	581	Pacific Gas & Electric	MF/RO billing	19,657.48
03/29/22	582	Professional Water Technologies	Opticlean-S-45 clean-in-place chemical	5,731.22
03/29/22	583	Stifel Nicolaus & Company	Quarterly remarketing fee	655.34
03/29/22	584	T & T Valve and Instrument	Bray check valves	4,557.45
03/29/22	585	Wellington Law Offices	RMC meeting and review	190.00
				<b>471,787.82</b>





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**Financial Statements  
and  
Supplementary Schedules**

**March 2022**

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April 28, 2022

# *Carmel Area Wastewater District*

## *Balance Sheet*

March 2022

### ASSETS

Current Assets

Cash

Cash

41,898,026.09

TOTAL Cash

41,898,026.09

Other Current Assets

Other Current Assets

212,954.44

TOTAL Other Current Assets

212,954.44

TOTAL Current Assets

42,110,980.53

Fixed Assets

Land

Land

308,059.76

TOTAL Land

308,059.76

Treatment Structures

Treatment Structures

70,358,452.24

TOTAL Treatment Structures

70,358,452.24

Treatment Equipment

Treatment Equipment

8,730,143.38

TOTAL Treatment Equipment

8,730,143.38

Collection Structures

Collection Structures

1,238,843.71

TOTAL Collection Structures

1,238,843.71

Collection Equipment

Collection Equipment

1,509,600.36

TOTAL Collection Equipment

1,509,600.36

Sewers

13,380,762.80

Disposal Facilities

Disposal Facilities

1,643,890.85

TOTAL Disposal Facilities

1,643,890.85

Other Fixed Assets

Other Fixed Assets

4,504,051.96

TOTAL Other Fixed Assets

4,504,051.96

Capital Improvement Projects

Capital Improvement Projects

6,214,542.48

TOTAL Capital Improvement Projects

6,214,542.48

Accumulated depreciation

(53,892,952.22)

TOTAL Fixed Assets

53,995,395.32

Other Assets

Other Assets

2,525,669.05

TOTAL Other Assets

2,525,669.05

TOTAL ASSETS

98,632,044.90

# *Carmel Area Wastewater District*

## *Balance Sheet*

March 2022

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LIABILITIES			
Current Liabilities			
Current Liabilities	617,653.39		
TOTAL Current Liabilities	<u>617,653.39</u>		617,653.39
Long-Term Liabilities			
Long Term Liabilities	523,054.22		
TOTAL Long-Term Liabilities	<u>523,054.22</u>		523,054.22
TOTAL LIABILITIES			<u>1,140,707.61</u>
NET POSITION			
Net Assets	93,156,112.81		
Year-to-Date Earnings	4,335,224.48		
TOTAL NET POSITION			<u>97,491,337.29</u>
TOTAL LIABILITIES & NET POSITION			<u>98,632,044.90</u>

***Carmel Area Wastewater District***  
***Budgeted Income Statement***  
*Year-to-Date Variance, March 2022 - current month, Consolidated by account*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	7,765,048.94	6,588,876.47	1,176,172.47	17.9 %
TOTAL Income	<u>7,765,048.94</u>	<u>6,588,876.47</u>	<u>1,176,172.47</u>	17.9 %
Adjustments				
Discounts	53.88	0.00	53.88	
TOTAL Adjustments	<u>53.88</u>	<u>0.00</u>	<u>53.88</u>	
*****	<u>7,765,102.82</u>	<u>6,588,876.47</u>	<u>1,176,226.35</u>	17.9 %
***** OPERATING INCOME	<u>7,765,102.82</u>	<u>6,588,876.47</u>	<u>1,176,226.35</u>	17.9 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,744,789.64	2,677,686.73	(67,102.91)	-2.5 %
TOTAL Salaries and Payroll Taxes	<u>2,744,789.64</u>	<u>2,677,686.73</u>	<u>(67,102.91)</u>	-2.5 %
Employee Benefits				
Employee Benefits	490,534.06	735,324.37	244,790.31	33.3 %
TOTAL Employee Benefits	<u>490,534.06</u>	<u>735,324.37</u>	<u>244,790.31</u>	33.3 %
Director's Expenses				
Director's Expenses	15,963.55	25,391.00	9,427.45	37.1 %
TOTAL Director's Expenses	<u>15,963.55</u>	<u>25,391.00</u>	<u>9,427.45</u>	37.1 %
Truck and Auto Expenses				
Truck and Auto Expenses	63,147.13	46,781.37	(16,365.76)	-35.0 %
TOTAL Truck and Auto Expenses	<u>63,147.13</u>	<u>46,781.37</u>	<u>(16,365.76)</u>	-35.0 %
General and Administrative				
General and Administrative	300,325.60	582,355.00	282,029.40	48.4 %
TOTAL General and Administrative	<u>300,325.60</u>	<u>582,355.00</u>	<u>282,029.40</u>	48.4 %
Office Expense				
Office Expense	39,106.00	41,531.16	2,425.16	5.8 %
TOTAL Office Expense	<u>39,106.00</u>	<u>41,531.16</u>	<u>2,425.16</u>	5.8 %
Operating Supplies				
Operating Supplies	329,541.70	367,794.18	38,252.48	10.4 %
TOTAL Operating Supplies	<u>329,541.70</u>	<u>367,794.18</u>	<u>38,252.48</u>	10.4 %
Contract Services				
Contract Services	720,250.16	1,012,303.82	292,053.66	28.9 %
TOTAL Contract Services	<u>720,250.16</u>	<u>1,012,303.82</u>	<u>292,053.66</u>	28.9 %

***Carmel Area Wastewater District***  
***Budgeted Income Statement***  
***Year-to-Date Variance, March 2022 - current month, Consolidated by***  
***account***

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	195,442.76	568,562.50	373,119.74	65.6 %
TOTAL Repairs and Maintenance	195,442.76	568,562.50	373,119.74	65.6 %
Utilities				
<i>Utilities</i>	274,390.83	345,800.97	71,410.14	20.7 %
TOTAL Utilities	274,390.83	345,800.97	71,410.14	20.7 %
Travel and Meetings				
<i>Travel and Meetings</i>	10,019.55	41,201.19	31,181.64	75.7 %
TOTAL Travel and Meetings	10,019.55	41,201.19	31,181.64	75.7 %
Permits and Fees				
<i>Permits and Fees</i>	54,432.00	73,850.00	19,418.00	26.3 %
TOTAL Permits and Fees	54,432.00	73,850.00	19,418.00	26.3 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	28,490.62	36,754.97	8,264.35	22.5 %
TOTAL Memberships and Subscriptions	28,490.62	36,754.97	8,264.35	22.5 %
Safety				
<i>Safety</i>	52,421.80	36,957.62	(15,464.18)	-41.8 %
TOTAL Safety	52,421.80	36,957.62	(15,464.18)	-41.8 %
Other Expenses				
<i>Other Expense</i>	28,027.99	15,375.09	(12,652.90)	-82.3 %
TOTAL Other Expenses	28,027.99	15,375.09	(12,652.90)	-82.3 %
TOTAL Operating Expenses	5,346,883.39	6,607,669.97	1,260,786.58	19.1 %
***** OPERATING INCOME (LOSS)	2,418,219.43	(18,793.50)	2,437,012.93	12967.3 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	1,917,005.05	1,566,475.00	350,530.05	22.4 %
TOTAL Other Income or Gain	1,917,005.05	1,566,475.00	350,530.05	22.4 %
TOTAL Non-op Income, Expense, Gain or Loss	1,917,005.05	1,566,475.00	350,530.05	22.4 %
***** NET INCOME (LOSS)	4,335,224.48	1,547,681.50	2,787,542.98	180.1 %
***** NET INCOME (LOSS)	4,335,224.48	1,547,681.50	2,787,542.98	180.1 %

**Carmel Area Wastewater District**  
**Budgeted Operating Exps.-Maintenance**  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 4*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	376,947.25	403,983.89	27,036.64	6.7 %
TOTAL Salaries and Payroll Taxes	376,947.25	403,983.89	27,036.64	6.7 %
Employee Benefits				
<i>Employee Benefits</i>	87,731.54	128,544.49	40,812.95	31.8 %
TOTAL Employee Benefits	87,731.54	128,544.49	40,812.95	31.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,529.76	6,247.53	4,717.77	75.5 %
TOTAL Truck and Auto Expenses	1,529.76	6,247.53	4,717.77	75.5 %
General and Administrative				
<i>General and Administrative</i>	30,346.81	36,249.97	5,903.16	16.3 %
TOTAL General and Administrative	30,346.81	36,249.97	5,903.16	16.3 %
Office Expense				
<i>Office Expense</i>	3,681.66	1,687.50	(1,994.16)	-118.2 %
TOTAL Office Expense	3,681.66	1,687.50	(1,994.16)	-118.2 %
Operating Supplies				
<i>Operating Supplies</i>	38,589.98	42,975.18	4,385.20	10.2 %
TOTAL Operating Supplies	38,589.98	42,975.18	4,385.20	10.2 %
Contract Services				
<i>Contract Services</i>	333,193.98	487,125.06	153,931.08	31.6 %
TOTAL Contract Services	333,193.98	487,125.06	153,931.08	31.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	100,514.84	170,249.94	69,735.10	41.0 %
TOTAL Repairs and Maintenance	100,514.84	170,249.94	69,735.10	41.0 %
Utilities				
<i>Utilities</i>	3,334.35	3,525.03	190.68	5.4 %
TOTAL Utilities	3,334.35	3,525.03	190.68	5.4 %
Travel and Meetings				
<i>Travel and Meetings</i>	800.94	4,799.97	3,999.03	83.3 %



**Carmel Area Wastewater District**  
**Budgeted Operating Exps.-Maintenance**  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 4*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	800.94	4,799.97	3,999.03	83.3 %
Permits and Fees				
<i>Permits and Fees</i>	4,531.00	3,500.00	(1,031.00)	-29.5 %
TOTAL Permits and Fees	4,531.00	3,500.00	(1,031.00)	-29.5 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	977.00	4,200.00	3,223.00	76.7 %
TOTAL Memberships and Subscriptions	977.00	4,200.00	3,223.00	76.7 %
Safety				
<i>Safety</i>	36,441.33	23,400.09	(13,041.24)	-55.7 %
TOTAL Safety	36,441.33	23,400.09	(13,041.24)	-55.7 %
Other Expenses				
<i>Other Expense</i>	5,707.40	0.00	(5,707.40)	
TOTAL Other Expenses	5,707.40	0.00	(5,707.40)	
TOTAL Operating Expenses	1,024,327.84	1,316,488.65	292,160.81	22.2 %
***** OPERATING INCOME (LOSS)	(1,024,327.84)	(1,316,488.65)	292,160.81	22.2 %
***** NET INCOME (LOSS)	(1,024,327.84)	(1,316,488.65)	292,160.81	22.2 %
***** NET INCOME (LOSS)	(1,024,327.84)	(1,316,488.65)	292,160.81	22.2 %

**Carmel Area Wastewater District**  
**Budgeted Operating Exps.-Collections**  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 5*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	500,798.61	466,385.40	(34,413.21)	-7.4 %
TOTAL Salaries and Payroll Taxes	500,798.61	466,385.40	(34,413.21)	-7.4 %
Employee Benefits				
<i>Employee Benefits</i>	133,595.75	155,324.10	21,728.35	14.0 %
TOTAL Employee Benefits	133,595.75	155,324.10	21,728.35	14.0 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	59,498.71	36,887.56	(22,611.15)	-61.3 %
TOTAL Truck and Auto Expenses	59,498.71	36,887.56	(22,611.15)	-61.3 %
General and Administrative				
<i>General and Administrative</i>	46,922.50	75,000.03	28,077.53	37.4 %
TOTAL General and Administrative	46,922.50	75,000.03	28,077.53	37.4 %
Office Expense				
<i>Office Expense</i>	9,539.08	7,049.97	(2,489.11)	-35.3 %
TOTAL Office Expense	9,539.08	7,049.97	(2,489.11)	-35.3 %
Operating Supplies				
<i>Operating Supplies</i>	23,275.73	29,399.94	6,124.21	20.8 %
TOTAL Operating Supplies	23,275.73	29,399.94	6,124.21	20.8 %
Contract Services				
<i>Contract Services</i>	133,703.53	157,650.00	23,946.47	15.2 %
TOTAL Contract Services	133,703.53	157,650.00	23,946.47	15.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	72,962.65	333,625.06	260,662.41	78.1 %
TOTAL Repairs and Maintenance	72,962.65	333,625.06	260,662.41	78.1 %
Utilities				
<i>Utilities</i>	29,203.39	34,724.97	5,521.58	15.9 %
TOTAL Utilities	29,203.39	34,724.97	5,521.58	15.9 %
Travel and Meetings				
<i>Travel and Meetings</i>	2,628.12	12,303.72	9,675.60	78.6 %

***Carmel Area Wastewater District***  
***Budgeted Operating Exps.-Collections***  
*Year-to-Date Variance, March 2022 - current month, Consolidated by*  
*account, Department 5*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	2,628.12	12,303.72	9,675.60	78.6 %
Permits and Fees				
<i>Permits and Fees</i>	6,950.00	6,150.00	(800.00)	-13.0 %
TOTAL Permits and Fees	6,950.00	6,150.00	(800.00)	-13.0 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,706.44	3,335.03	1,628.59	48.8 %
TOTAL Memberships and Subscriptions	1,706.44	3,335.03	1,628.59	48.8 %
Safety				
<i>Safety</i>	14,933.64	11,107.53	(3,826.11)	-34.4 %
TOTAL Safety	14,933.64	11,107.53	(3,826.11)	-34.4 %
Other Expenses				
<i>Other Expense</i>	843.40	375.03	(468.37)	-124.9 %
TOTAL Other Expenses	843.40	375.03	(468.37)	-124.9 %
TOTAL Operating Expenses	1,036,561.55	1,329,318.34	292,756.79	22.0 %
***** OPERATING INCOME (LOSS)	(1,036,561.55)	(1,329,318.34)	292,756.79	22.0 %
***** NET INCOME (LOSS)	(1,036,561.55)	(1,329,318.34)	292,756.79	22.0 %
***** NET INCOME (LOSS)	(1,036,561.55)	(1,329,318.34)	292,756.79	22.0 %

**Carmel Area Wastewater District**  
**Budgeted Operating Exps.-Treatment**  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 6*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	885,000.75	877,534.65	(7,466.10)	-0.9 %
TOTAL Salaries and Payroll Taxes	885,000.75	877,534.65	(7,466.10)	-0.9 %
Employee Benefits				
<i>Employee Benefits</i>	179,192.42	338,554.38	159,361.96	47.1 %
TOTAL Employee Benefits	179,192.42	338,554.38	159,361.96	47.1 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,657.52	1,600.00	(57.52)	-3.6 %
TOTAL Truck and Auto Expenses	1,657.52	1,600.00	(57.52)	-3.6 %
General and Administrative				
<i>General and Administrative</i>	119,246.04	355,750.03	236,503.99	66.5 %
TOTAL General and Administrative	119,246.04	355,750.03	236,503.99	66.5 %
Office Expense				
<i>Office Expense</i>	8,008.66	19,724.94	11,716.28	59.4 %
TOTAL Office Expense	8,008.66	19,724.94	11,716.28	59.4 %
Operating Supplies				
<i>Operating Supplies</i>	265,810.00	283,044.06	17,234.06	6.1 %
TOTAL Operating Supplies	265,810.00	283,044.06	17,234.06	6.1 %
Contract Services				
<i>Contract Services</i>	201,919.11	301,299.94	99,380.83	33.0 %
TOTAL Contract Services	201,919.11	301,299.94	99,380.83	33.0 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	10,896.62	53,587.44	42,690.82	79.7 %
TOTAL Repairs and Maintenance	10,896.62	53,587.44	42,690.82	79.7 %
Utilities				
<i>Utilities</i>	223,501.43	290,249.91	66,748.48	23.0 %
TOTAL Utilities	223,501.43	290,249.91	66,748.48	23.0 %
Travel and Meetings				
<i>Travel and Meetings</i>	3,363.32	11,572.47	8,209.15	70.9 %

***Carmel Area Wastewater District***  
***Budgeted Operating Exps.-Treatment***  
***Year-to-Date Variance, March 2022 - current month, Consolidated by***  
***account, Department 6***

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	3,363.32	11,572.47	8,209.15	70.9 %
Permits and Fees				
<i>Permits and Fees</i>	23,733.00	35,000.00	11,267.00	32.2 %
TOTAL Permits and Fees	23,733.00	35,000.00	11,267.00	32.2 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	2,252.13	5,157.44	2,905.31	56.3 %
TOTAL Memberships and Subscriptions	2,252.13	5,157.44	2,905.31	56.3 %
Safety				
<i>Safety</i>	185.00	0.00	(185.00)	
TOTAL Safety	185.00	0.00	(185.00)	
Other Expenses				
<i>Other Expense</i>	0.00	1,500.03	1,500.03	100.0 %
TOTAL Other Expenses	0.00	1,500.03	1,500.03	100.0 %
TOTAL Operating Expenses	1,924,766.00	2,574,575.29	649,809.29	25.2 %
***** OPERATING INCOME (LOSS)	(1,924,766.00)	(2,574,575.29)	649,809.29	25.2 %
***** NET INCOME (LOSS)	(1,924,766.00)	(2,574,575.29)	649,809.29	25.2 %
***** NET INCOME (LOSS)	(1,924,766.00)	(2,574,575.29)	649,809.29	25.2 %

**Carmel Area Wastewater District**  
**Budgeted Operating Exps.-Administration**  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 7*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	505,914.65	469,217.71	(36,696.94)	-7.8 %
TOTAL Salaries and Payroll Taxes	505,914.65	469,217.71	(36,696.94)	-7.8 %
Employee Benefits				
<i>Employee Benefits</i>	90,014.35	112,901.40	22,887.05	20.3 %
TOTAL Employee Benefits	90,014.35	112,901.40	22,887.05	20.3 %
Director's Expenses				
<i>Director's Expenses</i>	15,263.55	24,725.00	9,461.45	38.3 %
TOTAL Director's Expenses	15,263.55	24,725.00	9,461.45	38.3 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	461.14	2,046.28	1,585.14	77.5 %
TOTAL Truck and Auto Expenses	461.14	2,046.28	1,585.14	77.5 %
General and Administrative				
<i>General and Administrative</i>	81,860.55	115,354.97	33,494.42	29.0 %
TOTAL General and Administrative	81,860.55	115,354.97	33,494.42	29.0 %
Office Expense				
<i>Office Expense</i>	17,852.81	13,050.03	(4,802.78)	-36.8 %
TOTAL Office Expense	17,852.81	13,050.03	(4,802.78)	-36.8 %
Operating Supplies				
<i>Operating Supplies</i>	1,163.35	1,350.00	186.65	13.8 %
TOTAL Operating Supplies	1,163.35	1,350.00	186.65	13.8 %
Contract Services				
<i>Contract Services</i>	50,566.81	66,228.82	15,662.01	23.6 %
TOTAL Contract Services	50,566.81	66,228.82	15,662.01	23.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	1,369.77	3,750.03	2,380.26	63.5 %
TOTAL Repairs and Maintenance	1,369.77	3,750.03	2,380.26	63.5 %
Utilities				
<i>Utilities</i>	18,308.00	17,301.06	(1,006.94)	-5.8 %



**Carmel Area Wastewater District**  
**Budgeted Operating Exps.-Administration**  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 7*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Utilities	18,308.00	17,301.06	(1,006.94)	-5.8 %
Travel and Meetings				
<i>Travel and Meetings</i>	3,227.17	12,525.03	9,297.86	74.2 %
TOTAL Travel and Meetings	3,227.17	12,525.03	9,297.86	74.2 %
Permits and Fees				
<i>Permits and Fees</i>	19,218.00	22,000.00	2,782.00	12.6 %
TOTAL Permits and Fees	19,218.00	22,000.00	2,782.00	12.6 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	23,555.05	24,062.50	507.45	2.1 %
TOTAL Memberships and Subscriptions	23,555.05	24,062.50	507.45	2.1 %
Safety				
<i>Safety</i>	861.83	1,325.00	463.17	35.0 %
TOTAL Safety	861.83	1,325.00	463.17	35.0 %
Other Expenses				
<i>Other Expense</i>	21,477.19	13,500.03	(7,977.16)	-59.1 %
TOTAL Other Expenses	21,477.19	13,500.03	(7,977.16)	-59.1 %
TOTAL Operating Expenses	851,114.22	899,337.86	48,223.64	5.4 %
***** OPERATING INCOME (LOSS)	(851,114.22)	(899,337.86)	48,223.64	5.4 %
***** NET INCOME (LOSS)	(851,114.22)	(899,337.86)	48,223.64	5.4 %
***** NET INCOME (LOSS)	(851,114.22)	(899,337.86)	48,223.64	5.4 %

**Carmel Area Wastewater District**  
**Budgeted Operating Exps.-Reclamation**  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 8*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	473,859.16	458,546.11	(15,313.05)	-3.3 %
TOTAL Salaries and Payroll Taxes	473,859.16	458,546.11	(15,313.05)	-3.3 %
Director's Expenses				
Director's Expenses	700.00	666.00	(34.00)	-5.1 %
TOTAL Director's Expenses	700.00	666.00	(34.00)	-5.1 %
General and Administrative				
General and Administrative	21,949.70	0.00	(21,949.70)	
TOTAL General and Administrative	21,949.70	0.00	(21,949.70)	
Office Expense				
Office Expense	23.79	0.00	(23.79)	
TOTAL Office Expense	23.79	0.00	(23.79)	
Operating Supplies				
Operating Supplies	702.64	6,374.97	5,672.33	89.0 %
TOTAL Operating Supplies	702.64	6,374.97	5,672.33	89.0 %
Contract Services				
Contract Services	866.73	0.00	(866.73)	
TOTAL Contract Services	866.73	0.00	(866.73)	
Repairs and Maintenance				
Repairs and Maintenance	8,038.57	3,224.97	(4,813.60)	-149.3 %
TOTAL Repairs and Maintenance	8,038.57	3,224.97	(4,813.60)	-149.3 %
Utilities				
Utilities	43.66	0.00	(43.66)	
TOTAL Utilities	43.66	0.00	(43.66)	
Safety				
Safety	0.00	1,125.00	1,125.00	100.0 %
TOTAL Safety	0.00	1,125.00	1,125.00	100.0 %
TOTAL Operating Expenses	506,184.25	469,937.05	(36,247.20)	-7.7 %

***Carmel Area Wastewater District***  
***Budgeted Operating Exps.-Reclamation***  
*Year-to-Date Variance, March 2022 - current month, Consolidated by  
account, Department 8*

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
***** OPERATING INCOME (LOSS)	(506,184.25)	(469,937.05)	(36,247.20)	-7.7 %
***** NET INCOME (LOSS)	(506,184.25)	(469,937.05)	(36,247.20)	-7.7 %
***** NET INCOME (LOSS)	(506,184.25)	(469,937.05)	(36,247.20)	-7.7 %

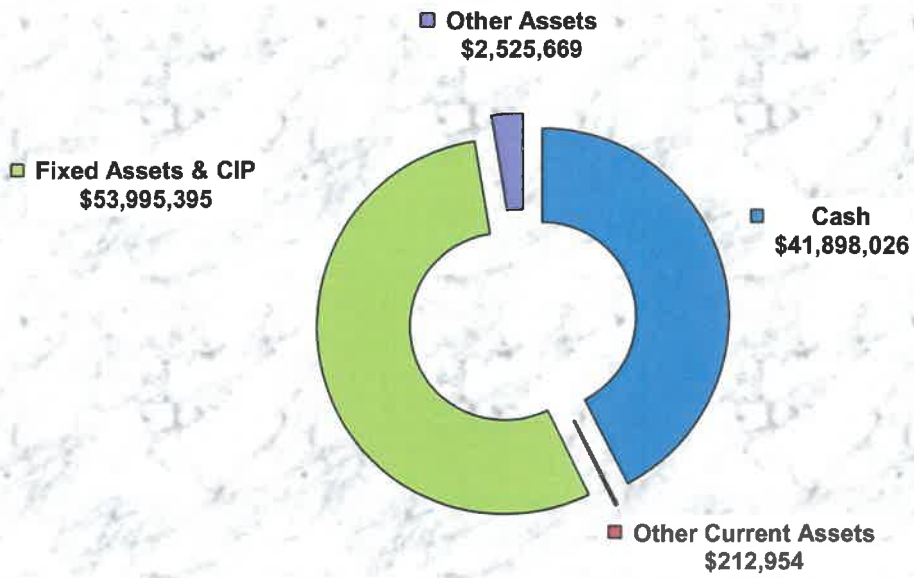
***Carmel Area Wastewater District***  
***Budgeted Income Stmt.-Waste to Energy***  
***Year-to-Date Variance, March 2022 - current month, Consolidated by***  
***account, Department 9***

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	2,211.20	3,750.03	(1,538.83)	-41.0 %
TOTAL Income	<u>2,211.20</u>	<u>3,750.03</u>	<u>(1,538.83)</u>	-41.0 %
*****	<u>2,211.20</u>	<u>3,750.03</u>	<u>(1,538.83)</u>	-41.0 %
***** OPERATING INCOME	<u>2,211.20</u>	<u>3,750.03</u>	<u>(1,538.83)</u>	-41.0 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,088.43	807.75	(280.68)	-34.7 %
TOTAL Salaries and Payroll Taxes	<u>1,088.43</u>	<u>807.75</u>	<u>(280.68)</u>	-34.7 %
Operating Supplies				
Operating Supplies	0.00	3,750.03	3,750.03	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>3,750.03</u>	<u>3,750.03</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	840.00	2,250.00	1,410.00	62.7 %
TOTAL Repairs and Maintenance	<u>840.00</u>	<u>2,250.00</u>	<u>1,410.00</u>	62.7 %
Permits and Fees				
Permits and Fees	0.00	7,200.00	7,200.00	100.0 %
TOTAL Permits and Fees	<u>0.00</u>	<u>7,200.00</u>	<u>7,200.00</u>	100.0 %
TOTAL Operating Expenses	<u>1,928.43</u>	<u>14,007.78</u>	<u>12,079.35</u>	86.2 %
***** OPERATING INCOME (LOSS)	<u>282.77</u>	<u>(10,257.75)</u>	<u>10,540.52</u>	102.8 %
***** NET INCOME (LOSS)	<u>282.77</u>	<u>(10,257.75)</u>	<u>10,540.52</u>	102.8 %
***** NET INCOME (LOSS)	<u>282.77</u>	<u>(10,257.75)</u>	<u>10,540.52</u>	102.8 %

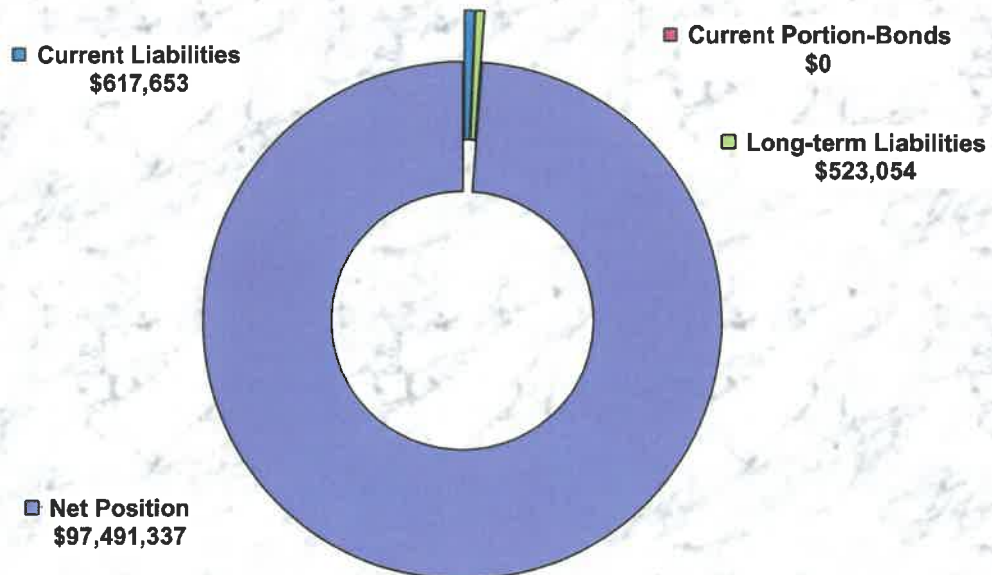
***Carmel Area Wastewater District***  
***Budgeted Income Stmt.-Brine Disposal***  
***Year-to-Date Variance, March 2022 - current month, Consolidated by***  
***account, Department 10***

	<i>9 Months Ended March 31, 2022</i>	<i>9 Months Ended March 31, 2022 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	79,516.27	59,249.97	20,266.30	34.2 %
TOTAL Income	<u>79,516.27</u>	<u>59,249.97</u>	<u>20,266.30</u>	34.2 %
*****	<u>79,516.27</u>	<u>59,249.97</u>	<u>20,266.30</u>	34.2 %
***** OPERATING INCOME	<u>79,516.27</u>	<u>59,249.97</u>	<u>20,266.30</u>	34.2 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,180.79	1,211.22	30.43	2.5 %
TOTAL Salaries and Payroll Taxes	<u>1,180.79</u>	<u>1,211.22</u>	<u>30.43</u>	2.5 %
Office Expense				
Office Expense	0.00	18.72	18.72	100.0 %
TOTAL Office Expense	<u>0.00</u>	<u>18.72</u>	<u>18.72</u>	100.0 %
Operating Supplies				
Operating Supplies	0.00	900.00	900.00	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>900.00</u>	<u>900.00</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	820.31	1,875.06	1,054.75	56.3 %
TOTAL Repairs and Maintenance	<u>820.31</u>	<u>1,875.06</u>	<u>1,054.75</u>	56.3 %
TOTAL Operating Expenses	<u>2,001.10</u>	<u>4,005.00</u>	<u>2,003.90</u>	50.0 %
***** OPERATING INCOME (LOSS)	<u>77,515.17</u>	<u>55,244.97</u>	<u>22,270.20</u>	40.3 %
***** NET INCOME (LOSS)	<u>77,515.17</u>	<u>55,244.97</u>	<u>22,270.20</u>	40.3 %
***** NET INCOME (LOSS)	<u>77,515.17</u>	<u>55,244.97</u>	<u>22,270.20</u>	40.3 %

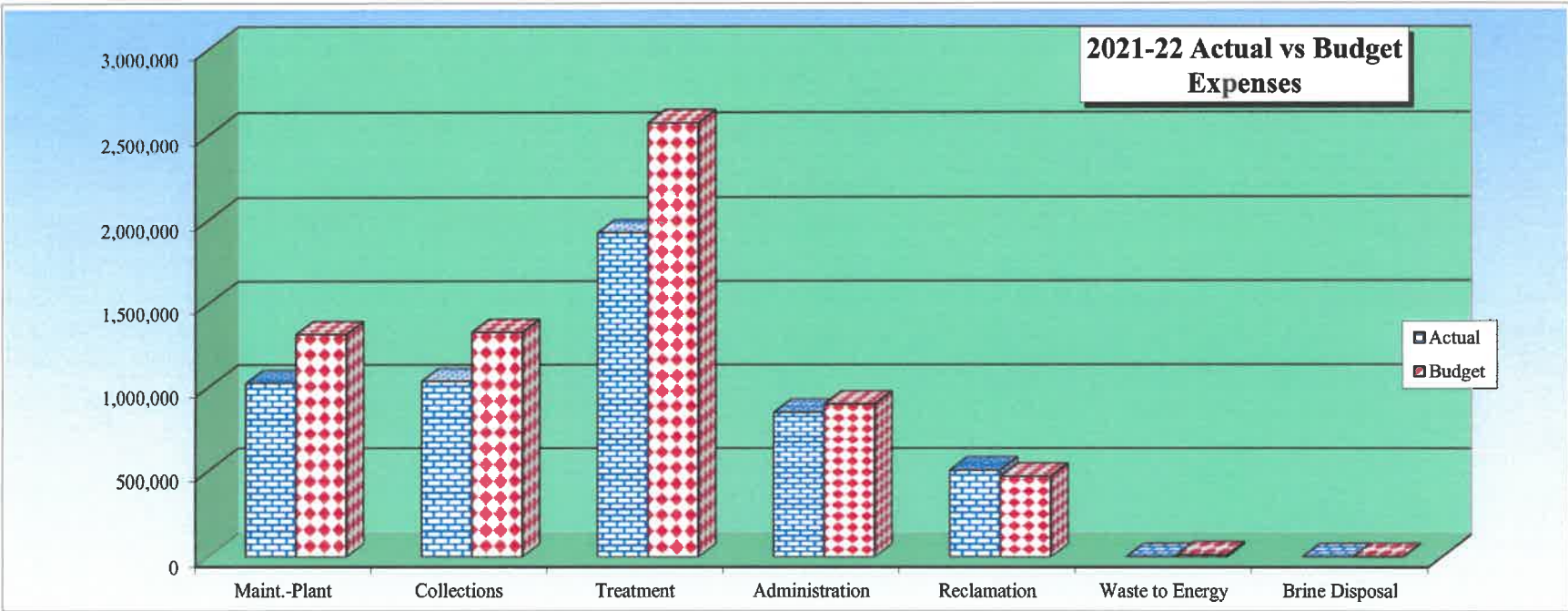
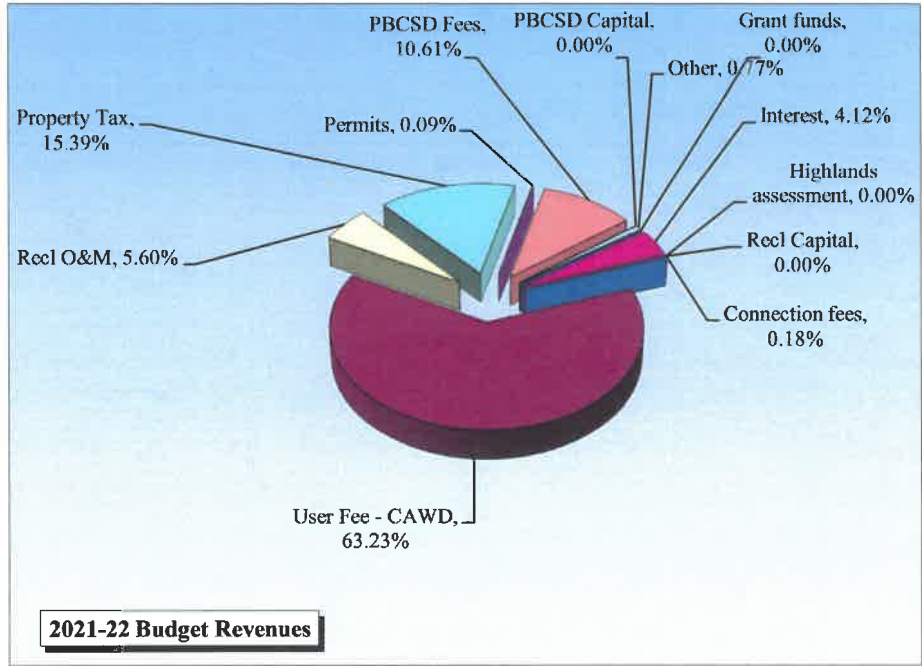
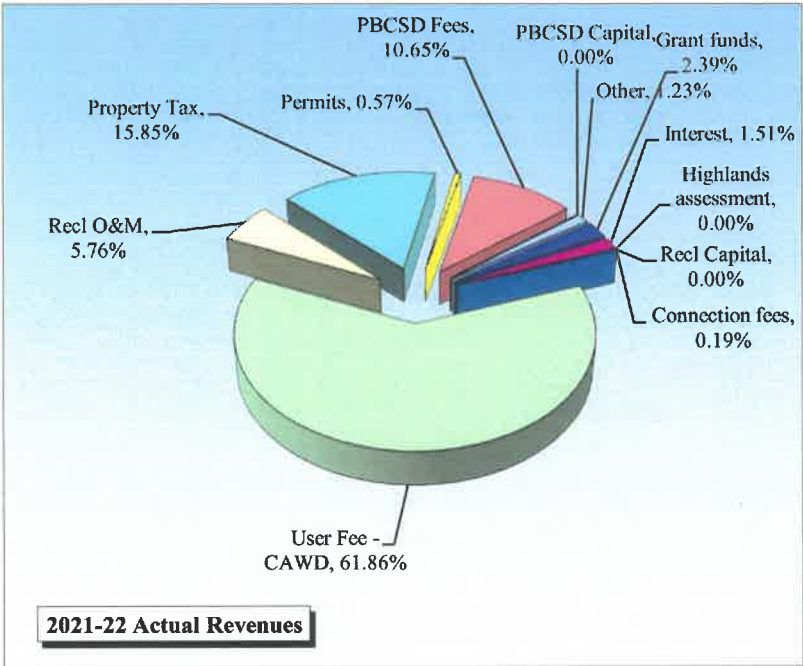
### Assets - March 31, 2022



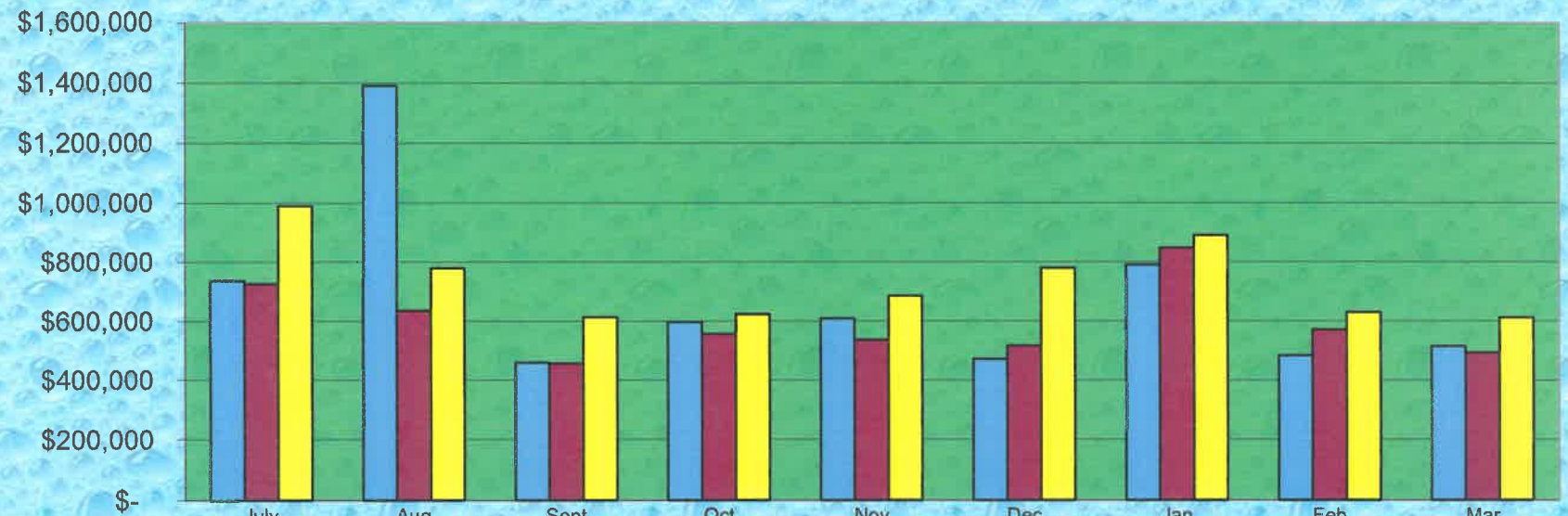
### Liabilities - March 31, 2022







### Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
■ FY 20-21	\$736,364	\$1,391,166	\$459,665	\$597,145	\$609,524	\$472,000	\$790,837	\$484,440	\$516,146
■ FY 21-22	\$726,464	\$636,022	\$457,080	\$557,531	\$537,313	\$518,130	\$848,165	\$571,858	\$494,319
■ CY Budget	\$990,490	\$779,712	\$614,378	\$623,848	\$685,836	\$779,103	\$891,642	\$630,061	\$612,603

**Carmel Area Wastewater District  
Capital Expenditures  
2021-22**

	BEG BAL	MAR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CAPITAL PURCHASES</u></b>						
<b><u>Admin</u></b>						
		0	0	0	0	NA
		0	0	0	0	NA
<b><u>Collections</u></b>						
Dougherty Place sewer replacement		87,412	87,412	87,412	0	#DIV/0!
		0	0	0	0	NA
<b><u>Treatment</u></b>						
		0	0	0	0	NA
		0	0	0	0	NA
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<b><i>Total Capital Purchases 21-22</i></b>		<b>87,412</b>	<b>87,412</b>	<b>87,412</b>	<b>0</b>	<b>#DIV/0!</b>

**Carmel Area Wastewater District  
Capital Expenditures  
2021-22**

	BEG BAL	MAR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CIP PROJECTS</u></b>						
<b><u>Administration</u></b>						
<b><u>Collections</u></b>						
Construction of new Gravity Sewer Line-Carmel Meadows	364,551	0	101,212	465,763	150,000	67.47%
Upper Rancho Canada Pipe Relocation	188,587	17,691	1,570,918	1,759,506	1,760,000	89.26%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	80,276	10,280	91,405	171,682	1,200,000	7.62%
Bay/Scenic Pump Station Rehab	6,727	480	24,165	30,892	250,000	9.67%
Pescadero Creek Area Pipe Rehab	0	8,893	71,715	71,715	450,000	15.94%
<b><u>Treatment</u></b>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<b><i>Total CIP Projects 21-22</i></b>	<b>640,321</b>	<b>37,344</b>	<b>1,859,416</b>	<b>2,499,737</b>	<b>3,810,000</b>	<b>48.80%</b>

**Carmel Area Wastewater District**  
**Capital Expenditures**  
**2021-22**

	BEG BAL	MAR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><i>LONG TERM CIP PROJECTS</i></b>						
<b><u>Treatment</u></b>						
Microturbine/Gas Conditioning System	55,115	0	0	55,115	150,000	NA
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 4%)	896,671	771,395	2,700,131	3,596,802	5,000,000	54.00%
WWTP Perimeter Tree Planting	2,897	0	2,123	5,020	60,000	3.54%
Critical Process Flood Adaptations (RECL 30%)	21,788	0	0	21,788	50,000	NA
Aeration Basin Improvements	9,030	0	8,302	17,332	0	NA
Ops Building Basement Bathroom	8,245	0	10,505	18,749	0	NA
RECL share	(39,135)	(30,856)	(108,006)	(147,141)	(200,000)	54.00%
PBCSD share (1/3 of cost)	(318,204)	(246,846)	(871,018)	(1,189,221)	(1,686,667)	51.64%
<b><i>Total Long Term CIP Projects 21-22</i></b>	<b>636,407</b>	<b>493,693</b>	<b>1,742,036</b>	<b>2,378,443</b>	<b>3,373,333</b>	<b>51.64%</b>
<b>Total Capital (net of RECL and PBCSD)</b>	<b>1,276,728</b>	<b>618,449</b>	<b>3,688,864</b>	<b>4,965,592</b>	<b>7,183,333</b>	<b>51.35%</b>

**Carmel Area Wastewater District  
Variance Analysis  
2021-22**

**YTD Actual/  
YTD Budget  
Variance**

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**Maintenance - Plant**

Office Expense	-118.20%	Office supplies underbudgeted. Furniture and fixtures unbudgeted. Small dollar amounts.
Permits and Fees	-29.50%	Mo. Bay Air Resources District permits underbudgeted. Small dollar amounts.
Safety	-55.70%	Supplies, boots and gear underbudgeted. Fire extinguisher service unbudgeted.

**Collections**

Salaries and Payroll Taxes	-7.40%	Slightly underbudgeted.
Truck and Auto Expenses	-61.30%	Gas, diesel, repairs and vehicle accessories underbudgeted.
Office Expense	-35.30%	Computers and equipment underbudgeted.
Permits and Fees	-13.00%	Slightly underbudgeted. Small dollar amounts.
Safety	-34.40%	Timing of training. Supplies underbudgeted.
Other Expense	-124.90%	Recruiting unbudgeted. Small dollar amounts.

**Administration**

Salaries and Payroll Taxes	-7.80%	Slightly underbudgeted.
Office Expense	-36.80%	District codifications unbudgeted. Furnishings and supplies underbudgeted.
Utilities	-5.80%	Natural gas underbudgeted.
Other Expense	-59.10%	Rate payer claims unbudgeted.

**Waste to Energy**

Salaries and Payroll Taxes	-34.70%	Timing of salaries. Small dollar amounts.
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**District Obligations:**

1) 2004 Highlands Project Bond Proceeds \$3,057,165 - Balance \$585,000



**Carmel Area Wastewater District  
2021-22 Resolutions Amending the Budget**

<b>Resolution #</b>	<b>Description</b>	<b>Budgeted</b>	<b>Amendment</b>	<b>Spent To Date</b>
	No budget amendments to date.	\$ -	\$ -	\$ -
	<b>Total To Date</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# STAFF REPORT



TO: Board of Directors  
 FROM: Daryl Lauer, Collection Superintendent  
 DATE: April 28, 2022  
 SUBJECT: Monthly Report – March

## RECOMMENDATION

Receive Report- Informational only; no action required.

### Permits Issued

Sewer Lateral Permits issued in March .....	24
Total Fees .....	\$3,840.00

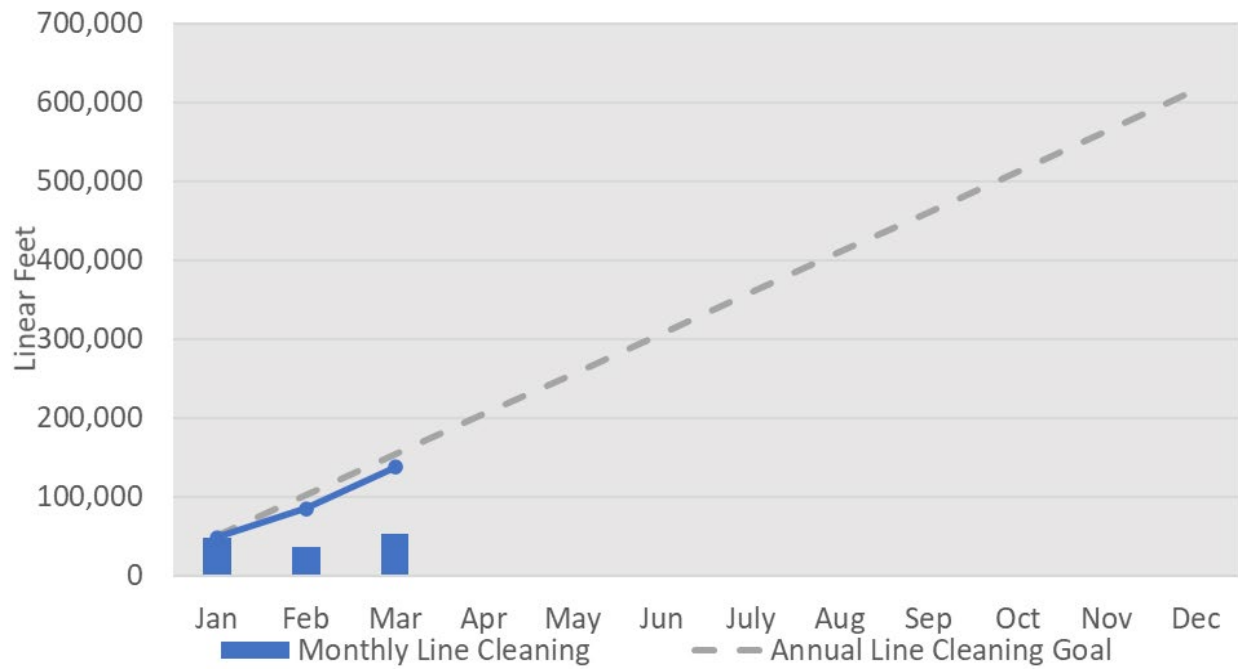
### Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 52,215 feet of sewer lines cleaned, 16,601 feet of CCTV inspections and no manhole inspections were performed during the month of March.

### Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
March	52,215 ft.	12.70%	6 – 27 inches
February	36,470 ft.	8.87%	6 – 12 inches
January	48,711 ft.	11.84%	6 – 27 inches

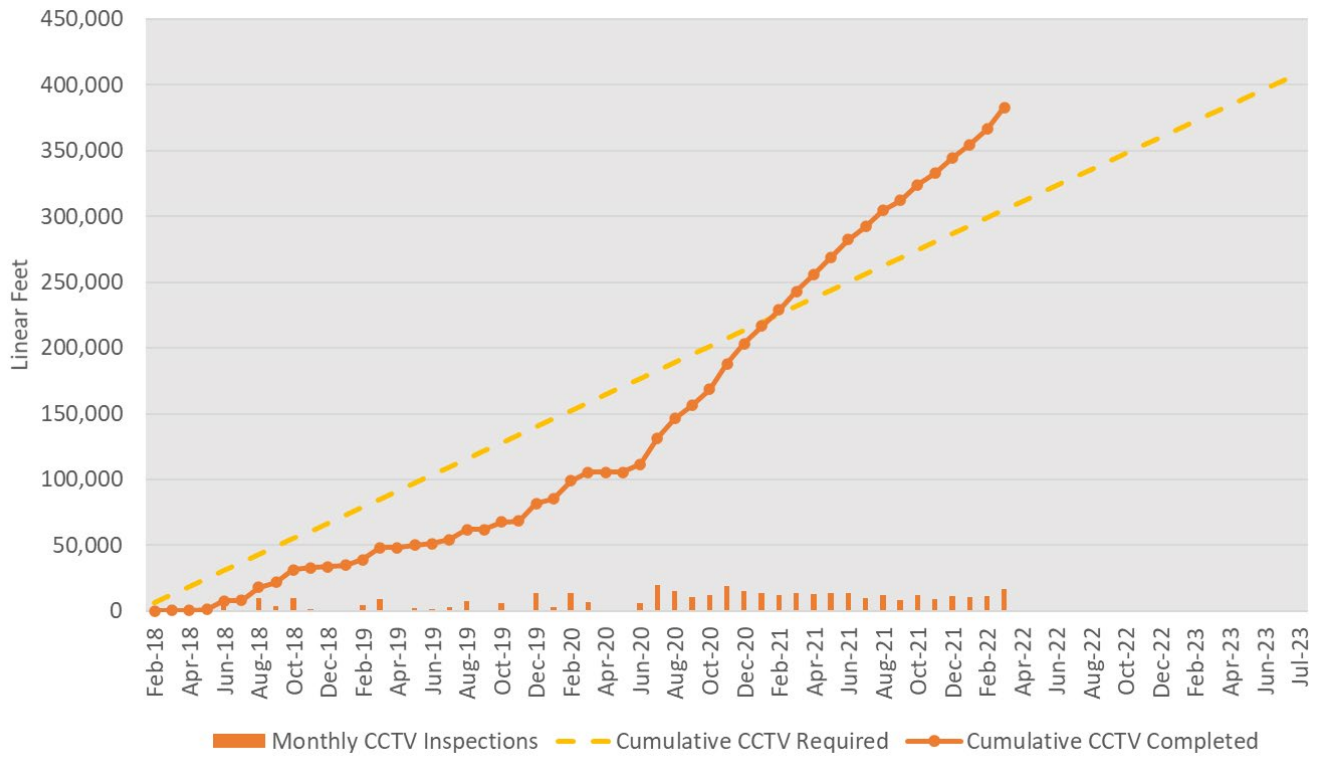
**Annual Line Cleaning Graph**



**Line Cleaning Table**

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	137,396	477,604

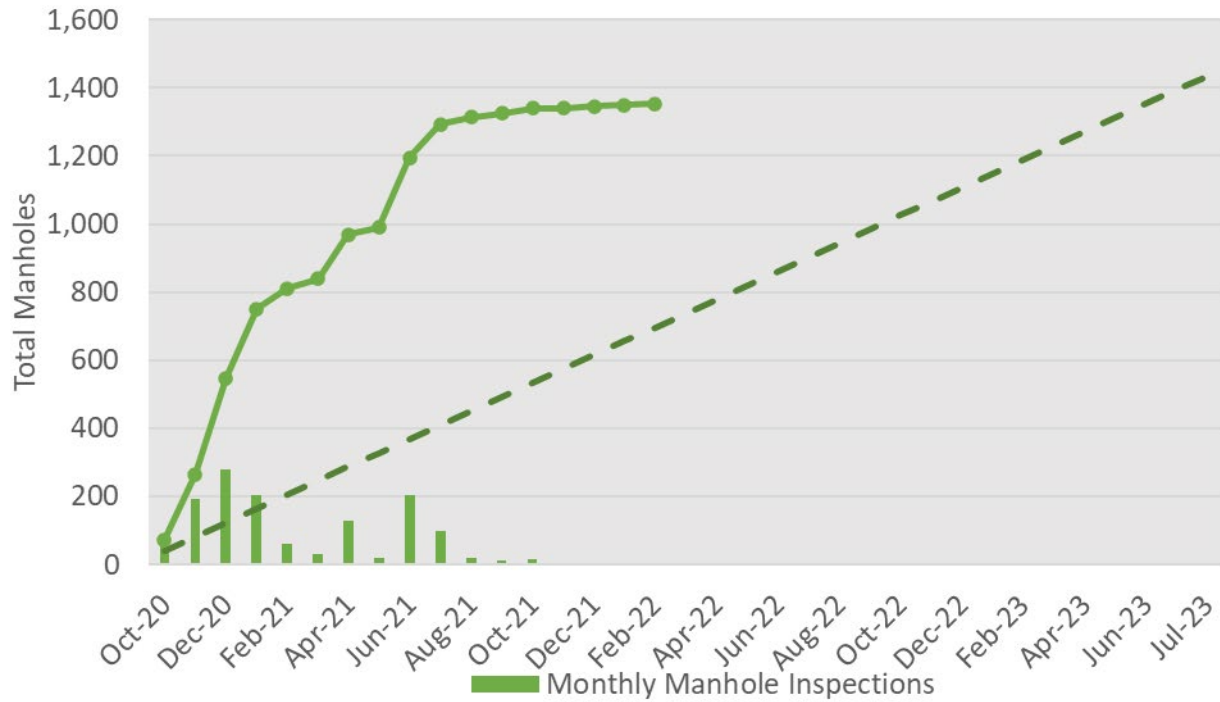
**CCTV Progress Graph (River Watch Settlement Agreement Target)**



**CCTV Table**

<b>Total Required amount (Linear Feet)</b>	<b>Cumulative Complete (Linear Feet)</b>	<b>Remaining (Linear Feet)</b>
408,672	382,879	25,793

**Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)**



**Manhole Inspection Table**

<b>Total Required Amount (Manholes)</b>	<b>Actual Complete (Manholes)</b>	<b>Remaining (Manholes)</b>
1428	1353	75

**Construction Activities**

- N/A

**Staff Development**

- Staff completed several in-person tail gate trainings.

**Service calls responded to by crew**

<b>Date</b>	<b>Time</b>	<b>Callout</b>	<b>Resolution</b>
3/10/2022	2:20 PM	Odor Complaint	Called by homeowner for an odor coming from their dishwasher. Staff found no problems in the main line or lateral. Staff informed owner there could be a possible problem in the internal plumbing of the house and if the problem persisted to call a plumber of their choice.
3/11/2022	2:45 PM	Grinder Vault High Level	Called to Highlands Pump Station for a high-level alarm on the grinder vault. Staff found a build up of rags in the vault, which triggered the high- level alarm. Staff cleared the vault of the rags.

USA Location Requests – 121

Plumbing permit inspections – 25

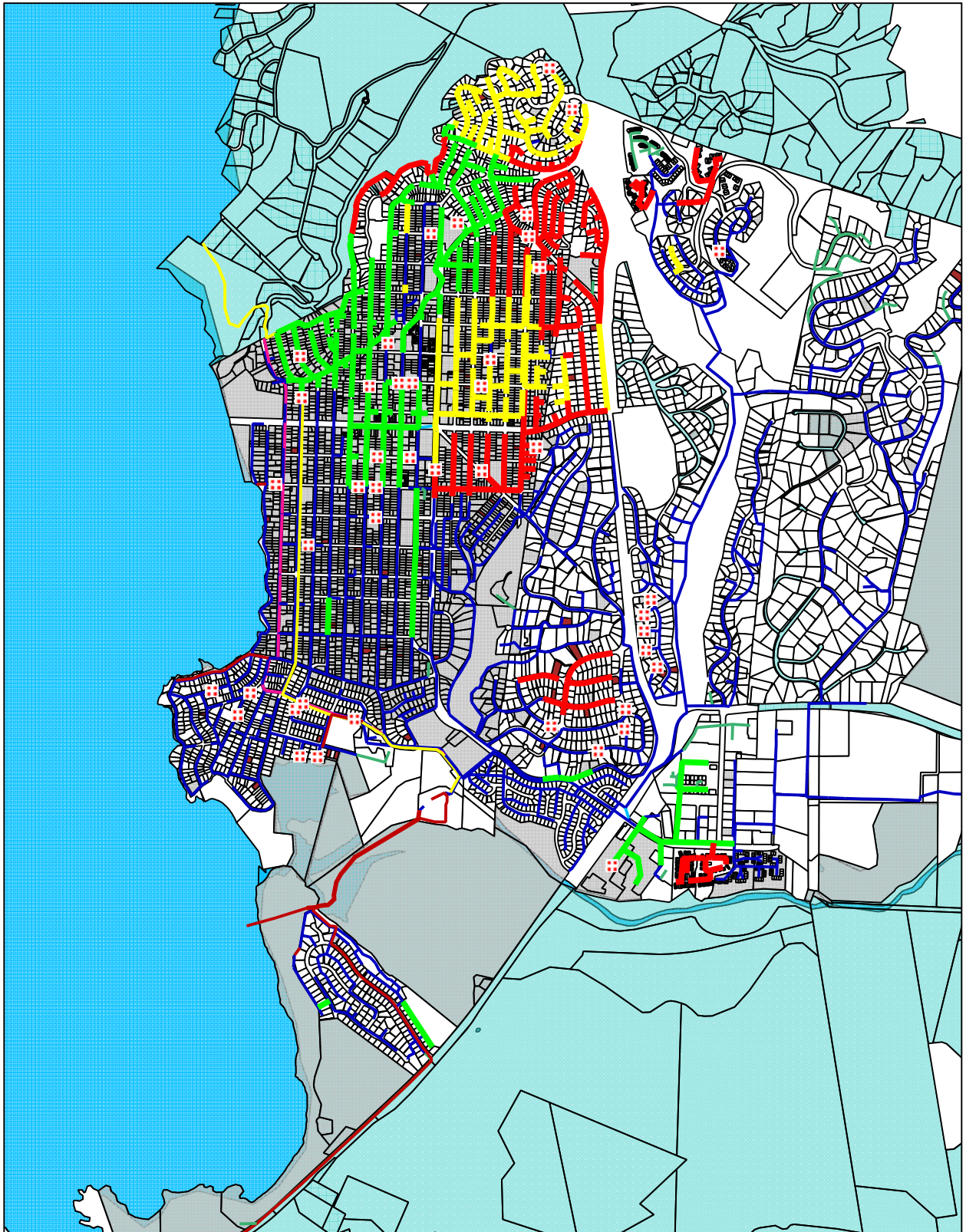
Private Sewer Lateral Compliance Certificates Issued – 19

**FUNDING**

N/A

March (Red) 52,215 feet  
February (Yellow) 36,470 feet  
January (Green) 48,711 feet

### Monthly Cleaning Map



**RedZone**  
ROBOTICS

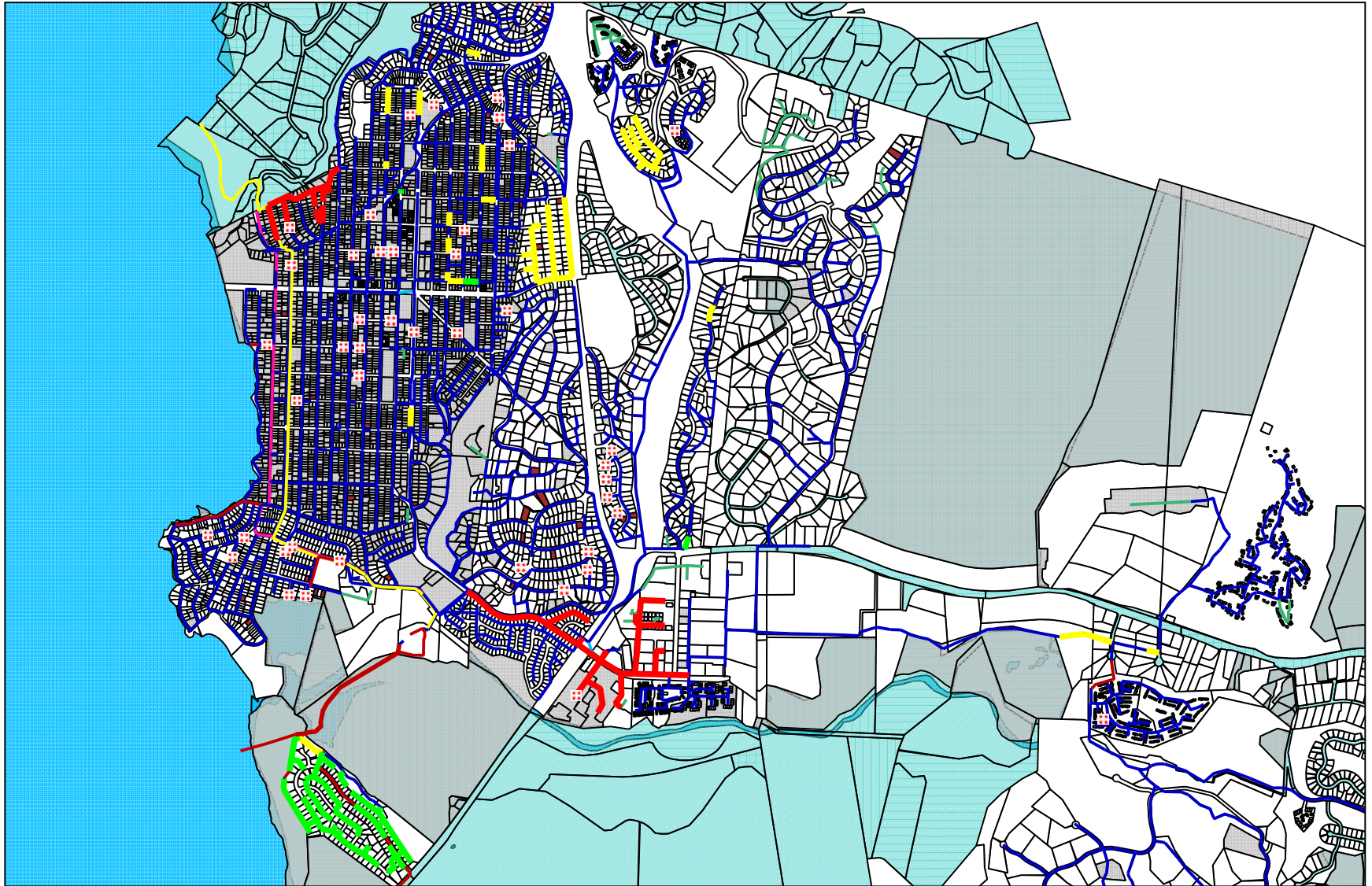
4/6/2022





March (Red) 16,601 feet  
February (Yellow) 11,627 feet  
January (Green) 10,382 feet

Monthly CCTV Map



RedZone<sup>®</sup>  
ROBOTICS

4/6/2022



# STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and  
Regulatory Compliance Administrator  
(S/C Admin Dias)

Date: April 28, 2022

Subject: Monthly Safety Report (for March 2022)



## RECOMMENDATION

Receive Report- Informational only; no action required

## DISCUSSION

### Safety & Training

- **March 3- Updated COVID policies.** S/C Admin Dias gave a presentation on the latest updated COVID guidance from the California Department of Public Health (CDPH) and the California Occupational Safety & Health Administration (Cal/OSHA). CAWD adopted the updated guidance for vaccinated employees. CAWD policies for unvaccinated employees remained unchanged.
- **March 16- Mosquito Abatement.** With the arrival of an early and warmer than normal spring, S/C Admin Dias gave a presentation on mosquito abatement. Local mosquito species cannot reproduce during typical winter temperatures. But given the combination of early springtime temperatures and standing water from rains, the potential for mosquito breeding was increased. While rare, West Nile and bird flu viruses have been found in Monterey County. Emphasis was placed on pumping out sumps and vaults with standing water. If infestations were found, they can be eliminated with mosquito dunks and pellets which are in stock at the plant. If an otherwise healthy-looking bird was found dead at the plant, it should be safely bagged and given to the Mosquito Abatement District. The Mosquito Abatement District will have them tested for West Nile and bird flu pathogens as a free service.
- **March 23- Life Ring Demonstration.** Charles DayEngel, Operator II, gave a presentation on the use of life rings.

There are a total of ten basins and clarifiers at the plant. In the unlikely event that a worker fell into any of these, the first response would be to deploy a life ring. Life rings are permanently housed at each of these locations. Tips on how to use/throw a life ring were provided. Staff shared other tips including the use of poles and identifying the shortest path to pull the victim to a secure handhold.

- **March 30- Back Injury Prevention.** S/C Admin Dias gave a presentation on tips to prevent back injuries. It was emphasized that over 90% of back injuries are cumulative, not sudden. This means that ongoing/daily mindfulness and techniques are critical instead of just paying attention only when performing the occasional heavy lift. Demonstrations and pictures of proper technique were provided.

### Ongoing Safety Improvements

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

- **Update of CAWD COVID Response Plan and Policies.** Following the January and February release of updated guidance from CDPH and Cal/OSHA, the District's COVID Response Plan and supporting documents were formally updated to incorporate the guidance. A presentation summarizing these updates was given to the District's Board of Directors on March 31. During the meeting the Board recommended some minor edits for clarity.
- **Removal of Trip Hazards.** Numerous trip hazards had been noted at eight locations throughout the plant. Most of these hazards were located where old equipment was previously anchored to the concrete. When the old equipment was removed, the steel mounting studs/anchors were either left in place or not cut flush down to the concrete. Other hazards were caused by uneven concrete. Safety cones or reflective markers were being used where practical. Contracted mechanics are occasionally brought in to perform a wide variety of tasks. As time allowed between their more critical tasks, they were directed to grind off the studs and/or level the surfaces. S/C Admin Dias finished three remaining areas.
- **Potassium hydroxide (KOH) dosing system improvements.** After the chemical exposure incident in December, a series of improvements were begun on the KOH dosing system(s). Many specialty parts were needed. The improvements were finalized in March. Key upgrades included: old valves and piping were replaced with highly chemical resistant materials; (2) old, glued fittings and connections were replaced with heat-fused fittings and connections. These are also less brittle and can flex under stress; (3) an older, leaking pump system was taken out of service.

## Tours and Outreach

- **Tours.** Tours remain on hold. During a recent management discussion, it was decided that so many areas of the plant were impacted by Phase II construction activities that a meaningful tour could not be safely given.

## Injuries; First Aid Incidents; Workers Compensation Claims

There were no first aid injuries or Workers' Compensation cases in March. The employee with the foot injury (as reported in February's report) remained on restricted duty for the entire month (23 working days). The tracking matrix below reflects data up to March 31.

	<b>Work Related Injuries and Illnesses for 2022 Reporting Year</b>				
<b>TYPE</b>	<b>New Incidents (Month)</b>	<b>Total Incidents (Year)</b>	<b>Total Days Away from Work (Year)</b>	<b>Total Days of Job Restriction (Year)</b>	<b>Cumulative days lost (Year)</b>
<b>OSHA Injuries</b>	0	1	1	38	1
<b>OSHA Illnesses</b>	0	0	0	0	0
<b>Other WC Claims</b>	0	0	0	0	0
<b>First Aid (non-OSHA)</b>	0	0	0	0	0

## **FUNDING**

N/A- Informational item only

# Wastewater Treatment Facility Operations Report

Report for: March 2022	HYDRAULIC LOADINGS					2022 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.496	0.758	0.681	0.893	68.243	71.40	219.00
PBCSD Flow	10.934	0.353	0.295	0.424	31.757	35.03	107.46
<b>Total Plant Flow</b>	<b>34.430</b>	<b>1.111</b>	<b>0.976</b>	<b>1.317</b>	<b>100.00</b>	<b>106.43</b>	<b>326.47</b>
Tertiary Flow	27.006	0.965	0.333	1.198	78.437	74.97	229.96
Ocean Discharge	6.519	0.210	0.108	0.960	18.934	32.05	98.31
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2022)	74.97MG (229.96acre-ft.)
Total Lifetime Reclamation Production (94-22)	8.97 BG (27.53 K acre-ft.)
12 Month Rolling Total Reclamation Production	359.65 MG (1103.76 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Mar'22 kWh	Price per kWh	Mar'22	Feb'22	Jan'22	Dec'21
Secondary	89,062.00	\$ 0.197	\$ 17,535.45	\$ 15,984.77	\$ 11,880.60	\$ 16,980.55
Blowers	54,171.04	\$ 0.179	\$ 9,692.95	\$ 6,357.66	\$ 9,456.60	\$ 9,227.58
<b>CAWD Total</b>	<b>143,233.04</b>		<b>\$ 27,228.40</b>	<b>\$ 22,342.43</b>	<b>\$ 21,337.20</b>	<b>\$ 26,208.13</b>
Tertiary	86,548.72	\$ 0.193	\$ 16,666.66	\$ 14,522.02	\$ 16,423.59	\$ 14,959.99
MF/RO	85,639.00	\$ 0.222	\$ 19,014.22	\$ 19,657.48	\$ 17,709.53	\$ 25,021.75
<b>Reclaim Total</b>	<b>172,187.72</b>		<b>\$ 35,680.88</b>	<b>\$ 34,179.50</b>	<b>\$ 34,133.12</b>	<b>\$ 39,981.74</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 16,675.12</b>	<b>Reclamation Total</b>		<b>\$ 46,234.16</b>

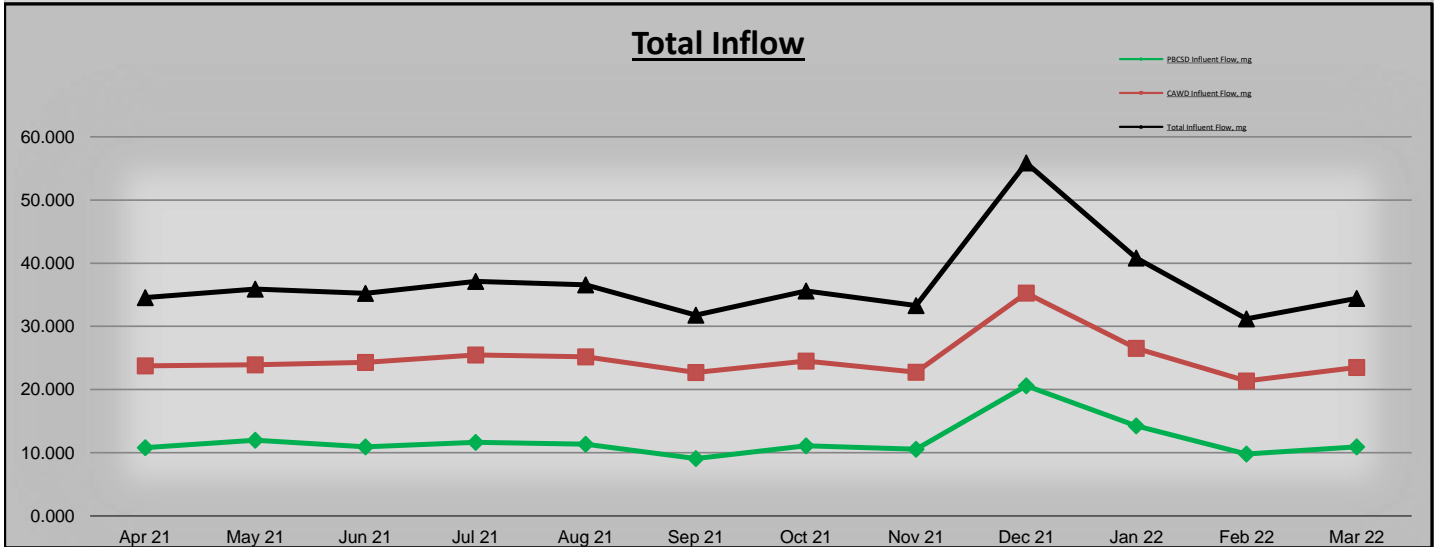
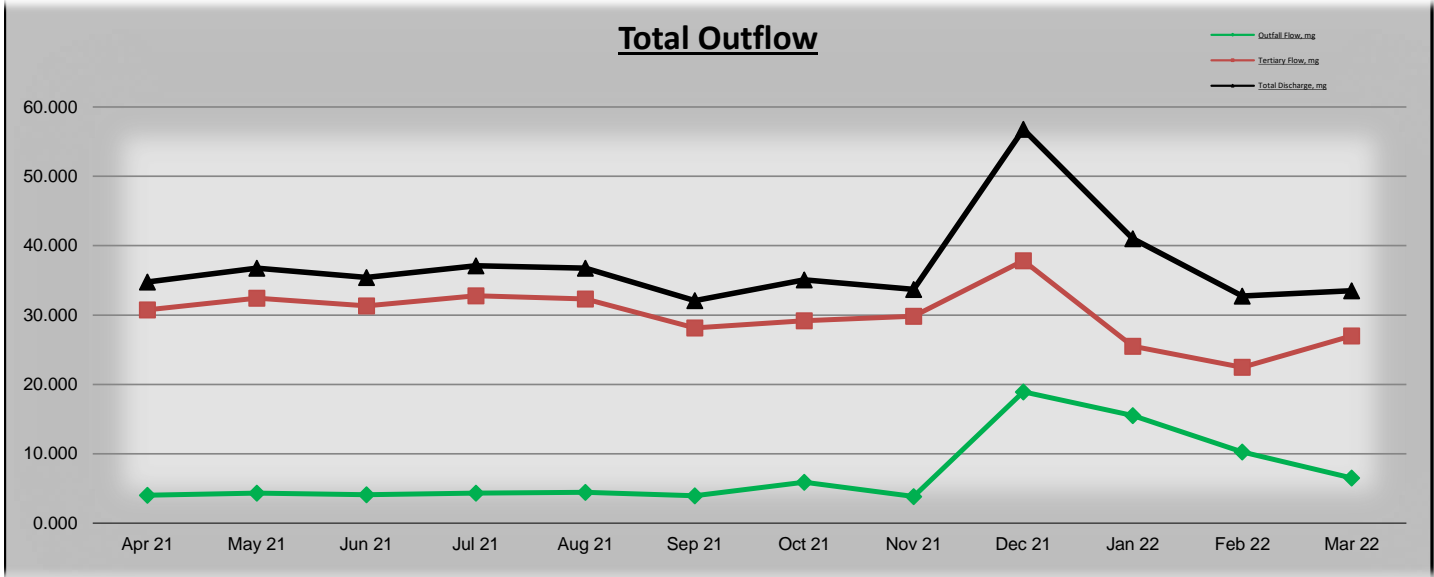
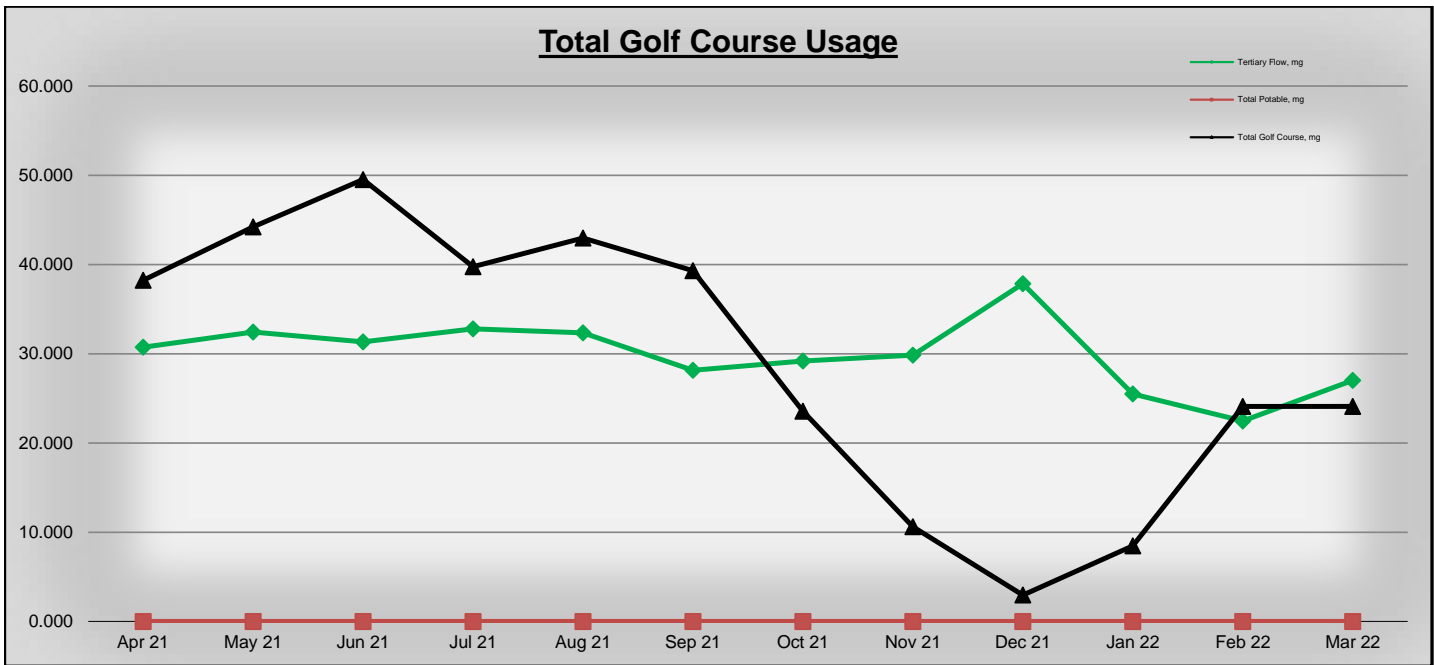
## kW-h Per Acre Foot

	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	1409.48	N/A	N/A	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	2190.20	N/A	N/A	N/A

## MICROTURBINE SUMMARY

Month	Mar '22 kW-h	Feb'22	Jan '22	Dec '21	Accumulated Totals
Production, kW-h	24,427	22,570	18,128	0	1,225,671.00

(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: February 2022	HYDRAULIC LOADINGS					2022 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	21.369	0.763	0.711	0.828	68.510	47.90	146.93
PBCSD Flow	9.822	0.351	0.315	0.453	31.490	24.10	73.92
<b>Total Plant Flow</b>	<b>31.191</b>	<b>1.114</b>	<b>1.026</b>	<b>1.281</b>	<b>100.00</b>	<b>72.00</b>	<b>220.85</b>
Tertiary Flow	22.463	0.832	0.000	1.121	72.018	47.96	147.12
Ocean Discharge	10.278	0.367	0.106	0.916	32.952	25.53	78.31
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

### TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2022)	47.96MG (147.12acre-ft.)
Total Lifetime Reclamation Production (94-22)	8.94 BG (27.45 K acre-ft.)
12 Month Rolling Total Reclamation Production	346.48 MG (1063.33 acre-ft.)

### ELECTRICAL COSTS

Monthly Totals	Feb'22 kWh	Price per kWh	Feb'22	Jan'22	Dec'21	Nov'21
Secondary	95,502.00	\$ 0.167	\$ 15,984.77	\$ 11,880.60	\$ 16,980.55	\$ 11,680.56
Blowers	57,377.44	\$ 0.111	\$ 6,357.66	\$ 9,456.60	\$ 9,227.58	\$ 10,158.54
<b>CAWD Total</b>	<b>152,879.44</b>		<b>\$ 22,342.43</b>	<b>\$ 21,337.20</b>	<b>\$ 26,208.13</b>	<b>\$ 21,839.10</b>
Tertiary	74,567.44	\$ 0.195	\$ 14,522.02	\$ 16,423.59	\$ 14,959.99	\$ 15,275.57
MF/RO	89,935.00	\$ 0.219	\$ 19,657.48	\$ 17,709.53	\$ 25,021.75	\$ 19,507.16
<b>Reclaim Total</b>	<b>164,502.44</b>		<b>\$ 34,179.50</b>	<b>\$ 34,133.12</b>	<b>\$ 39,981.74</b>	<b>\$ 34,782.73</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 12,486.54</b>	<b>Reclamation Total</b>		<b>\$ 44,035.39</b>

### kW-h Per Acre Foot

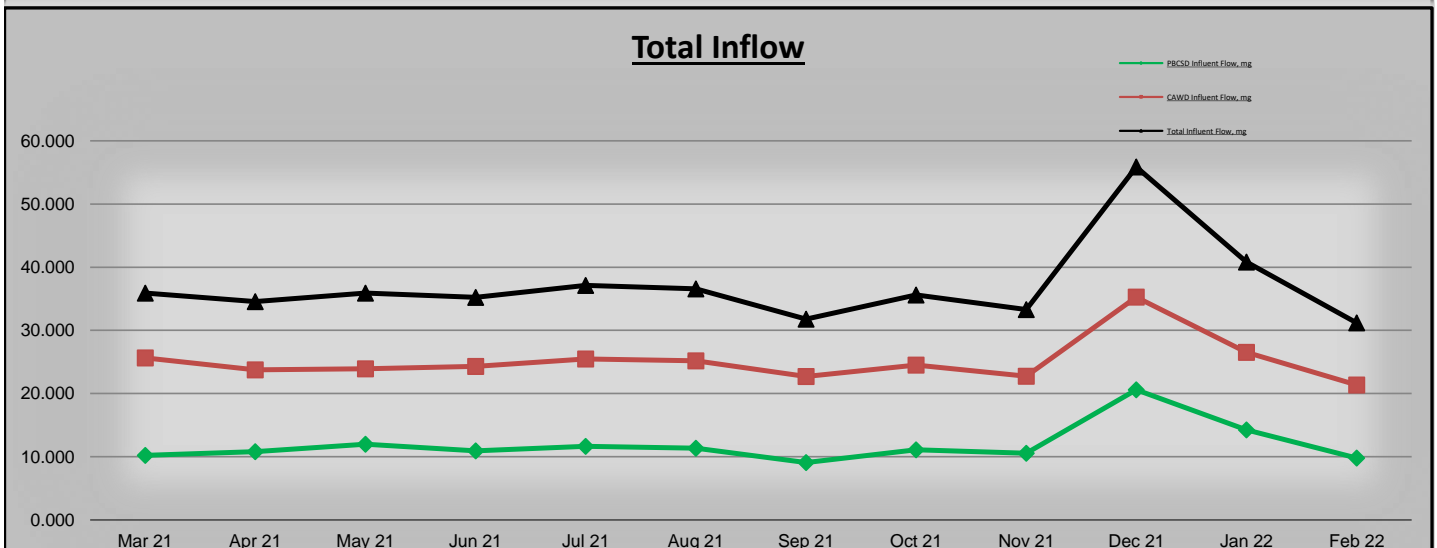
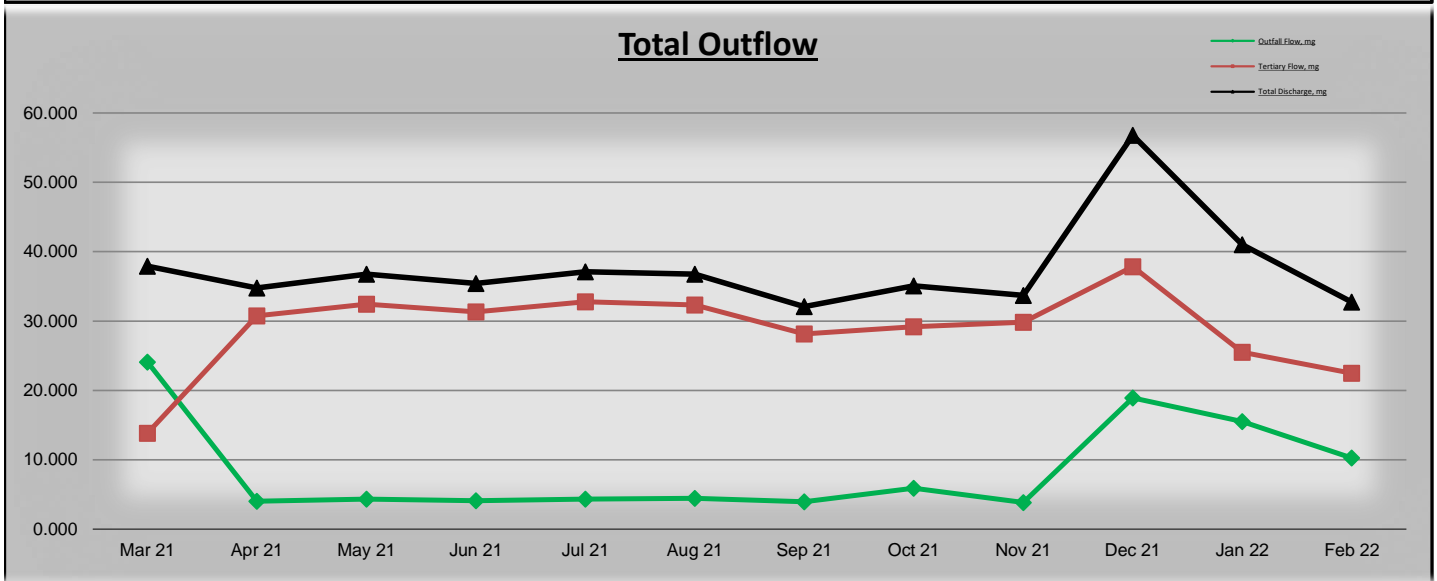
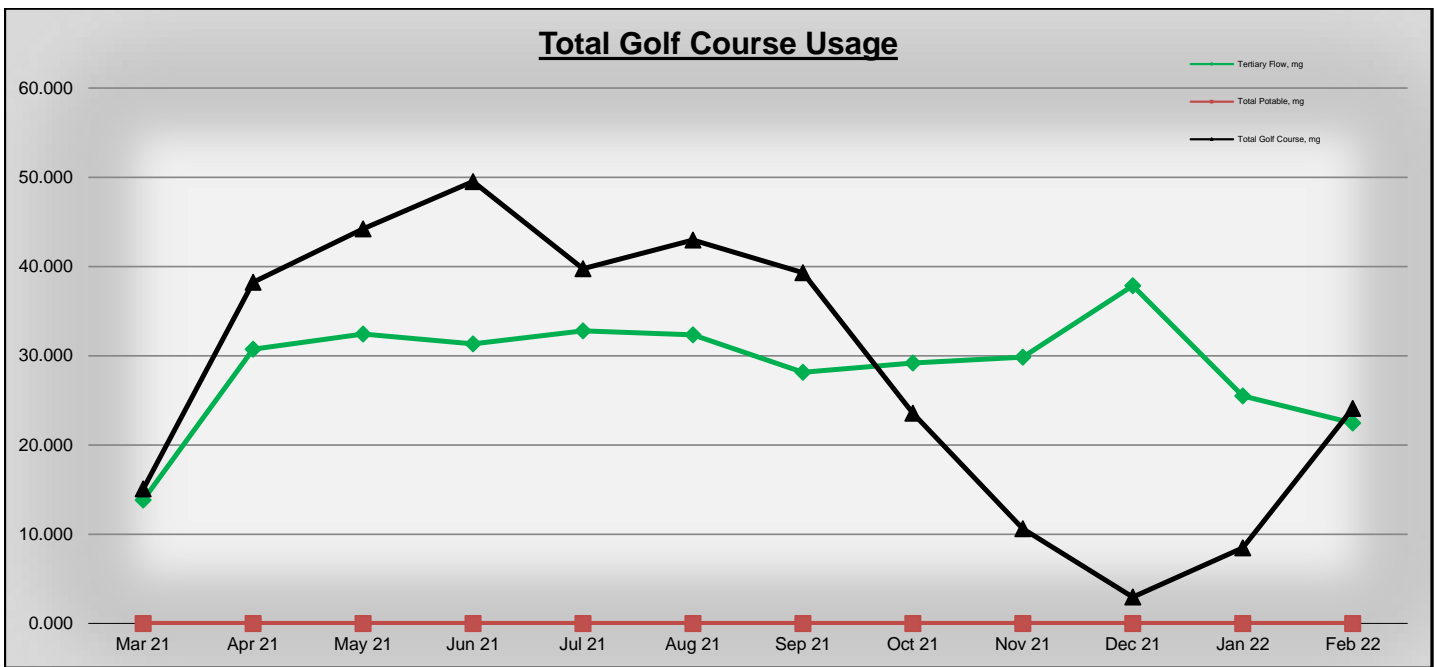
	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	N/A	N/A	N/A	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	N/A	N/A	N/A	N/A

### MICROTURBINE SUMMARY

Month	Feb '22 kW-h	Jan'21	Dec '21	Nov '21	Accumulated Totals
Production,kW-h	22,570	18,128	0	0	1,201,244.00

(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: January 2022	HYDRAULIC LOADINGS					2022 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.530	0.855	0.709	1.264	65.013	26.53	81.38
PBCSD Flow	14.277	0.461	0.358	0.755	34.987	14.28	43.79
<b>Total Plant Flow</b>	<b>40.807</b>	<b>1.316</b>	<b>1.067</b>	<b>2.019</b>	<b>100.00</b>	<b>40.81</b>	<b>125.17</b>
Tertiary Flow	25.497	0.851	0.000	1.518	62.482	25.50	78.21
Ocean Discharge	15.525	0.501	0.125	1.594	38.045	15.25	46.79
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

### TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2022)	25.50MG (78.21acre-ft.)
Total Lifetime Reclamation Production (94-22)	8.92 BG (27.38 K acre-ft.)
12 Month Rolling Total Reclamation Production	354.86 MG (1089.05 acre-ft.)

### ELECTRICAL COSTS

Monthly Totals	Jan'22 kWh	Price per kWh	Jan'22	Dec'21	Nov'21	Oct'21
Secondary	108,337.00	\$ 0.110	\$ 11,880.60	\$ 16,980.55	\$ 11,680.56	\$ 20,518.21
Blowers	55,697.28	\$ 0.170	\$ 9,456.60	\$ 9,227.58	\$ 10,158.54	\$ 8,284.66
<b>CAWD Total</b>	<b>164,034.28</b>		<b>\$ 21,337.20</b>	<b>\$ 26,208.13</b>	<b>\$ 21,839.10</b>	<b>\$ 28,802.87</b>
Tertiary	91,585.60	\$ 0.179	\$ 16,423.59	\$ 14,959.99	\$ 15,275.57	\$ 15,233.92
MF/RO	75,376.00	\$ 0.235	\$ 17,709.53	\$ 25,021.75	\$ 19,507.16	\$ 17,530.97
<b>Reclaim Total</b>	<b>166,961.60</b>		<b>\$ 34,133.12</b>	<b>\$ 39,981.74</b>	<b>\$ 34,782.73</b>	<b>\$ 32,764.89</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 15,064.30</b>	<b>Reclamation Total</b>		<b>\$ 40,406.02</b>

### kW-h Per Acre Foot

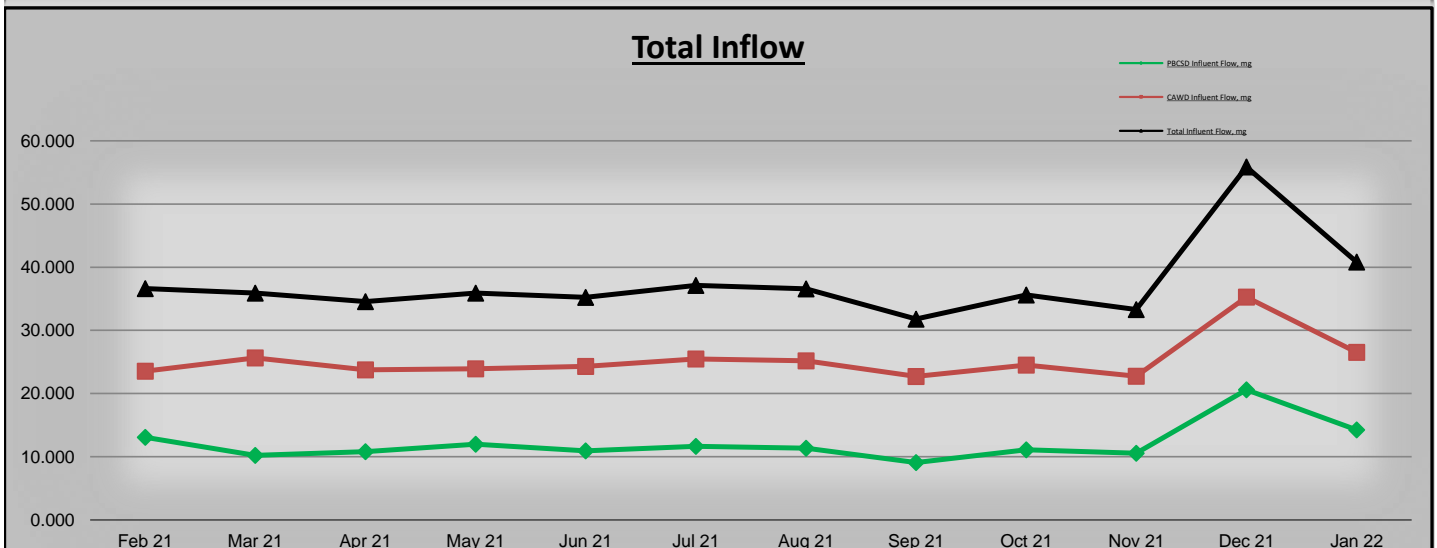
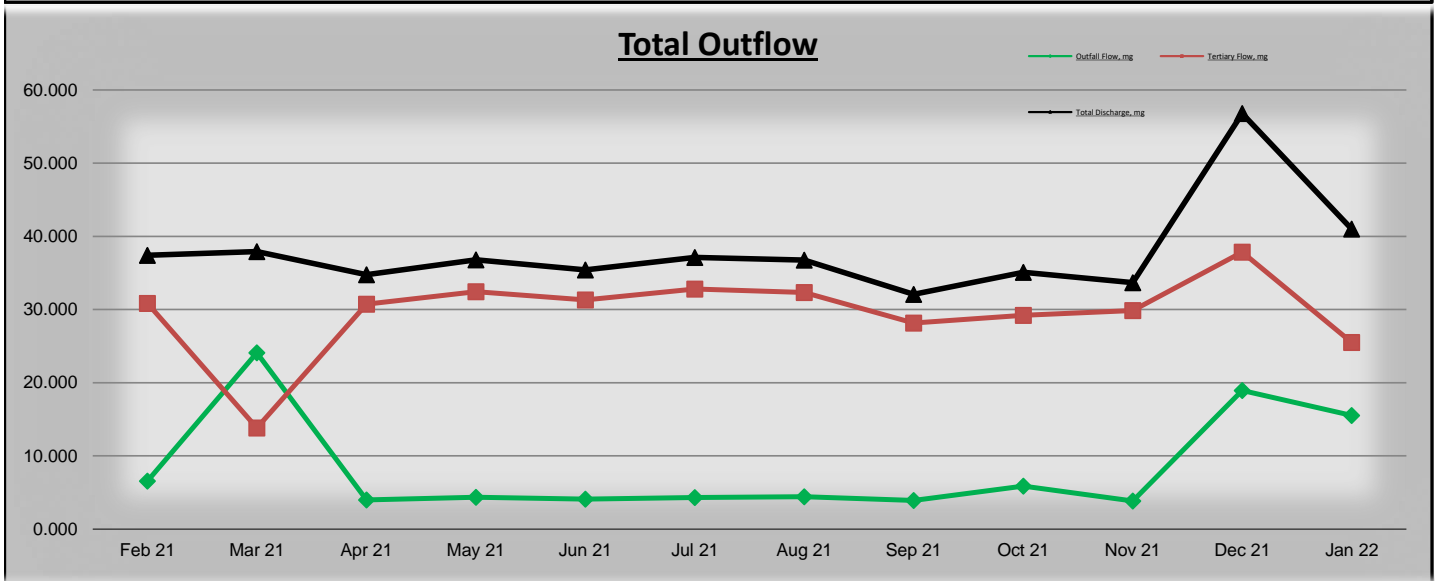
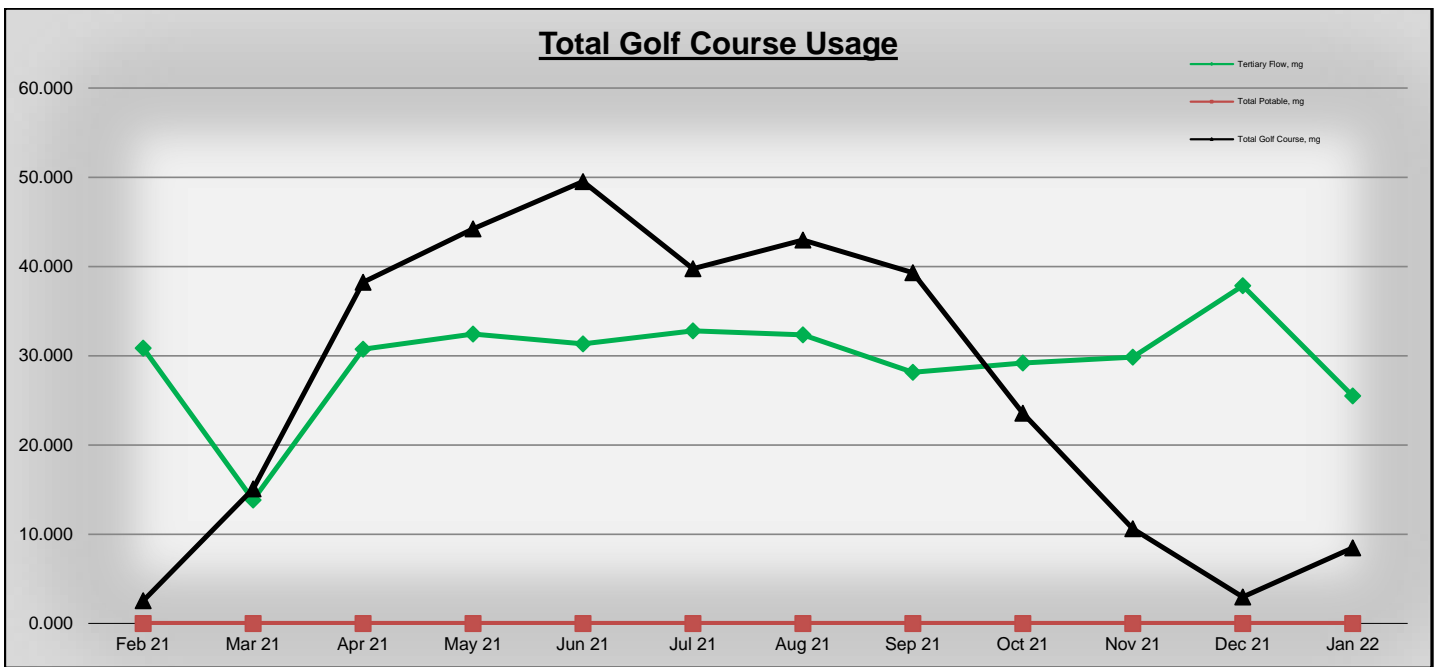
	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	N/A	N/A	N/A	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	N/A	N/A	N/A	N/A

### MICROTURBINE SUMMARY

Month	Jan '22 kW-h	Dec '21	Nov '21	Oct '21	Accumulated Totals
Production, kW-h (2)	18,128	0	0	0	1,178,674.00

(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 turbines returned to service on 1/11/2022



# STAFF REPORT



To: Board of Directors  
From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor  
Date: April 28, 2022  
Subject: Monthly Report – March 2022

## RECOMMENDATION

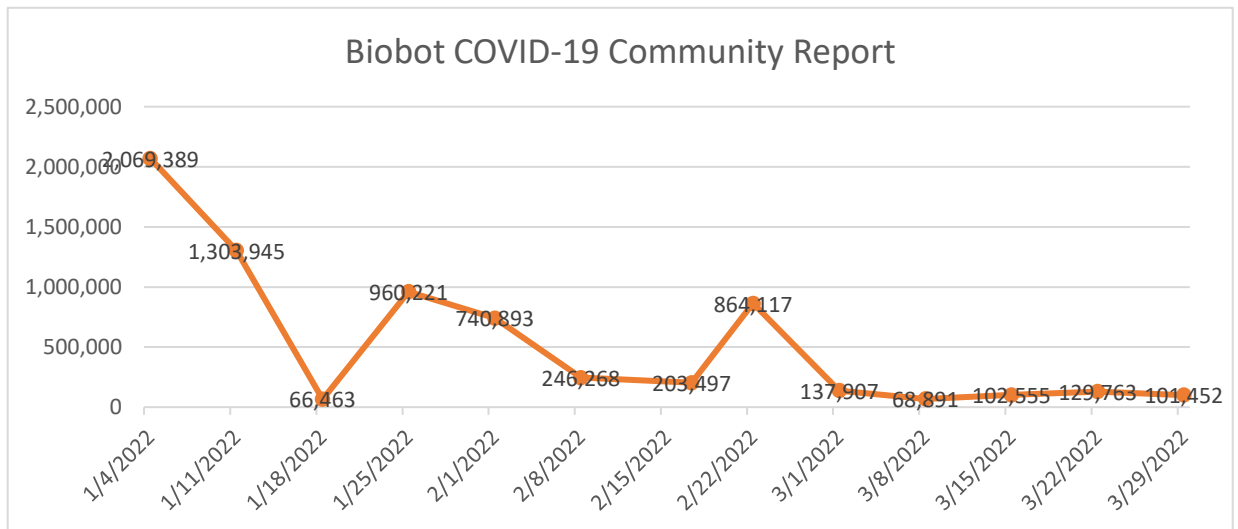
Receive Report - Informational only; No action required.

## DISCUSSION

### LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for Carmel Area Wastewater District (CAWD) composite samples of the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the CAWD website: [https://www.cawd.org/biobot-analytics-weekly-reports-of-concentration-levels-sars-cov-2#/body\\_file-e72defec-6488-4185-b5f3-ab45b2fe531e](https://www.cawd.org/biobot-analytics-weekly-reports-of-concentration-levels-sars-cov-2#/body_file-e72defec-6488-4185-b5f3-ab45b2fe531e).

The trend for the March 2022 results started at 68,891 copies per liter of sewage and ended with 101,452 copies per liter of sewage.



- On March 1<sup>st</sup>, Laboratory Analyst Fanny Mui received the California Water Environmental Association Laboratory Person of the Year award by the Monterey Bay Section.

- On March 28, 2022, laboratory staff collected the first runoff sample for the Industrial Stormwater permit for the treatment facility for the sampling period.
- On March 18, 2022, Kinnetics Laboratory completed the wet season sampling for the Central Coast Long-Term Environmental Assessment Network (CCLEAN).

### ENVIRONMENTAL COMPLIANCE REPORT

- On March 30, 2022, the Source Control Task Force (SCTF) met and reviewed tasks from February’s meeting. Mr. Treanor researched information from Collections and Pretreatment. He then presented the data to SCTF that showed heavy, medium, and low grease locations of line segments throughout town. Discussions occurred to purchase a push camera for Pretreatment inspections; this would allow confirmation of heavy grease discharge from a restaurant’s lateral into CAWD’s main collection lines.
- Source Control staff have provided suggested updates to the Fats, Oil and Grease (FOG) Survey inspection report to Mr. Schweisinger. Mr. Schweisinger will be reviewing those requests and assessing if the updates can be incorporated into the FOG Survey Report.

#### **Restaurant Inspections**

<b>Restaurant</b>	<b>Compliant</b>	<b>Reason for Non-Compliance</b>	<b>Comments</b>
Portabella	Yes		
Il Tegamino	Yes		
The Tuck Box	Yes		
Hogs Breath Inn	Yes		
Cultura	No	Excessive Grease	Warning issued, a follow up inspection was completed on the grease trap and it was cleaned and compliant.
O’Callaghan’s	Yes		
Carmel Mission Inn Shearwater Tavern	Yes		
Sushi Heaven	Yes		
Rio Grill	Yes		
Vesuvio	Yes		
Le Souffle	Yes		
RG Burger	Yes		
Carmel Poke Co.	Yes		
The Pocket	Yes		
Edwin’s Kaona	Yes		

### Grocery Store/Delicatessen Inspections

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

### Compliance Register

<b>% Compliance</b>	<b>Maintenance</b>	<b>Mechanical</b>
January 2022	100	100
February 2022	92	100
March 2022	100	100

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022		2023	
									H1	H2	H1	H2	H1	H2	H1	H2
<b>Projects Implementation Plan Schedule</b>																
<b>Treatment Plant Capital Projects</b>																
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	7/25/23	\$5,000,000	\$10,946,671	In Construction	Sludge Holding Tank Replacement Project							
18-05	5858.004	PLC/SCADA Programming	Foley	10/8/18	12/31/21	\$200,000	\$455,807	Anticipated Completion June 2022	SCADA Programming							
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$60,000	\$237,897	Planning Stakeholder Meeting	Perimeter Tree Plan and Implementation							
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	11/30/23	\$0	\$0	Design/Permitting/Developing Funding Agreement	Carmel River FREE Mitigation							
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	6/30/22	\$0	\$9,030	Planning Installation for 2022	Aeration Basin Improvements							
19-18	1593.000	Perimeter Fencing	Treanor	7/1/22	6/29/23	\$200,000	\$200,000	Inactive	Perimeter Fencing							
22-03		WWTP Gas and Water Main Replacement	Treanor	7/1/22	6/29/23	\$0	\$300,000	In Study Phase	WWTP Gas and Water Main Replacement							
		CAWD Bridge and Trail Project	Treanor	3/1/21	2/29/28	\$0	\$0	Inactive	CAWD Bridge and Trail Project							
<b>Reclamation Capital Projects</b>																
18-26	14777	Sulfuric Acid and Citric Acid Storage and Feed Systems	Treanor	1/1/19	7/29/22	\$370,000	\$438,743	In Construction	Sulfuric Acid and Citric Acid Storage and Feed Systems							
21-09	14776	SCADA Migration	Foley	11/1/21	10/31/22	\$140,000	\$140,000	In Progress 25%	SCADA Migration							
21-10		Fiber Wrap PVC Pipe	Foley	4/1/22	6/30/22	\$25,000	\$25,000	Pending	Fiber Wrap PVC Pipe							
		Reclamation 15-Year Asset Management Assessment	Treanor	7/1/21	6/30/23	\$50,000	\$50,000	Request Qualifications from Consultants	Reclamation 15-Year Asset Management Assessment							
<b>Collections Capital Projects</b>																
19-03	1586.000	Carmel Meadows Sewer Replacement	Lather	8/1/19	1/19/23	\$150,000	\$2,014,551	In Design / CEQA	Carmel Meadows Sewer Replacement							
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	6/30/22	\$0	\$0	Re-Design in Progress	Manor Pipeline and Pump Station							
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	6/30/23	\$250,000	\$756,726	In Design	Bay/Scenic Pump Station Rehabilitation							
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Lather	2/5/21	6/30/23	\$1,200,000	\$1,280,276	In Design / CEQA	Scenic Rd Pipe Bursting - Ocean to Bay							
21-05	1637.000	Pescadero Creek Area Pipe Relocation	Lather	7/1/21	6/30/23	\$450,000	\$1,700,000	In Design	Pescadero Creek Area Pipe Relocation							
		Rancho Canada Subdivision	Lather	3/1/23	2/27/25	\$0	\$0	In Design by Property Owner	Rancho Canada Subdivision							
20-06		Collections 15-Year CIP	Lather	7/1/20	7/1/40	\$0	\$62,899,430	Work In Progress	Collections 15-Year CIP							
<b>Collections Non-Capital Projects</b>																
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress	River Watch Agreement							
21-02	6130.005	2021 Pipeline Spot Repairs	Lather	7/1/21	4/29/22	\$150,000	\$150,000	Notice of Completion in April	2021 Pipeline Spot Repairs							
21-06	6140.005	Manhole Rehabilitation	Lather	7/1/22	6/29/23	\$150,000	\$150,000	On Hold Till Next FY	Manhole Rehabilitation							
22-02	6130.005/6140.005	2022 Manhole Frame and Lids Replacement at Various Locations	Lather	2/1/22	10/10/22	\$55,000	\$55,000	Bidding	2022 Manhole Frame and Lids Replacement at Various Locations							
		Assessment Districts/Annexations	Lather	8/2/18	3/1/23	\$0	\$105,000		Assessment Districts/Annexations							
19-09	5500.005	2020 Sphere of Influence Amendment and Annexation Proposal	Lather	3/15/19	3/1/22	\$0	\$50,000	In process of obtaining CDP Ammendment for annexations in coastal zone	Sphere of Influence Amendment and Annexation Proposal							



Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022		2023	
									H1	H2	H1	H2	H1	H2	H1	H2
18-21	1631.000/ 2505.000	Corona Road Assessment District	Lather	8/2/18	12/2/22	\$0	\$0	In Design / CEQA	Corona Road Assessment District							
19-04	2510.000	Carmel Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove	Lather	3/11/21	3/1/23	\$0	\$0	Study Complete - In Review by Stakeholders	Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove							
		<u>Other Non-Capital Projects</u>														
		Workforce Now	Foley			\$0	\$0	Implementation								
		Employee Contract Negotiations	Buikema			\$0	\$0	In Progress								
		Real Property Investigation	Buikema			\$75,000	\$75,000	Evaluation in Progress								
		Cyber Security	Foley			\$17,000	\$17,000	Ongoing								
		Lean Six Sigma	Buikema			\$0	\$0	Green Belt Level Training and Certification								
22-01	5500.006	Long Term SLR Planning	Treanor	5/3/21	2/29/40	\$250,000	\$1,400,000	On Hold	Long Term SLR Planning							
		Source Control Grease Task Force	Lather			\$0	\$0	In Progress								

# **Treatment Plant Capital Project Summaries**



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

<b>Project Number:</b>	<b>18-01</b>	
<b>Project Name:</b>	<b>Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab &amp; Sludge Holding Tank Replacement Project</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	In Construction	
<b>Project Description:</b>	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$10,946,671	\$3,596,802
<b>Financial:</b>	FY Budget:	FY Spent:
	\$5,000,000	\$1,890,942
<b>Reclamation Share:</b>	Estimated at 4.0% of project cost.	
<b>Other Entities:</b>	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
<b>Permits Required:</b>	Coastal Commission Notification	
<b>Challenges:</b>	Electrical Cutover Coordination; Steel tank vs concrete design to code	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction anticipated for FY21/22 into FY22/23</li> </ul>	
<b>Consultants:</b>	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
<b>Contractor:</b>	Clark Bros. Inc.	

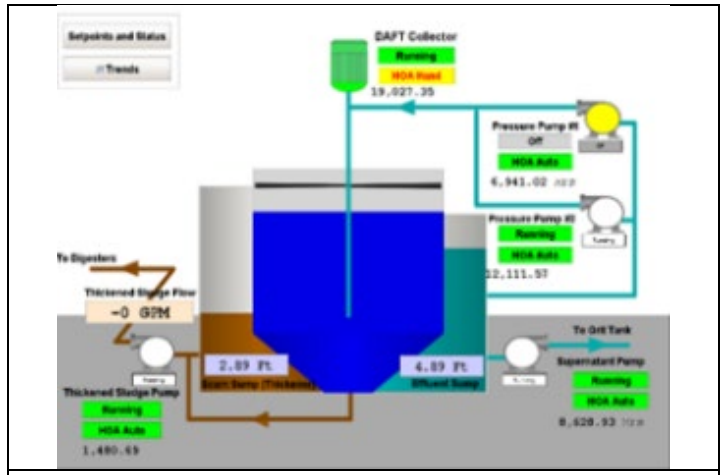


Photo: DAFT SCADA Overview

<b>Project Number:</b>	<b>18-05</b>	
<b>Project Name:</b>	<b>Programmable Logic Controller (PLC) and Supervisory Control and Data Acquisition (SCADA) Programming Project</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Foley	
<b>Status:</b>	Anticipated Completion June 2022	
<b>Project Description:</b>	During the Phase 1 project a new SCADA software package from Inductive Automation was installed to parallel the existing system. This project includes the migration of the remaining SCADA screens from the legacy system to the new system. The PLC code is also being updated to the CAWD standards that are being developed during this project. This project is necessary to replace obsolete software and hardware so that the automated controls, alarms, and reporting remain accurate and reliable.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$455,807	\$273,297
<b>Financial:</b>	FY Budget:	FY Spent:
	\$200,000	\$17,490
<b>Reclamation Share:</b>	Partial Reclamation	
<b>Other Entities:</b>	None	
<b>Permits Required:</b>	None	
<b>Schedule:</b>	Some minor additional work remains and will be completed by 06-30-22	
<b>Consultants:</b>	Frisch Engineering	



Photo: Eucalyptus trees on South Side of Treatment Plant

<b>Project Number:</b>	<b>18-28</b>	
<b>Project Name:</b>	<b>Perimeter Tree Plan and Implementation</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Planning Stakeholder Meeting	
<b>Project Description:</b>	Planning and landscaping around the treatment plant. This will include looking into possibly replacing the non-native eucalyptus trees around the perimeter of the treatment plant with native tree species. The project will start with a study and a plan to determine costs, sequencing schedule, and visual impacts. The Eucalyptus trees around the plant have ongoing maintenance costs, which may be offset in the long term with a different type of tree screening. The purpose is to improve security around plant perimeter.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget: \$237,897	Cumulative Spent: \$5,020
	FY Budget: \$60,000	FY Spent: \$2,123
<b>Reclamation:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	Currently unknown (In Study Phase)	
<b>Challenges:</b>	Time it will take for new trees to grow up that will fully screen treatment plant from view	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Study moved to 2022; anticipate completion 06-30-26</li> </ul>	
<b>Consultants:</b>	Scott Hall Landscape Design	
<b>Contractor:</b>	TBD	

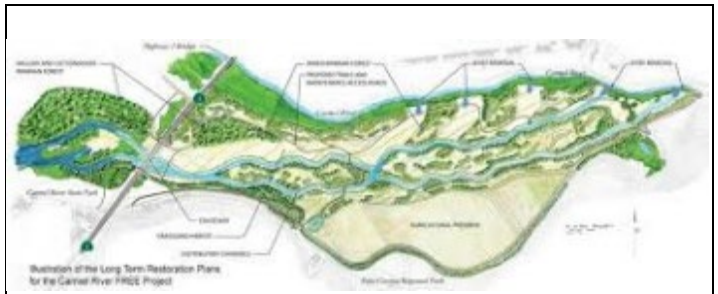


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

<b>Project Number:</b>	<b>19-21</b>	
<b>Project Name:</b>	<b>Carmel River Floodplain Restoration &amp; Environmental Enhancement (CRFREE) Mitigation</b>	
<b>Project Location:</b>	Carmel River Lagoon	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Design/Permitting/Developing Funding Agreement	
<b>Project Description:</b>	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines which are currently crossing over a portion of the lagoon are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
<b>Department:</b>	Engineering	
<b>Financial:</b>	Coastal Conservancy Grant Budget: \$750,000	Cumulative Spent: \$453,217 FY Spent: \$133,290
** Project is being funded by CRFREE initiated grants		
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	Monterey County	
<b>Permits Required:</b>	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board (RWQCB)	
<b>Challenges:</b>	Construction near environmentally sensitive habitat and obtaining new easement from State Parks	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction anticipated in Summer 2023</li> </ul>	
<b>Consultants:</b>	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
<b>Contractor:</b>	Pending	



Photo: Existing air diffuser system

<b>Project Number:</b> 19-19		
<b>Project Name:</b> WWTP – Aeration Basin Improvements		
<b>Project Location:</b> Wastewater Treatment Plant		
<b>Project Manager:</b> Waggoner		
<b>Status:</b> Planning Installation for 2022		
<b>Project Description:</b> The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins.		
<b>Department:</b> Treatment		
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$17,332	\$17,332
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$8,302
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	N/A	
<b>Challenges:</b>	Weather conditions and Scheduling	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>• Design is complete</li> <li>• Materials ordered and received</li> <li>• Construction anticipated for 2022</li> </ul>	
<b>Consultants:</b>	N/A	
<b>Contractor:</b>	N/A	



Photo: Gas Meter on North Side of River

<b>Project Number:</b> 22-03		
<b>Project Name:</b> WWTP Gas and Water Main Replacement		
<b>Project Location:</b> Wastewater Treatment Plant		
<b>Project Manager:</b> Treanor		
<b>Status:</b> In Study Phase		
<b>Project Description:</b> The WWTP natural gas and water utility service exists on the opposite side of the Carmel River from the WWTP. CAWD owns the piping under the river for these utilities. The water line and gas line are PVC and identified as having a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion.		
<b>Department:</b> Treatment		
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$300,000	\$0
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$0
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	Cost Share w/ Collections @ 5.5%	
<b>Permits Required:</b>	TBD	
<b>Challenges:</b>	Underground work in riparian area	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>• Currently undergoing alternatives analysis study</li> <li>• Design in FY22-23</li> <li>• Construction in FY23-24</li> </ul>	
<b>Consultants:</b>	Kennedy Jenks	
<b>Contractor:</b>	N/A	

# **Reclamation Capital Project Summaries**





Photo: Existing totes used for Sulfuric Acid storage and Feed

<b>Project Number:</b> 18-26		
<b>Project Name:</b> Sulfuric Acid & Citric Acid Storage & Feed Systems Project		
<b>Project Location:</b> Reclamation – Microfiltration (MF)/Reverse Osmosis (RO)		
<b>Project Manager:</b> Treanor		
<b>Status:</b> In Construction		
<b>Project Description:</b> Code compliance upgrades for existing acid chemical storage and feed system used by Reclamation for enhancing RO recovery. Project includes code compliant secondary containment and separation of dissimilar chemicals.		
<b>Department:</b> Treatment		
<b>Financial:</b>	Cumulative Budget: \$438,743	Cumulative Spent: \$68,743
	FY Budget: \$370,000	FY Spent: \$0
<b>Reclamation Share:</b>	100%	
<b>Other Entities:</b>	Reclamation Project	
<b>Permits Required:</b>	Coastal Commission Notification	
<b>Challenges:</b>	Hazardous Chemical Safety	
<b>Schedule:</b>	Construction 2021/2022	
<b>Consultants:</b>	Trussell Technologies, Inc	
<b>Contractor:</b>	Monterey Peninsula Engineering	

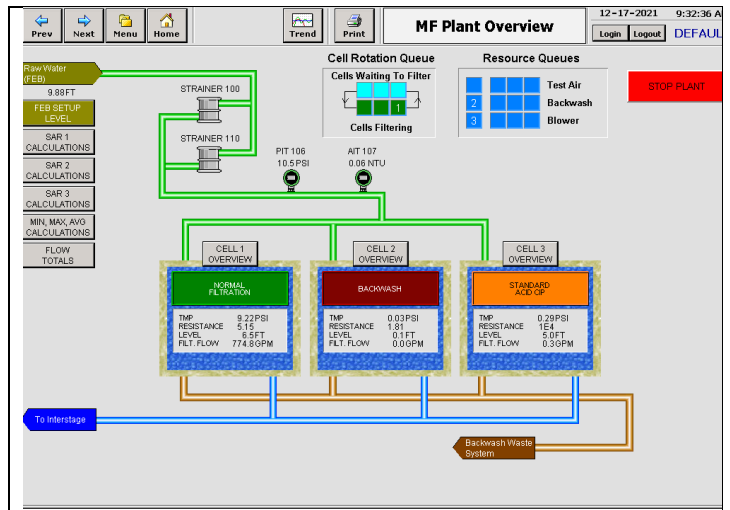


Photo: Microfiltration SCADA Overview

<b>Project Number:</b> 21-09		
<b>Project Name:</b> Reclamation Supervisory Control and Data Acquisition (SCADA) Migration Project		
<b>Project Location:</b> Reclamation Plant		
<b>Project Manager:</b> Foley		
<b>Status:</b> In Progress 70%		
<b>Project Description:</b> Migration of reclamation legacy from RSView32 SCADA screens, alarms and trending to Ignition SCADA platform utilized by the treatment plant and collections pump stations. The legacy system software is no longer supported and poses a cybersecurity risk. It has been in service for 14+ years and the hardware is past its useful life. The new system will be more secure and installed on modern, reliable hardware.		
<b>Department:</b> Reclamation		
<b>Financial:</b>	Cumulative Budget: \$140,000	Cumulative Spent: \$99,075
	FY Budget: \$140,000	FY Spent: \$30,827
<b>Reclamation Share:</b>	100%	
<b>Other Entities:</b>	Reclamation Project	
<b>Permits Required:</b>	None	
<b>Challenges:</b>	Structure of old Programming	
<b>Schedule:</b>	Work started in December 2021	
<b>Consultants:</b>	Frisch Engineering	



# **Collections Capital Project Summaries**



*Photo: View gravity pipe in Carmel easement*

<b>Project Number:</b> 19-03		
<b>Project Name:</b> Carmel Meadows Sewer Replacement		
<b>Project Location:</b> Collection System		
<b>Project Manager:</b> Lather		
<b>Status:</b> In Design / California Environmental Quality Act (CEQA)		
<b>Project Description:</b> The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.		
<b>Department:</b> Collections		
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$2,014,551	\$465,763
<b>Financial:</b>	FY Budget:	FY Spent:
	\$150,000	\$89,977
<b>Permits Required:</b> Coastal Permit and Environmental Review		
<b>Challenges:</b> Redirecting the sewer to the pump station without requiring booster pumps for individual houses.		
<b>Schedule:</b> Design and Environmental Review completed by 5/26/22. Construction to begin FY22/23.		
<b>Consultants:</b> SRT Consultants, WRA Environmental		
<b>Contractor:</b> TBD		



*Photo: Entrance to Carmel Valley Manor*

<b>Project Number:</b> 19-08		
<b>Project Name:</b> Carmel Valley Manor Pipeline and Pump Station		
<b>Project Location:</b> Collection System		
<b>Project Manager:</b> Lather		
<b>Status:</b> Re-Design in Progress		
<b>Project Description:</b> Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system.		
<b>Department:</b> Collections		
<b>Financial: this is an unbudgeted item-under repayment agreement</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$180
<b>Financial: this is an unbudgeted item-under repayment agreement</b>	FY Budget:	FY Spent:
	\$0	\$180
<b>Reclamation Share:</b> 0%		
<b>Other Entities:</b> The prospect of a pipeline has given rise to a plethora of potential additional connections		
<b>Permits Required:</b> County Encroachment Permit, Environmental Review completed.		
<b>Challenges:</b> Funding, Repayment Agreement, easement agreements LAFCO annexation		
<b>Schedule:</b> 3-22-21 LAFCO hearing. Approved without protest.		
<b>Consultants:</b> MNS and Rincon are working for Carmel Valley Manor to permit and design the project.		
<b>Contractor:</b> N/A		



*Photo: Looking at Pump Station Exterior*

<b>Project Number:</b>			<b>20-07</b>		
<b>Project Name:</b>			<b>Bay/Scenic Pump Station Rehabilitation</b>		
<b>Project Location:</b>			Collection System		
<b>Project Manager:</b>			Lather		
<b>Status:</b>			In Design		
<b>Project Description:</b>			Remodel the interior of the pump station and update SCADA panel to remove from areas prone to flooding.		
<b>Department:</b>			Collections		
<b>Financial:</b>	Cumulative Budget:		Cumulative Spent:		
	\$756,726		\$30,892		
<b>Financial:</b>	FY Budget:		FY Spent:		
	\$250,000		\$21,031		
<b>Reclamation Share:</b>		0%			
<b>Other Entities:</b>		Carmel-by-the-Sea, Coastal Commission			
<b>Permits Required:</b>		Exemptions from CEQA & Coastal Commission			
<b>Challenges:</b>		Traffic Control			
<b>Schedule:</b>		Design 2021, Construct 2022, completed by 06-23			
<b>Consultants:</b>		SRT			
<b>Contractor:</b>		Pending			



*Photo: Pipe Bursting Limits on Scenic*

<b>Project Number:</b>			<b>20-08</b>		
<b>Project Name:</b>			<b>Scenic Rd Pipe Bursting - Ocean to Bay</b>		
<b>Project Location:</b>			Collection System		
<b>Project Manager:</b>			Lather		
<b>Status:</b>			In Design / CEQA		
<b>Project Description:</b>			Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.		
<b>Department:</b>			Collections		
<b>Financial:</b>	Cumulative Budget:		Cumulative Spent:		
	\$1,280,276		\$171,682		
<b>Financial:</b>	FY Budget:		FY Spent:		
	\$1,200,000		\$81,125		
<b>Reclamation Share:</b>		0%			
<b>Other Entities:</b>		Carmel-by-the-Sea, Coastal Commission			
<b>Permits Required:</b>		CEQA & Coastal Commission permit required.			
<b>Challenges:</b>		Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.			
<b>Schedule:</b>		Design 2021, Construct 2023, completed 06-23			
<b>Consultants:</b>		MNS, Rincon			
<b>Contractor:</b>		Pending			

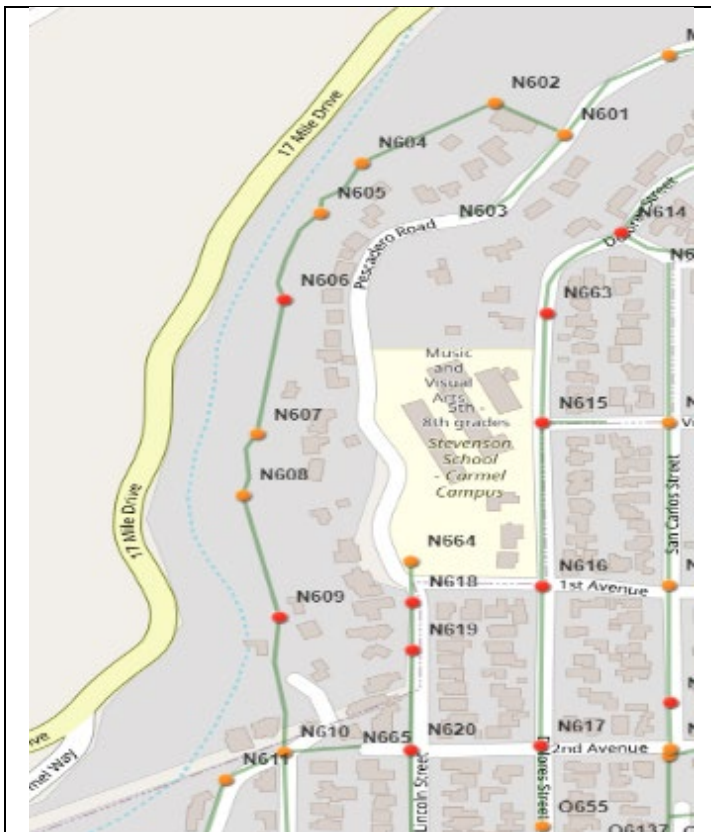


Photo: Sewer Line at Pescadero Creek

<b>Project Number:</b>		<b>21-05</b>	
<b>Project Name:</b>		<b>Pescadero Creek Area Pipe Relocation</b>	
<b>Project Location:</b>		Collection System	
<b>Project Manager:</b>		Lather	
<b>Status:</b>		In Design	
<b>Project Description:</b>		Relocate damaged pipe from creek slope to roadway	
<b>Department:</b>		Collections	
<b>Financial: O&amp;M</b>	Cumulative Budget:	Cumulative Spent:	
	\$1,700,000	\$71,715	
	FY Budget:	FY Spent:	
	\$450,000 (FY21-22)	\$38,421	
<b>Reclamation Share:</b>		0%	
<b>Other Entities:</b>		N/A	
<b>Permits Required:</b>		Environmental Review	
<b>Challenges:</b>		Narrow road, depth of manhole, houses to be placed on individual pumps	
<b>Schedule:</b>		Start design, public outreach, & Environmental in Winter 2022/23.	
<b>Consultants:</b>		MNS, Denise Duffy	
<b>Contractor:</b>		TBD	

Photo: LT Capital Schedule

<b>Project Number:</b>		<b>20-06</b>	
<b>Project Name:</b>		<b>Collections 15 -Year CIP</b>	
<b>Project Location:</b>		Collection System	
<b>Project Manager:</b>		Lather	
<b>Status:</b>		Work in Progress	
<b>Project Description:</b>		Utilize updated sewer line inspection information and flow modeling to develop a 20-year Construction Improvement Plan	
<b>Department:</b>		Collections	
<b>Projection of Total Capital Costs-15-Yr \$60M</b>	Construction Costs:	\$63M	Administration Costs: \$10M (20% engineering, legal, admin.)
	Financial:	Cumulative 15YR Budget: EST \$63M	Cumulative Spent: N/A
	FY Budget:	N/A	FY Spent: N/A
<b>Reclamation Share:</b>		0%	
<b>Other Entities:</b>		River Watch-see project #20-05	
<b>Permits Required:</b>		none	
<b>Challenges:</b>		Need all pipeline CCTV results to be completed to develop plan.	
<b>Schedule:</b>		2020 - 2040	
<b>Consultants:</b>		West Yost	
<b>Contractor:</b>		N/A	

## **Collections Non-Capital Project Summaries**





Photo: River Watch logo

<b>Project Number:</b> 20-05		
<b>Project Name:</b> River Watch Agreement		
<b>Project Location:</b> Collection System		
<b>Project Manager:</b> Lather		
<b>Status:</b> Work in Progress		
<b>Project Description:</b> Work with Collections to provide data that is needed to satisfy the milestones in the agreement with River Watch. As of March 2022, there are 75 remaining manholes to be inspected out of 1,428 for the FY.		
<b>Department:</b> Collections		
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	N/A	N/A
<b>Financial:</b>	FY Budget:	FY Spent:
	N/A	N/A
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	River Watch	
<b>Permits Required:</b>	none	
<b>Challenges:</b>	Closed caption television (CCTV) scheduling deadlines. The Board agreed to increase staffing by one full time equivalent (FTE) to assist in meeting the required schedule. Received 1 yr. extension from River Watch due to COVID-19.	
<b>Schedule:</b>	Due date June 2023	
<b>Consultants:</b>		
<b>Contractor:</b>	N/A	



Photo: Sewer Line Repair

<b>Project Number:</b> 21-02		
<b>Project Name:</b> 2021 Pipeline Spot Repairs		
<b>Project Location:</b> Collection System		
<b>Project Manager:</b> Lather		
<b>Status:</b> Notice of Completion in April		
<b>Project Description:</b> Repairs to damaged sections of pipe at various locations throughout the District as noted in sewer video inspections.		
<b>Department:</b> Collections		
<b>Financial: O&amp;M</b>	Cumulative Budget:	Cumulative Spent:
	\$150,000 (FY21-22)	\$1,299
<b>Financial: O&amp;M</b>	FY Budget:	FY Spent:
	\$150,000 (FY21-22)	\$1,299
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	City Encroachment	
<b>Challenges:</b>	Traffic control in area of town, depth of repair.	
<b>Schedule:</b>	Start date January 5, 2022. Completed on April 8, 2022.	
<b>Consultants:</b>	Pacific Engineering, geotechnical	
<b>Contractor:</b>	Rooter King	

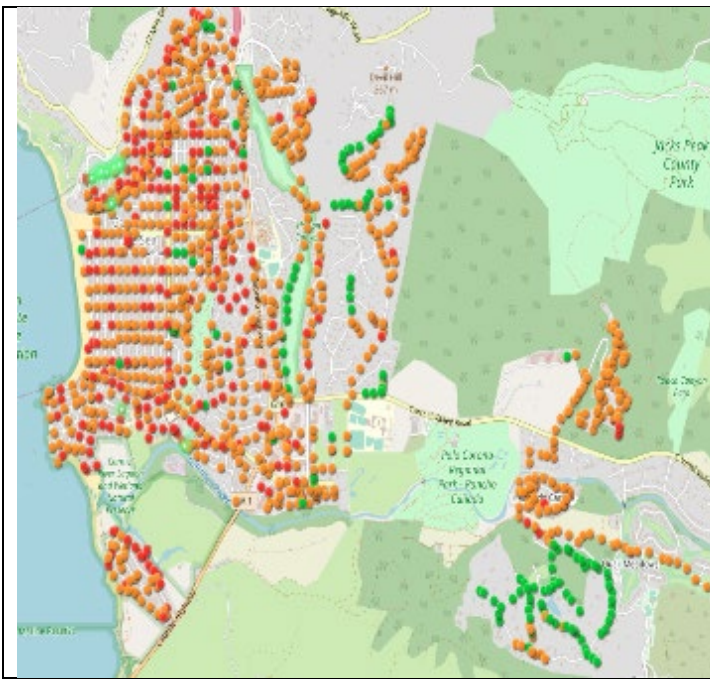


Photo: Manhole Inspection Map

<b>Project Number:</b>		<b>21-06</b>
<b>Project Name:</b>		<b>Manhole Rehabilitation</b>
<b>Project Location:</b>		Collection System
<b>Project Manager:</b>		Lather
<b>Status:</b>		On Hold Till Next FY
<b>Project Description:</b>		Line Manholes with a solvent-free rigid polyurethane material that seals surface and provides structural integrity
<b>Department:</b>		Collections
<b>Financial: O&amp;M</b>	Cumulative Budget: \$150,000 (FY21-22)	Cumulative Spent: \$0
	FY Budget: \$150,000 (FY21-22)	FY Spent: \$0
<b>Reclamation Share:</b>		0%
<b>Other Entities:</b>		N/A
<b>Permits Required:</b>		none
<b>Challenges:</b>		Traffic control
<b>Schedule:</b>		Complete by 01-23
<b>Consultants:</b>		none
<b>Contractor:</b>		TBD

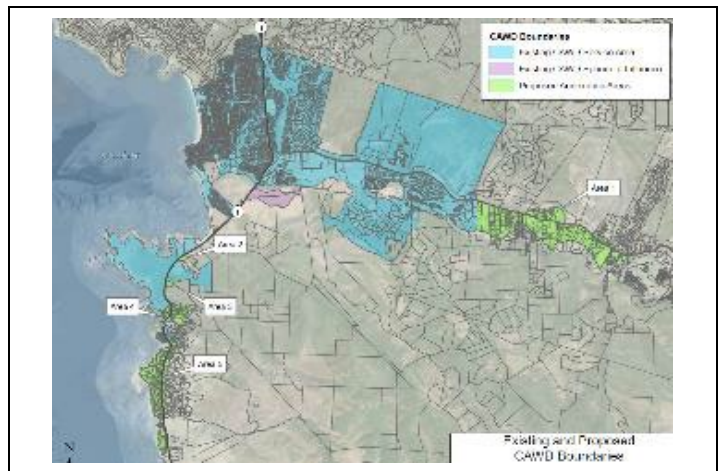


Photo: Areas of Potential Annexation

<b>Project Number:</b>		<b>18-21, 19-04, 19-08, 19-09</b>	
<b>Project Name:</b>		<b>2021 CAWD Sphere of Influence (SOI) Amendment &amp; Annexation Proposal</b>	
<b>Project Location:</b>		Collection System	
<b>Project Manager:</b>		Lather	
<b>Status:</b>		In process of obtaining Coastal Development Permit Amendment for annexations in Coastal Zone	
<b>Project Description:</b>		The project will provide access for homes and businesses currently on septic systems and add 350 new connections to the District at build-out. Interested areas include #18-21 Corona Road (Deferred Revenue), Riley Ranch, #19-08 Carmel Valley Manor and #19-04 Yankee Point & Otter Cove (Deferred Revenue).	
<b>Department:</b>		Collections	
<b>Financial:</b>	Cumulative Budget: \$105,000 (55K+50K)	Cumulative Spent: \$73,675	
	FY Budget: \$0	FY Spent: \$17,230 #19-09	
** No Budget included for Annexation b/c costs will be recouped through annexation fees.			
<b>Permits Required:</b>		Environmental Review, Local Agency Formation Commission (LAFCO) Annexation Approval	
<b>Challenges:</b>		#18-21 Corona Road- working with homeowner groups to form a Corona Road Assessment District to pay for infrastructure that is needed to connect to our sewer system. Funds from homeowner in the amount of \$67K have been received by CAWD.	
<b>Schedule:</b>		Waiting for State Board of Equalization	
<b>Consultant:</b>		Denise Duffy & Associates	



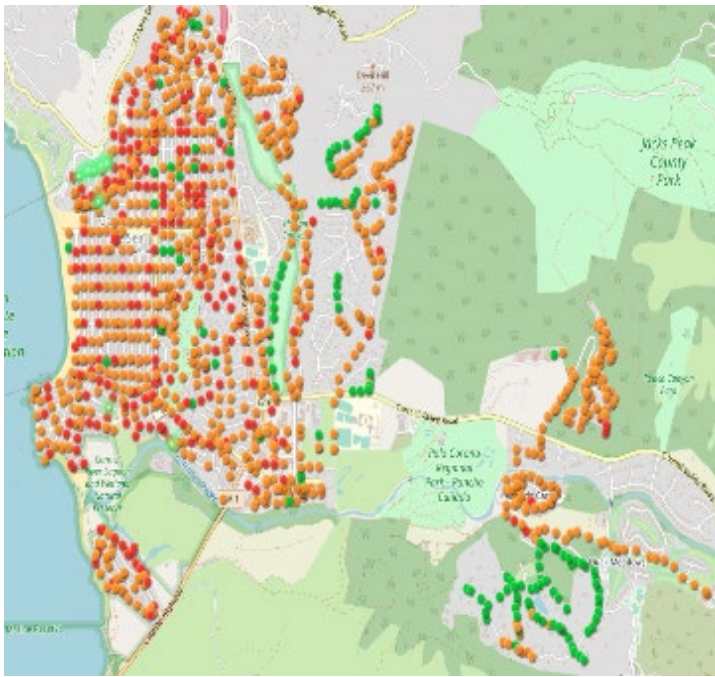


Photo: Manhole Inspection Map

<b>Project Number:</b>			<b>22-02</b>
<b>Project Name:</b>			<b>2022 Manhole Frame &amp; Lid Replacement at Various Locations</b>
<b>Project Location:</b>			Collection System
<b>Project Manager:</b>			Lather
<b>Status:</b>			Bidding 04/20/22
<b>Project Description:</b>			Remove and replace 29 frames, rings and lids at various locations
<b>Department:</b>			Collections
<b>Financial: O&amp;M</b>	Cumulative Budget:	Cumulative Spent:	
	\$205,000 (FY21-22)	\$0	
<b>Financial: O&amp;M</b>	FY Budget:	FY Spent:	
	\$205,000 (FY21-22)	\$0	
<b>Reclamation Share:</b>		0%	
<b>Other Entities:</b>		N/A	
<b>Permits Required:</b>		none	
<b>Challenges:</b>		Traffic control	
<b>Schedule:</b>		Complete by 06/30/2022	
<b>Consultants:</b>		none	
<b>Contractor:</b>		TBD	

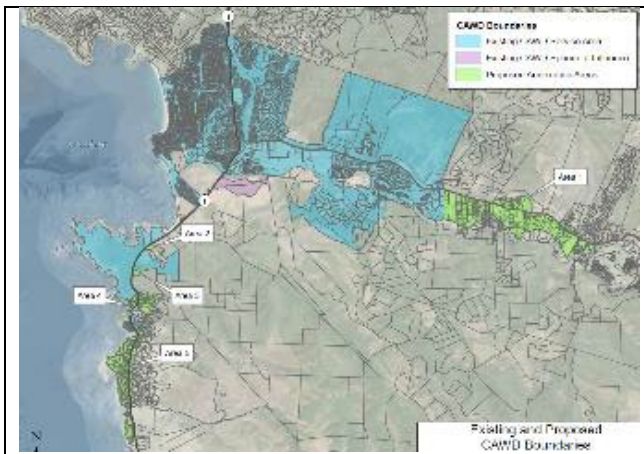


Photo: Areas of Potential Annexation

<b>Project Number:</b>		<b>18-21</b>	
<b>Project Name:</b>		<b>Corona Road Sewer Assessment District</b>	
<b>Project Location:</b>		Collection System	
<b>Project Manager:</b>		Lather	
<b>Status:</b>		In process of completing an Assessment Engineer's report, Coastal Permit application and environmental documents.	
<b>Project Description:</b>		The project will provide sewer facilities to the Corona Road neighborhood and parcels on the west side of Highway 1, across from Corona Road	
<b>Department:</b>		Collections	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:	
	\$67,000	\$	
<b>Financial:</b>	FY Budget:	FY Spent:	
	\$0	\$	
** No Budget included for project because the initial costs were funded by Corona Road residents.			
<b>Permits Required:</b>		Coastal Permit, CalTrans Encroachment permit, Environmental Review	
<b>Challenges:</b>		Assessment District process/approval and obtaining easements for pump station	
<b>Schedule:</b>		Complete studies July/August 2022, Assessment District proceeding September	
<b>Consultant:</b>		Denise Duffy & Associates and Monterey Bay Engineers	

## **Other Non-Capital Project Summaries**



## ADP Workforce Now

*Photo: ADP Clip Art*

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Workforce Now	
<b>Project Location:</b>	All Supervisor Locations	
<b>Project Manager:</b>	Foley	
<b>Status:</b>	Implementation	
<b>Project Description:</b>	Implementation of a comprehensive Human Resource (HR) software database for all supervisors and employees to utilize. Modules provide employee development tracking, benefits administration, custom performance review templates, and employee goal management.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$2,520 (annual fee)
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$2,520 (annual fee)
<b>Challenges:</b>	Technical issues need to be resolved & employee training	
<b>Schedule:</b>	Anticipate implementation in the Summer 2022	
<b>Consultants:</b>	ADP	



*Photo: Handshake*

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Employee Contract Negotiations	
<b>Project Location:</b>	Administration	
<b>Project Manager:</b>	Barbara Buikema	
<b>Status:</b>	In Progress	
<b>Project Description:</b>	Bi-annual negotiations with Employee Groups	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$0
<b>Schedule:</b>	Must be complete by 06-30-22 or earlier	
<b>Consultants:</b>	None	



Photo: Real Estate Clip Art

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Real Property Investigation	
<b>Project Location:</b>	Carmel Valley	
<b>Project Manager:</b>	Barbara Buikema	
<b>Status:</b>	Evaluation in Progress	
<b>Project Description:</b>	An investigation of a possible new treatment facility site in the mouth of the Carmel Valley, which is in response to the Coastal Commission requirement to move facilities within 30 years.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$75,000	\$0
<b>Financial:</b>	FY Budget:	FY Spent:
	\$75,000	\$0
<b>Permits Required:</b>	None – at this time	
<b>Challenges:</b>	Limited land possibilities, regulatory hurdles, and zoning	
<b>Schedule:</b>	12 months	
<b>Consultants:</b>	Mahoney & Associates	



Photo: Cyber Security Clip Art

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Cyber Security	
<b>Project Location:</b>	District-wide	
<b>Project Manager:</b>	Chris Foley	
<b>Status:</b>	Ongoing	
<b>Project Description:</b>	Internal Cyber Security Incident Response Team (CSIRT) formed and they are working on a response plan & training. The upgrades to email filtering system have been completed. Stricter geofencing policies have been put in place, and a cold backup system that is sandboxed from the network is planned for March 2022.	
<b>Department:</b>	All	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$17,000	\$0
<b>Financial:</b>	FY Budget:	FY Spent:
	\$17,000	\$0
<b>Challenges:</b>	Ongoing training & the need for continual upgrades as skills of hackers grow.	
<b>Schedule:</b>	Continually updating	
<b>Consultant:</b>	Exceedio	



Photo: Six Sigma Clip Art

<b>Project Number:</b>			N/A		
<b>Project Name:</b>			Lean Six Sigma		
<b>Project Location:</b>			Management staff		
<b>Project Manager:</b>			Barbara Buikema		
<b>Status:</b>			Green Belt Level Training & Certification		
<b>Project Description:</b>			Currently all managers have been assigned the task of earning a Green Belt certification. A couple of staff members will be moving on to the Black Belt self-study course. Also, will investigate an in-person trainer for the implementation of a specific agreed upon project.		
<b>Department:</b>			Administration		
<b>Financial:</b>	Cumulative Budget:		Cumulative Spent:		
	\$0		\$2,000		
<b>Financial:</b>	FY Budget:		FY Spent:		
	\$0		\$2,000		
<b>Permits Required:</b>			None		
<b>Challenges:</b>			Implementation phase		
<b>Schedule:</b>			Ongoing		
<b>Consultants:</b>			Self-study online		
<b>Trainer:</b>			To be determined		



Photo: California coastline

<b>Project Number:</b>			22-01		
<b>Project Name:</b>			Long-Term Sea Level Rise Planning		
<b>Project Location:</b>			Treatment Plant		
<b>Project Manager:</b>			Barbara Buikema/Patrick Treanor		
<b>Status:</b>			On Hold		
<b>Project Description:</b>			As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Long-Term Coastal Hazards Plan on 03-03-22. Bringing a Wastewater Treatment Plant Alternatives Planning Assistance consultant services contract to the Board in May2022.		
<b>Department:</b>			Administration		
<b>Financial:</b>	Cumulative Budget:		Cumulative Spent:		
	\$1,400,00		\$ 0		
<b>Financial:</b>	FY Budget:		FY Spent:		
	\$250,000		\$0		
<b>Permits Required:</b>			In response to California Coastal Commission		
<b>Challenges:</b>			Establishing focus on long term objectives and committing to follow through items.		
<b>Schedule:</b>			WWTP Relocation Alternatives on May 2022 agenda		
<b>Consultants:</b>			Greeley & Hansen		

# STAFF REPORT

To: Board of Directors  
From: Ed Waggoner, Operations Superintendent  
Date: April 28, 2022  
Subject: Monthly Operations Report – March 2022



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Plant Operation

#### Treatment Plant:

- The Treatment Plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of March. This included the implementation of the Operations Flood Preparation Standard Operating Procedures from the Plant Engineer.
- (Project #18-05) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA). Operations staff has been meeting and working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.

#### Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration and Reverse Osmosis Systems.
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration (MF) Cells 1, 2 and 3. All cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 6.5 pounds per square inch (psi).
- Staff performed an Enzyme clean on MF Cell #3 on March 11<sup>th</sup> with good recovery results on the TMPs.
- Forest Lake Reservoir was full on March 28<sup>th</sup>. The Reclamation Facility was offline for three days before restarting and sending flow the early morning of April 1<sup>st</sup>.

### **Training:**

- During the month of March, the Operations Superintendent attended online training on Compliance Monitoring and Reporting, New Pending Federal Regulations on various chemical compounds including Per-and Polyfluoroalkyl Substances.
- Staff continues to complete online training at the treatment facility from Target Solutions as CAWD implements its new safety policies for the Exposure Control Plan updates for the COVID-19 virus.
- Staff continues to participate in scheduled tailgate safety meetings with meetings being held in the truck bays to meet CAWD's social distance policy.

### **Capital Improvement:**

- Staff continues working with Plant Engineer, Patrick Treanor, on Project #18-01, the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

### **Meetings Attended**

- On March 10, attended an in-person Reclamation Budget meeting with Carmel Area Wastewater District staff at the treatment facility for the Wastewater Reclamation Project.
- A Teams Meeting on construction progress for Project #18-01, the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

### **Discharge Permit Violations**

- There were no Reclamation Permit 93-72 discharge violations for the month of February 2022.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of February 2022.

### **FUNDING**

N/A-Informational item only



# STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: April 28, 2022

Subject: Monthly Maintenance Report – March 2022

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Maintenance Projects in Progress/Completed

- (Project 18-26) Work continues on replacement of the chemical piping at the reclamation facility. The plant engineer has been working with maintenance and operations staff on procuring new tubing and secondary containment that will eliminate potential leak points and remove piping that is no longer in use.
- The microturbine system is offline due to an issue with the compressor oil separator. Repair parts are on order and the existing compressor will be repaired while plans are finalized to install the new compressor that just arrived.
- The two (2) weeks Mathews Mechanical was onsite to temporarily supplement staff was successful. The preventive maintenance backlog was reduced, remaining headworks valves were replaced, and the new eyewash station piping was installed. Mathews Mechanical will be brought back again in the near future to assist the treatment plant with preventive maintenance work orders to alleviate/mitigate the backlog build up. The backlog buildup in Maintenance has occurred because only 1 mechanic is currently on duty and the other mechanic is out due to an injury. Currently, there is active recruitment for a full-time Maintenance/Collection Utility Worker I, which has been extended to May 2<sup>nd</sup> to search for more candidates.
- The aeration basin programming update is scheduled for mid-April. Blower Compressor Vacuum (BCV) Systems will be onsite to optimize the system. BCV specializes in just blower and aeration basin programming. The goal is to increase the amount of time the blower runs at minimum without risk of surging the system.

- Work continues on the Reclamation chemical system. The potassium hydroxide (KOH) dosing pump was swapped with a larger unit to feed the required dose for the neutralization system. The old KOH neutralization system can now be removed since the blend line KOH system is now able to dose both the neutralization and blend line. Staff is ordering more material to replace the remainder of the pipe with fused fittings to further reduce the potential for leaks.

### **Upcoming Maintenance Projects**

- Bryan Mailey Electric is replacing multiple faulty photocells at the treatment plant that are allowing lights to turn on during the day and replacing the minimal number of remaining fluorescent and incandescent light fixtures. Update- Material has been ordered.
- The replacement gas compressor has arrived for the microturbine system. Installation will require some electrical updates and work is scheduled for May.
- The spare Reverse Osmosis Feed pump Variable Frequency Drive (VFD) that failed has been returned and will be placed back in stock.
- Critical and urgent work orders are higher due to instrumentation work orders that are tied to alarm systems and process related callouts to Reclamation system. The Reclamation system requires extra process changes to maintain reservoir level at maximum.

### **Staff Development**

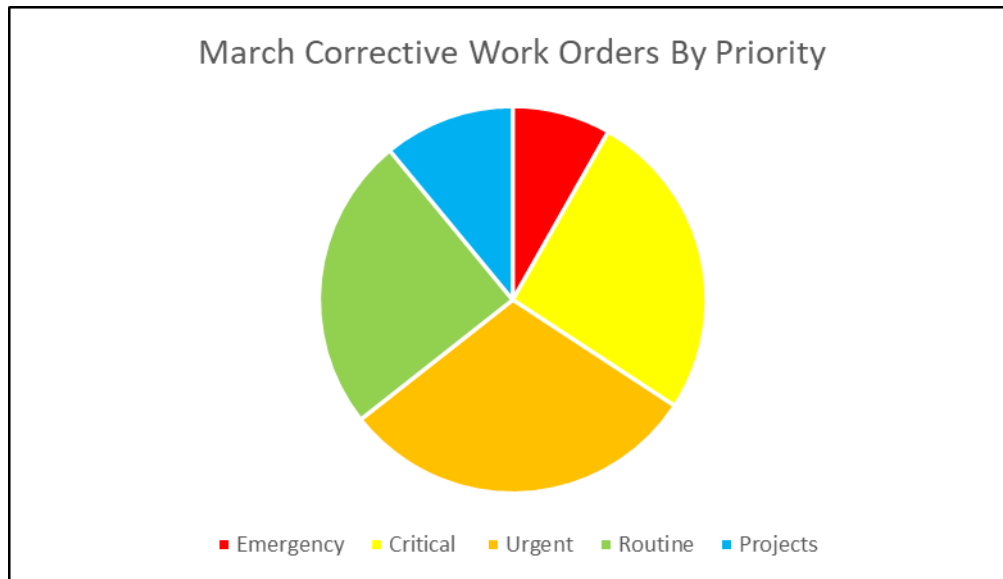
- Staff is working together on updating the existing Standard Operating Procedure (SOP) framework and coordinating across departments. Critical SOPs will be targeted, and competency standards are being created to assess staff on abilities to operate processes and equipment.

## Work Order Metrics

### Preventive Maintenance

Total Work Orders Generated	301
Total Work Orders Closed/Done	279
Total Work Orders Still Open	22
Percentage of Work Orders Completed	92.69%

### Corrective Maintenance



Emergency	6
Critical	19
Urgent	22
Routine	18
Projects	8

## FUNDING

N/A- Informational item only

# STAFF REPORT



To: Board of Directors  
From: Rachél Lather, Principal Engineer  
Date: April 28, 2022  
Subject: General Engineering

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

This report is provided to update the Board of the Carmel Area Wastewater District (District) on current engineering activities during the month of March and April 2022.

### General Engineering

The Principal Engineer continues to work on projects related to the 2021 Annexation, including Yankee Point, Carmel Valley Manor and Corona Road. The Corona Road project engineer, Monterey Bay Engineers, Inc. has completed surveying the project site and the environmental/permitting process has begun. The engineer is also moving forward with updating the draft assessment engineer's report per the suggestions given by the bond counsel, Jones Hall.

Carmel Valley Manor (CVM) is continuing to work on their project to connect to the District and have delayed their project in order to work with Cañada Woods to utilize another pipeline alignment that will benefit the District and CVM.

The Principal Engineer attended the California Water and Environment Association conference between April 11-14, 2022. She participated in the Collections Committee lunch as the Awards Chair presenting the awards. CAWD employees Robert Bowman and Barry Blevins won 3<sup>rd</sup> Place in the Gimmicks and Gadgets category. Pebble Beach Community Services District employee Kelvin Ellison was the 1<sup>st</sup> Place winner for Collections Person of the Year.

## FUNDING

N/A- Informational item only

# Resolutions

# STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: April 28, 2022

Subject: Contract Award Recommendation –  
2022 Manhole Frame & Lid Replacement Project at Various Locations

## RECOMMENDATION

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

- Adopt Resolution 22-18 awarding a contract for the 2022 Manhole Frame & Lid Replacement Project at Various Locations to the lowest qualified responsible bidder.
- Authorize the General Manager to sign and execute a contract with the lowest qualified bidder for construction of the project in an amount not to exceed \$58,485.

## DISCUSSION

The board approved Resolution No. 2022-11 on March 31, 2022 authorizing solicitation of bids for construction of the 2022 Manhole Frame & Lid Replacement Project at Various Locations. Three sealed bids were opened on April 20, 2022 at the District office and the results are provided below. The Engineer's Estimate for the project is \$45,000 and was formulated from results of manhole lid and frame costs from past bids.

After reviewing the bid documents and checking the experience requirements of the contractor, the lowest responsible bidder was determined to be Coastal Paving and Excavating in the total amount of \$55,700.

**TABLE 1 – 2022 MANHOLE FRAME & LID REPLACEMENT PROJECT BID SUMMARY**

<b>Bidder</b>	<b>Bid Amount</b>
Coastal Paving & Excavating	\$55,700
Don Chapin Company, Inc.	\$162,650
Monterey Peninsula Engineering, Inc.	\$99,000

**TABLE 2 – COASTAL PAVING & EXCAVATING**

<b>Item No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
1.	Mobilization/Demobilization to include mobilizing labor, equipment and materials to the job site, all insurance bonding costs, cleanup and demobilization.	1	LS	3,000	3,000
3.	Manhole lid and frame, removal and replacement. 24-inch diameter in road. Rings added as needed to match grade.	19	Each	1,300	24,700
4.	Manhole lid and frame, removal and replacement. 24-inch diameter off road and back yard easements. Rings added as needed to match grade.	10	Each	1,300	13,000
11.	Traffic Control and site safety.	1	LS	5,000	5,000
12.	Extra Work	1		10,000	10,000
<b>TOTAL BID AMOUNT</b>		<b>\$ 55,700</b>			<b>USD</b>

**FUNDING**

The FY21/22 CAWD Collections Capital Budget includes \$205,000 for manholes.



RESOLUTION NO. 2022-18

RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE BID FOR THE "2022 MANHOLE FRAME & LID REPLACEMENT PROJECT AT VARIOUS LOCATIONS" AND AWARDING THE CONTRACT- PROJECT #2022-02 IN AN AMOUNT NOT TO EXCEED \$58,485

-oOo-

WHEREAS, the Board of Directors authorized solicitation for bids for 2022 Manhole Frame & Lid Replacement Project at Various Locations on March 31, 2022; and

WHEREAS, there were three (3) bids received at the bid opening on April 20, 2022 and the lowest responsive and responsible bid was determined to be \$55,700; and

WHEREAS, the Engineer's Estimate for the project was \$45,000 and all bids were competitive between bidders.

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

1. That the Board accepts the bid of the lowest responsible bidder, Coastal Paving and Excavating, and awards the contract for the above-mentioned project to said bidder at the price specified in the bid of \$55,700.

2. That the Board authorizes the General Manager to approve project change orders not to exceed 5% of bid amount (\$2,785).

3. That the Board authorizes and directs the General Manager to execute a written contract with the successful bidder, Coastal Paving and Excavating, for an amount not to exceed \$58,485.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 28, 2022 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

\_\_\_\_\_  
Ken White, President of the Board

ATTEST:

\_\_\_\_\_  
Domine Barringer, Secretary to the Board

# STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: April 28, 2022

Subject: Acceptance of final completion of the 2021 Pipeline Spot Repairs Project #21-02

## RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution 2022-19 accepting the completed project and directing the General Manager to file a Notice of Completion for the subject project.

## DISCUSSION

The 2021 Pipeline Spot Repairs Project consisted of repairing holes in pipes at 15 locations within Carmel-by-the-Sea. On August 26, 2021, the project was awarded by the Board of Directors to Rooter King of Monterey County, Inc., with resolution 2021-47 for the amount of \$136,000. The final cost of the project is \$133,855, including extra work.

The sewer repairs were made on vitrified clay pipe that was noted in video inspections to contain holes that were large enough to be of concern. In addition, a recent pipeline video was completed on Valley Way that brought another hole in a pipeline to staff's attention. This repair was added to the contract as an extra work item. The work began on January 3, 2022 and was completed on April 8, 2022.

All work by the contractor, was inspected by District staff and backfill compaction was tested by Pacific Crest Geotechnical Engineers. All work was completed in conformance with our plans and specifications. Staff recommends that the Board of Directors accept the project and direct the General Manager to file a Notice of Completion with the Monterey County Recorder's Office.

## FUNDING

The FY 21/22 CAWD Collections Capital Budget includes \$150,000 for this project.

Attachment: Resolution 2022-19  
District Engineer Signed Notice of Completion  
Monterey County Notice of Completion



# Carmel Area Wastewater District

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

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

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

## NOTICE OF COMPLETION 2021 PIPELINE SPOT REPAIRS PROJECT

NOTICE IS HEREBY GIVEN that, I, Rachél L. Lather, Principal Engineer of the Carmel Area Wastewater District, Monterey County, California, on the 11<sup>th</sup> day of April, 2022 did file with the Secretary of said District my Certificate of Completion of the work described in the contract awarded to and entered into with Rooter King of Monterey County, Inc. on September 9, 2021 in accordance with the Plans and Specifications for said work filed with the Secretary and approved by the Board of Directors of said District.

That said work was completed on April 8, 2022 and that acceptance of said work is recommended for approval by resolution of the Board of Directors of said District to be adopted on April 28, 2022.

That said work consisted of the performance of all work and the furnishing of all labor, materials, equipment, and utility and transportation services required to complete the Contract as described in the plans and specifications.

Dated: April 11, 2022

RACHÉL LATHER, M.S., P.E.  
PRINCIPAL ENGINEER

Exempt from recording fees as it benefits a government agency

Recording requested by and when recorded mail to:

Carmel Area Wastewater District  
Attention: Rachél Lather  
3945 Rio Road  
Carmel, California 93922

No fee document pursuant to Government Code Section 27383

**NOTICE OF COMPLETION**

(CA Civil Code § § 8180-8190, 8100-8118, 9200-9208)

NOTICE IS HEREBY GIVEN by the Carmel Area Wastewater District (CAWD), that a certain project for a public works improvement consisting of repair of 15 pipeline segments in Carmel, California, has been completed pursuant to plans and specifications therefor entitled “2021 Pipeline Spot Repairs Project” and has been completed by the contractor, Rooter King of Monterey County, Inc. Final Completion and Contract Acceptance by CAWD occurred April 28, 2022.

The name and address of the owner of the property referred to hereinabove is Carmel Area Wastewater District, 3945 Rio Road, Carmel, CA 93923. The nature of the interest of the owners in the said property is as fee simple. The real properties on which said public works improvements and structures are situated are more particularly described as: Rio Road, Carmel, CA 93923.

Date: April 28, 2022

\_\_\_\_\_  
Barbara Buikema, CAWD General Manager

**VERIFICATION**

I, the undersigned, declare that I am the General Manager of the Carmel Area Wastewater District and that I have read the foregoing Notice and know the content thereof, and that the same is true to the best of my knowledge and belief.

Executed on April 28, 2022, at Carmel, California.

I declare under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Barbara Buikema, CAWD General Manager

RESOLUTION NO. 2022-19

A RESOLUTION ACCEPTING THE COMPLETED PROJECT AND DIRECTING THE GENERAL MANAGER TO FILE A NOTICE OF COMPLETION FOR THE 2021 PIPELINE SPOT REPAIRS PROJECT #21-02

-oOo-

BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, Monterey County, California, that:

WHEREAS, the Principal Engineer has provided the Board an accounting of the cost of the 2021 Pipeline Spot Repairs Project ("Project") in the amount of \$133,855. This amount is within the amount the Board previously authorized the General Manager to approve, making the total cost of the project \$136,000; and

WHEREAS, the Principal Engineer of said District has filed with the Secretary of said District an Engineer's Certificate regarding completion of the construction of the Project done under and pursuant to the contract between said District and Rooter King of Monterey County, Inc. dated September 9, 2021; and

WHEREAS, it appears to the satisfaction of this Board that said project provided for under said contract has been completed as provided in said contract and the plans and specifications therein referred to and that the work was completed on April 8, 2022.

NOW, THEREFORE, BE IT ORDERED as follows:

1. That acceptance of said 2021 Pipeline Spot Repairs Project be, and it is hereby made and ordered in accordance with California Civil Code §9200(a).
2. That in accordance with California Civil Code Section §9204 the General Manager is directed to file for record with the County Recorder of the County of Monterey a Notice of Completion as of the date of acceptance by the District of the 2021 Pipeline Spot Repairs Project as required by law.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 28, 2022 by the following vote:

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

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Ken White, President of the Board

ATTEST:

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Domine Barringer, Secretary of the Board

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, GM

Date: April 28, 2022

Subject: Authorizing Continued Remote Teleconference Meetings Through May 30, 2022

## RECOMMENDATION

It is recommended that the Board of Directors proclaim a local emergency and authorize remote teleconference meetings for the period May 1 through May 30, 2022.

## DISCUSSION

Since March 2020, Governor Newsom has issued a series of Executive Orders (N-25-20, N-29-20, N-35-20) declaring the State of California has been under a State of Emergency aimed at containing COVID-19. The Executive Orders modified certain requirements created by the Ralph M. Brown Act (Brown Act) or the state's local agency public meetings law. The District has been successfully operating under these conditions since they went into effect.

On June 11, 2021, the Governor issued Executive Order N-08-21 which rescinds the modifications made to the Brown Act effective September 30, 2021. After that date, agencies are required to observe all the usual Brown Act requirements as they existed prior to issuance of the orders.

However, after discussions with the California Special District's Association (CSDA), the Governor's office, and other stakeholders, the Governor's office modified its approach and Assembly Bill 361 was introduced in February 2021 and provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor's Executive Orders. Specifically, AB 361 suspends the requirements located in Government Code, section 54953. In short this means that during a state of emergency, under specified circumstances, local agencies can meet pursuant to modified Brown Act requirements.

AB 361 extends public meeting teleconferencing until January 1, 2024. With the Delta variant leading to a rise of cases in California, it allows local governments to continue to conduct virtual meetings as long as there is a state proclaimed state of emergency, but it will not be quite as flexible as it had been under the Executive Order. It requires local officials to find that meeting in person would present an imminent safety risk to attendees. The key difference between Executive Order N-29-20 and AB 361 is that AB 361 requires a public comment period where the public can address the legislative body directly. It prohibits the board from limiting public comments only to those submitted in advance and specifies that the board must provide an opportunity for the public to comment in real time.

Local governments must reconsider the exemption every 30 days to ensure that the state of emergency proceeds and that local circumstances maintain that a health/safety risk exists. Essentially, the continued exemption of the Brown Act is dependent on when the State COVID-19 state of emergency ends. CAWD has been open to the public for several months with a type of hybrid whereby the Board and legal counsel are in the board room and some staff members are remote.

Staff is asking the board to approve continuance of open in-person meetings for the Board and referral of the public to the ZOOM link. Please note that we have also found some participants prefer to use ZOOM rather than making the trip to our offices – it is very convenient to sign on from home. We may find that we continue offering ZOOM meetings well after the pandemic disappears to accommodate customers who desire to participate virtually.

Finally, the requirement is month-to-month renewal of the resolution. We will bring this item back to the Board monthly as long as the State of Emergency remains in force.

**FUNDING – No Impact**



RESOLUTION NO. 2022-20

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARMEL AREA WASTEWATER DISTRICT (CAWD) PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR'S ORDER #N-25-20 DATED MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF CAWD FOR THE PERIOD MAY 1 THROUGH MAY 30, 2022, PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Carmel Area Wastewater District (District) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Carmel Area Wastewater District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a State of Emergency has been proclaimed – Governor's order #N-25-20 dated March 4, 2020; and

WHEREAS, a State of Emergency exists in California due to the threat of COVID-19 and despite sustained efforts, the virus remains a threat, and further efforts to control the spread of the virus to reduce and minimize the risk of infection are needed; and

WHEREAS, the Board of Directors does hereby find that due to threat from the COVID-19 virus, and, California Occupational Safety & Health Administration (Cal/OSHA) COVID-19 Prevention Standards, AND, the District's written COVID-19 Prevention Policy has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of Carmel Area Wastewater District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the District is holding public meetings but requires the public to use ZOOM for access.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF CARMEL AREA WASTEWATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and meeting in person with members of the public or staff would present a risk of infection to all present in a meeting.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager and legislative body of the Carmel Area Wastewater District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of May 30, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Carmel Area Wastewater District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Carmel Area Wastewater District, this 28th day of April 2022, by the following vote:

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

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Ken White, President of the Board

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Domine Barringer, Secretary to the Board

# STAFF REPORT



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: April 28, 2022  
Subject: Resolution 2022-21 Ordering An Election

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution 2022-21 ordering an election, requesting the County Elections Department to conduct the election, and requesting consolidation of the election.

## DISCUSSION

The District has two seats open for the November 8, 2022 election, President White and Director Rachel.

Elections Code §10509 requires that on the 125<sup>th</sup> day prior to the day fixed for the District general district election, the secretary shall deliver a notice to the county elections official. By approving this resolution now, the District will easily meet the requirement.

Note: If the number of candidates is equal to or less than the number of vacancies to be filled within the particular district, the office does not appear on the ballot. The Board of Supervisors appoints the unopposed candidates. Appointees by the Board of Supervisors take office and serve exactly as if elected at the General Election (Elections Code §10515).

## FUNDING

The District has two seats open for the November 8, 2022 election. The estimated cost for the November Election is \$7.50 to \$10.00 per registered voter. There is no budget specific to this item and it will need to come out of the District Contingency account.

## STATEMENT OF ELECTION FACTS

FULL LEGAL NAME OF DISTRICT AS IT SHOULD APPEAR ON ALL ELECTION DOCUMENTS:

Carmel Area Wastewater District

MAIL SHOULD BE ADDRESSED TO: Domine Barringer TITLE: Board Secretary  
 MAILING ADDRESS: P.O. Box 221428 Carmel, CA 93922 TELEPHONE: 831-624-1248  
 FAX: 831-624-0811 E-MAIL: downstream@cawd.org WEBSITE: cawd.org

### MEMBERS OF THE GOVERNING BOARD

NAME	ADDRESS	DISTRICT WARD OR TRUSTEE (If applicable)	Member was elected by:	YEAR Term ends	Full-term = 4yrs  OR Short-term = 2yrs	IF THE MEMBER WAS APPOINTED BY THE BOARD TO FILL A VACANCY, WHO DID THIS MEMBER REPLACE?
			1) ELECTED/AIL*  OR 2) APPOINTED TO FILL A VACANCY			
Gregory D'Ambrosio	325 Crossroads Box 248 Carmel, CA	Fifth	2020	2024	Full	
Michael Rachel	Box 5605 Carmel	Fifth	2018	2022	Full	
Robert Siegfried	Box 1932 Carmel	Fifth	2020	2024	Full	
Charlotte Townsend	Box 5335 Carmel	Fifth	2020	2024	Full	
Ken White	Box 293 Carmel	Fifth	2018	2022	Full	

\*AIL= Appointed-in-lieu of Election (filed for office and didn't go on the ballot)

Name of the Presiding Officer: Ken White, President  
Print Name

Name of the Secretary: Domine Barringer, Board Secretary  
Print Name

### Check the box which applies to your district:

- The District boundaries have changed since the last election. Enclosed is a new map to reflect those changes.
- I declare that there have been no boundary changes since the \_\_\_\_\_ election.  
Election Date
- The limitation on the number of words in a candidate statement will be:  200 words  400 words
- The entity charged for the candidate statement sent to each voter will be the:  District  Candidate
- In case of a tie vote, the winner will be determined by:  Lot  Runoff election

Signature of Presiding Officer \_\_\_\_\_

Date \_\_\_\_\_

SERVICE AGREEMENT FOR THE PROVISION OF ELECTION  
SERVICES BETWEEN CARMEL AREA WASTEWATER DISTRICT AND  
MONTEREY COUNTY REGISTRAR OF VOTERS  
**NOVEMBER 8, 2022**

This Agreement, entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2022, by and between Carmel Area Wastewater District and Monterey County Registrar of Voters (hereinafter referred to as Registrar of Voters);

WHEREAS, it is necessary and desirable that the Registrar of Voters be retained for the purpose of conducting an election hereinafter described for the Carmel Area Wastewater District (hereinafter referred to as the District);

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

SERVICES TO BE PERFORMED BY THE DISTRICT:

- 1) No later than the 125th day prior to the election the District shall submit a board approved resolution which requests the Registrar of Voters for Monterey County to conduct an election for the District on **NOVEMBER 8, 2022** and requesting election related services of the Registrar of Voters.
- 2) The District shall submit to the Registrar of Voters in writing the exact number of offices to be voted on and/or the exact ballot wording to be voted by no later than the 88th day prior to the election, or by the 83rd day prior to the election if Elections Code §§ 10225, 10229, and 10407 are applicable.
- 3) The District shall prepare and deliver to the Registrar of Voters the Voter Guide information containing, as applicable, the ballot measure and tax rate statements. The last day for the submission of primary arguments (300 words) and impartial analysis shall be no later than **AUGUST 18, 2022**. The last day for the submission of rebuttal arguments (250 words) is **AUGUST 25, 2022**.

- 4) The District shall be responsible for reviewing and approving the language of the sample ballot and official ballot wording for candidates and measures.

SERVICES TO BE PERFORMED BY REGISTRAR OF VOTERS:

- 1) The Registrar of Voters shall publish the Notice of Election and the Notice to File Declarations of Candidacy for the District offices to be voted on, and/or the Notice to File Arguments for or against any measure.
- 2) The Registrar of Voters shall select and contract with the sample and official ballot printer(s) on behalf of the District.
- 3) The Registrar of Voters shall prepare and deliver to the printer the official ballot information.
- 4) The Registrar of Voters shall issue, receive and process all ballots on behalf of the District matters.
- 5) The Registrar of Voters shall procure all necessary and appropriate polling place locations, hire polling place workers, and conduct the election in accordance with all applicable state, federal and local laws.
- 6) The Registrar of Voters shall prepare a Canvass of Votes Cast and submit a Certificate of Registrar of Voters to the District regarding the District matters.
- 7) The Registrar of Voters shall conduct other various and miscellaneous election activities as required including but not limited to all those required as the District's Election Official other than those described under "Services to be Performed by the District".

TERMS:

This Agreement shall be in effect for the performance of all services incident to the preparation and conduct of the election to be held on **NOVEMBER 8, 2022**.

The parties will use best efforts to perform services herein. However, in the event the Registrar of Voters is unable to perform services required under this Agreement that are beyond his control, including an employee strike, vendor conditions, natural disasters, war, or other similar conditions, the Registrar of Voters will be relieved of all obligations under this Agreement. The Registrar will provide reasonable notice, if practical, of any conditions beyond his control, including notice at least 60 days prior to **NOVEMBER 8, 2022** of vendor conditions affecting the election services. In the event a vendor does not perform, the Registrar will attempt to obtain substitute services.

CONSIDERATION:

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Election Services Agreement  
County of Monterey Registrar of Voters and  
Carmel Area Wastewater District

**NOVEMBER 8, 2022**

Page 2 of 3



In consideration of the performance of services and supplies provided by the Registrar of Voters, the District shall pay to the Registrar of Voters a sum equal to the actual cost of such services, expenses, and supplies related to the work performed on behalf of District. In the event that this Agreement is terminated prematurely, the District shall pay to the Registrar a sum equal to the actual cost of such services performed or supplies/expenses incurred as of the effective date of the termination.

The District shall make payment within 30 days of receipt of invoice from Registrar of Voters.

DISTRICT:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

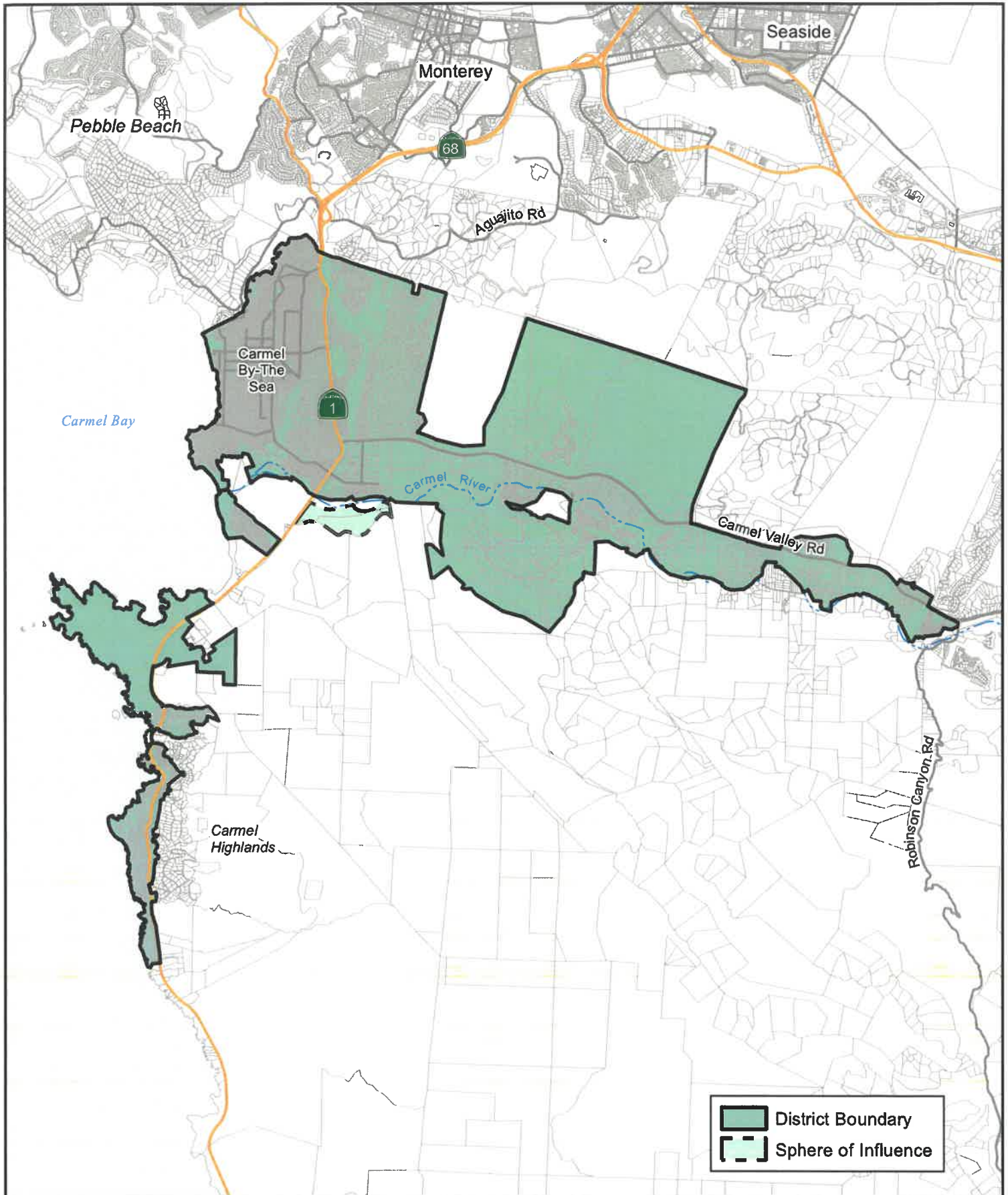
Title: \_\_\_\_\_

COUNTY:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

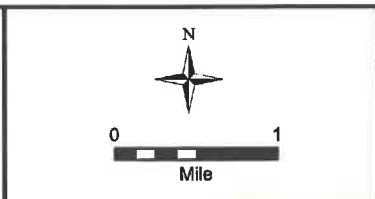
Title: \_\_\_\_\_



**LAFCO of Monterey County**  
 LOCAL AGENCY FORMATION COMMISSION

P.O. Box 1369  
 Salinas, CA 93902  
 Telephone (831) 754-5838

132 W. Gabilan St., Suite 102  
 Salinas, CA 93901  
 FAX (831) 754-5831



**WASTEWATER DISTRICTS**

**CARMEL AREA  
 WASTEWATER DISTRICT**

Last LAFCO-Approved Change 3/22/2021  
 Map Prepared: 4/5/2022

## Resolution No. 2022-21

# RESOLUTION ORDERING AN ELECTION, REQUESTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE ELECTION

---

### CARMEL AREA WASTEWATER DISTRICT

**WHEREAS**, pursuant to Elections Code §10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election. The city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

**WHEREAS**, pursuant to Elections Code §10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

**WHEREAS**, pursuant to Elections Code §10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation. The resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

**WHEREAS**, pursuant to Elections Code §13307, whenever an election called by a district, city, or other political subdivision has offices to be filled, it is required to fix and determine the number of words that a candidate may submit on the candidate's statement to be either 200 or 400 words and to determine if the candidate and or the political subdivision will pay the cost of the statement; and

**WHEREAS**, Elections Code §15651 requires the city or district to determine the means and manner in which a tie vote is to be resolved in the event that two or more persons receive an equal number of votes and the highest number of votes ("tie votes") for an office to be voted upon; and

**WHEREAS**, various district, county, state and other political subdivision elections may be or have been called to be held on a **November 8, 2022**.

**NOW THEREFORE, BE IT RESOLVED AND ORDERED** that the governing body of the **Carmel Area Wastewater District** hereby orders an election be called and consolidated with any and all elections also called to be held on **November 8, 2022** insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Carmel Area Wastewater District requests the Board of Supervisors of the County of Monterey to order such consolidation under Elections Code §10401 and §10403.

**BE IT FURTHER RESOLVED AND ORDERED** that pursuant to Elections Code §10002 said governing body hereby requests the Board of Supervisors of the County of Monterey to permit the Monterey County Elections Department to provide any and all services necessary for conducting an election and agrees to pay for said services in full, and

**BE IT FURTHER RESOLVED AND ORDERED** that the Monterey County Elections Department conduct the election for the purpose of electing **two** Members to this Governing Board on the **November 8, 2022** ballot:

SEATS OPEN	OFFICE	TERM	DIST/DIV (if applicable)
Kennedy White	Director	4 yrs.	
Michael Rachel	Director	4 yrs.	

**BE IT FURTHER RESOLVED AND ORDERED** that pursuant to Election Code §13307 the **Carmel Area Wastewater District** has resolved that all costs of the Candidate’s statement be paid by the **District and** that no candidate may submit a statement of over **400** words.

**BE IT FURTHER RESOLVED AND ORDERED** that pursuant to code §15651, a tie vote shall be resolved by **Carmel Area Wastewater District Board of Directors**.

**BE IT FURTHER RESOLVED AND ORDERED** that tie votes shall be determined by **coin toss**.

**PASSED AND ADOPTED** by the **Carmel Area Wastewater District** on this 28th day of April, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

SIGNED: \_\_\_\_\_  
Chairperson of said Governing Board

ATTEST: \_\_\_\_\_  
Secretary of the Board

# STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: April 28, 2022

Subject: Corona Road Assessment District Project #18-21

## RECOMMENDATION

It is recommended that the Board of Directors authorize the General Manager to amend the contract with Monterey Bay Engineers, Inc. to provide easement acquisition support services in the amount of \$4,500. In order to proceed, it is recommended the Board take the following actions:

1. Adopt resolution 2022-22 authorizing the General Manager to accept funds and enter into an agreement with the Corona Road area neighborhood residents to use the funds for Monterey Bay Engineers, Inc. to add easement acquisition to the contract for the assessment engineer's report.
2. Adopt a resolution 2022-23 authorizing the General Manager to sign an amendment to the contract with the engineering consultant, Monterey Bay Engineers, Inc., for the project in an amount not to exceed \$4,500.

## DISCUSSION

The Corona Road area neighborhood in the Highlands area of Monterey County is interested in forming an assessment district to construct sewer facilities on the west and east side of Highway One near Corona Road. The advocates of the sewer project have been circulating a petition to request that the District move forward with assessment district proceedings with 78% of the affected property owners having signed the petition.

The Corona Road area was included in the 2021 Annexation that was recently approved by the Local Agency Formation Commission (LAFCO).

Since May 2021, the assessment engineering report, preliminary plans and additional environmental permitting has been in process. An acceptable location for the pump station has been identified and the property owner is willing to provide an easement. In order to finalize the plans and move forward with assessment district formation, it is prudent to obtain the easement at this time.

The Corona Road neighborhood representatives have collected the \$4,500 funds needed for the work. The interested property owners will sign a copy of the Participant Deposit and Reimbursement Agreement for their individual contribution to the total cost of the consultant's work.

## **FUNDING**

The Corona Road neighborhood has agreed to completely finance the engineering contract for the full contract amount totaling \$46,000.

Attachment 1: Monterey Bay Engineers, Inc. proposal to amend the contract for the preliminary design and engineer's report. (Attachment "A")

Attachment 2: Resolution 2022-22

Attachment 3: Resolution 2022-23





# Monterey Bay Engineers, Inc.

## Civil Engineering • Land Surveying

Steve C. Wilson, RCE 25,136 / PLS 5,207  
Brian M. Wilson, PLS 7,771  
Benjamin C. Wilson, RCE 72,928

607 Charles Ave. Suite B, Seaside, Ca 93955  
Phone (831) 899-7899 Fax (831) 899-7879  
Email : mbayengr@mbay.net

February 18, 2022

Carmel Area Wastewater District  
3945 Rio Road  
Carmel, CA 93923  
Attn: Rachel Lather, P.E.

Re: Corona Road Sanitary Sewer Assessment District  
Easement Acquisition for the proposed Pumping Station

Dear Ms. Lather:

We are pleased to present you with our proposal to complete additional work as supplemental to the Engineers' Report for the proposed Assessment District. These services include steps for the acquisition of easements at the northeasterly portion of the John Rodgers' property. Mr. Rodgers has accepted the concept of granting an easement to the Carmel Area Wastewater District for the purpose of a Pumping Station. The Pumping Station is proposed to serve the Corona Road area as well as the properties situated to the westerly side of State Highway 1.

Our proposed services will consist of the following in approximately this order:

- 1) We will prepare a Site Plan showing the proposed easements. One easement will be permanent for the construction and operation of the Pumping Station. A second temporary easement will be required for construction activities. The construction easement will allow access, staging areas, and operational space for the proposed lateral boring that will need to cross State Highway 1. A third easement will be required for perpetual access over the existing access driveway that serves the Williams, Goldschmidt, and Villa properties.
- 2) Upon Mr. Rodgers' written approval of the Site Plan, we will prepare the legal descriptions and graphic exhibits for the Pumping Station and Temporary Construction easements. We will also prepare a legal description and graphic exhibit for the perpetual access easement in the access driveway. We have received a sample of a similar document for the Santa Maria Conservancy as a model for the easement agreements. We will obtain Preliminary Title Reports for the Rodgers and Williams properties. Title Reports are necessary to identify what parties will need to execute the easement deeds. It will be necessary for the holders of any existing Deeds of Trust that encumber these properties to also execute these documents. The completed easement documents will be submitted to the CAWD for review and approval prior to getting the owners' and lender's signatures.



The professional fees for the included work for Items 1) and 2) as outlined above will be \$4,500.00. Invoices will be sent to the CAWD upon completion of each stage of this work.

Our rates for professional services in the event that extra work is authorized are:

Survey Crew (2 men and equipment)	\$200/hr
Principal Civil Engineer & Land Surveyor	\$180/hr
Staff Registered Civil Engineer	\$125/hr
Staff Professional Land Surveyor	\$125/hr
Assistant (EIT or LSIT)	\$105/hr
Senior Engineering Technician	\$ 90/hr
Engineering Technician or Draftsman	\$ 70/hr

We look forward to this opportunity to be of service. Upon receipt of a signed copy of this agreement, or a contract with the CAWD in a form and terms that are suitable to us, we will begin work. Contact us if you have any questions, or need additional information.

Sincerely yours,

Read and Accepted,



Steven C. Wilson  
President, Monterey Bay Engineers

Carmel Area Wastewater District

Amendment No. 1 to Existing Contract  
for Engineering Services  
**Carmel Area Wastewater District**  
P.O. Box 221428, Carmel, CA 93922  
Tel: 831-624-1248 Fax: 831-624-0811

To: Monterey Bay Engineers, Inc. Steve Wilson

Date: April 28, 2022

This Amendment No. 1 is made and entered into on this 29th day of April, 2022 to the Agreement for Engineering Services dated April 30, 2021 between the Carmel Area Wastewater District, hereinafter referred to as “District” and Monterey Bay Engineers, Inc., hereinafter referred to as “Consultant” for the Engineering Services for the Corona Road Assessment District project #18-21.

RECITALS

- District and Consultant entered into an Agreement executed on June 8<sup>th</sup>, 2021 providing for Engineering Services for the Carmel Area Wastewater District Corona Road Assessment District Project for project design services as summarized in their proposal dated November 30, 2020. (Original contract budget: \$41,500)
- Whereas, the District is authorizing Consultant to perform additional or amended services for utility locating as set forth herein to be known as Amendment No. 1; and whereas Consultant agrees to provide such services; now therefore the District and Consultant hereby agree to amend the Consultant Services Agreement Scope of Work to include the services described more fully in the proposal dated February 18, 2022 Attachment “A” and attached hereto:

Services to provide additional engineering to include easement acquisition for the proposed Pumping Station.

AUTHORIZED CONTRACT PRICE – Amendment No. 1

Contract budget of \$4,500, for a total contract amount of \$46,000 which will not be exceeded without prior authorization from the District.

COMPLETION DUE DATE

It is expected that Monterey Bay Engineers, Inc. would complete the services described in Attachment “A” within approximately six weeks after Notice-to-Proceed.

IN WITNESS WHEREOF, this Amendment is executed, by the duly authorized officers of each of the parties, effective on the date shown above.

Instructions: Sign and return the original. Upon acceptance by the District a copy will be signed by its authorized representative and returned to you. Insert below, the names of your authorized representative(s).

Contractor Name/Address

Monterey Bay Engineers  
607 Charles Ave., Suite B  
Seaside, CA 93955

Accepted for the District by:

By: \_\_\_\_\_

\_\_\_\_\_

Name: Steven C. Wilson, President

Name: Barbara Buikema,  
General Manager

Contractor's Authorized Representative(s)

District's Authorized Representative

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

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

RESOLUTION NO. 2022-22

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO AN AGREEMENT WITH THE CARMEL HIGHLANDS NEIGHBORHOOD RESIDENTS OF CORONA ROAD TO MANAGE THE CONSULTING WORK TO PREPARE FOR THE FORMATION OF A SEWER ASSESSMENT DISTRICT PROJECT #18-21

-oOo-

WHEREAS, the Corona Road area neighborhood has expressed an interest in connecting to the Carmel Area Wastewater District (District) for sewer service; and

WHEREAS, the appropriate initial step is to complete an assessment engineering study and environmental permitting to determine the cost and preliminary design of the project; and

WHEREAS, the Corona Road area neighborhood representatives have collected funds for the District to manage the contract with Monterey Bay Engineers, Inc. in the amount of \$41,500 and Denise Duffy & Associates in the amount of \$25,900, and that work is progressing; and

WHEREAS, an amendment No. 1 to the scope of services for Monterey Bay Engineers, Inc. is needed in order to complete the easement negotiations for the project and neighborhood representatives have collected funds in the amount of \$4,500 for the District to add to the contract with Monterey Bay Engineers, Inc.

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 an agreement with the Carmel Highlands Corona Road area neighborhood to manage the additional work to be completed prior to moving forward with the assessment district formation process.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 28, 2022 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

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Ken White, President of the Board

ATTEST:

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Domine Barringer, Secretary of the Board

RESOLUTION 2022-23

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT AMENDMENT NO. 1 WITH MONTEREY BAY ENGINEERS, INC. (MBE) TO PROVIDE ASSESSMENT DISTRICT ENGINEERING SERVICES FOR THE CORONA ROAD ASSESSMENT DISTRICT PROJECT #18-21 IN AN AMOUNT NOT TO EXCEED \$4,500

WHEREAS, the Corona Road Area Neighborhood have provided funding for the Corona Road Assessment District project (Project) engineering consulting work;

WHEREAS, the Board of Directors approved under resolution 2021-17 a contract with Monterey Bay Engineers, Inc. for professional engineering services for the Project in an amount of \$41,500;

WHEREAS, the District received a proposal from MBE for an amendment to professional engineering services to provide easement acquisition support services for the Project; and

WHEREAS, in order to continue with Assessment District engineering services, the District must amend the contract with MBE for the Project as summarized in their proposal dated February 18, 2022 in the amount of \$4,500.

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 amendment No. 1 with MBE to provide assessment district engineering services for construction of a sewer in the vicinity of Corona Road in Carmel.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 28, 2022.

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

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President of the Board

ATTEST:

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Domine Barringer, Secretary to the Board

## Other Items & Information/Discussion

# STAFF REPORT



To: Board of Directors  
From: Barbara Buikema, GM  
Date: April 28, 2022  
Subject: Accessory Dwelling Units Policy

## RECOMMENDATION

It is recommended that the Board of Directors pass a motion accepting the attached Accessory Dwelling Unit Policy.

## DISCUSSION

The State of California has determined that it is in the public's interest to encourage the growth of Accessory Dwelling Units (ADU) to mitigate the shortage of housing statewide. The District does not maintain a list of current ADUs, although we know that they are scattered throughout the District. Our current policy is to consider any detached unit that includes complete independent living facilities (i.e. bathroom, shower, sinks, and a kitchen) and assess a connection fee for the unit. Therefore, an ADU is charged a standard single family residence (SFR) connection fee (one-time fee) and the standard residential user fee (recurring annual fee). The user fee is not dependent upon square footage or size of the structure as the District user fee formula applies the biochemical oxygen demand, total suspended solids, and estimated flow to all user categories throughout our service area.

In January 2021 there were changes to the ADU laws that require the District to change the current policy. The law states that a local agency, special district, or water corporation shall not consider ADUs as a new residential use for the purpose of calculating connection fees or capacity charges for utilities (Government Code § 65852.2). ADUs that are constructed concurrently with a new single-family home may charge connection fees as long as they are charged proportionately in relation to the primary dwelling unit.



Staff is recommending that the District cease charging connection fees for all ADUs whether they are part of new construction of a SFR or not. It will be easier for staff to administer the policy and we believe the number of ADUs constructed simultaneously with a primary SFR is minimal.

The user fee charges should continue to be developed through the rate model, which currently describes an ADU as equivalent to a SFR.

## **FUNDING**

At this time, it is unknown how many ADU units will be presented to the District for a permit. Our current SFR connection fee is \$7,532.64.



Accounting Policies & Procedures	Topic No.:
Function: Accessory Dwelling Unit Policy	Topic: ADU
	Date: April 2022

## ACCESSORY DWELLING UNITS (ADU)

### Definition of ADU

Accessory Dwelling Unit (ADU) (aka granny flat, in-law unit, second unit) means one permanent attached or detached residential dwelling unit, which provides complete independent living facilities for one or more persons and is accessory to one existing or proposed single-family dwelling (SFD). It includes permanent provisions for living, sleeping, eating, cooking and sanitation. An accessory dwelling unit also includes:

1. An efficiency unit, as defined in Section 17958.1 of Health and Safety Code
2. A manufactured home, as defined in Section 18007 of the Health and Safety Code

An ADU may be created by constructing a new accessory structure or an addition, or by converting the existing permitted interior space of a single-family residence or accessory structure into an ADU. In 2018, state law expanded the definition of accessory structure to include converted garages, carports or covered parking structures.

California Government Code Section 65852.2 requires local government to ease local requirements for ADUs and expedite local permitting processes associated with ADUs.

## Summary of Recent Changes to State of California ADU Laws

Changes in ADU laws effective January 1, 2021 further reduce barriers, better streamline approval processes, and expand capacity to accommodate the development of ADUs. (Government Code Section 65852.150)

ADUs are allowed only on lots where adequate water and sewage disposal systems are or can be made available. Shared water and sewage disposal systems between the primary unit and the ADU is permissible.

A local agency, special district or water corporation shall not consider ADUs as a new residential use for the purpose of calculating connection fees or capacity charges for utilities, including water and sewer services. However, these provisions do not apply to ADUs that are constructed concurrently with a new single-family home. (Gov Code, §§ 65852.2, subdivision (f), and 66000)

An ADU is exempt from incurring impact fees from local agencies, special districts, and water corporations if less than 750 square feet. Should an ADU be 750 square feet or larger, impact fees shall be charged proportionately in relation to the square footage of the ADU to the square footage of the primary dwelling unit. Agencies may waive impact and other fees for ADUs.

ADUs converted from existing space and Junior Accessory Dwelling Unit (JADUs) shall not be considered by a local agency, special district or water corporation to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, unless constructed with a new single-family dwelling. The connection fee or capacity charge shall be proportionate to the burden of the proposed ADU, based on its square footage or plumbing fixtures as compared to the primary dwelling.

A (JADU), or conversion of existing space that is contained entirely within an existing or proposed SFR is not considered a separate or new dwelling unit.

State ADU law does not cover monthly user charge fees. (Gov Code § 6582.2, subd. (f)(2)(A).

## **Carmel Area Wastewater District (CAWD) Policy**

CAWD will follow all applicable state regulations as regards to ADUs, unless we go beyond state requirement as indicated below

**Sewer Connection Fees:** Sewer connection fees shall not be charged for ADUs unless additional sewer connection(s) to a lot is required due to insufficient capacity or at the request of the property owner. In such cases, an equivalent number of additional connection fees will be applied or proportionately charged.

**Sewer User fees:** excluding JADUs, a user fee shall be assessed as calculated in the annual rate model for a residential unit.

**From:** [H](#)  
**To:** [Downstream Distribution Group](#)  
**Subject:** ADU Fees - connection & on going  
**Date:** Monday, April 18, 2022 9:48:43 AM

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This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Board of Directors of CAWD,

My name is Hunter Leighton and I am building a 400sf ADU in the district. I am writing today asking you to please re-evaluate the connection fees being charged for ADUs in the district as I believe they don't abide by Assembly Bill No. 68.

Currently the connection fee for the ADU I am building will be \$7,532.64. Text in the Assembly Bill No. 68 says:

" An accessory dwelling unit shall not be considered by a local agency, special district, or water corporation to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, including water and sewer service, unless the accessory dwelling unit was constructed with a new single-family dwelling. "

Thus, I believe this charge should not exist for ADUs.

Additionally, the yearly capacity charge for residential service is currently \$877.58. I am told that this will double because of the ADU. I also believe this does not abide by the bill and should be charged proportionally to the existing service. There is reference to this in the bill as well.

Please let me know what decide here and thanks for your consideration of these items,

Hunter Leighton  
831-620-6630

**Carmel Area Wastewater District**

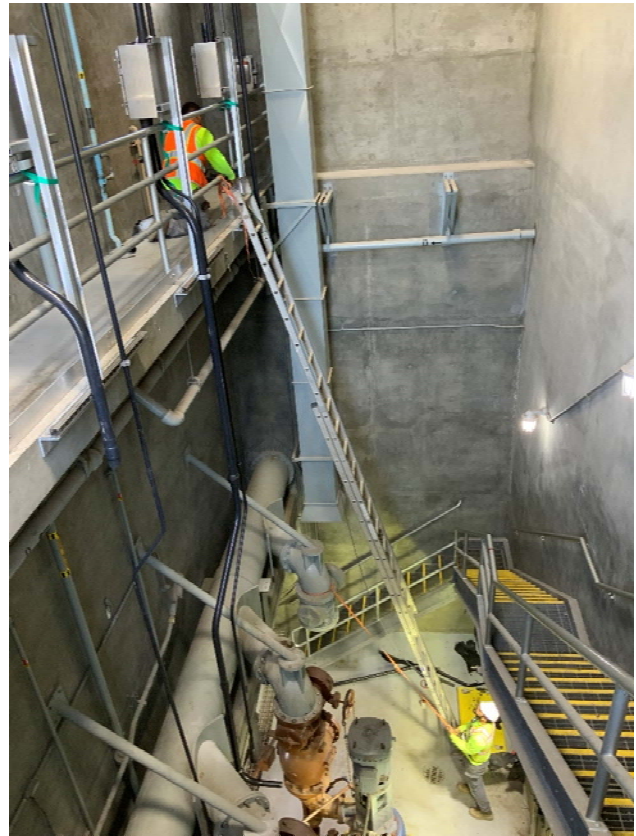
WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

**Construction Progress Report**

April 14<sup>th</sup>, 2022

Prepared by: Patrick Treanor, Plant Engineer

Contractor: Clark Bros Inc (CBI)



## Section 1: Project Summary

Project Summary			
General Contractor		Clark Bros Inc	
Contract Value			
Contract Bid Amount		\$7,291,500	
Change Orders Issued to Date		1	
Value Added Change Order Cost <sup>(1)</sup>	% of Bid Amount	\$28,199.96	0.37%
Non Value Added Change Order Cost <sup>(2)</sup>	% of Bid Amount	\$47,839.58	0.66%
Total Change Order Cost	% of Bid Amount	\$76,039.54	1.0%
Current Contract Value		\$7,367,539.54	
Open/Pending Potential Change Orders (PCO)		0	
Contract Time			
Notice To Proceed		September 7 <sup>th</sup> , 2021	
Original Contract Time		550 Calendar Days	
Calendar Days Elapsed		220 Days	
Weather Days: Accepted to Date		0 Days	
Contract Change Order(s) Time Extension		0 Days	
Current Contract Completion Date		March 3 <sup>rd</sup> , 2023	
Contract Progress Summary			
Total Project Time Expended		40%	
Total Project Cost Expended		30% (not including retention)	

Notes:

1. Value Added Change Orders include: District Requested Additional Work and Betterments
2. Non Value Added Change Orders include: Design Issues, and Unforeseen/Differing Site Conditions

## **Section 2: Work Performed This Month**

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### **2.1 General**

Work this month generally involved construction of the Sludge Holding Tank walls, electrical conduit rough-in work in the Influent and Headworks, and mandrel cleaning of existing underground ductbanks that will receive new power and fiber optic cables.

#### **2.1.1 Submittals**

Submittals reviewed this month included seismic calculations for equipment anchorage, protective coatings, and PLC equipment resubmittals.

#### **2.1.2 PLC Programming**

PLC programming by Frisch Engineering is in progress.

### **2.2 Site Work**

#### **2.2.1 Potholing/Locating Existing Utilities**

None.

### **2.3 Sludge Holding Tank Replacement**

Tank construction was ongoing during the month. The concrete pours for the walls are completed – final curing, patching and finishing remains to be completed. The equipment slab pour was completed this month.

### **2.4 Influent Pump Station Rehab**

Conduit rough-in inside the Influent Pump dry well made good progress this month.

### **2.5 Headworks Rehab**

Conduit layout and rough-in began inside the Headworks structure this month

### **2.6 Chlorination Building Rehab/3W System Improvements**

Underground ductbanks were cleaned with cleaning mandrels.

### **2.7 Effluent Pump Station Rehab**

Underground ductbanks were cleaned with cleaning mandrels. Some interior building conduit rough-in was completed.



### **Section 3: Project Issues**

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In March 2022, Clark Bros informed CAWD of delays in procurement of the Motor Control Center equipment. Clark Bros is currently working on a revised project schedule reflecting new equipment delivery dates.

### **Section 4: RFI and Submittals Review Summary**

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The following table contains a summary of RFI/Clarifications and Submittals to date:

	<b>Total Number Processed</b>	<b>Number Received in Current Month</b>
<b>RFI/Clarifications</b>	31	0
<b>Submittals</b>	126	8

### **Section 5: Change Order Summary**

---

Potential change orders (PCOs) are being generated for differing site conditions, owner requested changes, and design issues.

	<b>Total Number Processed to Date</b>	<b>Open PCO Pending Quote/Approval</b>	<b>Number Generated in Current Month</b>	<b>Total Cost Approved to Date</b>
<b>Potential Change Orders (PCO)</b>	6	0	0	NA
<b>Change Orders</b>	1	0	0	\$76,039.54

## **Section 6: Project Schedule and Budget**

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### **6.1 Schedule**

The Baseline CPM Schedule is being revised based on new equipment procurement lead times. A schedule meeting was held with Clark Bros, CAWD, and Currie Engineers to discuss schedule revisions to address lead time issues.

### **6.2 Budget**

At this time the approved change orders amount to 1% of the project cost. The project management team is continually monitoring the costs of potential changes to manage costs.

Currently the amount to be paid to CBI is 30% (not including retention) of the total approved budget (33.6% with retention).

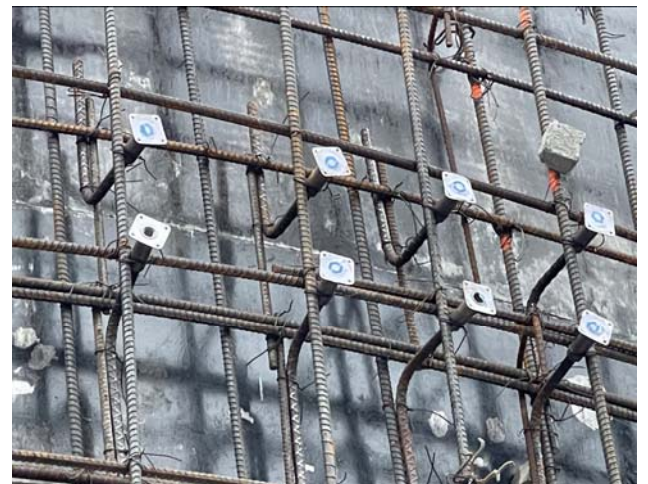
## **Section 7: Photos**

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- Sludge Holding Tank Replacement
- Influent Pump Station Rehab
- Headworks Rehab
- Effluent Pump Station Rehab

Photos:  
Sludge Holding Tank  
Replacement

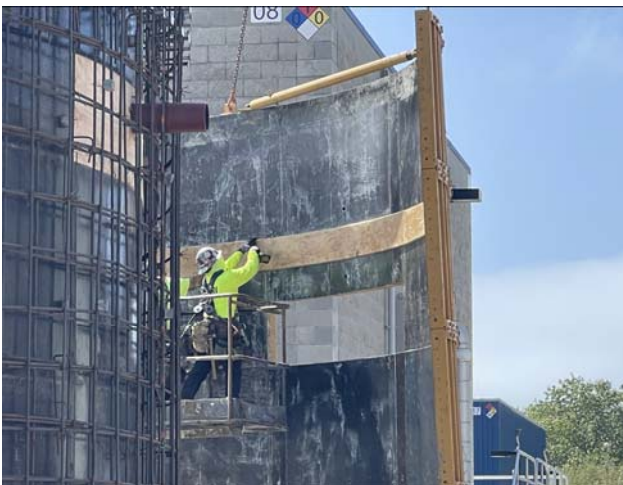












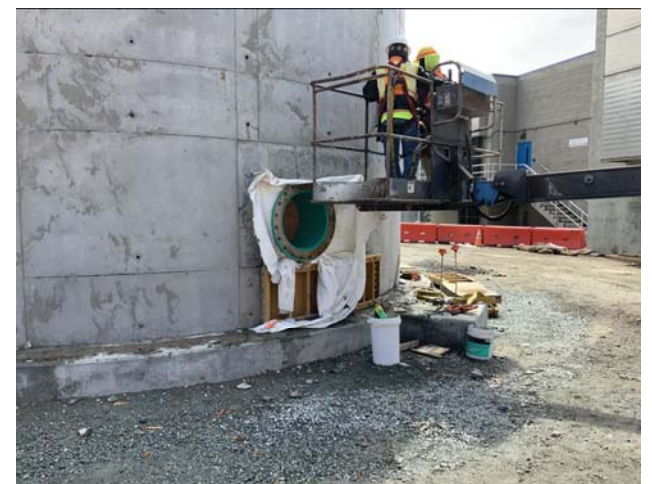
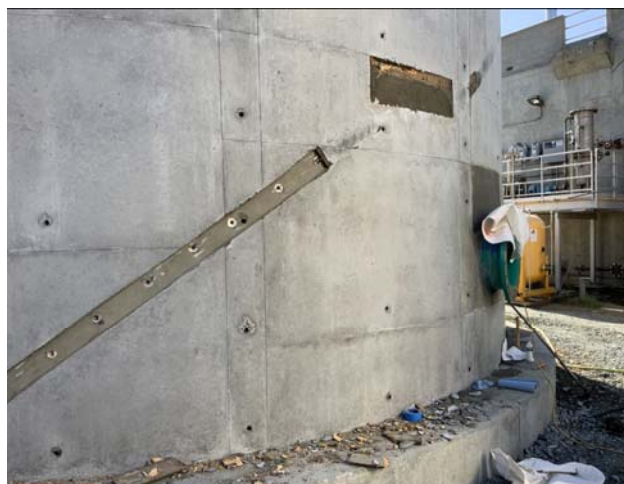






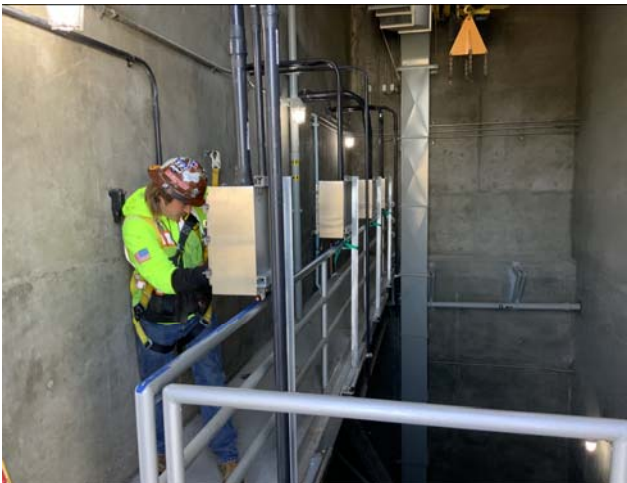




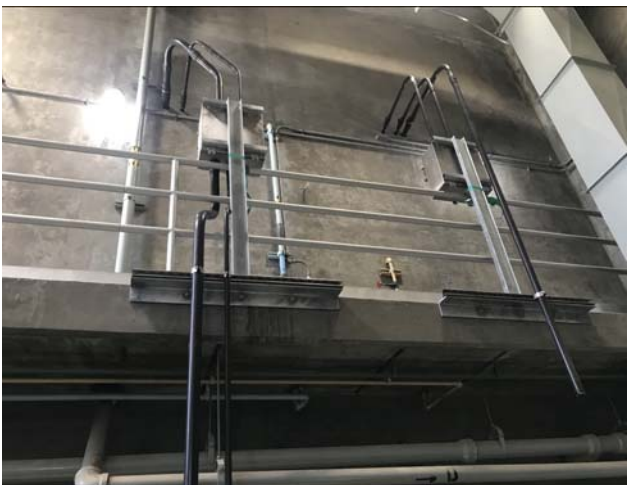
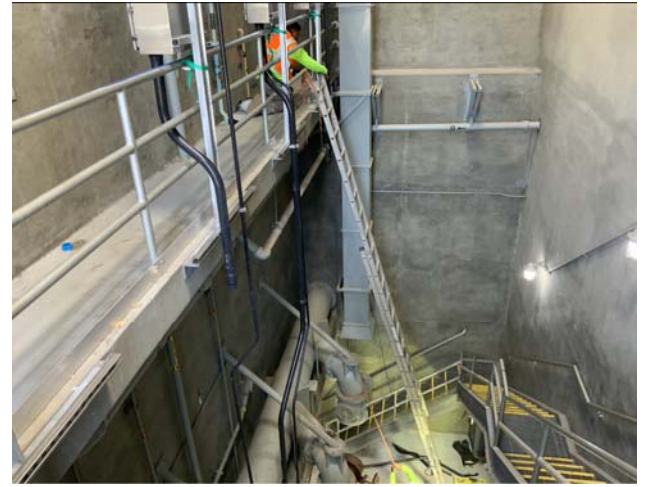


Photos:  
Influent Pump Station Rehab



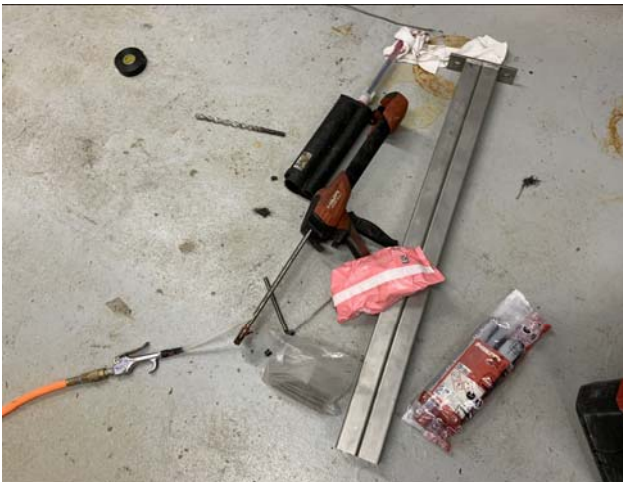
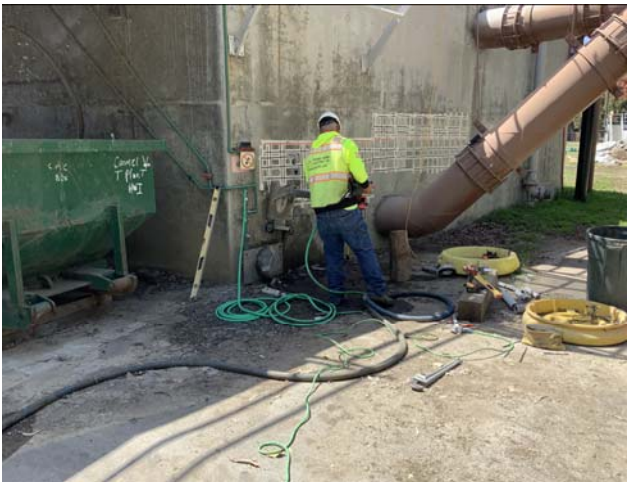
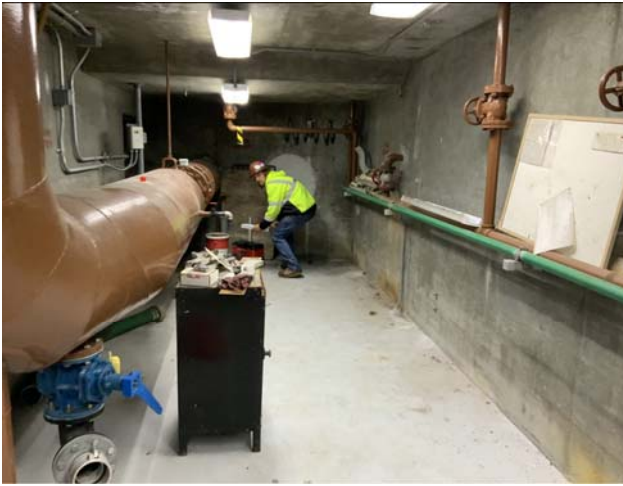






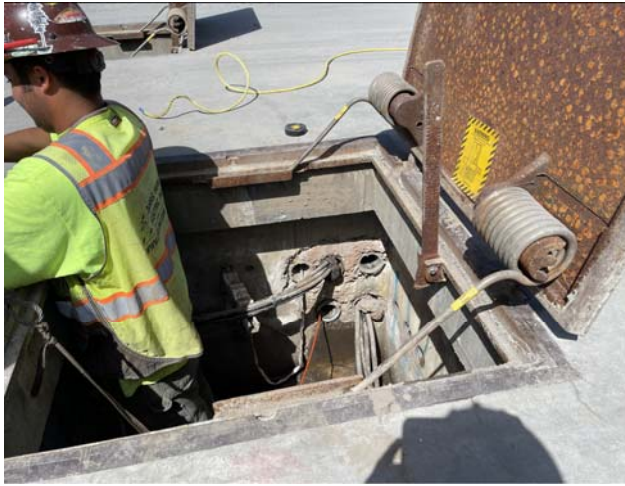
Photos:  
Headworks Rehab







Photos:  
Effluent Pump Station Rehab



# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: April 28, 2022

Subject: Pebble Beach Community Services District (PBCSD & District) – Regular Board Meeting on March 25, 2022

## DISCUSSION

Agenda items from the March 25, 2022, meeting that are of specific interest to this District:

- Total cash balance at the end of February 2022 was \$27.0M; of that amount \$13.5M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The February 2022 Cash Basis Budget showed total revenues of \$16.9M year to date and total expenditures of \$11.8M.
- Staff presented the 2022-23 Long Term Capital Outlay Program which covers the next 15 years. The anticipated total cost of PBCSD's capital responsibilities amount to \$67.2M. Of that amount, wastewater outlay totals \$19.6M. Capital expenditures for CAWD are front loaded in the next fiscal year due to an ongoing multiyear capital improvement project at the treatment plant. CAWD's projected capital costs have decreased by 16% from the previous year, which was due to finishing first half of Elect/Mech Rehab & Sludge Holding Tank project.
- Staff presented the Long-Term Financial Plan with the objectives of identifying the District's current and future resource needs, providing a pay-as-you-go funding method, setting criteria and target levels for reserves, and finally projecting the District's long-term financial position. PBCSD receives roughly \$21.0M a year in revenues, \$17.0M are from property taxes. Their conclusion was that the District is expected to maintain financial stability while continuing with its increased undergrounding program over the next 15 years.
- Forest Lake Reservoir is holding 111 million gallons (MG) or 341 acre feet (AF) of recycled water. This represents 97% of the permitted capacity of 115 MG. The

current storage volume is 3% below the historic average of 114 MG or 359 AF.

- Total irrigation water demand for the 2022 calendar year through February was 100-acre feet (AF). Total demand for the calendar year is 300% above the 5-year average of 25 AF through February. The month of February reflected a net storage decrease of approximately 1 MG. By comparison, a net storage increase of approximately 27 MG occurred in February of last year.
- Average daily wastewater flow of 351,000 gallons per day (GPD) was measured in February at the PBCSD-Carmel gate. This represents 31% of the total flow at the Carmel Area Wastewater District (CAWD) treatment facility. The measured PBCSD flow was 45% below the five-year average of 638,000 GPD for the month of February. The CAWD total flows were 33% below the five-year average of 1,665,000 GPD for February.
- The dry weather diversion facilities located adjacent to the 4<sup>th</sup> fairway and 18<sup>th</sup> green of Pebble Beach Golf Links were put into service on/around March 9<sup>th</sup>. With the onset of the 2022 irrigation season looming, staff anticipates bringing all (3) wells online before the end of March. Total production for the 2022 calendar year through mid-March was approximately 252,200 gallons.
- Supervisory Control and Data Acquisition (SCADA) system upgrade is tentatively scheduled to begin in late April 2022. Material supply for this project remains volatile and staff continues to coordinate with Frisch Engineers in anticipation of the new installation.
- Additional field work was conducted by corrosion protection engineers Corrpro Companies, Inc. in late February to verify conductivity of the section of recycled water pipeline that traverses the Carmel River.
- Average daily wastewater flows measured in million gallons per day (MG) show:

<b>MONTH</b>	<b>TOTAL</b>	<b>CAWD FLOW</b>	<b>PBCSD FLOW</b>	<b>PBCSD</b>
July - 21	37.117	25.481	11.636	31.350%
Aug - 21	36.578	25.206	11.372	31.090%
Sept - 21	31.800	22.717	9.083	28.563%
Oct - 21	35.625	24.518	11.107	31.177%
Nov-21	33.282	22.731	10.551	31.702%
Dec - 21	55.861	35.261	20.600	36.877%
Jan - 22	40.807	26.530	14.277	34.987%
Feb -22	31.191	21.369	9.822	31.490%
Total	302.261	203.813	98.448	32.570%

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: April 28, 2022

Subject: Special District Association of Monterey County Meeting 04-19-22

## RECOMMENDATION

No action required – this report is informational only.

## DISCUSSION

The meeting was held in person at Bayonet Black Horse Golf Course Clubhouse.

The guest speaker Jeanna Arnold, Local Government Affairs Representative for PG&E, gave a presentation on the Community Wildfire Safety Program. PG&E has been working over the last couple of years to reduce the probability of wildfires in California caused by powerlines by lessening the frequency of ignitions, Limiting the spread of potential ignitions and focusing on the highest risk locations.

While PG&E works to build the “electric system of the future” by undergrounding and system hardening there will continue to be Public Safety Power Shutoffs (PSPS). The number of shutoffs has decreased each year, and will continue to decrease through new advanced technologies and improvements to infrastructure. PG&E’s goal is year-round wildfire mitigation by turning off power during severe weather to prevent debris from contacting energized lines, and by using equipment on powerlines that allows them to turn off power within one tenth of a second if a tree branch or object strikes the line. By sectionalizing outages they are able to “focus” power shutoffs, which will minimize the impact to customers.

PG&E is committed to undergrounding power lines as a wildfire risk mitigation measure



that is safe, dependable, and sustainable. Their current focus is on distribution lines. They have identified areas for undergrounding with a focus on wildfire and Public Safety Power Shutoff (PSPS) risk reduction. On the central coast they will be working on 3 miles in the Santa Cruz mountains that has been identified as high risk.

Enhanced Powerline Safety Settings (EPSS) is a tool to help prevent wildfires by turning off power quickly. They are expanding these settings across 25,500 distribution line miles in areas of greatest wildfire risk. EPSS enables circuits to quickly shut down and have been behind a roughly 80% decrease in California Public Utility Commission reportable ignitions in 2021 compared to the prior three year average. They will continue to refine their EPSS program to reduce the impact on their customer base.

For local power resiliency efforts PG&E has both generator and battery programs to assist customers. They have developed a new meter program to help customers safely power their homes during emergency outages. It provides a safe way for customers to connect generator power to their homes by delivering power directly to the circuit breaker when you connect the generator to the meter and eliminates any power cords running through the home.

Charlotte Holifield from California Special District Association (CSDA) presented the legislative report. Legislative Days will be May 16-17<sup>th</sup>. She asked that agencies write a letter opposing an initiative that appears likely to qualify for the November ballot called the Taxpayer Protection and Government Accountability Act. This measure amends the State Constitution to change the rules for how state and local governments can impose taxes, fees, and other charges. The measure expands the definition of taxes to include some charges that state and local governments currently treat as fees and other charges. It would also increase the vote requirement for increasing state taxes to two-thirds of each house and a majority vote of the electorate. Voters would still be able to increase taxes by majority vote of the electorate without legislative action. It establishes the same approval requirement for increasing local special taxes.

Rick Verbanec, Treasurer, announced that the bank account for the Monterey County Special District Association (SDA) was holding at a steady state. Essentially the Association brings in enough money to fund the quarterly dinners.

Finally, Kate McKenna updated the group on Local Agency Formation Commission (LAFCO). Monterey Peninsula Water Management District (MPWMD) has filed a lawsuit against LAFCO for denial of latent powers to operate a water district. The lawsuit is still very much in its preliminary stages so there was little detail Ms. McKenna



could offer. A question of great interest to this group was what would be the impact on Special Districts? Currently Special Districts provide roughly one third of LAFCO's annual budget, one third comes from the 12 cities in the County, and the remaining one third from the Monterey County. LAFCO has a litigation reserve of \$300,000. Should the litigation filed by MPWMD exhaust LAFCO's litigation reserve, one third of any additional funding will come from Special Districts.

The next meeting will be Tuesday, July 19, 2022.