



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

October 31, 2019
Thursday
9:00AM



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES September 26th, 2019

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

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

Absent: none

Others:

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

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

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

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

NOTE: *The 2019 August Independent Auditors Report letter has been added to the Board Packet as item Number 4 on the Consent Calendar.*

ACTION ITEMS BEFORE THE BOARD

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

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

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

Board Action

Following a motion made by Director Townsend and seconded by Director Siegfried, the Board unanimously approved the Regular Meeting Minutes of August 29th, 2019, and enacted the following Consent Calendar items:

- 3.** Approve Regular Board Meeting Minutes of August 29,2019
- 4.** Receive and Accept Bank Statement Review by Hayashi Wayland – August 2019
The 2019 August letter was inserted during the 9.26.19 meeting as the final report was received on 9.24.19 after the original Board packet was printed.
- 5.** Receive and Accept Schedule of Cash Receipts and Disbursements – August 2019
- 6.** Approve Register of Disbursements - Carmel Area Wastewater District – August 2019
- 7.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – August 2019
- 8.** Receive and Accept Financial Statements and Supplementary Schedules – August 2019
- 9.** Receive and Accept Collection System Superintendent’s Report
June, July & August 2019
- 10.** Receive and Accept Safety And Regulatory Compliance Report – August 2019
- 11.** Receive and Accept Treatment Facility Operations Report –
August, July & June 2019 *(all data not available -amended report to be issued next month)*
- 12.** Receive and Accept Laboratory/Environmental Compliance Report – August 2019

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

ACTION ITEMS BEFORE THE BOARD

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RESOLUTIONS

17. Resolution No. 2019-46; A Resolution Authorizing The General Manager To Enter Into A Contract With Kennedy Jenks Consultants, Inc. To Provide Engineering Design Services In The Amount Of \$110,407 For The Rio Road CIPP Lining Project – *Report by Principal Engineer, Rachél Lather*

Board Action

Following a motion made by Director D'Ambrosio and seconded by Director Rachel, the Board unanimously adopted Resolution No. 2019-46.

18. Resolution No. 2019-47; A Resolution Authorizing The General Manager And Members Of The Salary/Benefits Committee On Behalf Of The Board To Sign The 2019-2021 Contract Negotiating Ground Rules – *Report by General Manager, Barbara Buikema*

Board Action

Following a motion made by Director Siegfried and seconded by Director D'Ambrosio, the Board unanimously adopted Resolution No. 2019-47.

19. Resolution No. 2019-48; A Resolution Accepting The Lowest Responsible Bid For The “Digester No. 1 Dewatering And Cleaning” And Awarding A Contract And Amending The Budget In An Amount Not To Exceed \$132,250 – *Report by Plant Engineer, Patrick Treanor*

A language change to Resolution 2019-48 was needed. It should read as follows:

A RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE BID FOR THE “DIGESTER
NO. 1 DEWATERING AND CLEANING” AND AWARDING A CONTRACT AND
AMENDING THE BUDGET FOR AN INCREASE IN AN AMOUNT NOT TO EXCEED
\$132,250

An additional language change was needed to insert the word “increase” in item number 2 (two).

2. That the Board authorizes a Budget amendment **increase** not to exceed \$132,250 for the Digester No. 1 and No. 2 Cleaning Project to be funded from Capital Reserves.

Director Rachel questioned whether this particular budgeted item increase is an indicator of a trend overall for all budgeted construction projects. Patrick Treanor indicated that this project is very rare and should not be used as such an indication. Mr. Treanor reiterated that CAWD does monitor construction costs regularly and that this item would not fall into that category.

Director Siegfried expressed concern with allowing the contractor to weigh their own vehicles and provide us with costs associated with that weight. Ed Waggoner mentioned that we would add language to our contract to require the contractor provide weight information which is obtained from California Highway Patrol weigh stations.

President White requested that the Board be invited to the cleaning as it is a historical event for CAWD.

Board Action

Following a motion made by Director Townsend and seconded by Director D’Ambrosio, the Board unanimously adopted Resolution No. 2019-48, as amended.

20. Resolution No. 2019-49; A Resolution Authorizing Inviting Bids For “Sewage Lift Station Control Panel Upgrades – Equipment Installation” – *Report by Maintenance Superintendent, Chris Foley*

Director Rachel asked if this installation included testing and ensuring that the panels are fully functioning. Chris Foley advised that Frisch Engineering, who designed the engineering for the lift stations and who CAWD has a contract with for continued engineering support of the lift stations, will handle interfacing with the contractor and the existing system to be sure the installation is successful.

Director D’Ambrosio commented that this project is “bundled” in order to upgrade several lift stations at once, for cost and time savings to CAWD.

Board Action

Following a motion made by Director D'Ambrosio and seconded by Director Townsend, the Board unanimously adopted Resolution No. 2019-49.

21. Resolution No. 2019-50; A Resolution Authorizing Inviting Bids For “Treatment Plant Fence Replacement Project” – *Report by Maintenance Superintendent, Chris Foley*

Director Rachel requested the linear feet of the fence. Mr. Foley stated that he did not use linear feet, as the basis for his estimate, he used a recent survey that was done of the property lines.

Director Townsend asked when this work could begin, and Mr. Foley said it is dependent on how soon the California Coastal Commission gets back to him about a waiver to replace the existing fence.

Board Action

Following a motion made by Director White and seconded by Director Rachel, the Board unanimously adopted Resolution No. 2019-50.

ACTION ITEMS BEFORE THE BOARD

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

OTHER ITEMS BEFORE THE BOARD

INFORMATION/DISCUSSION ITEMS

22. PBCSD 08-30-19 Regular Board Meeting – Cancelled, No Report Due
Informational Only – No Action Required

STAFF & BOARD MEMBER REPORTS

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

COMMUNICATIONS

23. General Manager's Report

- Harassment Training – October 31, 2019 at 10:00 am
- General Manager's Vacation – October 13-26, 2019
- Annual Flu Shot – October 22 from 10:00 am – 12:00 pm
- Coastal Commission update

24. Announcements On Subjects Of Interest To The Board Made By Members Of The Board Or Staff

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

Director Townsend would like a meeting to discuss the results of the Strategy workshop that the Board and staff attended. Barbara Buikema advised it's tentatively scheduled for December's Board meeting.

Director Rachel requested the status on the enforcement of the private sewer lateral inspection requirement which began October 1st and Daryl Lauer gave an update.

Director Siegfried requested that a discussion on a limit or ceiling on service expenditures be placed on the agenda for the October 31, 2019 Board Meeting.

Director Siegfried invited the Board to share an MIT project newsletter that discusses the study of various sewer systems from around the world.

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meetings are scheduled for: Friday, September 27, 2019 at 9:30 a.m. *President White is scheduled to attend.* Friday, October 25, 2019 at 9:30 a.m. *Director D'Ambrosio is scheduled to attend.*

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

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

25. 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.*

Public Employee Performance Evaluation

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

The Board adjourned to closed session at 9:59 a.m. and after a brief recess the Board convened in closed session at 10:04 a.m. The Board came out of its closed session at 11:26 a.m. and Legal Counsel announced that the Board had taken up the matter agendized for the closed session (Employee Performance Evaluation – General Manager), received information and concluded the General Manager’s evaluation; no reportable action was taken.

26. ADJOURNMENT

*There being no further business to come before the Board, the President adjourned the meeting at 11:27 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, **October 31, 2019** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923. NOTE: Staff reports and materials regarding these agenda items are available for public review Monday through Wednesday of the week immediately prior to the Board Meeting at the District Office or at www.cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District Office during normal business hours. Documents distributed at the meeting will be made available in the same manner.*

Respectfully submitted:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

October 15, 2019

To the Board of Directors
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of September 2019. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

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



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

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



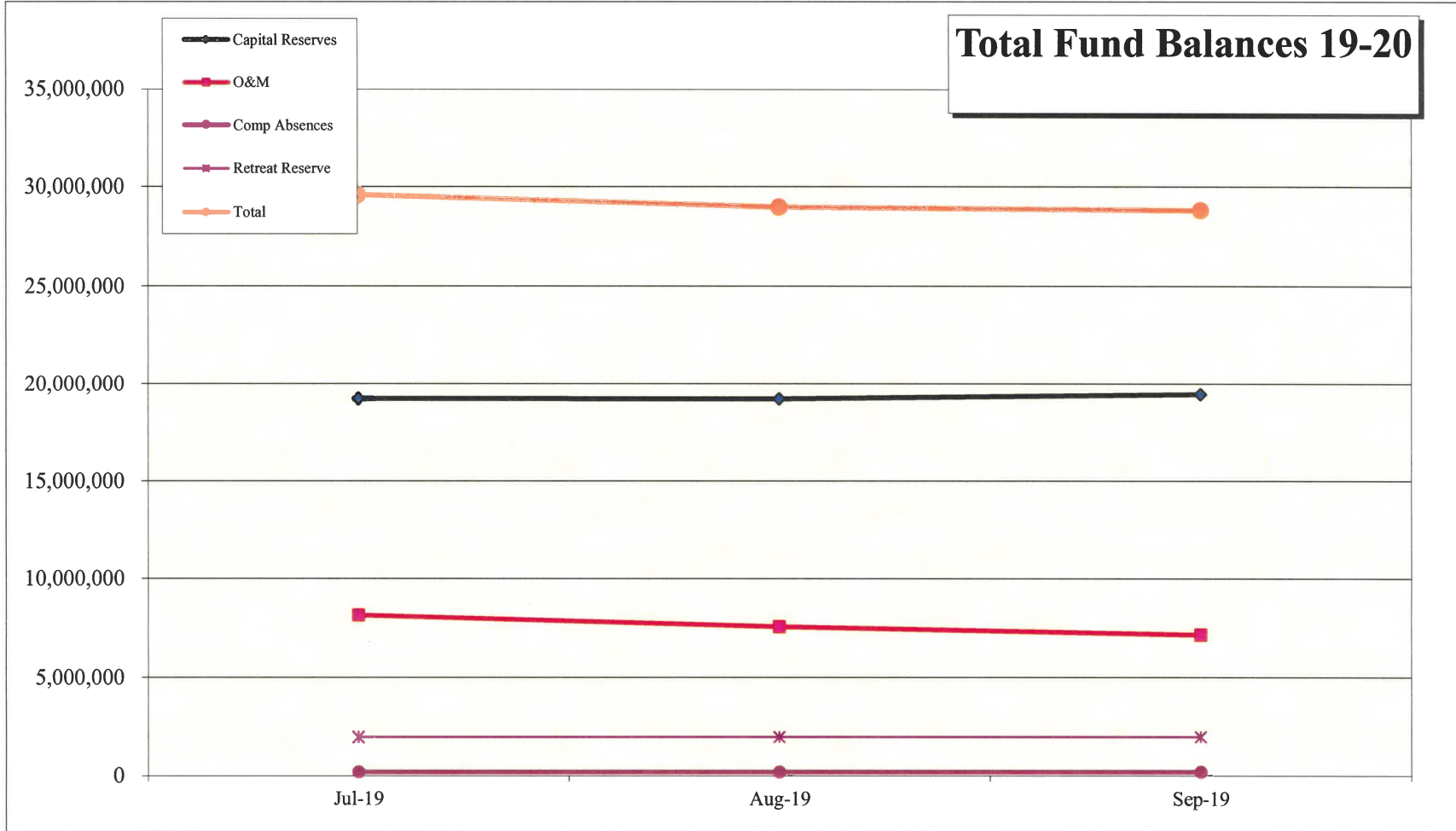
Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

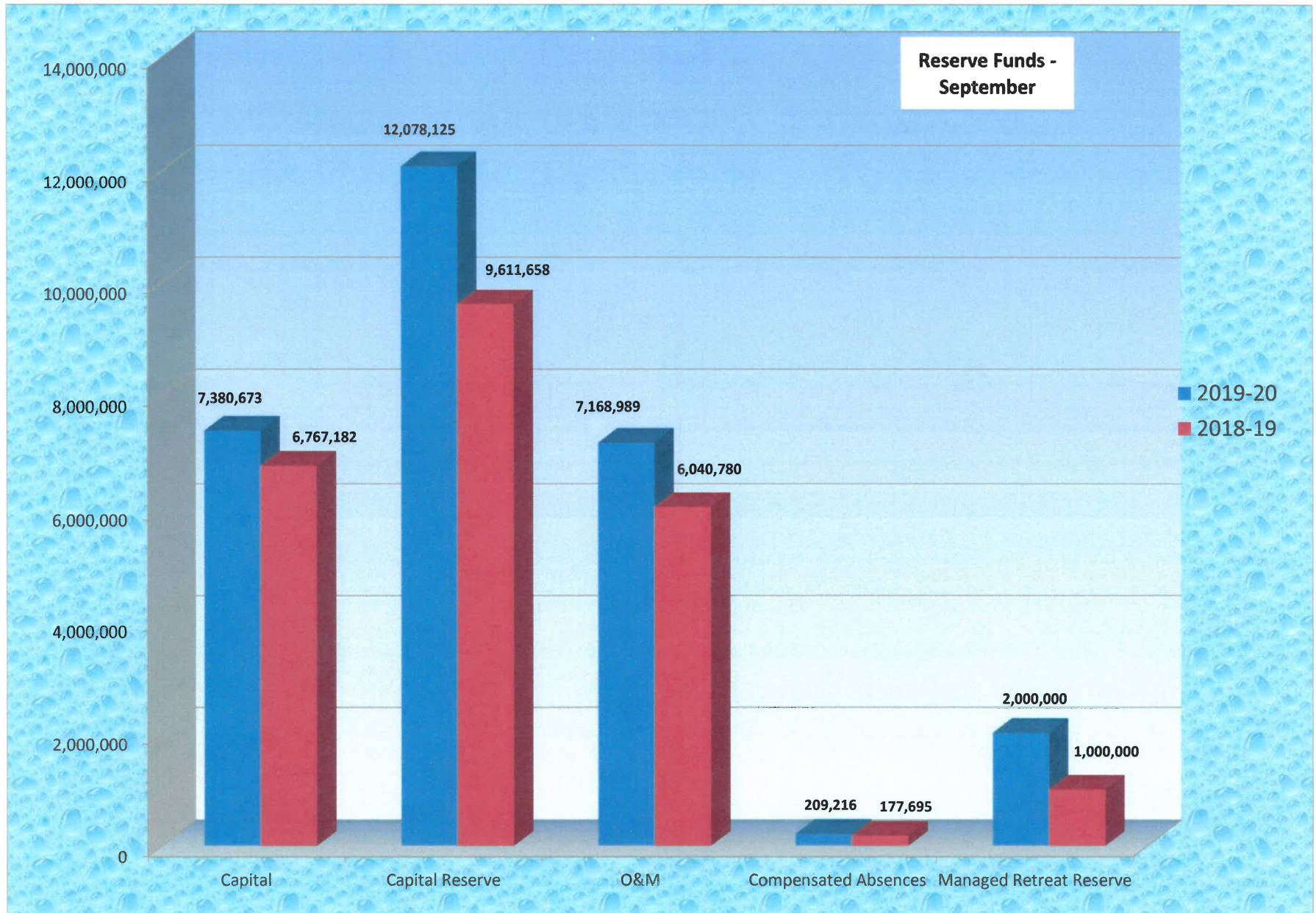


Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - SEPTEMBER 2019

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Union Bank Bank O & M Balance	Union Bank Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$7,150,775	\$12,069,438	\$7,573,651	\$209,216	\$2,000,000	\$29,003,081	\$803,225	\$115,500	\$1,165,012
Receipts:									
User Fees			13,824				2,077		
Property Taxes		8,686							
PBCSD Treatment Fees							90,000		
Reclamation O & M reimbursement							64,415		
Reclamation capital billing									
Permits							3,285		
PBCSD capital billing									
Other misc. revenue							713		
Interest income								1	
Connection Fees							14,856		
Plan Review							(300)		
W/C audit refund									
CCLEAN receipts							79,998		
Pooled liability dividend									
September Ranch deposits									
Total Receipts	0	8,686	13,824	0	0	22,510	255,043	1	0
Fund Transfers:									
Transfers to Union Bank O&M									
Transfers to Union Bank PR							(320,000)	320,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures	229,898		(229,898)						
Rebalance Capital and O&M Reserves									
Total Transfers	229,898	0	(229,898)	0	0	0	(320,000)	320,000	0
Disbursements:									
Operations and capital							412,711		
Payroll & payroll taxes								306,078	
Employee Dental reimbursements							4,687		
CALPERS EFT							45,674		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							881		
Home Depot EFT							227		
US Bank EFT							11,096		
Deferred comp contributions EFT								14,336	
PEHP contributions EFT								2,886	
Bank/ADP fees							13	789	
Highlands Bond Debt Service Payment			188,588						
Annual County admin billing fee									
Unfunded CALPERS liability									
Void deposit check-NSF							3,734		
Total Disbursements	0	0	188,588	0	0	188,588	479,024	324,090	0
BALANCE END OF MONTH	7,380,673	12,078,125	7,168,989	209,216	2,000,000	28,837,003	259,244	111,411	1,165,012



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



Carmel Area Wastewater District
Disbursements
Sep-19

Date	Check	Vendor	Description	Amount
09/01/19	34096	American Fidelity Assurance Company	Flex accounts	106.92
09/01/19	34097	American Fidelity Assurance	Monthly employee Sec 125 plan insurance billing	1,763.28
09/01/19	34098	Culligan Water Conditioning	C&I Exchange for lab	17.35
09/01/19	34099	CWEA	Employee certifications and annual membership	286.00
09/01/19	34100	Keenan & Associates	Health insurance	25,998.05
09/01/19	34101	MetLife-Group Benefits	Life insurance	1,137.09
09/01/19	34102	Patelco Credit Union	Health savings account contributions	4,819.49
09/01/19	34103	Unum Life Ins.	Long-term disability insurance	1,972.25
09/01/19	34104	Vision Service Plan	Vision insurance	573.30
09/05/19	34105	AT&T CALNET 3	Various phone lines for devices	498.49
09/05/19	34106	Carmel Marina Corporation	Admin building garbage	54.13
09/05/19	34107	Carmel Pine Cone	Bid notice for digester cleaning project (CAPITAL)	234.00
09/05/19	34108	ERS Industrial Services, Inc.	Sand blasting and coating secondary clarifier #1 (CAPITAL)	136,945.68
09/05/19	34109	Exceedio	New computers for admin and the Plant	9,098.32
09/05/19	34110	Fastenal Company	Operating supplies	1,230.31
09/05/19	34111	Gavilan/Salinas Crane & Rigging	Hoist rental	1,170.00
09/05/19	34112	Grainger	Operating supplies	35.61
09/05/19	34113	Jason Veile	Dental	1,660.64
09/05/19	34114	Kristina Pacheco	Dental	460.00
09/05/19	34115	Liebert Cassidy Whitmore	Annual dues for the Monterey Bay Employment Relations Consortium	3,415.00
09/05/19	34116	McCabe & Company	Coastal Commission consulting	8,474.28
09/05/19	34117	McMaster-Carr	Operating supplies	335.61
09/05/19	34118	Monterey Bay Urgent Care	New employee exam	21.00
09/05/19	34119	Pure Water	Monthly service	282.50
09/05/19	34120	Quest Diagnostics	New employee exam	49.00
09/05/19	34121	Smitty's Janitorial	Monthly service	1,110.00
09/05/19	34122	Town & Country Gardening	Monthly service	610.00
09/05/19	34123	US Postal Service	Annual PO box rental	204.00
09/05/19	34124	Weco Industries	Oxygen sensors	922.00
09/20/19	34125	Acme Analytical Solutions	Acetic acid	268.65
09/20/19	34126	AT&T CALNET 3	Fiber line	853.20
09/20/19	34127	Bryan Mailey Electric	Clarifier rehab, brine pumps and SCADA monitors (CAPITAL \$2,240.00)	4,418.37
09/20/19	34128	Carmel Marina Corporation	Plant rollofts	1,872.09
09/20/19	34129	CAWD\PBCSD Reclamation Project	Reimbursement for tertiary lab PG&E	670.50
09/20/19	34130	CDCI (Crescent Diving)	Outfall annual inspection and outfall repair	16,966.00

Carmel Area Wastewater District
Disbursements
Sep-19

Date	Check	Vendor	Description	Amount
09/20/19	34131	Charlotte Townsend	Dental	179.00
09/20/19	34132	Charles DayEngel	Dental	493.65
09/20/19	34133	Cintas Corporation	Laundry service	286.22
09/20/19	34134	Coastal Paving & Excavating	Repave and repair asphalt at the Plant (CAPITAL)	12,456.50
09/20/19	34135	Comcast	Pump station broadband internet	107.47
09/20/19	34136	Daryl Lauer	Dental	1,260.00
09/20/19	34137	Domine Barringer	Reimbursement for office supplies and Board meeting food	83.49
09/20/19	34138	Fastenal Company	August vending supplies	305.26
09/20/19	34139	Ferguson Enterprises	Operating supplies	298.29
09/20/19	34140	Grainger	Operating supplies	74.22
09/20/19	34141	Hach Company	Lab supplies	138.57
09/20/19	34142	Hayashi & Wayland Accounting	Bank rec oversight	300.00
09/20/19	34143	JWC Environmental	Seal assembly, gasket, drum, oil seal and housing	2,262.31
09/20/19	34144	Kemira Water Solutions	Ferric chloride	4,332.41
09/20/19	34145	Kennedy/Jenks Consultants	WWTP Phase II Design (CAPITAL)	38,372.50
09/20/19	34146	Liberty Composting	Sludge hauling	7,259.20
09/20/19	34147	McMaster-Carr	Lab supplies	139.45
09/20/19	34148	Monterey Auto Supply	Brake pads and repair parts	117.94
09/20/19	34149	Peninsula Welding & Medical Supply	Non-liquid cylinders for the lab	90.30
09/20/19	34150	Precision Combustion	Exhaust parts and labor for the microturbine (CAPITAL)	10,742.87
09/20/19	34151	Streamline	Website maintenance	400.00
09/29/19	34152	American Fidelity Assurance Company	Flex accounts	106.92
09/29/19	34153	Applied Industrial Technologies	Single row ball bearings	330.55
09/29/19	34154	Armbruster, Goldsmith & Delvac LLP	Legal services - Coastal Commission re: Sea Level Rise	6,775.80
09/29/19	34155	AT&T Mobility	Cell service	640.55
09/29/19	34156	AT&T	Admin alarm line	192.24
09/29/19	34157	Bartel Associates, LLC	Actuarial reports for the CALPERS retirement plans	1,300.00
09/29/19	34158	Boot Barn	Employee work boots	201.56
09/29/19	34159	Bryan Mailey Electric	Various electrical projects around the Plant	3,990.00
09/29/19	34160	Cal-Am Water	Monthly service	900.32
09/29/19	34161	Causey Consulting	Updating the Sanitary Sewer Maintenance Plan (SSMP)	5,027.25
09/29/19	34162	Cintas Corporation	Laundry service	348.33
09/29/19	34163	Clark Pest Control	Plant service	273.00
09/29/19	34164	Coastal Paving & Excavating	Admin parking lot asphalt	4,905.00
09/29/19	34165	Culligan Water Conditioning	Tank rental for lab	25.00

Carmel Area Wastewater District
Disbursements
Sep-19

Date	Check	Vendor	Description	Amount
09/29/19	34166	Direct TV	Monthly service	85.24
09/29/19	34167	DKF Solutions	Online training for WQMP	1,500.00
09/29/19	34168	Edges Electrical	Electrical parts	469.25
09/29/19	34169	Fastenal Company	Stainless steel pipe clamps	64.32
09/29/19	34170	Ferguson Enterprises	Pressure regulator and parts	737.05
09/29/19	34171	Frisch Engineering	Sewer pump station PLC programming (CAPITAL)	19,600.00
09/29/19	34172	Gavilan/Salinas Crane & Rigging	Crane rental to pull grinder	190.00
09/29/19	34173	Got.Net	Dialup and domain parking	48.40
09/29/19	34174	Grainger	Operating supplies	221.63
09/29/19	34175	Harrington Industrial Plastics	Clear suction hose	40.81
09/29/19	34176	ICON Cloud Solutions	Monthly telephone service	581.14
09/29/19	34177	JWC Environmental	Yoke kit, vertical support, o-rings and gaskets	1,449.03
09/29/19	34178	Microgenics Corporation	Lab supplies	628.28
09/29/19	34179	MNS Engineers	Hatton Canyon design and permitting support (CAPITAL)	9,306.55
09/29/19	34180	Pacific Gas & Electric	Monthly service	44,317.85
09/29/19	34181	Quill Corporation	Office supplies	320.58
09/29/19	34182	Robert Bowman	Grade III exam fee	215.00
09/29/19	34183	Robert Siegfried	Dental	634.09
09/29/19	34184	Seepex Inc.	Rotor, stator and joint parts	3,219.01
09/29/19	34185	USA Blue Book	Core Pro samplers	521.35
				417,398.86

CAWD/PBCSD Reclamation Project
Disbursements
Sep-19

Date	Check	Vendor	Description	Amount
09/05/19	8557	Gavilan/Salinas Crane & Rigging	Hoist equipment rental	475.00
09/05/19	8558	H2O Innovation USA	Opticlean -A-45	3,864.59
09/05/19	8559	McCabe & Company	Coastal Commission consulting	2,118.57
09/20/19	8560	Acme Analytical Solutions	Acetic acid	134.33
09/20/19	8561	Bryan Mailey Electric	Install VFD and pump in equalization basins	2,170.00
09/20/19	8562	Cal-Am Water	Monthly service	2,664.82
09/20/19	8563	CAWD	Reimbursement for PG&E and O&M	64,414.53
09/20/19	8564	Hach Company	Lab supplies	367.61
09/20/19	8565	Marcello & Company	Progress payment for annual audit	11,500.00
09/20/19	8566	McMaster-Carr	Strut channel and mounting plates and stainless steel hook (CAPITAL \$111.78)	127.81
09/20/19	8567	OptekUSA	Calibration of microscopes	580.00
09/20/19	8568	Pebble Beach Company	COP interest expense	7,787.67
09/20/19	8569	Stifel Nicolaus & Company	Quarterly remarketing fees for the COP's	2,443.29
09/25/19	8570	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	234,907.65
09/25/19	8571	PBCSD	O&M and capital billings (CAPITAL \$126,510.82)	175,028.66
09/25/19	8572	Pacific Gas & Electric	Tertiary and MF/RO	60,639.08
09/26/19	8573	Armbruster, Goldsmith & Delvac LLP	Legal fees for Coastal Commission re: Sea Level Rise	1,693.95
09/26/19	8574	Automationdirect.com	Operating supplies	338.34
09/26/19	8575	Bryan Mailey Electric	Various electrical projects	1,610.00
09/26/19	8576	Edges Electrical	Circuit breaker and red wire	891.25
09/26/19	8577	Fastenal Company	Operating supplies	102.61
09/26/19	8578	Gavilan/Salinas Crane & Rigging	Crane rental to pull grinder and pump	760.00
09/26/19	8579	McMaster-Carr	Operating supplies	90.12
				574,709.88



**Financial Statements
and
Supplementary Schedules**

September 2019

October 31, 2019

Carmel Area Wastewater District

Balance Sheet

September 2019

ASSETS		
Current Assets		
Cash		
Cash	30,372,669.40	
TOTAL Cash	30,372,669.40	30,372,669.40
Other Current Assets		
Other Current Assets	1,270,896.65	
TOTAL Other Current Assets	1,270,896.65	
TOTAL Current Assets		31,643,566.05
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	
Treatment Structures		
Treatment Structures	70,224,270.56	
TOTAL Treatment Structures	70,224,270.56	
Treatment Equipment		
Treatment Equipment	7,706,138.61	
TOTAL Treatment Equipment	7,706,138.61	
Collection Structures		
Collection Structures	1,040,749.41	
TOTAL Collection Structures	1,040,749.41	
Collection Equipment		
Collection Equipment	929,723.28	
TOTAL Collection Equipment	929,723.28	
Sewers		
		11,018,760.70
Disposal Facilities		
Disposal Facilities	1,352,472.64	
TOTAL Disposal Facilities	1,352,472.64	
Other Fixed Assets		
Other Fixed Assets	3,838,340.43	
TOTAL Other Fixed Assets	3,838,340.43	
Capital Improvement Projects		
Capital Improvement Projects	2,218,224.98	
TOTAL Capital Improvement Projects	2,218,224.98	
Accumulated depreciation		
		(48,564,803.31)
TOTAL Fixed Assets		50,071,937.06
Other Assets		
Other Assets		787,319.00
TOTAL Other Assets		787,319.00
TOTAL ASSETS		82,502,822.11

Carmel Area Wastewater District

Balance Sheet

September 2019

LIABILITIES	
Current Liabilities	
Current Liabilities	304,432.24
TOTAL Current Liabilities	<u>304,432.24</u>
Long-Term Liabilities	
Long Term Liabilities	1,603,727.07
TOTAL Long-Term Liabilities	<u>1,603,727.07</u>
TOTAL LIABILITIES	<u>1,908,159.31</u>
NET POSITION	
Net Assets	81,812,578.86
Year-to-Date Earnings	(1,217,916.06)
TOTAL NET POSITION	<u>80,594,662.80</u>
TOTAL LIABILITIES & NET POSITION	<u>82,502,822.11</u>

Carmel Area Wastewater District

Budgeted Income Statement

Year-to-Date Variance, September 2019 - current month, Consolidated by account

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	533,585.58	424,984.23	108,601.35	25.6 %
TOTAL Income	<u>533,585.58</u>	<u>424,984.23</u>	<u>108,601.35</u>	25.6 %
Adjustments				
Discounts	666.27	0.00	666.27	
TOTAL Adjustments	<u>666.27</u>	<u>0.00</u>	<u>666.27</u>	
*****	<u>534,251.85</u>	<u>424,984.23</u>	<u>109,267.62</u>	25.7 %
***** OPERATING INCOME	<u>534,251.85</u>	<u>424,984.23</u>	<u>109,267.62</u>	25.7 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	868,307.16	858,000.75	(10,306.41)	-1.2 %
Payroll taxes	92.90	24.99	(67.91)	-271.7 %
TOTAL Salaries and Payroll Taxes	<u>868,400.06</u>	<u>858,025.74</u>	<u>(10,374.32)</u>	-1.2 %
Employee Benefits				
Employee Benefits	215,113.73	306,555.65	91,441.92	29.8 %
TOTAL Employee Benefits	<u>215,113.73</u>	<u>306,555.65</u>	<u>91,441.92</u>	29.8 %
Director's Expenses				
Director's Expenses	7,853.09	7,462.47	(390.62)	-5.2 %
TOTAL Director's Expenses	<u>7,853.09</u>	<u>7,462.47</u>	<u>(390.62)</u>	-5.2 %
Truck and Auto Expenses				
Truck and Auto Expenses	11,318.32	24,010.07	12,691.75	52.9 %
TOTAL Truck and Auto Expenses	<u>11,318.32</u>	<u>24,010.07</u>	<u>12,691.75</u>	52.9 %
General and Administrative				
General and Administrative	118,248.80	231,475.00	113,226.20	48.9 %
TOTAL General and Administrative	<u>118,248.80</u>	<u>231,475.00</u>	<u>113,226.20</u>	48.9 %
Office Expense				
Office Expense	24,871.85	12,725.06	(12,146.79)	-95.5 %
TOTAL Office Expense	<u>24,871.85</u>	<u>12,725.06</u>	<u>(12,146.79)</u>	-95.5 %
Operating Supplies				
Operating Supplies	70,147.56	95,663.70	25,516.14	26.7 %
TOTAL Operating Supplies	<u>70,147.56</u>	<u>95,663.70</u>	<u>25,516.14</u>	26.7 %
Contract Services				
Contract Services	221,380.82	342,178.87	120,798.05	35.3 %
TOTAL Contract Services	<u>221,380.82</u>	<u>342,178.87</u>	<u>120,798.05</u>	35.3 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	55,688.23	171,574.94	115,886.71	67.5 %
TOTAL Repairs and Maintenance	55,688.23	171,574.94	115,886.71	67.5 %
Utilities				
<i>Utilities</i>	92,617.16	114,301.26	21,684.10	19.0 %
TOTAL Utilities	92,617.16	114,301.26	21,684.10	19.0 %
Travel and Meetings				
<i>Travel and Meetings</i>	26,844.51	24,760.24	(2,084.27)	-8.4 %
TOTAL Travel and Meetings	26,844.51	24,760.24	(2,084.27)	-8.4 %
Permits and Fees				
<i>Permits and Fees</i>	30,268.25	31,142.00	873.75	2.8 %
TOTAL Permits and Fees	30,268.25	31,142.00	873.75	2.8 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,899.00	3,840.03	1,941.03	50.5 %
TOTAL Memberships and Subscriptions	1,899.00	3,840.03	1,941.03	50.5 %
Safety				
<i>Safety</i>	13,556.54	16,663.77	3,107.23	18.6 %
TOTAL Safety	13,556.54	16,663.77	3,107.23	18.6 %
Other Expenses				
<i>Other Expense</i>	325.00	1,675.02	1,350.02	80.6 %
TOTAL Other Expenses	325.00	1,675.02	1,350.02	80.6 %
TOTAL Operating Expenses	1,758,532.92	2,242,053.82	483,520.90	21.6 %
***** OPERATING INCOME (LOSS)	(1,224,281.07)	(1,817,069.59)	592,788.52	32.6 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	6,365.01	45,594.00	(39,228.99)	-86.0 %
TOTAL Other Income or Gain	6,365.01	45,594.00	(39,228.99)	-86.0 %
TOTAL Non-op Income, Expense, Gain or Loss	6,365.01	45,594.00	(39,228.99)	-86.0 %
***** NET INCOME (LOSS)	(1,217,916.06)	(1,771,475.59)	553,559.53	31.2 %
***** NET INCOME (LOSS)	(1,217,916.06)	(1,771,475.59)	553,559.53	31.2 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	119,925.57	146,655.64	26,730.07	18.2 %
TOTAL Salaries and Payroll Taxes	119,925.57	146,655.64	26,730.07	18.2 %
Employee Benefits				
Employee Benefits	39,964.87	53,777.58	13,812.71	25.7 %
TOTAL Employee Benefits	39,964.87	53,777.58	13,812.71	25.7 %
Truck and Auto Expenses				
Truck and Auto Expenses	301.23	3,260.04	2,958.81	90.8 %
TOTAL Truck and Auto Expenses	301.23	3,260.04	2,958.81	90.8 %
General and Administrative				
General and Administrative	720.95	0.00	(720.95)	
TOTAL General and Administrative	720.95	0.00	(720.95)	
Office Expense				
Office Expense	1,386.14	924.99	(461.15)	-49.9 %
TOTAL Office Expense	1,386.14	924.99	(461.15)	-49.9 %
Operating Supplies				
Operating Supplies	10,099.10	16,499.97	6,400.87	38.8 %
TOTAL Operating Supplies	10,099.10	16,499.97	6,400.87	38.8 %
Contract Services				
Contract Services	35,219.82	123,399.99	88,180.17	71.5 %
TOTAL Contract Services	35,219.82	123,399.99	88,180.17	71.5 %
Repairs and Maintenance				
Repairs and Maintenance	36,512.72	99,499.98	62,987.26	63.3 %
TOTAL Repairs and Maintenance	36,512.72	99,499.98	62,987.26	63.3 %
Utilities				
Utilities	1,071.03	525.00	(546.03)	-104.0 %
TOTAL Utilities	1,071.03	525.00	(546.03)	-104.0 %
Travel and Meetings				
Travel and Meetings	2,625.91	4,599.98	1,974.07	42.9 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	2,625.91	4,599.98	1,974.07	42.9 %
Permits and Fees				
<i>Permits and Fees</i>	4,695.25	0.00	(4,695.25)	
TOTAL Permits and Fees	4,695.25	0.00	(4,695.25)	
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	484.00	590.01	106.01	18.0 %
TOTAL Memberships and Subscriptions	484.00	590.01	106.01	18.0 %
Safety				
<i>Safety</i>	9,086.11	12,750.03	3,663.92	28.7 %
TOTAL Safety	9,086.11	12,750.03	3,663.92	28.7 %
TOTAL Operating Expenses	262,092.70	462,483.21	200,390.51	43.3 %
***** OPERATING INCOME (LOSS)	(262,092.70)	(462,483.21)	200,390.51	43.3 %
***** NET INCOME (LOSS)	(262,092.70)	(462,483.21)	200,390.51	43.3 %
***** NET INCOME (LOSS)	(262,092.70)	(462,483.21)	200,390.51	43.3 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	147,222.62	138,625.59	(8,597.03)	-6.2 %
TOTAL Salaries and Payroll Taxes	147,222.62	138,625.59	(8,597.03)	-6.2 %
Employee Benefits				
Employee Benefits	53,046.41	62,815.58	9,769.17	15.6 %
TOTAL Employee Benefits	53,046.41	62,815.58	9,769.17	15.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	9,312.78	18,155.01	8,842.23	48.7 %
TOTAL Truck and Auto Expenses	9,312.78	18,155.01	8,842.23	48.7 %
General and Administrative				
General and Administrative	28,037.70	64,750.00	36,712.30	56.7 %
TOTAL General and Administrative	28,037.70	64,750.00	36,712.30	56.7 %
Office Expense				
Office Expense	1,573.97	2,950.05	1,376.08	46.6 %
TOTAL Office Expense	1,573.97	2,950.05	1,376.08	46.6 %
Operating Supplies				
Operating Supplies	14,731.32	5,250.00	(9,481.32)	-180.6 %
TOTAL Operating Supplies	14,731.32	5,250.00	(9,481.32)	-180.6 %
Contract Services				
Contract Services	29,549.13	48,287.52	18,738.39	38.8 %
TOTAL Contract Services	29,549.13	48,287.52	18,738.39	38.8 %
Repairs and Maintenance				
Repairs and Maintenance	10,104.26	49,124.99	39,020.73	79.4 %
TOTAL Repairs and Maintenance	10,104.26	49,124.99	39,020.73	79.4 %
Utilities				
Utilities	10,478.41	9,657.51	(820.90)	-8.5 %
TOTAL Utilities	10,478.41	9,657.51	(820.90)	-8.5 %
Travel and Meetings				
Travel and Meetings	8,568.33	4,726.23	(3,842.10)	-81.3 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	8,568.33	4,726.23	(3,842.10)	-81.3 %
Permits and Fees				
Permits and Fees	3,191.00	3,250.00	59.00	1.8 %
TOTAL Permits and Fees	3,191.00	3,250.00	59.00	1.8 %
Memberships and Subscriptions				
Memberships and Subscriptions	595.00	437.49	(157.51)	-36.0 %
TOTAL Memberships and Subscriptions	595.00	437.49	(157.51)	-36.0 %
Safety				
Safety	2,426.35	3,488.73	1,062.38	30.5 %
TOTAL Safety	2,426.35	3,488.73	1,062.38	30.5 %
Other Expenses				
Other Expense	0.00	50.01	50.01	100.0 %
TOTAL Other Expenses	0.00	50.01	50.01	100.0 %
TOTAL Operating Expenses	318,837.28	411,568.71	92,731.43	22.5 %
***** OPERATING INCOME (LOSS)	(318,837.28)	(411,568.71)	92,731.43	22.5 %
***** NET INCOME (LOSS)	(318,837.28)	(411,568.71)	92,731.43	22.5 %
***** NET INCOME (LOSS)	(318,837.28)	(411,568.71)	92,731.43	22.5 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	283,790.41	274,257.59	(9,532.82)	-3.5 %
TOTAL Salaries and Payroll Taxes	283,790.41	274,257.59	(9,532.82)	-3.5 %
Employee Benefits				
Employee Benefits	78,414.95	112,251.43	33,836.48	30.1 %
TOTAL Employee Benefits	78,414.95	112,251.43	33,836.48	30.1 %
Truck and Auto Expenses				
Truck and Auto Expenses	240.03	1,800.00	1,559.97	86.7 %
TOTAL Truck and Auto Expenses	240.03	1,800.00	1,559.97	86.7 %
General and Administrative				
General and Administrative	43,555.30	67,500.01	23,944.71	35.5 %
TOTAL General and Administrative	43,555.30	67,500.01	23,944.71	35.5 %
Office Expense				
Office Expense	5,738.98	4,250.01	(1,488.97)	-35.0 %
TOTAL Office Expense	5,738.98	4,250.01	(1,488.97)	-35.0 %
Operating Supplies				
Operating Supplies	44,136.38	70,288.74	26,152.36	37.2 %
TOTAL Operating Supplies	44,136.38	70,288.74	26,152.36	37.2 %
Contract Services				
Contract Services	132,214.38	128,160.01	(4,054.37)	-3.2 %
TOTAL Contract Services	132,214.38	128,160.01	(4,054.37)	-3.2 %
Repairs and Maintenance				
Repairs and Maintenance	2,893.82	20,749.98	17,856.16	86.1 %
TOTAL Repairs and Maintenance	2,893.82	20,749.98	17,856.16	86.1 %
Utilities				
Utilities	77,294.45	98,690.01	21,395.56	21.7 %
TOTAL Utilities	77,294.45	98,690.01	21,395.56	21.7 %
Travel and Meetings				
Travel and Meetings	11,228.28	7,659.03	(3,569.25)	-46.6 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	11,228.28	7,659.03	(3,569.25)	-46.6 %
Permits and Fees				
<i>Permits and Fees</i>	2,990.00	8,500.00	5,510.00	64.8 %
TOTAL Permits and Fees	2,990.00	8,500.00	5,510.00	64.8 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	765.00	1,450.02	685.02	47.2 %
TOTAL Memberships and Subscriptions	765.00	1,450.02	685.02	47.2 %
Safety				
<i>Safety</i>	1,574.00	0.00	(1,574.00)	
TOTAL Safety	1,574.00	0.00	(1,574.00)	
Other Expenses				
<i>Other Expense</i>	70.00	500.01	430.01	86.0 %
TOTAL Other Expenses	70.00	500.01	430.01	86.0 %
TOTAL Operating Expenses	684,905.98	796,056.84	111,150.86	14.0 %
***** OPERATING INCOME (LOSS)	(684,905.98)	(796,056.84)	111,150.86	14.0 %
***** NET INCOME (LOSS)	(684,905.98)	(796,056.84)	111,150.86	14.0 %
***** NET INCOME (LOSS)	(684,905.98)	(796,056.84)	111,150.86	14.0 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	160,661.10	175,149.42	14,488.32	8.3 %
TOTAL Salaries and Payroll Taxes	160,661.10	175,149.42	14,488.32	8.3 %
Employee Benefits				
<i>Employee Benefits</i>	43,687.50	77,711.06	34,023.56	43.8 %
TOTAL Employee Benefits	43,687.50	77,711.06	34,023.56	43.8 %
Director's Expenses				
<i>Director's Expenses</i>	7,853.09	7,462.47	(390.62)	-5.2 %
TOTAL Director's Expenses	7,853.09	7,462.47	(390.62)	-5.2 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,464.28	795.02	(669.26)	-84.2 %
TOTAL Truck and Auto Expenses	1,464.28	795.02	(669.26)	-84.2 %
General and Administrative				
<i>General and Administrative</i>	33,721.34	99,224.99	65,503.65	66.0 %
TOTAL General and Administrative	33,721.34	99,224.99	65,503.65	66.0 %
Office Expense				
<i>Office Expense</i>	16,172.76	4,600.01	(11,572.75)	-251.6 %
TOTAL Office Expense	16,172.76	4,600.01	(11,572.75)	-251.6 %
Operating Supplies				
<i>Operating Supplies</i>	270.30	375.00	104.70	27.9 %
TOTAL Operating Supplies	270.30	375.00	104.70	27.9 %
Contract Services				
<i>Contract Services</i>	20,534.73	41,831.34	21,296.61	50.9 %
TOTAL Contract Services	20,534.73	41,831.34	21,296.61	50.9 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	5,087.89	624.99	(4,462.90)	-714.1 %
TOTAL Repairs and Maintenance	5,087.89	624.99	(4,462.90)	-714.1 %
Utilities				
<i>Utilities</i>	3,764.73	5,428.74	1,664.01	30.7 %

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

	<i>3 Months Ended</i> <i>September 30, 2019</i>	<i>3 Months Ended</i> <i>September 30, 2019</i> <i>Budget</i>	<i>Variance</i> <i>Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	3,764.73	5,428.74	1,664.01	30.7 %
Travel and Meetings				
Travel and Meetings	4,421.99	7,775.00	3,353.01	43.1 %
TOTAL Travel and Meetings	4,421.99	7,775.00	3,353.01	43.1 %
Permits and Fees				
Permits and Fees	19,392.00	19,392.00	0.00	
TOTAL Permits and Fees	19,392.00	19,392.00	0.00	
Memberships and Subscriptions				
Memberships and Subscriptions	55.00	1,362.51	1,307.51	96.0 %
TOTAL Memberships and Subscriptions	55.00	1,362.51	1,307.51	96.0 %
Safety				
Safety	264.90	50.01	(214.89)	-429.7 %
TOTAL Safety	264.90	50.01	(214.89)	-429.7 %
Other Expenses				
Other Expense	255.00	1,125.00	870.00	77.3 %
TOTAL Other Expenses	255.00	1,125.00	870.00	77.3 %
TOTAL Operating Expenses	317,606.61	442,907.56	125,300.95	28.3 %
***** OPERATING INCOME (LOSS)	(317,606.61)	(442,907.56)	125,300.95	28.3 %
***** NET INCOME (LOSS)	(317,606.61)	(442,907.56)	125,300.95	28.3 %
***** NET INCOME (LOSS)	(317,606.61)	(442,907.56)	125,300.95	28.3 %

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

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	154,044.27	122,941.00	(31,103.27)	-25.3 %
TOTAL Salaries and Payroll Taxes	154,044.27	122,941.00	(31,103.27)	-25.3 %
General and Administrative				
<i>General and Administrative</i>	12,213.51	0.00	(12,213.51)	
TOTAL General and Administrative	12,213.51	0.00	(12,213.51)	
Operating Supplies				
<i>Operating Supplies</i>	318.56	2,124.99	1,806.43	85.0 %
TOTAL Operating Supplies	318.56	2,124.99	1,806.43	85.0 %
Contract Services				
<i>Contract Services</i>	222.76	0.00	(222.76)	
TOTAL Contract Services	222.76	0.00	(222.76)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	607.13	1,074.99	467.86	43.5 %
TOTAL Repairs and Maintenance	607.13	1,074.99	467.86	43.5 %
Utilities				
<i>Utilities</i>	8.54	0.00	(8.54)	
TOTAL Utilities	8.54	0.00	(8.54)	
Safety				
<i>Safety</i>	205.18	375.00	169.82	45.3 %
TOTAL Safety	205.18	375.00	169.82	45.3 %
TOTAL Operating Expenses	167,619.95	126,515.98	(41,103.97)	-32.5 %
***** OPERATING INCOME (LOSS)	(167,619.95)	(126,515.98)	(41,103.97)	-32.5 %
***** NET INCOME (LOSS)	(167,619.95)	(126,515.98)	(41,103.97)	-32.5 %

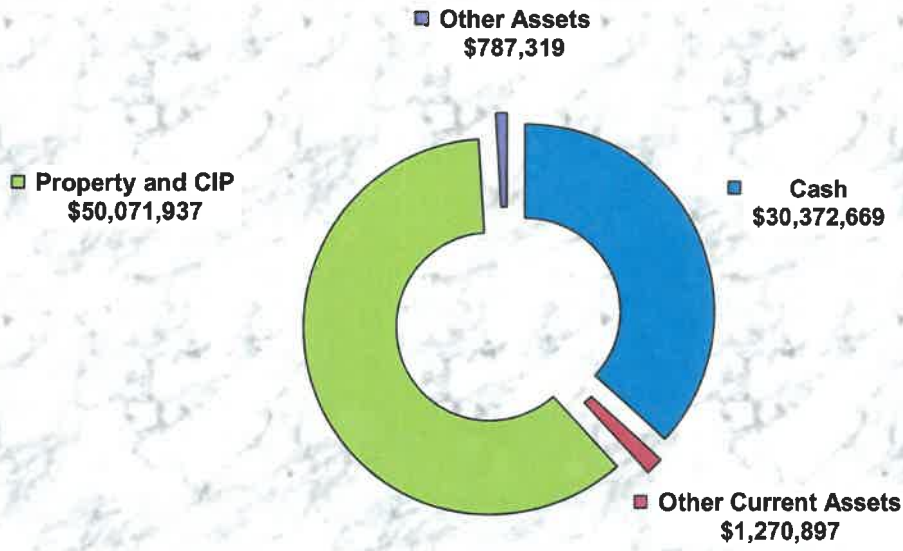
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
Year-to-Date Variance, September 2019 - current month, Consolidated by
account, Department 9

	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	2,337.40	249.99	2,087.41	835.0 %
TOTAL Income	<u>2,337.40</u>	<u>249.99</u>	<u>2,087.41</u>	835.0 %
*****	<u>2,337.40</u>	<u>249.99</u>	<u>2,087.41</u>	835.0 %
***** OPERATING INCOME	<u>2,337.40</u>	<u>249.99</u>	<u>2,087.41</u>	835.0 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,452.21	44.00	(1,408.21)	-3200.5 %
TOTAL Salaries and Payroll Taxes	<u>1,452.21</u>	<u>44.00</u>	<u>(1,408.21)</u>	-3200.5 %
Operating Supplies				
Operating Supplies	534.59	500.01	(34.58)	-6.9 %
TOTAL Operating Supplies	<u>534.59</u>	<u>500.01</u>	<u>(34.58)</u>	-6.9 %
Contract Services				
Contract Services	2,100.00	0.00	(2,100.00)	
TOTAL Contract Services	<u>2,100.00</u>	<u>0.00</u>	<u>(2,100.00)</u>	
Repairs and Maintenance				
Repairs and Maintenance	184.12	0.00	(184.12)	
TOTAL Repairs and Maintenance	<u>184.12</u>	<u>0.00</u>	<u>(184.12)</u>	
TOTAL Operating Expenses	<u>4,270.92</u>	<u>544.01</u>	<u>(3,726.91)</u>	-685.1 %
***** OPERATING INCOME (LOSS)	<u>(1,933.52)</u>	<u>(294.02)</u>	<u>(1,639.50)</u>	-557.6 %
***** NET INCOME (LOSS)	<u>(1,933.52)</u>	<u>(294.02)</u>	<u>(1,639.50)</u>	-557.6 %
***** NET INCOME (LOSS)	<u>(1,933.52)</u>	<u>(294.02)</u>	<u>(1,639.50)</u>	-557.6 %

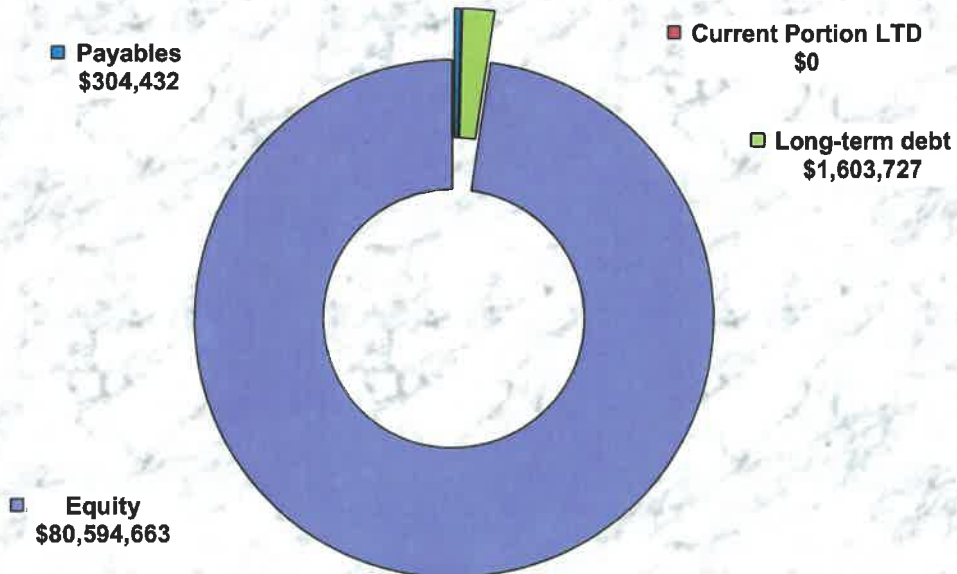
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
*Year-to-Date Variance, September 2019 - current month, Consolidated by
account, Department 10*

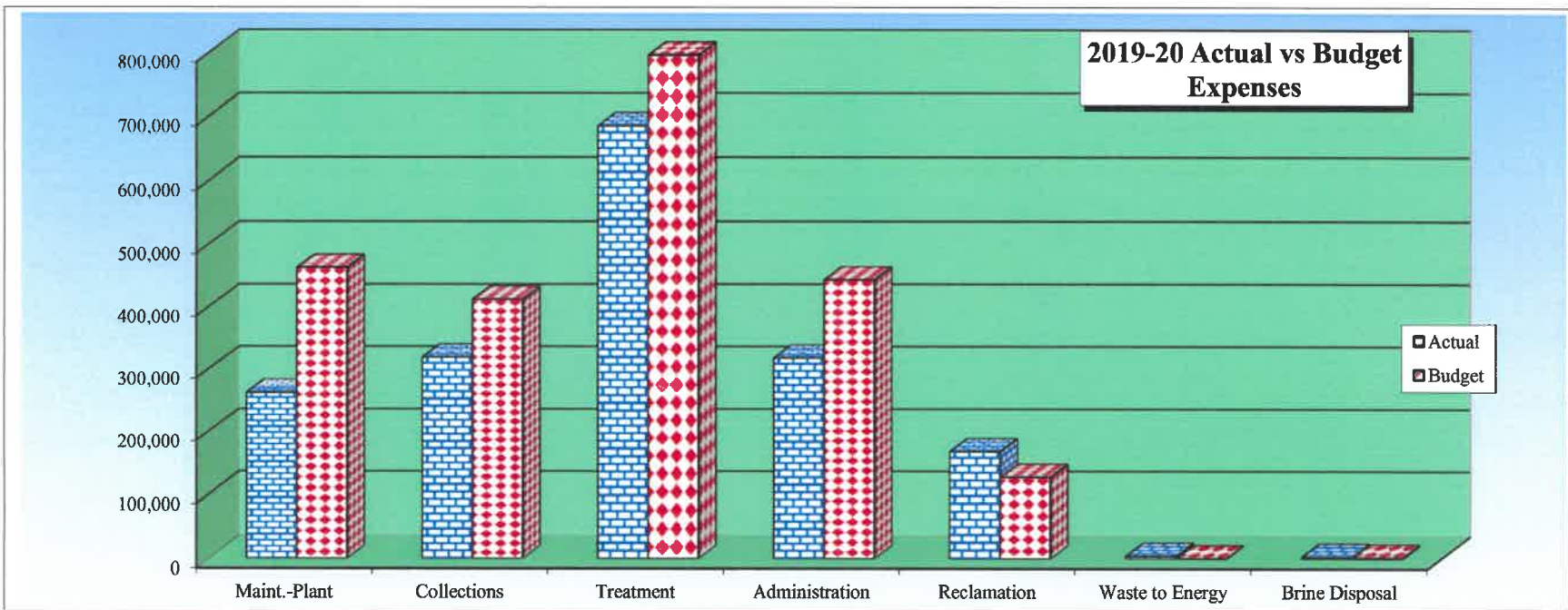
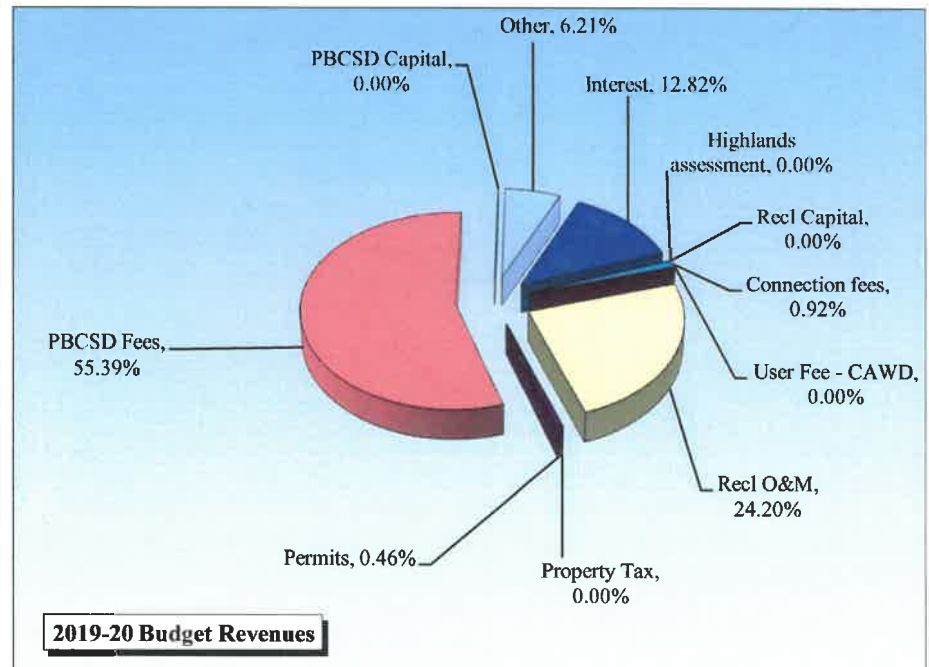
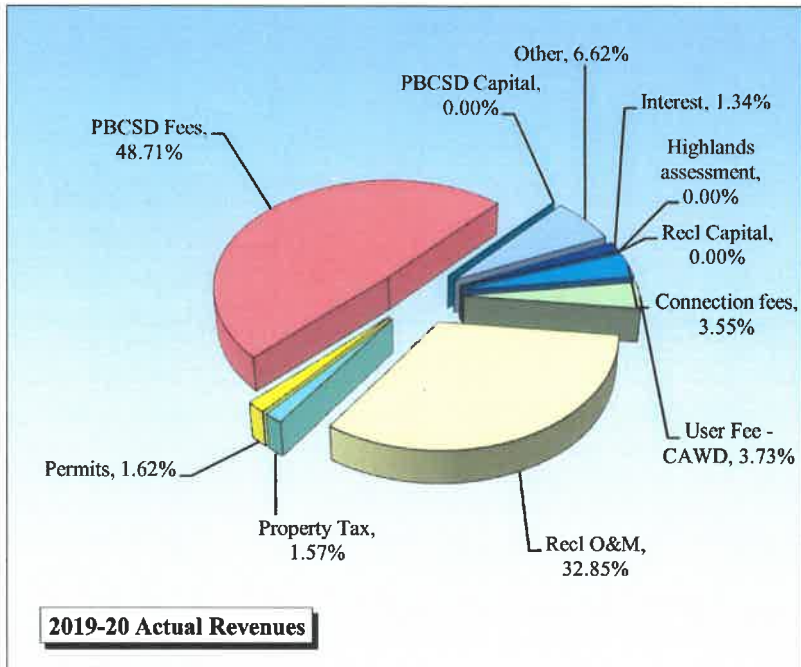
	<i>3 Months Ended September 30, 2019</i>	<i>3 Months Ended September 30, 2019 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	28,345.65	30,000.00	(1,654.35)	-5.5 %
TOTAL Income	<u>28,345.65</u>	<u>30,000.00</u>	<u>(1,654.35)</u>	-5.5 %
*****	<u>28,345.65</u>	<u>30,000.00</u>	<u>(1,654.35)</u>	-5.5 %
***** OPERATING INCOME	<u>28,345.65</u>	<u>30,000.00</u>	<u>(1,654.35)</u>	-5.5 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,210.98	327.51	(883.47)	-269.8 %
Payroll taxes	92.90	24.99	(67.91)	-271.7 %
TOTAL Salaries and Payroll Taxes	<u>1,303.88</u>	<u>352.50</u>	<u>(951.38)</u>	-269.9 %
Operating Supplies				
Operating Supplies	57.31	624.99	567.68	90.8 %
TOTAL Operating Supplies	<u>57.31</u>	<u>624.99</u>	<u>567.68</u>	90.8 %
Contract Services				
Contract Services	1,540.00	500.01	(1,039.99)	-208.0 %
TOTAL Contract Services	<u>1,540.00</u>	<u>500.01</u>	<u>(1,039.99)</u>	-208.0 %
Repairs and Maintenance				
Repairs and Maintenance	298.29	500.01	201.72	40.3 %
TOTAL Repairs and Maintenance	<u>298.29</u>	<u>500.01</u>	<u>201.72</u>	40.3 %
TOTAL Operating Expenses	<u>3,199.48</u>	<u>1,977.51</u>	<u>(1,221.97)</u>	-61.8 %
***** OPERATING INCOME (LOSS)	<u>25,146.17</u>	<u>28,022.49</u>	<u>(2,876.32)</u>	-10.3 %
***** NET INCOME (LOSS)	<u>25,146.17</u>	<u>28,022.49</u>	<u>(2,876.32)</u>	-10.3 %
***** NET INCOME (LOSS)	<u>25,146.17</u>	<u>28,022.49</u>	<u>(2,876.32)</u>	-10.3 %

Assets - September 30, 2019

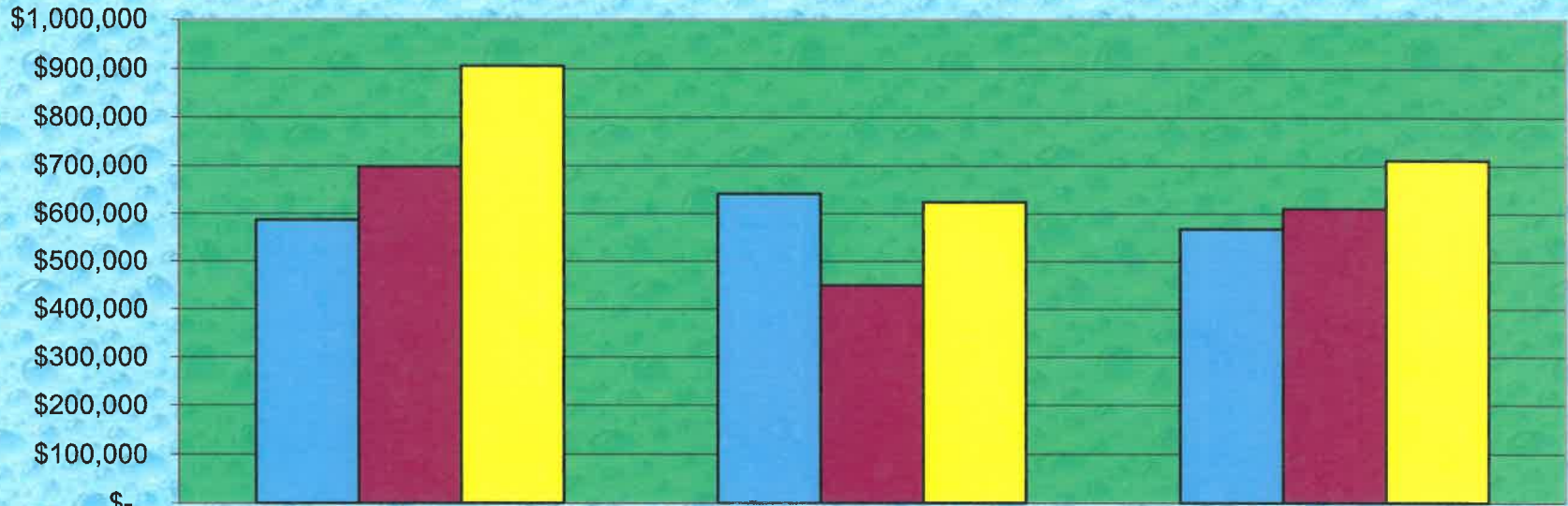


Liabilities - September 30, 2019





Operating Expenses



	July	Aug	Sept
■ FY 18-19	\$586,862	\$641,989	\$568,037
■ FY 19-20	\$697,777	\$450,055	\$610,701
■ CY Budget	\$905,914	\$624,813	\$711,326

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

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>						
		0	0	0	0	NA
		0	0	0	0	NA
<u>Treatment</u>						
Paving at the Plant-unbudgeted		12,457	12,457	12,457	0	NA
		0	0	0	0	NA
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		(4,152)	(4,152)	(4,152)	0	NA
		8,304	8,304	8,304	0	NA
<i>Total Capital Purchases 19-20</i>						

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

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Collections</u>						
Design and construction plans for Calle La Cruz force main	197,558	536	536	198,094	0	NA
Construction of new Gravity Sewer Line-Carmel Meadows	152,880	0	0	152,880	160,000	NA
Hatton Canyon Trail	233,858	12,794	15,164	249,022	0	NA
Pump Stations-SCADA	65,943	0	0	65,943	450,000	NA
Hatton Canyon Access Road-unbudgeted	0	2,614	2,614	2,614	0	NA
<u>Treatment</u>						
#1 Water System Pipeline Corrosion	0	4,370	4,370	4,370	30,000	14.57%
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		(1,457)	(1,457)	(1,457)	(10,000)	14.57%
<i>Total CIP Projects 19-20</i>	650,239	18,857	21,226	671,465	630,000	3.37%

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

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Perimeter Fencing	3,000	0	0	3,000	150,000	NA
Outfall Crossing rehabilitation	289,274	2,144	2,144	291,418	0	NA
Microturbine/Gas Conditioning System	1,410	0	10,743	12,153	510,000	2.11%
Secondary Clarifier #1 Rehab	139,430	1,061	141,149	280,579	127,190	110.98%
Mainsaver Inventory Module (RECL 33%)	77,241	0	0	77,241	0	NA
WWTP Phase II Design (RECL 4%)	630,923	51,011	103,118	734,041	750,000	13.75%
SCADA Programming	123,635	21,928	21,928	145,562	60,000	36.55%
Digester No. 1 & No. 2 Cleaning	0	276	510	510	125,000	0.41%
Standby Power Reliability Project	0	800	800	800	730,000	0.11%
RECL share		(2,040)	(4,124)	(4,124)	(30,000)	13.75%
PBCSD share (1/3 of cost)		(25,060)	(92,089)	(92,089)	(807,397)	11.41%
<i>Total Long Term CIP Projects 19-20</i>	1,264,913	50,120	184,178	1,449,090	1,614,793	11.41%
Total Capital (net of RECL and PBCSD)	1,915,152	77,281	213,708	2,128,860	2,244,793	9.52%

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

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

General and Administrative		Insurance unbudgeted.
Office Expense	-49.90%	Timing difference-computers. Small dollar amounts.
Utilities	-104.00%	Timing difference-telephone fixed cost. Small dollar amounts.

Collections

Salaries and Payroll Taxes	-6.20%	Vacation and comp time buy backs, overtime.
Operating Supplies	-180.60%	Timing difference-paints and fluids, general supplies.
Utilities	-8.50%	Timing difference-Calle, Highlands and telephone over budget.
Travel and Meetings	-81.30%	Timing difference-training and meetings.
Memberships and Subscriptions	-36.00%	Timing difference-CWEA memberships. Small dollar amounts.

Treatment

Office Expense	-35.00%	Timing difference-computers
Travel and Meetings	-46.60%	Timing difference-training.

Administration

Director's Expenses	-5.20%	Timing difference-dental.
Truck and Auto Expenses	-84.20%	Insurance underbudgeted.
Office Expense	-251.60%	Copy machine budgeted in capital. Cost less than \$10,000.
Repairs and Maintenance	-714.10%	Parking lot asphalt underbudgeted.
Safety	-429.70%	Training unbudgeted. Small dollar amounts.

Waste to Energy

Salaries and Payroll Taxes	-3200.50%	Underbudgeted. Small dollar amounts.
Operating Supplies	-6.90%	Timing difference. Small dollar amounts.

Brine Disposal

Salaries and Payroll Taxes	-269.90%	Timing difference. Small dollar amounts.
Contract Services	-208.00%	Electrical service unbudgeted.

District Obligations:

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

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: October 31, 2019
 SUBJECT: Monthly Report – September

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in September	21
Total Fees.....	\$3230.00

Maintenance

Attached is a map of the locations cleaned in the past three months. There were no Closed-Circuit Television (CCTV) sewer line inspections during the month of September.

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
September	41,086 ft.	9.99%	6 – 12 inches
August	47,201 ft.	11.48%	6 – 15 inches
July	46,346 ft.	11.27%	6 – 27 inches

Construction activities

Contractor completed the replacement of 360 feet of damaged 6" sewer line on Monte Verde just north of Second. This line segment has had a history of overflows in the past due to roots and a 70-foot sag in the pipe. This was a project that had a few challenges that the contractor was able to work through to finish the job in a timely matter. A few of the challenges were the sewer line was in a narrow private drive, the road was in disrepair and gas and water service lines crossed the sewer line in several locations. The Principal Engineer's report also includes information regarding this project.

General comments

Collection staff attended CAWD's annual safety weeks in September. The training received was: Confined Space, Confined Space Rescue, HAZWOPER, respirator fit testing, annual hearing testing, CPR, First Aid and District policy review. The Safety Report will include further details on this training.

Service calls responded to by crew

Date	Time	Callout	Resolution
9/6/19	12:45 PM	Back up in shower	Called by homeowner for a backup in their shower, owner advised to call their plumber.
9/18/19	12:22 PM	Cleanout locate	Called by homeowner to help locate their cleanout. Staff was not able to locate and advised homeowner to call a plumber for help.

USA Location Requests – 118

Plumbing permit inspections – 19

Private Sewer Lateral Compliance Certificates Issued – 18

FUNDING

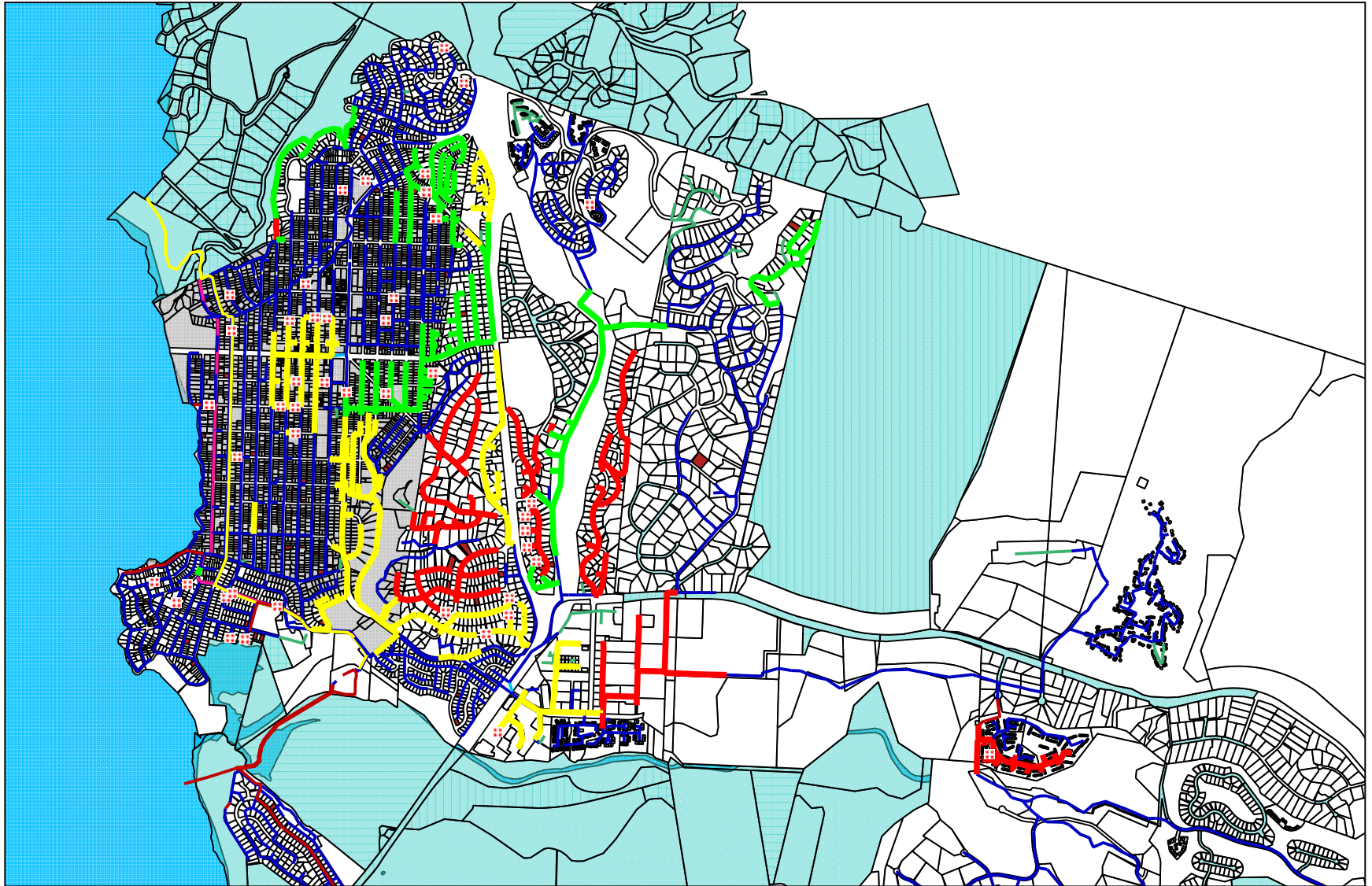
N/A

September (Red) - 41,086 feet

August (Yellow) - 47,201 feet

July (Green) - 46,346 feet

Monthly Cleaning Map



RedZone
ROBOTICS

10/18/2019



STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator

Date: October 31, 2019

Subject: Monthly Report (for September 2019)



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Safety & Training

Sept 4- Tailgate training. Mark Dias, Safety and Compliance Administrator (S/C Admin Dias), gave an overview of the various trainings that would be occurring during annual Safety Weeks.

Sept 9 – 20 Safety Weeks. Safety Weeks are a series of trainings scheduled over a two-week period each September. Trainings included; First Aid/CPR/AED, Confined Space, Confined Space Rescue, Fire Extinguisher, annual respirator fit testing, annual hearing testing and the review of numerous CAWD policies. New for this this year was HazMat field operations (technician level) training. This was provided to members of the Hazardous Materials response team. Concurrently CAWD is developing a new Hazardous Materials Response Plan which is being funded via a California Sanitation Risk Management Authority (CSRMA) sponsored program. Staff was trained on the new plan and then conducted hands-on training based on a realistic spill response scenario.

Sept 25- Tailgate training. Daryl Lauer, Collections Superintendent, presented on back injury prevention. He emphasized the concept of “lifting twice.” This means that the worker does their first “lift” using their imagination. This allows them to plan (pick the best position, clear obstructions, use leverage, ask for help, etc.) Second, they perform the physical lift as planned.

Ongoing Safety Improvements

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

- Respiratory Safety – gas levels at the Calle La Cruz lift station (Ribera Road).
Background; As described in previous reports, this lift station receives wastewater from the Carmel Highlands. The longer travel-time allows the anaerobic generation of dangerous hydrogen sulfide gas. Gas levels were high enough to warrant locking the hatch and preventing access until the gas could be mitigated. Four options were identified and are being tried in order of increasing cost. The first two options proved ineffective. The third option, dosing liquid calcium nitrate, was started in December and showed significant improvement. The dosage rate was increased in January/February. The results showed some additional improvement but did not fall in proportion to the dosage increase. The dosage was again increased in May to three times the initial dosage. The gas levels decreased only marginally which shifted focus to reducing the remaining gas generated from Pt. Lobos State Parks. This is a second effluent stream pumped separately to Ribera Road. Collections staff constructed and installed a second dosing system at Pt. Lobos which became operational mid-Aug. Gas measurements began in late Aug. Gas levels did not fall significantly. Dosage was stopped at Pt. Lobos and was increased very significantly at Highlands. **Update;** Because gas levels are now typically below “immediately dangerous” levels, any remaining hazards will be addressed using specific entry protocols (i.e., air exchanges and air testing) before entering this space. The padlock was replaced with a special, keyed, flush locking mechanism to prevent public access. **Safety aspects resolved - item closed.**
- Bulk aqueous ammonia system repairs. **Background;** as described in previous reports, CAWD receives bulk deliveries of 19% aqueous ammonia approximately once per month. The bulk tank is outdoors at the tertiary building with permanent secondary containment. New gas monitoring equipment showed that ammonia vapors were escaping out of the tank lid during the filling process. Operations staff have consistently been required to wear respirators during deliveries. Until the system is improved, an Interim Operating Procedure (IOP) was promulgated. Per the IOP staff are required to remotely monitor the tank level at a safe distance using the wireless Supervisory Control and Data Acquisition (SCADA) system rather than stand near the tank during filling. CAWD staff intended to retrofit the piping and

venting rather than purchasing a replacement system. A pressure gauge was installed to measure pressures during filling. During a delivery, the gauge showed that the tank lid essentially held zero pressure and ammonia levels were still high. A new, non-vented lid was installed in March. The system still would not hold pressure and both the lid, and the pressure gauge were leaking. In July the lid was reinstalled using a new ammonia resistant sealant along with a diaphragm-isolated gauge. This was a major improvement. Air monitoring showed 0.0 PPM of ammonia around the tank and piping. Follow up monitoring showed the system also held all vapors during warm afternoons (when daily off-gassing peaks). During a delivery, there were two unexplained short-term gas spikes. In August the leak location was narrowed down to a leak somewhere in the piping. **Update:** During the latest delivery the tank system continued to hold pressure. The vapor leak location was pinpointed to the temporary hose connection between the truck hose and CAWD's venting piping. The connection point will be evaluated for damage and repaired as needed. A retrofit of the system is not required at this time. Monthly tracking continuing.

Tours and Outreach

On September 5, a tour was given to a Monterey Peninsula College science class which was instructed and accompanied by Jeffrey Froke. The class was curious and engaged and asked good questions.

Injuries; first aid responses; worker compensation claims

There were no First Aid or Worker Comp incidents in September. The latest matrix is below.

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

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: September 2019	HYDRAULIC LOADINGS					2019 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.040	0.768	0.729	0.892	69.252	252.04	773.11
PBCSD Flow	10.230	0.341	0.311	0.397	30.748	134.20	411.67
Total Plant Flow	33.270	1.109	1.040	1.289	100.00	386.24	1184.78
Tertiary Flow	27.502	0.917	0.780	1.103	82.663	218.40	669.92
Ocean Discharge	4.065	0.136	0.112	0.171	12.218	169.32	519.40
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2019)	218.40MG (670.26acre-ft.)
Total Lifetime Reclamation Production (94-19)	8.13 BG (24.95 B acre-ft.)
12 Month Rolling Total Reclamation Production	306.09 MG (939.38 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Sept '19 kWh	Price per kWh	Sept'19	Aug'19	Jul'19	Jun'19
Secondary	126,401.00	\$ 0.210	\$ 26,506.56	\$ 27,224.60	\$ 26,228.72	\$ 24,190.38
Blowers	55,997.60	\$ 0.192	\$ 10,725.36	\$ 12,091.11	\$ 9,352.35	\$ 9,165.27
CAWD Total	182,398.60		\$ 37,231.92	\$ 39,315.71	\$ 35,581.07	\$ 33,355.65
Tertiary	75,464.92	\$ 0.204	\$ 16,105.51	\$ 19,963.18	\$ 19,514.70	\$ 18,627.98
MF/RO	116,529.00	\$ 0.213	\$ 38,146.33	\$ 40,675.90	\$ 126.77	\$ 27,347.31
Reclaim Total	191,993.92		\$ 54,251.84	\$ 60,639.08	\$ 19,641.47	\$ 45,975.29
Adjusted Monthly Totals	CAWD Total		\$ 22,852.84	Reclamation Total		\$ 68,630.92

kW-h Per Acre Foot

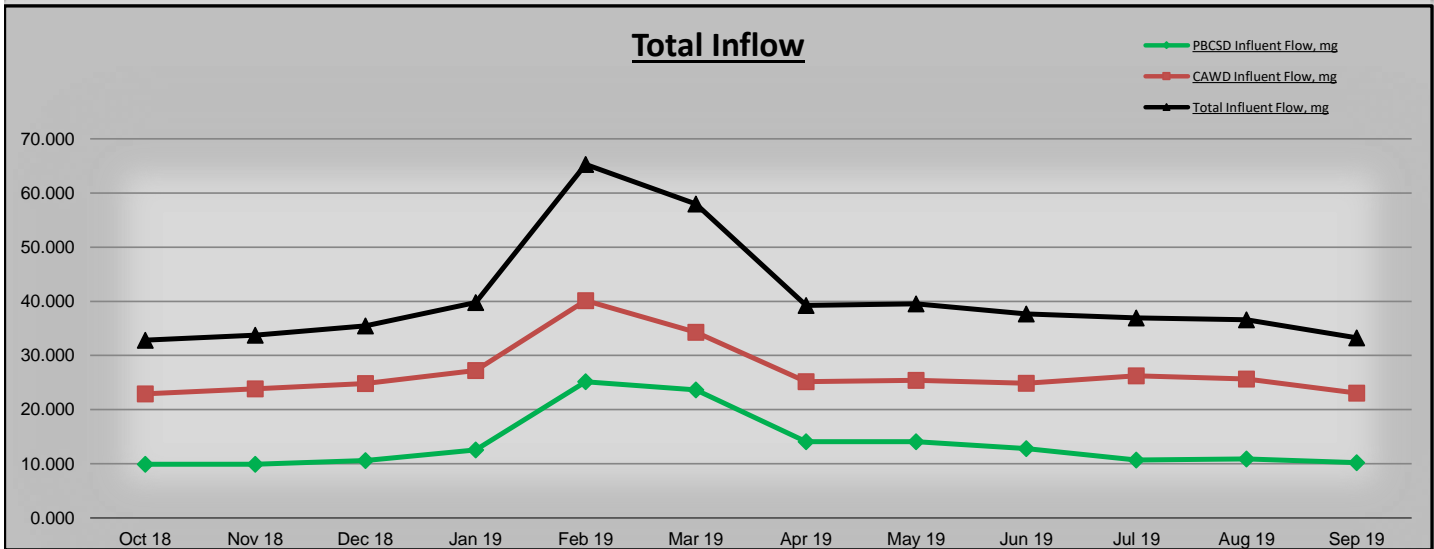
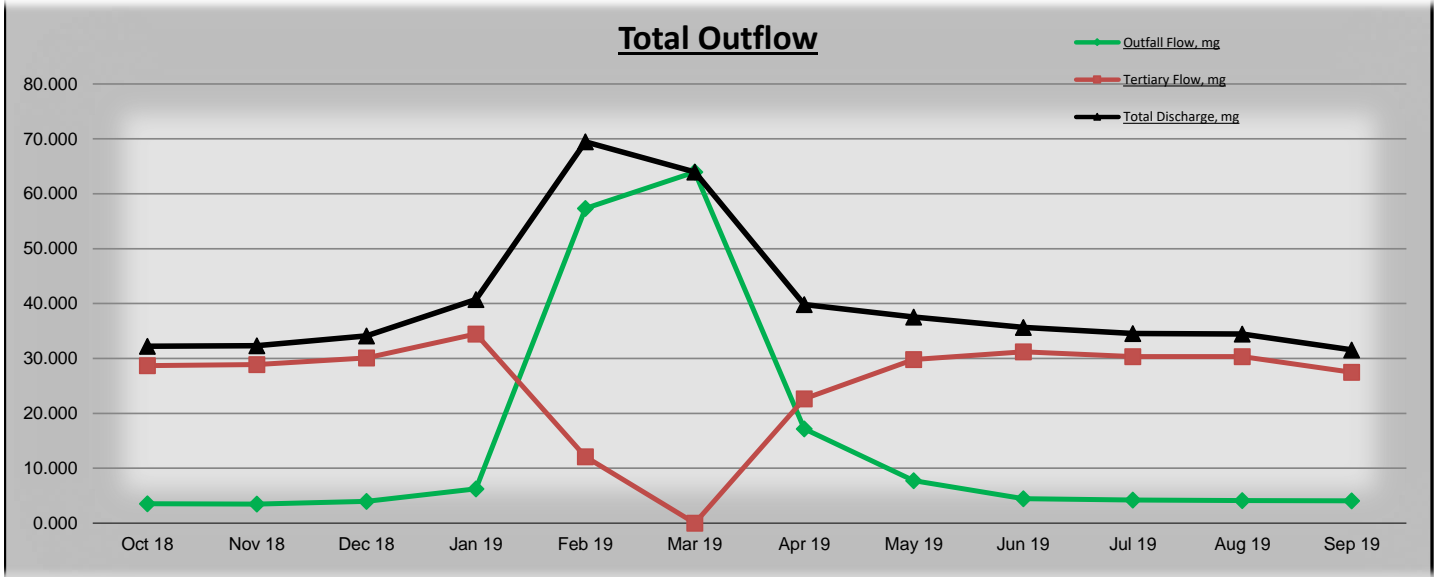
	2018				2019			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1770.27	1692.20	1678.08	1883.03	1174.96	1568.27	1725.97	N/A
Reclamation	1780.18	2260.45	2164.89	2254.65	2344.93	2255.78	2283.22	N/A

MICROTURBINE SUMMARY

Month	Sept '19 kWh	Aug'19	Jul'19	Jun'19	Accumulated Totals
Production,kWh	11,083	8,792	11,211	10,409	745,380.00

COMMENTS

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



Wastewater Treatment Facility Operations Report (Amended)

	HYDRAULIC LOADINGS					2019 YEAR-TO-DATE	
Report for: August 2019	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	25.680	0.828	0.614	0.916	70.174	229.00	702.44
PBCSD Flow	10.915	0.352	0.307	0.424	29.826	123.97	380.29
Total Plant Flow	36.595	1.180	0.921	1.340	100.00	352.97	1082.72
Tertiary Flow	30.335	0.979	0.808	1.111	82.894	190.89	585.56
Ocean Discharge	4.132	0.133	0.107	0.156	11.291	165.26	506.93
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2019)	190.89MG (585.85acre-ft.)
Total Lifetime Reclamation Production (94-19)	8.11 BG (24.88 B acre-ft.)
12 Month Rolling Total Reclamation Production	307.67 MG (944.24 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Aug '19 kWh	Price per kWh	Aug'19	Jul'19	Jun'19	May'19
Secondary	142,658.00	\$ 0.191	\$ 27,224.60	\$ 26,228.72	\$ 24,190.38	\$ 23,692.08
Blowers	60,625.68	\$ 0.199	\$ 12,091.11	\$ 9,352.35	\$ 9,165.27	\$ 8,501.44
CAWD Total	203,283.68		\$ 39,315.71	\$ 35,581.07	\$ 33,355.65	\$ 32,193.52
Tertiary	94,206.48	\$ 0.193	\$ 19,963.18	\$ 19,514.70	\$ 18,627.98	\$ 18,248.09
MF/RO	113,964.00	\$ 0.212	\$ 40,675.90	\$ 126.77	\$ 27,347.31	\$ 21,568.26
Reclaim Total	208,170.48		\$ 60,639.08	\$ 19,641.47	\$ 45,975.29	\$ 39,816.35
Adjusted Monthly Totals (1)	CAWD Total		\$ 24,069.03	Reclamation Total		\$ 75,885.76

kW-h Per Acre Foot

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

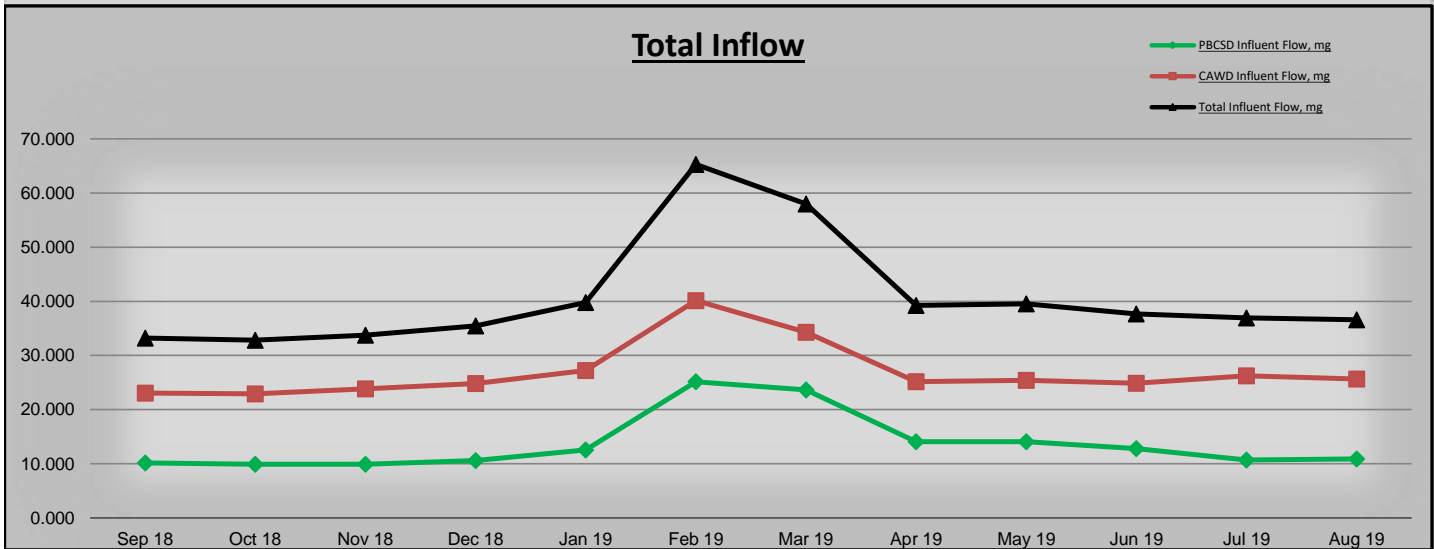
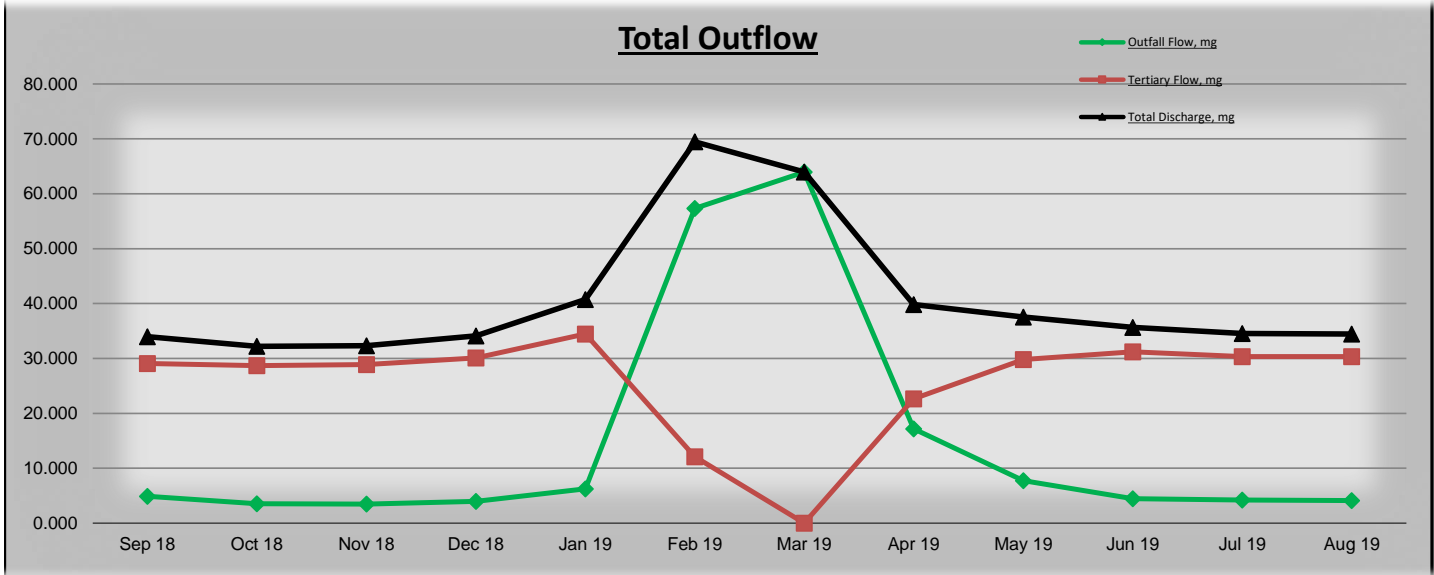
MICROTURBINE SUMMARY

Month	Aug '19 kWh	Jul'19	Jun'19	May'19	Accumulated Totals
Production,kWh (2)	8,792	11,211	10,409	0	734,297.00

COMMENTS

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

(2) Micro Turbine production low due to new exhaust piping installation for the new 65kW Micro Turbine



Wastewater Treatment Facility Operations Report

Report for: July 2019	HYDRAULIC LOADINGS					2019 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.243	0.847	0.804	0.923	71.046	203.32	623.67
PBCSD Flow	10.695	0.345	0.315	0.382	28.954	113.06	346.80
Total Plant Flow	36.938	1.192	1.119	1.305	100.00	316.37	970.47
Tertiary Flow	30.325	0.978	0.796	1.140	82.097	160.56	492.51
Ocean Discharge	4.216	0.136	0.117	0.205	11.414	161.13	494.25
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

kW-h Per Acre Foot

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

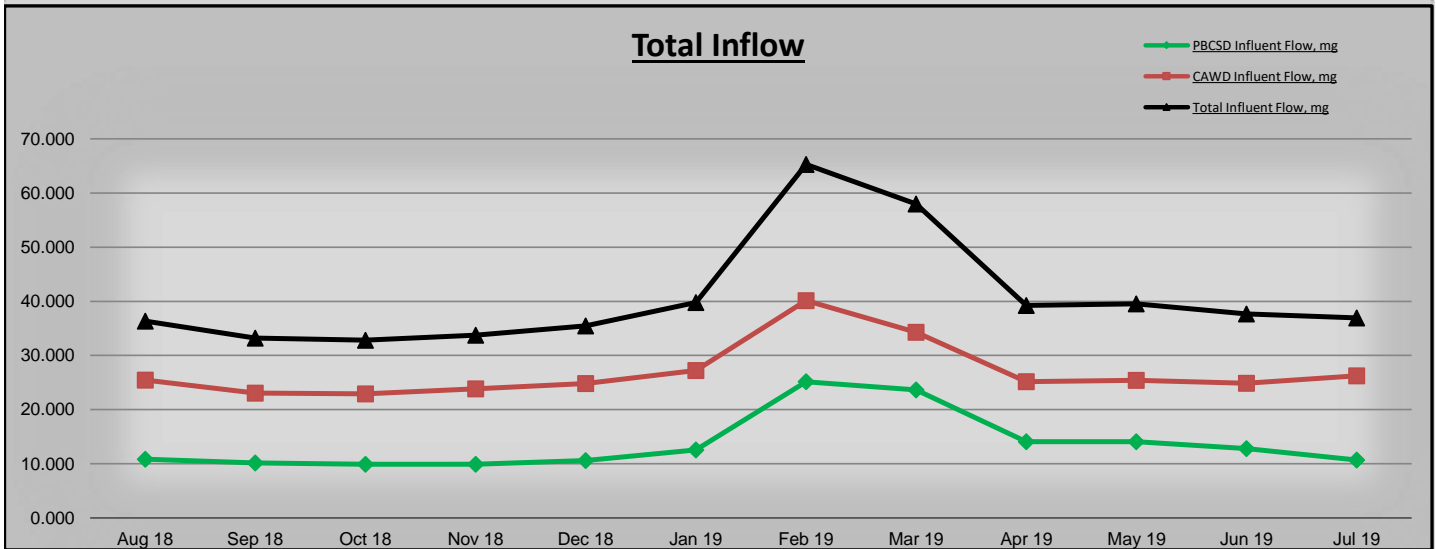
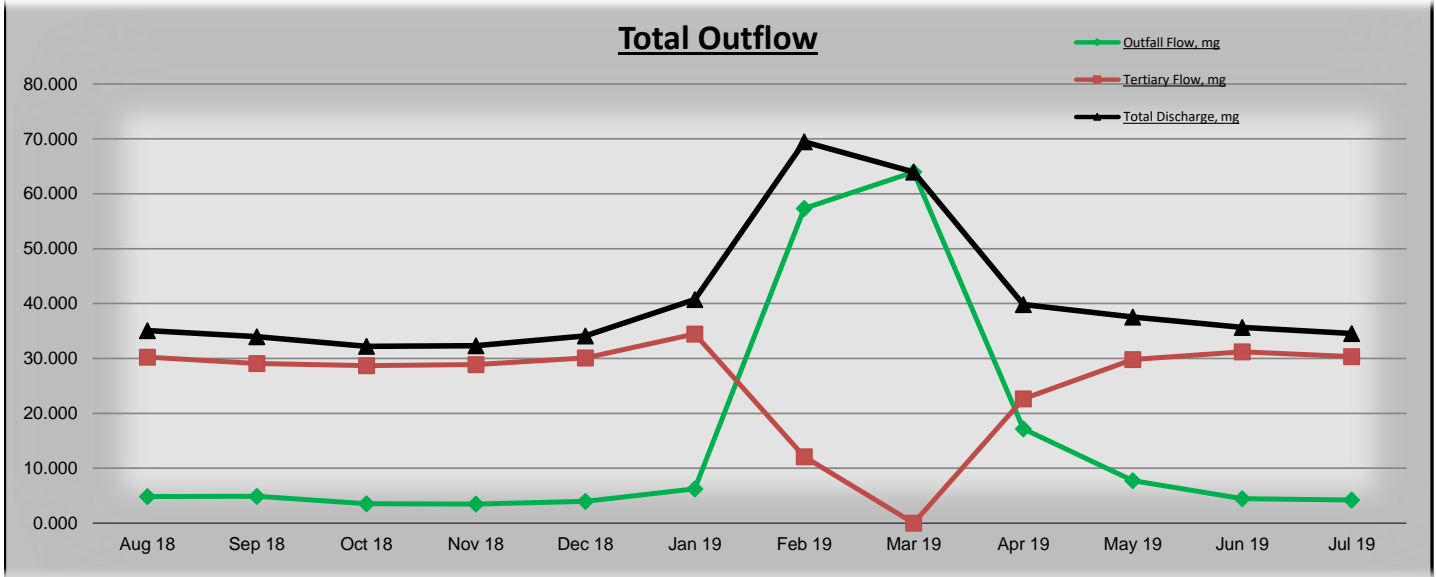
MICROTURBINE SUMMARY

Month	July '19 kWh	Jun'19	May'19	Apr'19	Accumulated Totals
Production, kWh	11,211	10,409	0	0	725,505.00

COMMENTS

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

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



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo
Laboratory/Environmental Compliance
Supervisor

Date: October 31, 2019

Subject: Monthly Report – September 2019

RECOMMENDATION

Receive Report-Informational only; No action required

DISCUSSION

LABORATORY REPORT

- BioWin Modeling was completed and data results from contract laboratory and CAWD laboratory are being review and compiled for CAWD Engineer Treanor.
- CAWD Laboratory staff attended the 2-week CAWD Safety Training.
- On September 4, 2019, Biosolids and Final Effluent samples were collected for Semi-Annual Priority Pollutants Analysis.
- On September 17, 2019, Final Effluent sample was collected for Semi-Annual Toxicity Analysis and sent to Pacific Eco Risk.

ENVIRONMENTAL COMPLIANCE REPORT

- CAWD Inspections were limited during the Safety Training period. Staff completed field work when possible.
- On September 27, 2019, Laboratory & Environmental Compliance Supervisor, Ray DeOcampo, met with Paul Causey to discuss the Pretreatment and FOG program. Then Paul met with Laboratory & Environmental Compliance Inspectors, Trevor Holland and Fanny Mui, and asked for their input on improving the FOG program.
- The Protein Matrix test product was discontinued at the Highlands Inn Lift Station. Collections staff noticed a high amount of grease causing some pumping problems. Mr. De Ocampo contacted the Highlands Inn Engineering Department and sent an email to find out if any changes to their current practices have caused the grease issue.

Restaurant Inspection Table

Restaurant	Compliant	Reason for Non-Compliance	Comments
Pangaea Grill	Yes		
AW Shucks	Yes		
Wedgewood Catering and Banquet	No		Excessive Grease, follow up needed.
Mountain Mike's Pizza			New Management
Highlands Inn	Yes		
Basil	Yes		
Aabha Indian Cuisine	Yes		
Allegro Pizza	Yes		

Grocery Store/Delicatessen Inspection Table

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
Bruno's Market	Yes		

Restaurant Compliance Table

% Compliance	Maintenance	Mechanical
July 2019	99	99
August 2019	99	100
September 2019	99	100

FUNDING

N/A-Informational item only

ID	Project Number	Task Name	Manager	Start	Finish	Cost	Status	2018		2019		2020		2021	
								H1	H2	H1	H2	H1	H2	H1	H2
0		Projects Implementation Plan Schedule													
1		Treatment Plant Projects													
2	18-01	Mech/Elec Rehab and Sludge Holding Tank Replacement Project	Treanor	Mon 4/30/18	Thu 11/4/21	\$10,150,000.00	100% Design								
8	18-02	Ops Building Historian and Reporting	Foley	Mon 4/2/18	Tue 12/31/19	\$140,000.00	Contracting with Database Consultant								
12	18-03	CMMS Improvements (Ops Rounds)	Foley	Wed 7/11/18	Fri 1/31/20	\$100,000.00	Conceptualizing Tablet Data Entry for Ops Rounds								
15	18-09	Secondary Clarifier No. 1 Rehab	Waggoner	Thu 7/5/18	Fri 8/30/19	\$250,000.00	Punchlist/Closeout								
19	18-05	PLC/SCADA Programming (PARTIAL RECLAMATION)	Foley	Mon 10/8/18	Tue 7/13/21	\$300,000.00	Ongoing Programming Work								
30	18-08	Standby Power Reliability Project	Treanor	Mon 10/8/18	Fri 10/23/20	\$730,000.00	Design								
36	18-07	Digester No. 1 & Old No. 2 Purging and Cleaning	Treanor/Young	Fri 3/15/19	Fri 3/6/20	\$125,000.00	Bid/Award								
43	18-11	Microturbine Integration Project	Treanor/Foley	Tue 6/4/19	Tue 6/30/20	\$510,000.00	Pre-Design / Testing								
48	19-01	Onsite Flood Mitigations (PARTIAL RECLAMATION)	Treanor	Mon 7/1/19	Mon 6/29/20	\$100,000.00	Implementation								
49	19-10	1 Water Corrosion Control	Waggoner	Mon 7/1/19	Fri 6/12/20	\$30,000.00	Pilot Test Ionization System								
50	18-28	Perimeter Tree Plan and Implementation	Treanor	Mon 7/1/19	Tue 6/30/26	\$120,000.00	Planning Study								
51	19-18	Plant Fence Replacement	Foley	Mon 12/2/19	Tue 7/20/21	\$150,000.00	Bid Document Prep								
55	19-19	Aeration Basin Improvements 19/20	Waggoner	Mon 3/2/20	Tue 6/30/20	\$140,000.00	Planning								
58		Cathodic Protection Testing	Treanor	Mon 2/3/20	Fri 1/29/21	\$30,000.00	Inactive								
59		Cart Charging and Parking	Foley	Mon 2/3/20	Fri 8/13/21	\$50,000.00	Inactive								
60		Operations Bldg Basement Renovation	Waggoner	Mon 2/3/20	Tue 6/30/20	\$50,000.00	Inactive								
61		Plant Paving, Vault Lids, Drainage	Treanor	Wed 7/1/20	Tue 3/29/22	\$50,000.00	Inactive								
62		Chlorine Contact Pipe Gallery Repairs	Treanor	Fri 1/1/21	Mon 3/29/21	\$44,000.00	Inactive								
65		Lagoon Crossing Rehabilitation	Treanor	Tue 2/1/22	Fri 5/30/25	\$300,000.00	Inactive								
66		RAS Pump/Piping Rehab	Treanor	Tue 2/1/22	Wed 6/1/22	\$0.00	Inactive								
67		Lunch Room MCC Replace with Panelboard	Foley	Wed 6/1/22	Thu 11/3/22	\$140,000.00	Inactive								
70		Treatment Plant Studies & O&M Manuals	Treanor	Fri 6/28/19	Wed 7/24/24	\$270,000.00									
71	19-14	BioWin Modeling	Treanor	Fri 6/28/19	Wed 3/4/20	\$50,000.00	Model Development in Progress								
72		Coastal Hazards Monitoring Plan	Treanor	Fri 11/1/19	Tue 9/1/20	\$35,000.00	Inactive								
73		Life Expectancy Analysis	Treanor	Wed 9/2/20	Fri 7/2/21	\$35,000.00	Inactive								
74		Online O&M Manual	Treanor	Wed 9/1/21	Wed 7/24/24	\$150,000.00	Inactive								
75		Reclamation Projects													
76	18-24	Reclamation Sand Filter Integration Project	Waggoner	Wed 5/9/18	Sun 6/30/19	\$100,000.00	Troubleshooting Sand Filter Startup								
82	18-26	RO Pretreatment Acid Tanks and Containment	Treanor	Fri 6/8/18	Wed 5/13/20	\$415,000.00	On Hold / Permitting								

ID	Project Number	Task Name	Manager	Start	Finish	Cost	Status	2018		2019		2020		2021	
								H1	H2	H1	H2	H1	H2	H1	H2
87	18-25	EQ Basin Pump Electrical/Mechanical	Foley	Mon 10/8/18	Mon 9/30/19	\$80,000.00	Final Testing	EQ Basin Pump Electrical/Mechanical							
88	19-12	MF/RO Sound Barriers	Treanor	Mon 7/29/19	Fri 12/27/19	\$80,000.00	Building Sound Enclosure	MF/RO Sound Barriers							
89	19-16	Tertiary MF/RO Standby Power	Treanor	Mon 7/1/19	Fri 4/3/20	\$350,000.00	Pre-Design	Tertiary MF/RO Standby Power							
90	19-15	MF Feed Pipe Replacement	Treanor	Wed 1/29/20	Tue 6/30/20	\$35,000.00	Inactive	MF Feed Pipe Replacement							
91		Reclamation Line Cathodic Protection Testing	Treanor	Wed 7/1/20	Tue 12/1/20	\$25,000.00	Inactive	Reclamation Line Cathodic Protection Testing							
92		Painting Project	Treanor	Wed 7/1/20	Tue 12/1/20	\$75,000.00	Inactive	Painting Project							
93		Reclamation Studies	Treanor	Mon 7/1/19	Tue 6/1/21	\$75,000.00		Reclamation Studies							
94		Trussell MF/RO Performance Review	Treanor	Mon 7/1/19	Tue 3/31/20	\$40,000.00	In Study Phase	Trussell MF/RO Performance Review							
95		Reclamation 15-Year Asset Management Assessment	Treanor	Wed 7/1/20	Tue 6/1/21	\$35,000.00	Inactive	Reclamation 15-Year Asset Management Assessment							
96		Collections Projects						Collections Projects							
97	19-02	Pretreatment Ordinance	Lather	Fri 11/15/19	Fri 3/13/20	\$0.00	Inactive	Pretreatment Ordinance							
98	18-16	Highlands H2S Control	Lauer	Mon 4/16/18	Mon 9/30/19	\$0.00	Running Bioxide and Planning Air Injection	Highlands H2S Control							
100	18-17	Hatton Canyon Pipe Bursting	Lather	Wed 5/23/18	Thu 10/15/20	\$1,450,000.00	Re-Bid in January 2020 / Grant Has Been Approved	Hatton Canyon Pipe Bursting							
101	19-17	Hatton Canyon Road Maintenance	Lather	Mon 8/26/19	Sat 11/30/19	\$298,000.00	Construction	Hatton Canyon Road Maintenance							
102	18-18	Pump Station PLC/SCADA Replacement	Foley/Lather	Wed 7/18/18	Thu 2/13/20	\$600,000.00	Procurement	Pump Station PLC/SCADA Replacement							
103	19-03	Carmel Meadows Gravity Sewer Improvements	Lather	Fri 3/15/19	Wed 6/30/21	\$1,294,000.00	Preliminary Design	Carmel Meadows Gravity Sewer Improvements							
104	19-11	Monte Verde at 2nd Ave Sewer Replacement	Lather	Thu 5/30/19	Thu 11/7/19	\$150,000.00	Closeout	Monte Verde at 2nd Ave Sewer Replacement							
105	19-07	Rio Road CIPP Lining Project	Lather	Mon 7/1/19	Fri 8/28/20	\$1,340,000.00	Design	Rio Road CIPP Lining Project							
106	18-29	September Ranch Water and Sewer	Lather	Fri 3/1/19	Fri 7/30/21	\$0.00	Study	September Ranch Water and Sewer							
110	19-13	Upper Rancho Canada Upsize Line	Lather	Mon 7/1/19	Fri 2/2/24	\$1,500,000.00	Design / CEQA	Upper Rancho Canada							
111	18-27	Highlands FM ARVs	Lauer	Wed 7/1/20	Wed 10/14/20	\$60,000.00	Inactive	Highlands FM ARVs							
112		Highlands FM Flushing	Lauer	Wed 7/1/20	Mon 11/30/20	\$75,000.00	Inactive	Highlands FM Flushing							
116		Rancho Canada New Development Line	Lather	Wed 11/6/19	Tue 6/11/24	\$1,500,000.00	Inactive	Rancho Canada							
117		Assessment Districts/Annexations	Lather	Tue 7/3/18	Wed 9/30/20	\$105,000.00		Assessment Districts/Annexations							
118	19-09	2019 Mass Annexation	Lather	Fri 3/15/19	Mon 1/6/20	\$50,000.00	CEQA	2019 Mass Annexation							
119	18-21	Corona Road Assessment District	Lather	Thu 8/2/18	Mon 1/6/20	\$0.00	Circulating Petition	Corona Road Assessment District							
120	19-05	Riley Ranch Annexation/Connection	Lather	Thu 8/2/18	Mon 1/6/20	\$0.00	On Hold	Riley Ranch Annexation/Connection							
121	19-08	Carmel Valley Manor Sewer	Lather	Tue 7/3/18	Wed 9/30/20	\$0.00	In Design By Owner	Carmel Valley Manor Sewer							
122	19-04	Yankee Point and Otter Cove Highlands Extension	Lather	Mon 5/6/19	Thu 1/9/20	\$55,000.00	On Hold	Yankee Point and Otter Cove Highlands Extension							
123		Collections Studies / Reports	Lauer/Lather	Mon 7/1/19	Fri 7/17/20	\$105,000.00		Collections Studies / Reports							
124		Monte Verde and Bay/Scenic FM Assessment	Lauer/Lather	Mon 2/3/20	Fri 7/17/20	\$75,000.00	Inactive	Monte Verde and Bay/Scenic FM Assessment							
125	19-06	Collection System SSMP	Lauer/Lather	Mon 7/1/19	Fri 11/29/19	\$30,000.00	In Development	Collection System SSMP							



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

Project Name: WWTP - Elec/Mech Rehab & Sludge Holding Tank Replacement Project
Project Location: Wastewater Treatment Plant
Project Manager: Treanor
Project Number: 18-01
Status: In 90% Design Phase
Project Description: The WWTP Rehabilitation Phase II Project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.
Department: Treatment
Budget Status: Budget: \$9,150,000
 Actual to Date: \$630,673
Reclamation Share: Estimated at 4% of project cost. Actual share TBD based on Construction Costs.
Other Entities: Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project
Permits Required: Coastal Development Permit
Challenges: Coastal Commission
Schedule:

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

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



Photo: Existing Server Hardware that will be replaced in Project

Project Name: Ops Building Historian and Reporting
Project Location: Wastewater Treatment Plant
Project Manager: Foley
Project Number: 18-02
Status: In procurement phase.
Project Description: The report writer and historian system provide historical data for compliance and process reports. The existing system is connected to the legacy Supervisory Control and Data Acquisition (SCADA) system. This project will update the reporting hardware and software and integrate the system with the updated SCADA system.
Department: Treatment
Budget Status: Budget: \$77,245
 Actual to Date: \$36,503
Reclamation Share: Estimated at 50%.
Schedule:

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

Consultants: Worksmart Automation
Contractor: N/A

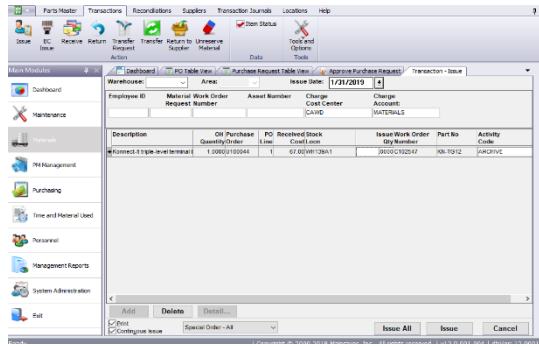


Photo: Mainsaver CMMS Dashboard

Project Name: Computerized Maintenance Management Software (CMMS) Improvements

Project Location: Wastewater Treatment Plant

Project Manager: Foley

Project Number: 18-03

Status: Final Testing Phase

Project Description The CMMS system tracks work orders, assets and inspections for the treatment plant and reclamation facility. Staff perform inspections of the equipment and currently write down the data and then double enter into the computer system. This project will update the software to the latest version and provide a new mobile module so that inspection rounds and work orders can be completed in the field saving duplicate data entry and providing information to staff while in front of the equipment. This will reduce errors in data entry and improve efficiency by providing staff with improved resources when inspecting and maintaining equipment.

Department: Maintenance

Budget Status: Budget: \$100,000
Actual to Date: \$94,036

Reclamation Share: Estimated at 50%.

Schedule:

- Completion in Spring of 2020.

Consultants: JB System DBA Mainsaver

Contractor: N/A

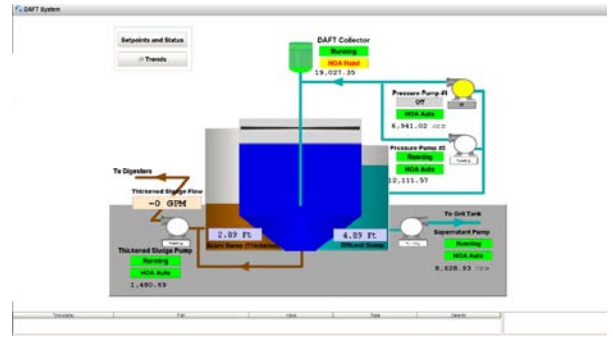


Photo: DAFT SCADA Overview

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

Project Location: Wastewater Treatment Plant

Project Manager: Foley

Project Number: 18-05

Status: In progress

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

Department: Treatment

Budget Status: Budget: \$300,000
Actual to Date: \$160,281

Reclamation Share: Partial Reclamation

Schedule:

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

Consultants: Informative Controls

Contractor: N/A



Photo: Digester No. 1

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

Project Location: Wastewater Treatment Plant

Project Manager: Treanor

Project Number: 18-07

Status: Bid/Award

Project Description: Digester No. 1 hasn't been cleaned in 19-years. Rule of thumb would be to clean every 10 years. A contractor will clean Digester No. 1 which is anticipated to have a considerable unknown amount of debris buildup in the digester. After cleaning Digester No. 1 will remain offline until rehabilitation can occur. Old Digester No. 2 is planned to be demolished. Old Digester No. 2 will be drained by staff as it will not have debris buildup because it was a Secondary Digester (Treating supernatant from Digester No. 1).

Department: Treatment

Budget Status: Budget: \$125,000
Actual to Date: \$0

Reclamation Share: N/A

Other Entities: N/A

Permits Required: N/A

Challenges: Unknown quantity of debris in Digester No. 1

Schedule:

- Work to occur in Fall/Winter 2019

Consultants: N/A

Contractor: TBD



Photo: Example Trailer Standby Generator

Project Name: Standby Power Reliability Project

Project Location: Wastewater Treatment Plant

Project Manager: Treanor

Project Number: 18-08

Status: In 50% Design Phase

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

Department: Treatment

Budget Status: Budget: \$730,000
Actual to Date: \$800.00

Reclamation Share: N/A

Other Entities: N/A

Permits Required: Air Board Permit

Challenges: N/A

Schedule:

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

Consultants: Beecher Engineering

Contractor: TBD



Photo: Secondary Clarifier after new coating was applied.

Project Name: Secondary Clarifier No. 1 Coating Rehabilitation

Project Location: Wastewater Treatment Plant

Project Manager: Foley

Project Number: 18-09

Status: Construction Complete and Punchlist items in progress

Project Description: This project will replace the secondary clarifier No. 1 mechanical equipment and bridge with new unit components. The metal components will be abrasive blasted and then coated. As part of the replacement updated controls will allow improved process control of the skimming arm speed.

Department: Treatment

Budget Status: Budget: \$250,000
Actual to Date: \$279,945

Reclamation Share: 0%

Schedule:

- Construction complete in summer of 2019
- Asset will be placed back in service in fall of 2019

Consultants: None

Contractor: ERS Industrial, Rebuild-It



Photo: Existing Gas Conditioning System

Project Name: Microturbine Integration Project

Project Location: Wastewater Treatment Plant

Project Manager: Treanor/Foley

Project Number: 18-11

Status: In Pre-Design Phase

Project Description: Replacement of existing gas conditioning equipment and additional upgrades to the Microturbine system to integrate the new 60 kW turbine. The gas compressor failed this year and is being replaced. The gas conditioning system has many components that are in poor condition and therefore it may be more cost effective to build a complete package system instead of continuing to fix minor components and have extended outages of the microturbine energy production due to component failures. Going with a new package system would be an improvement over the existing system which is not integrated. Also, a new gas conditioning system could be sized so that the microturbines could operate at maximum production given that a larger 60kW generator was installed recently.

Department: Treatment

Budget Status: Budget: \$510,000
Actual to Date: \$11,290

Reclamation Share: N/A

Other Entities: N/A

Permits Required: Air Board Permit, Coastal Commission Immaterial Amendment

Challenges: N/A

Schedule:

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

Consultants: Engine System Integrated

Contractor: TBD



Photo: View H2S damage to Calle La Cruz wet well

Project Name: H2S Control at Calle La Cruz Pump Station
Project Location: Collection System
Project Manager: Lauer
Project Number: 18-16
Status: Testing
Project Description: H2S gasses are causing damage to the wet well and are a health hazard. H2S readings of 700ppm have been observed. Staff have tried several different products and found CN-9 (Calcium Nitrate) to work. Working on dosage.
Department: Collections
Budget Status: Budget: \$0
 Actual to Date: \$0
Permits Required: N/A
Challenges: Getting the right dosage to remove odor. Dealing with source of problem.
Schedule:
Contractor:



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

Project Name: Hatton Canyon Pipe Bursting
Project Location: Collection System
Project Manager: Lather
Project Number: 18-17
Status: Bids opened 07-25-19. FEMA/OES award received after deadline to construct in 2019. Plan to re-bid in spring 2020.
Project Description: Replace 5,570 linear ft. of 60-year old 8" vitrified clay, bell & spigot pipeline within Hatton Canyon, Experienced over 3 spills in past 20 years due to flooding. Replace with 10" butt welded HDPE pipe that will be watertight & anchored into upgraded manholes.
Department: Collection
Budget Status: Budget: \$1,450,000
 Bid: \$1,038,000
 Actual to Date: \$265,861
Other Entities: State Parks; Fish & Wildlife, Army Corps, FEMA, CalOES
Permits Required: State Parks Easement, Army Corps, U.S. Fish & Wildlife, State Fish & Wildlife, and Monterey County Encroachment Permit.
Challenges: The project is located in a State Parks easement along the west bank of Hatton Creek. Existing access road is surrounded by riparian habitat.
Schedule: Work required to be completed between June – October. Plan to construct project in 2020.



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

Project Name:	Pump Station PLC/SCADA Replacement
Project Location:	Collections Pump Stations
Project Manager:	Foley
Project Number:	18-18
Status:	Design Complete and Control Panel Assembly in Progress
Project Description	This project will replace the obsolete Programmable Logic Controllers at 7 sewage pump station. The PLC programming will be updated, and the Supervisory Control and Data Acquisition Visualization screens will be updated to the Ignition SCADA software.
Department:	Treatment
Budget Status:	Budget: \$600,000 Actual to Date: \$330,737
Reclamation Share:	0%
Schedule:	<ul style="list-style-type: none"> Construction complete in Fall of 2019
Consultants:	Frisch Engineering
Contractor:	Technical Systems, Inc

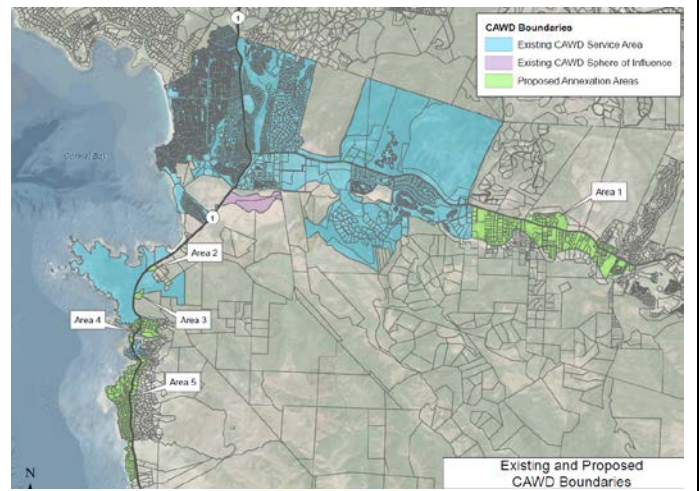


Photo: Areas of Potential Annexation

Project Name:	Assessment District/Annexations
Project Location:	Collection System
Project Manager:	Lather
Project Number:	19-04, -05, -08, -09, 18-21
Status:	Developing CEQA Documents
Project Description:	The project will remove existing homes and businesses from using septic tanks and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point.
Department:	Collections
Budget Status:	Budget: \$50,000 Actual to Date: \$9,088
Permits Required:	Environmental Review, LAFCO Approval
Challenges:	Getting homeowner groups to form an Assessment District to pay for infrastructure needed to connect to our sewer system.
Schedule:	Complete Environmental Review by December 2019 and LAFCO Annexation in February 2020.
Consultant:	Denise Duffy & Associates



Photo: Existing Coagulation/Flocculation System and Sand Filters

Project Name: Reclamation Sand Filter Rehabilitation

Project Location: Wastewater Treatment Plant

Project Manager: Reclamation Project
Ed Waggoner

Project Number: 18-24

Status: In 95% Construction/Maintenance Phase

Project Description The Coagulation/Flocculation and Sand Filter equipment was bypassed and taken offline in 2008 once the Microfiltration and Reverse Osmosis Project started operation. These systems are being Rehabilitated and returned to service to provide pretreatment and phosphorous removal to allow more flow recovery on the Reverse Osmosis System.

Department: Treatment

Budget Status: Budget: \$60,000.00
Actual to Date: \$31,000

Reclamation Share: 100% of project cost.

Other Entities: CAWD/PBCSD Reclamation Project

Permits Required: No Permits required as project is a maintenance project

Challenges: Age of mothballed equipment.

Schedule:

- Design to be completed in 2018
- Maintenance anticipated for Fall of 2019

Consultants: In house (Design Plant Engineer)

Contractor: In house staff



Photo: Equalization Basin Variable Frequency Drives

Project Name: EQ Basin Pump Electrical/Mechanical

Project Location: Wastewater Treatment Plant

Project Manager: Foley

Project Number: 18-25

Status: Complete

Project Description The equalization basin is utilized to store influent flow in order to provide more consistent flow to the reclamation facility since influent flows vary greatly during a 24-hour period. This project will install a second redundant pump and replace the obsolete controls with two new variable frequency drives. This project will improve reliability and operation of the basin.

Department: Reclamation

Budget Status: Budget: \$80,000
Actual to Date: \$73,373

Reclamation Share: Estimated at 100%.

Schedule:

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

Consultants: Informative Controls

Contractor: Mailey Electric



Photo: Existing totes used for Sulfuric Acid storage and Feed

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

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

Department: Treatment

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

Reclamation Share: 100%

Other Entities: Reclamation Project

Permits Required: Coastal Development Permit

Challenges: N/A

Schedule:

- On hold for Coastal Commission

Consultants: Trussell Technologies, Inc

Contractor: TBD



Photo: Eucalyptus trees on South Side of Treatment Plant

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

Project Description: Planning and landscaping around the treatment plant. This will include looking into possibly replacing the non-native eucalyptus trees around the perimeter of the treatment plant with native tree species. The project will start with a study and plan to determine costs, sequencing schedule, and visual impacts.

Department: Treatment

Budget Status: Budget: \$120,000
Actual to Date: \$0

Reclamation Share: N/A

Other Entities: N/A

Permits Required: Currently unknown

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

Schedule:

- Study to occur in 2019

Consultants: Scott Hall Landscape Design

Contractor: TBD

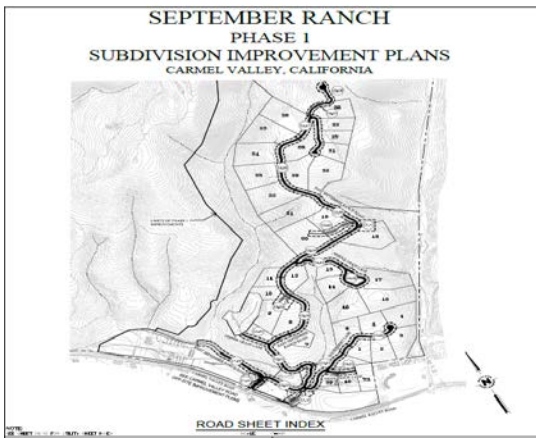


Photo: View new home development

Project Name: September Ranch Subdivision

Project Location: Collection and Water System

Project Manager: Lather

Project Number: 18-29

Status: Study

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

Department: Collection

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

Other Entities: Clear Peak

Consultants: SRT Consultants -reviewing on behalf of CAWD
Raftelis – providing rate study

Permits Required: N/A

Challenges: Groundwater treatment and reliability concerns.

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



Photo: Old Flood Door in Headworks Basement

Project Name: Critical Process Onsite Flood Adaptations

Project Location: Wastewater Treatment Plant

Project Manager: Treanor

Project Number: 19-01

Status: In Design Phase

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

Department: Treatment

Budget Status: Budget: \$100,000
Actual to Date: \$0

Reclamation Share: 15% Reclamation

Other Entities: Reclamation Project

Permits Required: Coastal Development Permit

Challenges: N/A

Schedule:

- Planning in 2019
- Modifications in 2020

Consultants: N/A

Contractor: TBD

**PRE-TREATMENT ORDINANCE
2020-XX**



CARMEL AREA WASTEWATER DISTRICT

Project Name: Update Pretreatment Ordinance

Project Location: Pretreatment/Collections

Project Manager: Lather/De Ocampo/Waggoner

Project Number: 19-02 Pre-Treatment Ordinance

Status: Plan to start November 2019

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

Department: Treatment

Budget Status: Budget: \$0.00

Reclamation Share: n/a

Other Entities: n/a

Permits Required: none

Challenges: none

Schedule:

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

Consultants: none

Contractor: none



Photo: View gravity pipe in Carmel easement

Project Name: Carmel Meadows Pipeline

Project Location: Collection System

Project Manager: Lather

Project Number: 19-03

Status: Preliminary design

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

Department: Collections

Budget Status: Budget: \$1,324,000
Actual to Date: \$30,000

Permits Required: Coastal Permit and Environmental Review

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

Schedule: Design FY19/20. Construct FY20/21.

Consultants: SRT Consultants

Contractor: n/a

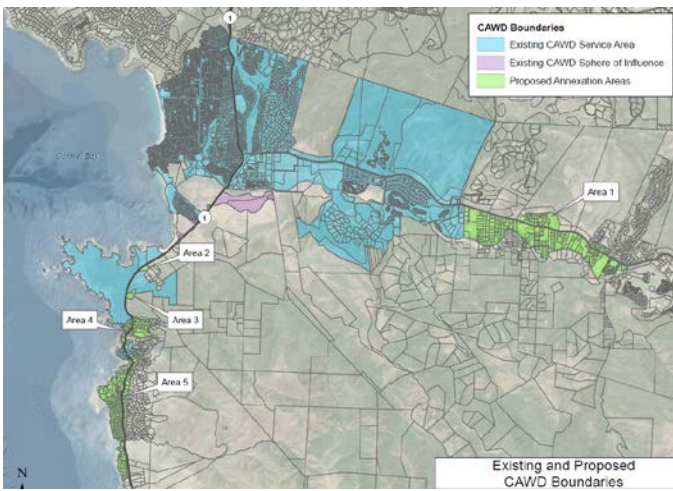


Photo: Areas of Potential Annexation

Project Name: Assessment District/Annexations

Project Location: Collection System

Project Manager: Lather

Project Number: 19-04, -05, -08, -09, 18-21

Status: Developing CEQA Documents

Project Description: The project will remove existing homes and businesses from using septic tanks and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point.

Department: Collections

Budget Status: Budget: \$50,000
Actual to Date: \$9,088

Permits Required: Environmental Review, LAFCO Approval

Challenges: Getting homeowner groups to form an Assessment District to pay for infrastructure needed to connect to our sewer system.

Schedule: Complete Environmental Review by December 2019 and LAFCO Annexation in February 2020.

Consultant: Denise Duffy & Associates

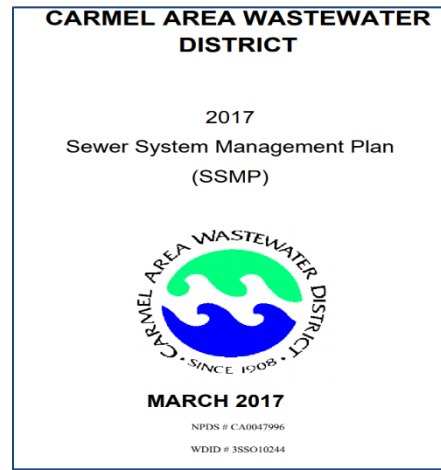


Photo: SSMP to be Audited

Project Name: Collection System SSMP

Project Location: Collection System

Project Manager: Lather

Project Number: 19-06

Status: Audit Started

Project Description: Perform an audit of the 2017 SSMP and update in accordance with audit findings and current standards.

Department: Collection

Budget Status: Budget: \$30,000
Actual to Date: \$0

Other Entities: N/A

Permits Required: N/A

Challenges: Collecting and analyzing information.

Schedule: Complete Update of SSMP in November 2019.

Consultant: Causey Consulting



Photo: View CIPP Liner being installed

Project Name: Rio Rd CIPP Lining project
Project Location: Collection System
Project Manager: Lather
Project Number: 19-07
Status: Design
Project Description: The rehabilitation of 4000 feet of 24 to 27-inch diameter Asbestos Cement Pipe (ACP) trunk line that runs along Rio Road in Carmel. Lining existing pipe with (CIPP) Cured-In-Place Pipe.
Department: Collections
Budget Status: Budget: \$1,340,000
 Actual to Date: \$0
Permits Required: N/A
Challenges: Traffic Control.
Schedule: Construct late Spring 2020.
Consultant: Design by Kennedy/Jenks
Contractor: TBD



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

Project Name: WWTP – 1 Water Corrosion Control Project
Project Location: Wastewater Treatment Plant
Project Manager: Ed Waggoner
Project Number: 19-10
Status: In 50% Design/Research Phase
Project Description: The number 1 Potable Water Distribution System was installed in the early 1970's when secondary processes were constructed at CAWD. The main piping is ductile iron pipe with service laterals of copper and galvanize pipes. To prevent rust and pipe damage to the system, technology will be installed to extend the life of the piping system using chemicals or ionization equipment.
Department: Treatment
Budget Status: Budget: \$30,000
 Actual to Date: \$5,100
Reclamation Share: Estimated at 1% of project cost.
Other Entities: CAWD/PBCSD Reclamation Project
Permits Required: Coastal Development Permit
Challenges: Using New technologies (Lorex Company)
Schedule:

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

Consultants: In house (Design Plant Engineer)
Contractor: TBD



Photo: View of sewer line being replaced



Photo: Sound Barriers partially installed around High Pressure RO Pumps

Project Name: Monte Verde & 2nd sewer line replacement

Project Location: Collection System

Project Manager: Lather

Project Number: 19-11

Status: In Construction

Project Description: Replacement of damaged 6" sewer line with 8" line. This segment has had 2 previous SSO's and is under capacity. Replacing line prior to road resurfacing project.

Department: Collection

Budget Status: Budget: \$150,000
Bid: \$91,100
Actual to Date: \$0

Other Entities: N/A

Permits Required: N/A

Challenges: Narrow road with multiple buried utilities.

Schedule: Construction in September-October 2019.

Contractor: Monterey Peninsula Engineering

Project Name: MF/RO Sound Barriers

Project Location: Reclamation – MF/RO

Project Manager: Treanor

Project Number: 19-12

Status: On Hold

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

Department: Treatment

Budget Status: Budget: \$35,000
Actual to Date: \$6,984

Reclamation Share: 100%

Other Entities: Reclamation Project

Permits Required: N/A

Challenges: N/A

Schedule:

- Construction in progress, planned completion by end of 2019

Consultants: N/A

Contractor: N/A



Photo: View of proposed sewer line realignment

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

Project Location: Collection System

Project Manager: Lather

Project Number: 19-13

Status: Design

Project Description: This project relocates an existing sewer trunk line that serves the eastern most assets of the District and is located within the proposed County Park at Rancho Canada. The upstream trunk line varies in size from 12 inch to 8 inch and is Truss pipe material that was installed in the early 1970's. One portion of the Rancho Canada golf courses will be converted to a subdivision of Single-Family Dwellings (SFD's) and remaining land will be part of the Monterey Regional Park System.

Department: Collection

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

Other Entities: Monterey Regional Park District

Permits Required: Environmental Review

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

Schedule: Design FY 19/20.

Consultants: MNS Engineering
Rincon Environmental

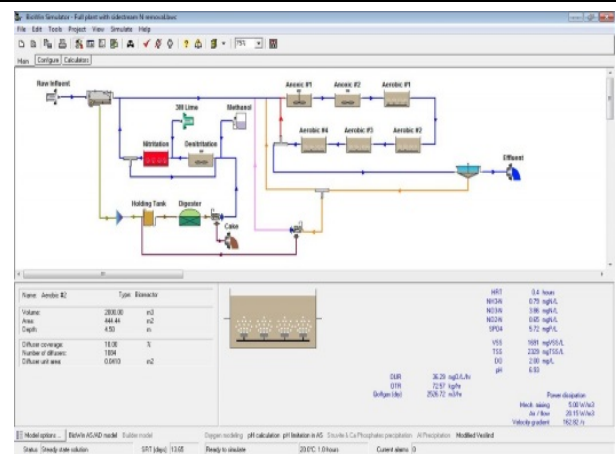


Photo: BioWin Model Screenshot

Project Name: Wastewater Treatment Plant Computer Model – BioWin Modeling

Project Location: Wastewater Treatment Plant

Project Manager: Treanor

Project Number: 19-14

Status: In Study Phase

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

Department: Treatment

Budget Status: Budget: \$50,000
Actual to Date: \$18,890

Reclamation Share: N/A

Other Entities: N/A

Permits Required: N/A

Challenges: N/A

Schedule:

- Study to occur in 2019

Consultants: Greeley and Hansen

Contractor: N/A



Photo: Existing Pipe (Left); New Pipe Example (Right)

Project Name: MF Feed Pipe Replacement

Project Location: Reclamation – MF/RO

Project Manager: Treanor

Project Number: 19-15

Status: Inactive

Project Description The existing pipe that feeds the Microfiltration membranes has failed twice in the last 5 years due to defects in the original pipe installation. The section that failed was replaced each time. When the pipe has failed in the past it took a few days to complete a repair during which time the MF system was offline. To mitigate any additional failures, it is planned to replace all the existing piping and redesign the pipe supports to reduce the physical stresses on the pipe.

Department: Reclamation

Budget Status: Budget: \$35,000
Actual to Date: \$0

Reclamation Share: 100%

Other Entities: Reclamation Project

Permits Required: N/A

Challenges: Maintaining MF/RO Production during construction

Schedule:

- Design and Procurement of Materials in January of 2020
- Construction in Spring 2020

Consultants: N/A

Contractor: N/A



Photo: Example Trailer Standby Generator

Project Name: Tertiary MF/RO Standby Power

Project Location: Reclamation – MF/RO

Project Manager: Treanor

Project Number: 19-16

Status: Preliminary Design

Project Description The Reclamation Project facilities were not designed to include standby power to run the facility in the event of a power outage. The Reclamation Project has decided to pursue standby power using a portable trailer mounted generator.

Department: Treatment

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

Reclamation Share: 100%

Other Entities: Reclamation Project

Permits Required: N/A

Challenges: N/A

Schedule:

- Preliminary Design in Fall 2019
- Potential Implementation in 2020

Consultants: Beecher Engineering

Contractor: N/A



Photo: View of portion of Hatton Canyon Access Road that was repaired to allow access for construction equipment

Project Name: Hatton Canyon Road Maintenance

Project Location: Collection System

Project Manager: Lather

Project Number: 19-17

Status: Design Phase

Project Description: Grading and re-establishing drainage of roughly 1500 feet of storm damaged road uphill of the pipeline project. Cal OES provided a \$298,000 grant to complete the work.

Department: Collections

Budget Status: Budget: \$298,000
Actual to Date: \$0

Permits Required: State Parks found project to be Exempt from CEQA. State Parks will provide a construction easement.

Challenges: Completing work prior to FEMA grant deadline of 7/31/2020 & without delaying the pipe bursting project downstream.

Schedule: Design in process with accelerated bidding and construction prior to 12/1/2019.

Consultants: MNS Engineering (Design Engineer)

Contractor: Graniterock



Photo: Eastern side of Perimeter Fence

Project Name: Treatment Plant Perimeter Fence Replacement

Project Location: Wastewater Treatment Plant

Project Manager: Foley

Project Number: 19-18

Status: Permitting

Project Description: The existing fence has failed and requires replacement to provide security, protect the public from accidentally entering the facility and prevent wild animals from entering the facility. The replacement fence will be constructed in the exact same location on the treatment plant property line.

Department: Treatment

Budget Status: Budget: \$150,000
Actual to Date: \$0

Permits Required: Coastal Commission

Challenges: N/A

Schedule:

- Work to occur in Fall/Winter 2019

Contractor: TBD



Photo: Existing air diffuser system

Project Name:	WWTP – Aeration Basin Improvements, Basins 4A & 4B Project
Project Location:	Wastewater Treatment Plant
Project Manager:	Ed Waggoner
Project Number:	19-19
Status:	In 10% Vendors Research Phase
Project Description	The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins. Another needed improvement is to prevent short circuiting of flows in the basins. The installation of one curtain baffle in each tank will eliminate the short-circuiting issue.
Department:	Treatment
Budget Status:	Budget: \$140,000 Actual to Date: \$0.00
Reclamation Share:	Estimated at 0% of project cost.
Other Entities:	CAWD/PBCSD Reclamation Project
Permits Required:	No permits as project is preventative maintenance project
Challenges:	Weather conditions and Scheduling
Schedule:	<ul style="list-style-type: none"> • Design to be completed in 2019 • Construction anticipated for Spring 2020
Consultants:	In house (Design Plant Engineer), Environetics for Baffles
Contractor:	TBD

STAFF REPORT



TO: Board of Directors

FROM: Ed Waggoner
Operations Superintendent

SUBJECT: Monthly Report – September 2019

DATE: October 31, 2019

RECOMMENDATION

Receive Report - Informational only; no action required

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has been wrapping up projects and concentrating on Preventative Maintenance Work Orders during the month of September.
- Project # 18-09 Secondary Clarifier #1 -Plant staff is continuing the process of installing weirs and sludge collection system in the basin. Staff is reworking punch list for Rebuild-It Services Group to return and address new items of concern.
- Project #18-07 Digester cleaning – Plant staff opened to atmosphere the old digester number 2. Once opened plant staff started pumping contents (biosolids) to the dewatering equipment. Projected timeline for the emptying of old digester number 2 is late October 2019.

Reclamation:

- CAWD Staff continues working with H2O Innovations on the remote communication and monitoring of the Micro Filtration and Reverse Osmosis systems to the following parties: Trussell Technologies, Scinor Water America, Evoqua Water Technologies and Carmel Area Wastewater District. CAWD staff is still waiting for the final connection as there are complications with the firewall. Exceedio and H2O Innovations are currently in direct contact with each other on remedying those complications.
- CAWD staff performed one Clean-in-place (CIP) on Micro Filtration (MF) cells number 1 and 2 which all were routine maintenance.
- Staff replaced clean in place recirculation pump on the Reverse Osmosis system as the pump suffered an impeller breakdown.
- Project # 18-24 Reclamation Sand Filter Integration Project – CAWD staff is in the process of testing and correcting minor Supervisory Control and Data Acquisition (SCADA) programming and water level monitoring items.

Training:

- Plant in-house training continues with weekly Safety meetings.
- Safety Training month during September see safety Officer's Staff Report for details

Capital Improvement

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

Meetings Attended

- Monterey County Water Awareness Committee meeting September 11th, 2019

at Marina Coast Water District offices in Marina.

- Monterey Bay Water Works Association hosted their Annual Training, Vendor Show and BBQ at Castroville Youth Center on September 11th.
- Telephone conference call on September 13th on Micro Filtration/Reverse Osmosis Operational Support from Trussell Technologies.

Discharge Permit Violations

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

FUNDING

N/A-Informational item only

Respectfully Submitted,

Edward Waggoner

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: October 31, 2019
Subject: Monthly Maintenance Report – September 2019

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress

- The Headworks Grinder was rebuilt and placed back in service. The screen conveyer was also removed and repaired. The brush that is attached to the screen conveyer screw was replaced and 2 holes in the screen were patched. This will improve removal of debris and rags and prevent them from making their way into the rest of the plant.
- (Project 19-12) Staff continues to work on the assembly of the sound barrier panels. The north side panels have been installed and the framework will now be installed so the rest of the assembled panels can be installed. The framework is scheduled to be installed in late October.

Upcoming Maintenance Projects

- (Project 18-05) Staff is working with Pebble Beach Community Services District (PBCSD) on updating the data sharing connection. The existing system is on a failing copper phone line and the new system will utilize a fiber optic connection. This will improve data visibility and reliability for both CAWD and PBCSD.
- (Project 18-11) Cal Microturbine is scheduled to commission the 65 kilowatt Microturbine in October.

Staff Development

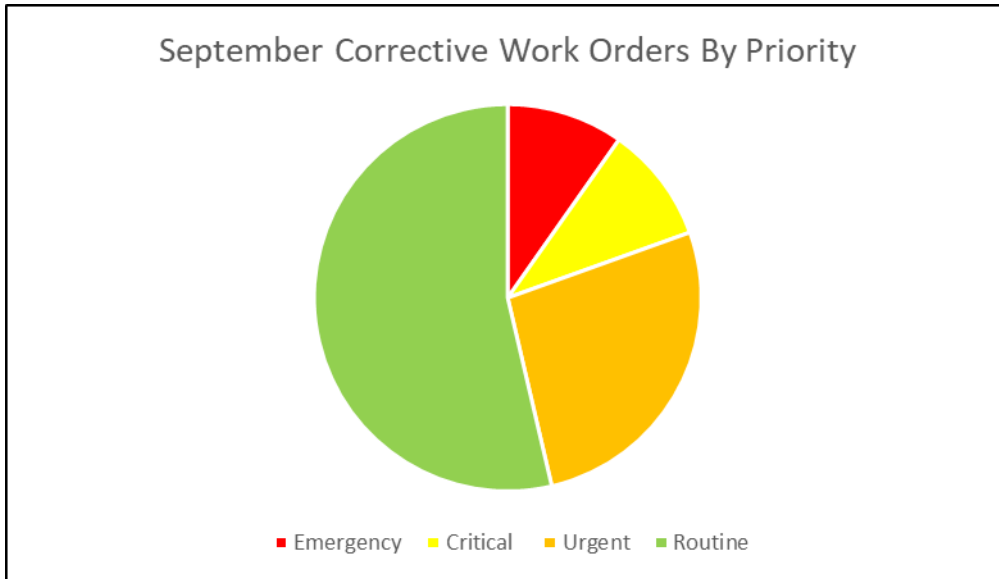
- An email invite with user login credentials was sent out to staff to access the updated online training portal provided by California Sanitation Risk Management Authority. This online training will supplement classroom and on the job training for staff.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	232
Total Work Orders Closed/Done	223
Total Work Orders Still Open	9
Percentage of Work Orders Completed	96.12%

Corrective Maintenance



Emergency	4
Critical	4
Urgent	11
Routine	22

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: October 31, 2019
Subject: General Engineering

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

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

General Engineering

The Principal Engineer continues to work on projects related to the 2019 Mass Annexation, including Carmel Manor and Corona Road. Most are waiting for the annexation to be completed through The Local Agency Formation Commission (LAFCO). Carmel Valley Manor is moving forward with their design and have been actively looking at potential areas for placement of a pump station.

The environmental review process for the mass annexation has commenced and is anticipated to be completed at the end of 2019. We have submitted a request for information regarding Sacred Land issues within the annexation area in conformance with requirements of State Law AB52. We received a list of contacts and have sent letters to Native American associations to determine if work is proposed to be completed within Sacred Land. On Monday, October 21, 2019, we called each tribal contact to verify that there are no issues within our proposed annexation area. The work on the environmental documents cannot be finalized until after this outreach has been completed.

SRT Consultants (SRT) has started Tasks 2 and 3 of the due diligence engineering study of September Ranch water system. Information regarding the assets included in the water system using reverse osmosis treatment have been provided but revised plans have not been received at this point. Monterey County Environmental Health have requested changes to the engineering report and permit applications and have indicated that permitting of the water system will be done by the State. We have received and reviewed the preliminary sewer system design by Whitson Engineering. We have provided comments and suggestions for them to reduce the number of pump stations needed at the subdivision and are waiting for revised plans.

The District received notice that the request for a one-year extension of the grant funding for the Hatton Canyon Access Road Grading Project was approved by the California Governor's Office of Emergency Services (Cal OES) and work needs to be completed prior to July 31, 2020. Plans and specifications for the access road project were approved and published in the local newspaper in September. Four construction contractors submitted sealed bids on October 3, 2019. Graniterock was awarded the bid and will start construction on October 28, 2019. Weather permitting, this project will be constructed prior to December 1, 2019. More detailed information is provided in a separate staff report.

The Sewer System Management Plan (SSMP) Audit has been completed by Causey Consulting and he is currently working on the update to the SSMP. On September 27, 2019, Mr. Causey interviewed key staff regarding the effectiveness of the current SSMP.

Collections

Monterey Peninsula Engineering (MPE) has completed construction of the Monte Verde Sewer Replacement project. They encountered considerable conflicts with other utilities. We are currently negotiating the final price due to work completed on a time and materials basis in the areas where water and gas lines were located within the sewer trench.

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: October 31, 2019

Subject: California Environmental Quality Act (CEQA) – Draft Mitigated Negative Declaration for Eucalyptus Pruning Maintenance Activities

RECOMMENDATION

It is recommended that the Board of Directors approve filing of a notice of intent and circulation of a Draft Mitigated Negative Declaration for public comment for Eucalyptus Pruning at the WWTP pursuant to California Environmental Quality Act (CEQA) Guidelines.

DISCUSSION

The existing eucalyptus trees that surround the WWTP have grown to a substantially higher height than needed for the intended purpose of providing a visual screen around the plant. The trees are currently about 80 feet tall and the height necessary to maintain the visual screen is about 50 feet. There are about 90 eucalyptus trees around the plant, most of which are on the southern property line.

The existing trees pose various hazards including falling tree limbs, fire risk, and toppling of one or multiple trees during the winter when high winds and saturated soils are common. Pruning the trees aims to mitigate the risks associated with these hazards. Furthermore, controlling the spread of eucalyptus around the property is of an environmental concern since the eucalyptus are a non-native species and propagate rather vigorously. During the pruning work new sprouting trees will be removed to mitigate the spread of the eucalyptus.

The planning for this work is being supported by a local certified arborist and a local qualified biologist specialized in performing bird surveys.

In order to initiate public and regulatory review of the proposed eucalyptus tree pruning activities staff is recommending issuing a Notice of Intent to adopt a Mitigated Negative Declaration and circulating the Draft Mitigated Negative Declaration document for public comment and regulatory review.

The mitigation for impacts to bird species necessitates that work occur outside the nesting season which is February 1st through September 30th. To complete the work in the non-nesting season the pruning work would have to occur in the Fall of 2020 after the 2020 nesting season.

Attachment:

- DRAFT CEQA Mitigated Negative Declaration – Eucalyptus Pruning

FUNDING

There are no fees for filing the notice of intent, although there are minor fees associated with advertising the notice in The Carmel Pine Cone. Costs for this work will be applied to the FY19/20 budget for tree trimming activities: Maintenance Plant O&M Budget – “Plant Tree Trimming” - \$70,000.

DRAFT Mitigated Negative Declaration

Eucalyptus Pruning

Carmel Area Wastewater District Wastewater Treatment Plant



OCTOBER 2019



Carmel Area Wastewater District
3945 Rio Road
P.O. Box 221428
Carmel, CA. 93922

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Appendices

Appendix A – Arborist Report – Eucalyptus Pruning and Management Guidelines

Appendix B – Bird Survey Report

Section 1: Introduction

1.1 Introduction

This Mitigated Negative Declaration (MND) has been prepared in accord with the provisions of the California Environmental Quality Act (CEQA) and assesses the potential environmental impacts of the proposed Project. The proposed Project includes pruning of approximately ninety (90) existing Eucalyptus Trees at the Carmel Area Wastewater District Wastewater Treatment Plant.

- 1. Project title:** Eucalyptus Pruning

- 2. Lead agency name and address:** Carmel Area Wastewater District (CAWD)
3945 Rio Road
Carmel, CA 93922

- 3. Contact person and phone number:** Barbara Buikema
General Manager
831-624-1248

- 4. Project location:** Monterey County

- 5. Project sponsor name and address:** Carmel Area Wastewater District (CAWD)
3945 Rio Road
Carmel, CA 93922

- 6. General plan designation:** Coastal Zone

- 7. Zoning:** Public Quasi Public (PQP)

- 8. Other Agency Approvals Required:** Coastal Commission, CA Dept of Fish and Wildlife

Section 2: General Description and Location

2.1 General Description

Carmel Area Wastewater District (CAWD) proposes to prune existing eucalyptus trees at the CAWD Wastewater Treatment Plant (WWTP). The pruning is being done to control the growth of the trees and to mitigate falling branches. The existing eucalyptus trees have the potential to fall or drop debris which could damage existing wastewater treatment plant infrastructure. Where eucalyptus trees are spreading new seedlings, new eucalyptus trees would be removed as part of the work to avoid propagation of this non-native species.

There are a total of approximately ninety (90) full grown eucalyptus trees surrounding the WWTP. The majority of the trees, approximately sixty-four (64), exist along the southern property line. Less eucalyptus, approximately twenty-five (25), exist on the westerly side of the northern property line. Other than the eucalyptus, the northern property contains mostly cottonwood trees which provide a large part of the visual screen on the North side. There is one eucalyptus on the East property line, and no eucalyptus on the West property line.

The existing eucalyptus trees were planted during the 1980's to create a visual screen around the existing wastewater treatment plant. The visual screen will be maintained and trees will not be trimmed down to a height that no longer provides a visual screen. Many of the existing trees are about 30 feet higher than they need to be to screen the existing facility from view. The trees will not be trimmed lower than 50 feet tall in order to maintain the existing visual aesthetic.

Potential impacts to nesting birds will be mitigated by conducting bird surveys and not pruning trees with nests. Work will be timed to avoid the breeding and nesting seasons (after September 16 and before January 31).

A certified arborist and a wildlife biologist specialized in birds were commissioned to review the eucalyptus trees and provide recommendations which inform this mitigated negative declaration. The respective arborist and bird survey reports are included in this mitigated negative declaration in the appendices.

2.2 Project Location

The general location of the Project is shown in Figure 1: Project Vicinity Map. The WWTP is located South of the Carmel River, as shown in Figure 2. The closest residences to the WWTP are across the river on the northeast side, approximately 100 yards from the closest process structure on the plant site. Directly north of the WWTP site, across the river, are the Junipero Serra School and the Larsen Youth Baseball field, approximately 200 yards away. The Carmel Elementary School is over 0.3 miles northwest of the WWTP site. The other sides of the WWTP

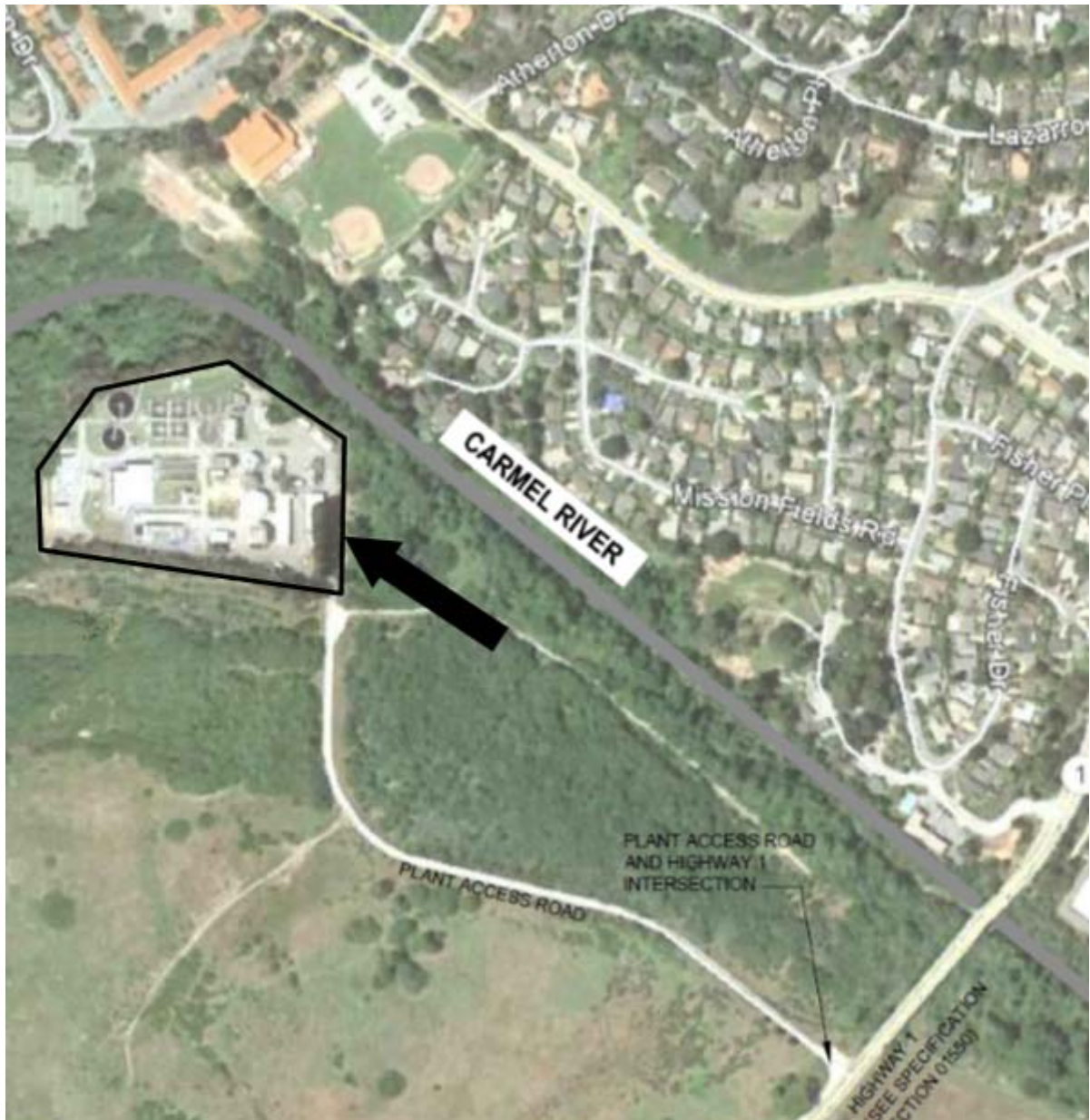
site are bounded by undeveloped land. The west boundary of the plant site is slightly more than 800 yards from the Pacific Ocean and Highway 1 is approximately 600 yards to the east and south of the WWTP site.

The existing facilities located on the WWTP site are typical industrial facilities that are found on a site of a publicly owned wastewater treatment plant. The WWTP site is categorized as Public/Quasi-Public in the Monterey County Land Use Plan.

Figure 1: Project Vicinity Map



Figure 2: Project Location

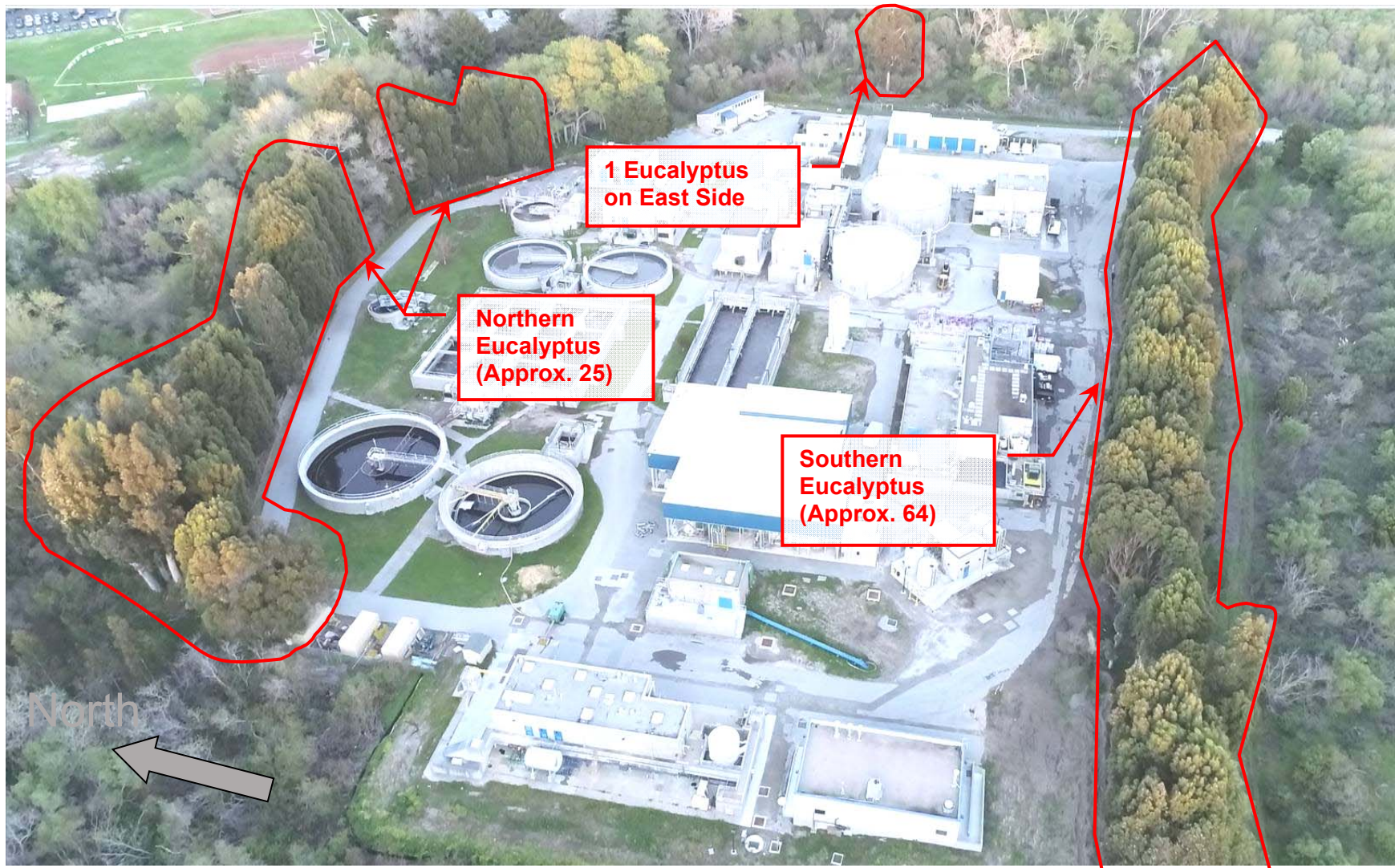


Address: 26900 State Route 1, Carmel, CA 93923

2.3 Description of Existing Trees

Figure 3 is an aerial photograph of the WWTP that shows the eucalyptus trees around the perimeter of the property that are proposed to be pruned. Figures 4, 5 and 6 show photos of the eucalyptus trees viewed from inside the WWTP property and also viewed from outside of the property.

Figure 3: Aerial Photo



2.3.1 Southern Property Line

The majority (about 64) of the trees are along the Southern property line as seen in Figure 3. Based on the elevations of the existing buildings and the elevations of the land South of the WWTP. The trees would still maintain a visual screen at about 50 feet tall. Currently the trees are estimated to be about 80 feet tall.

Figure 4: Photos of Existing Eucalyptus Trees Along Southern Property Line



Photo 1: Taken from on top of an existing building inside the WWTP looking Southeasterly at southern property line.



Photo 2: Taken from on top of an existing building inside the WWTP looking Southwesterly at southern property line.



Photo 3: Taken from Hwy 1 Looking North West at the WWTP.



Photo 4: Taken from Hwy 1 Looking North West at the WWTP.



Photo 5: Taken from Hillside South of Carmel Lagoon looking North at the WWTP.



Photo 6: Taken from Ribera Rd. Looking North at the WWTP

2.3.2 Northern Property Line

About 25 eucalyptus trees exist along the northern property line. There is also a significant contingent of cottonwood trees on the Northern property line which provide part of the visual screen. The eucalyptus trees on the North side of the WWTP are less dominant than on the South side of the WWTP. Most of them are located on the Northwest side of the plant. The Northeast side of the plant does not have any eucalyptus trees.

Figure 5: Photos of Existing Eucalyptus Trees Along Northern Property Line



Photo 7: Taken from on top of an existing building inside the WWTP looking Northwesterly at Northern property line.



Photo 8: Taken from on top of an existing building inside the WWTP looking North at Northern property line. Note gap in eucalyptus filled in with cottonwood trees.



Photo 9: Taken from on top of an existing building inside the WWTP looking Northeasterly at Northern property line (No Eucalyptus). Note that buildings can be seen in the distance through gaps in the existing cottonwood trees.



Photo 10: Taken from Rio Rd at Santa Lucia Ave Looking South at the WWTP.

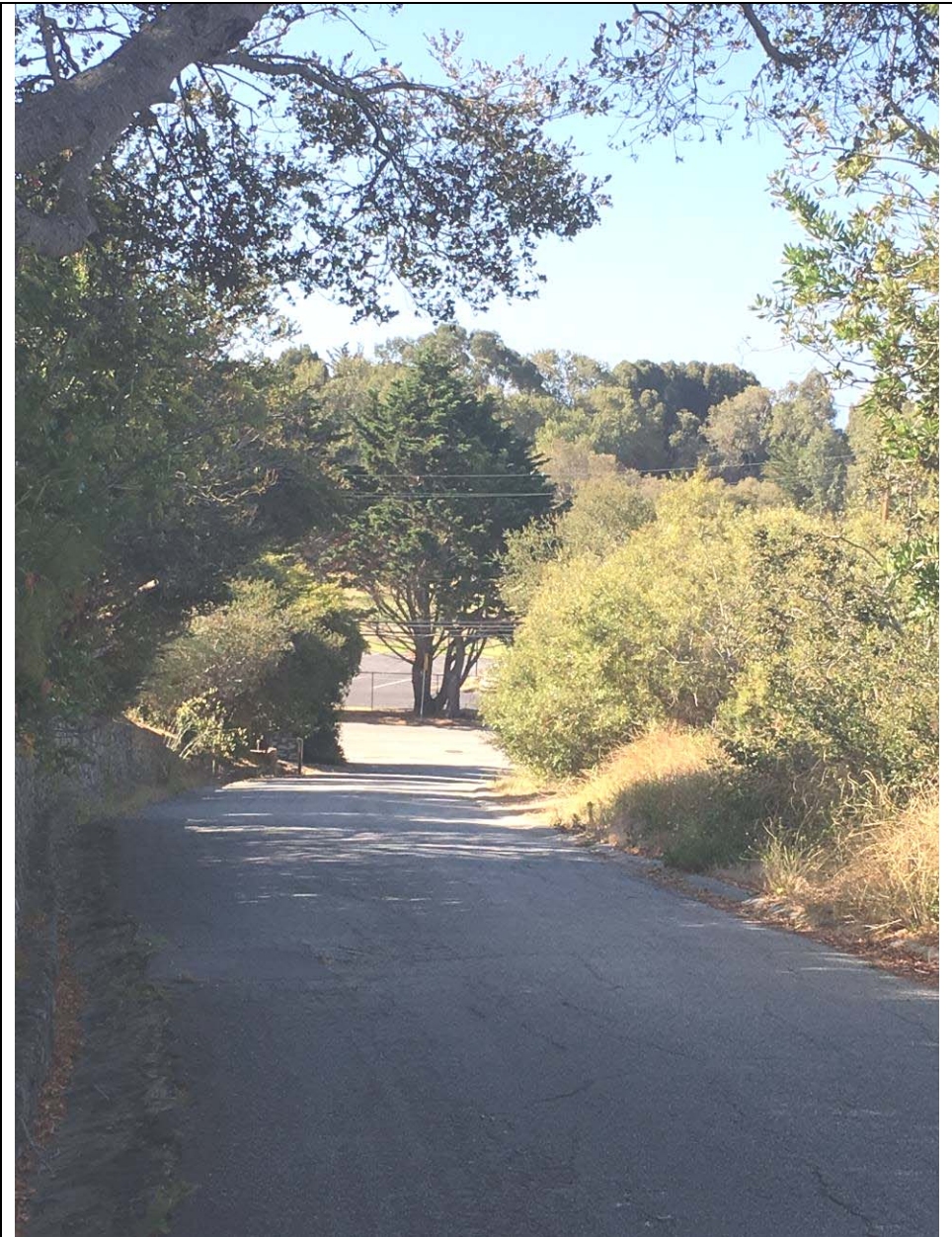


Photo 11: Taken from Ladera Dr Looking Southwest at the WWTP.



Photo 12: Taken from end of Atherton PI Looking Southwest at the WWTP.

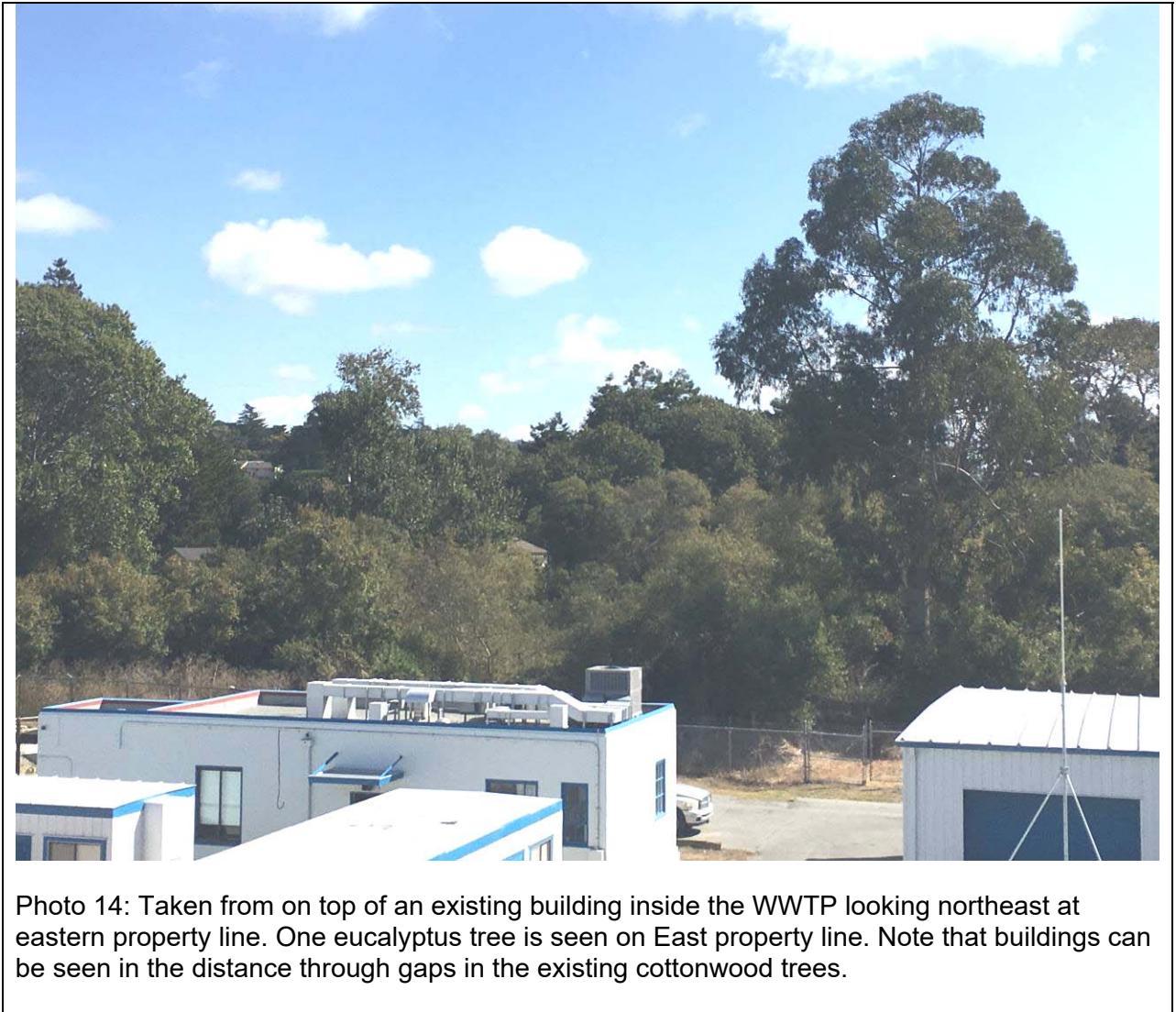


Photo 13: Taken from Atherton Dr Looking Southwest at the WWTP.

2.3.3 Eastern Property Line

There is one eucalyptus tree just East of the WWTP that would be removed as part of the project as it does not provide any visual screening. There is no development East of the WWTP that is at a high enough elevation to see the WWTP.

Figure 6: Photo of Existing Eucalyptus Tree at Eastern Property Line



2.3.4 Line of Sight Analysis

There would be no significant change to the visual aesthetic of the WWTP associated with trimming the eucalyptus trees to no shorter than 50 feet tall. Ground survey data at the WWTP and the surrounding neighborhoods was used to develop a worst case site line scenario (See Figure 7). A tree height of 45 feet was determined to be the minimum necessary to screen the top of the tallest building onsite from the home at the highest elevation to the South of the treatment plant. Using the same analysis to the Northwest of the WWTP yields a slightly shorter tree. The existing cottonwoods on the North and Northeast property line will not be modified and there are currently gaps in those trees that allow a “peekaboo” view of the treatment plant from offsite (as seen in Photo 9 and 14).

Figure 7: Line of Sight Analysis

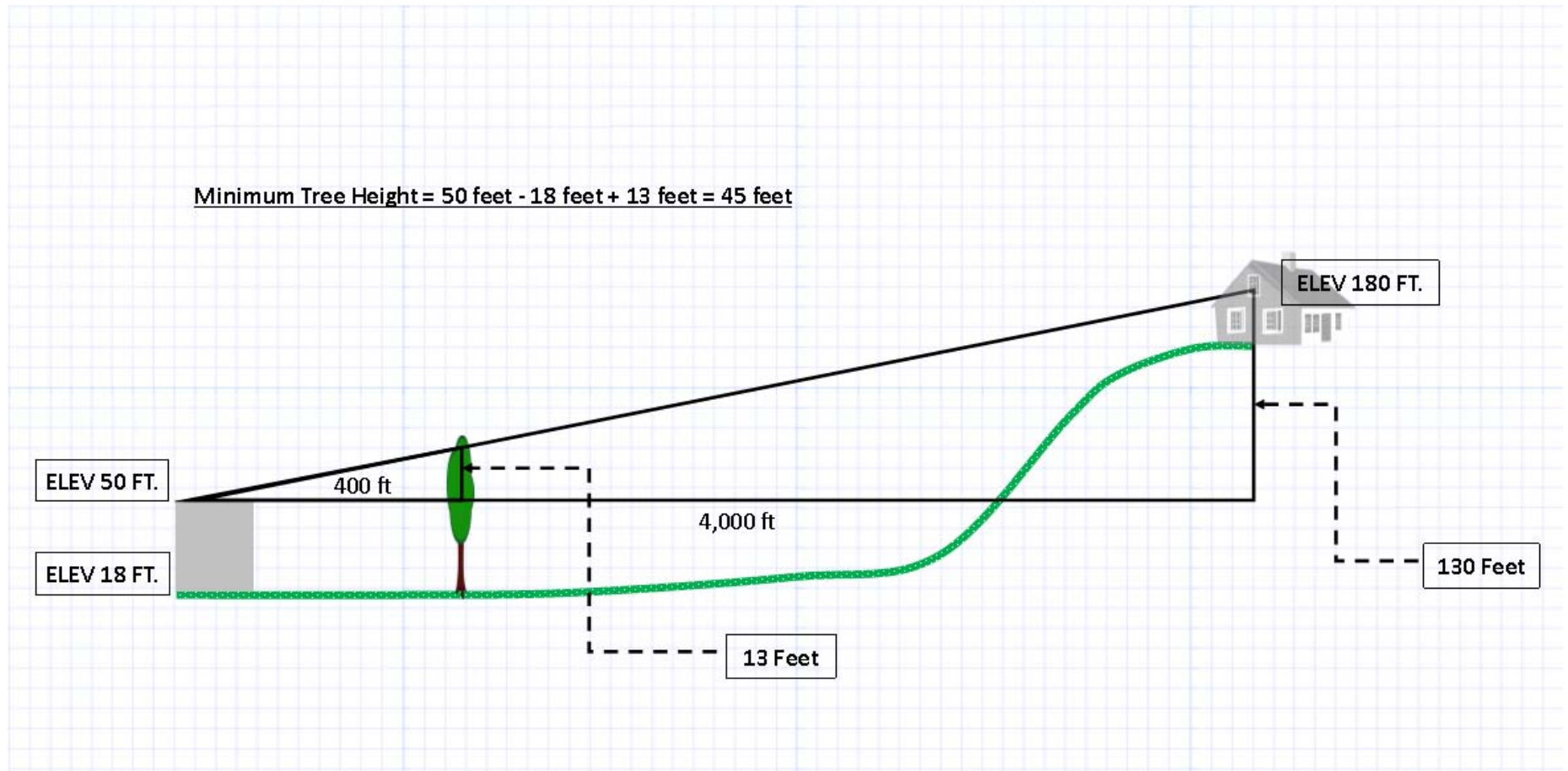


Figure 7 illustrates the site line analysis. A tree height of 45 feet would be sufficient to screen the tallest building at the WWTP from the highest house South of the treatment plant. A height of 50 feet is a conservative height to comfortably avoid changing the aesthetic view. The home elevation shown of 180 feet is a slightly conservative elevation for homes to the South. Homes to the North are much lower elevation and result in a lower height requirement. Furthermore, a significant portion of the North side of the treatment plant is screened by cottonwood trees which will not be modified.

Section 3: Determination

3.1 Environmental Factors Potentially Affected

The environmental factors checked below would be potentially significantly affected by this Project as indicated by the checklist on the following pages.

- | | | |
|---|--|---|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agricultural & Forestry Resources | <input type="checkbox"/> Air Quality |
| <input type="checkbox"/> Biological Resources | <input type="checkbox"/> Cultural Resources | <input type="checkbox"/> Geology/Soils |
| <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology/Water Quality |
| <input type="checkbox"/> Land Use/Planning | <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Noise |
| <input type="checkbox"/> Population/Housing | <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transportation/Traffic | <input type="checkbox"/> Utilities/Service Systems | <input type="checkbox"/> Mandatory Findings of Significance |

3.2 Determination by Lead Agency

On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed Project, nothing further is required.

Signature

Date

Title

For

Section 4: Evaluation of Environmental Impacts

The Carmel Area Wastewater District, as the CEQA Lead Agency, has prepared this initial study to identify potentially significant effects of the project and revisions to the project that would avoid or mitigate the effects to a point where clearly no significant effects would occur. This document includes a checklist for each resource topic, supporting explanations, and a discussion of mitigation measures that have been incorporated into the proposed project.

The resource topics considered in this Initial Study include:

- Aesthetics
- Agricultural and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation and Traffic
- Utilities and Service Systems

4.1 Aesthetics

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
d) Create a new source of substantial light or glare, which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The existing visual aesthetic of the WWTP would be maintained in that trees would not be trimmed to a low enough height to create an impact to the visual character of the location. A tree height of 50 feet has been determined to be a conservative height for maintaining the existing visual aesthetic (See Figure 7).

Mitigation Measures. No mitigation measures are necessary for aesthetic resources.

4.2 Agricultural and Forestry Resources

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with existing zoning for, or cause rezoning of, forest land (as	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?				
d) Result in the loss of forest land or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The site is not used for any agricultural resources.

Mitigation Measures. No mitigation measures are necessary for agricultural resources.

4.3 Air Quality

Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions, which exceed quantitative thresholds for ozone precursors)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Create objectionable odors affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The tree trimming activity does not have the potential to significantly effect air quality.

Mitigation Measures. No mitigation measures are necessary for air quality.

4.4 Biological Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have substantial adverse effects, either directly or through habitat modifications, on any species identified as a candidate, sensitive or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project: policy or ordinance?				
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

A bird survey will be conducted just prior to commencing the work to determine whether any birds are nesting in the eucalyptus trees prior to pruning activities.

- If it is determined that nests of raptors or other migratory bird are not present at the site, no mitigation is required.
- If active nests are discovered in a tree, no pruning activities will take place in that tree.
- Work will be timed to avoid the breeding and nesting seasons (after September 16 and before January 31).

To protect riparian or fish species from any adverse impacts of the work, heavy equipment used for trimming work will be kept within the fence line of the developed wastewater treatment plant. This will also mitigate any possible impacts to the bank of the Carmel River during work on the eucalyptus on the North side of the treatment plant.

Mitigation Measures.

- Perform bird survey prior to work and do not trim trees where bird nests are present. Time work to avoid the breeding and nesting seasons (after September 16 and before January 31).
- Keep heavy equipment inside the developed area of the wastewater treatment plant.

4.5 Cultural Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource as defined in Section 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to Section 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Disturb any human remains, including those interred outside of formal cemeteries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The eucalyptus trees are not a historical resource. There would not be any digging involved in the work, so there is no potential for impacts to buried archaeological resources.

Mitigation Measures. No mitigation measures are necessary for cultural resources.

4.6 Geology and Soils

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii) Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv) Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or offsite landslide, lateral spreading, subsidence, liquefaction or collapse?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The pruning work would not change the existing soil conditions. One of the reasons for tree trimming is to mitigate risk of loss, injury or death involving falling debris from existing trees.

Mitigation Measures. No mitigation measures are necessary for geology and soils resources.

4.7 Greenhouse Gas Emissions

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gasses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The tree trimming activities does not have the potential to significantly effect greenhouse gas emissions.

Mitigation Measures. No mitigation measures are necessary for greenhouse gasses.

4.8 Hazards and Hazardous Materials

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) For a project within the vicinity of a	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
private airstrip, would the project result in a safety hazard for people residing or working in the project area?				
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

There would not be an increased hazard associated with hazardous materials. The existing eucalyptus trees have the potential to fall or drop debris which could damage existing wastewater treatment plant infrastructure.

Mitigation Measures. No mitigation measures are necessary for hazards or hazardous materials

4.9 Hydrology and Water Quality

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or offsite?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j) Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Tree pruning would not cause any impacts to hydrology and or water quality.

Mitigation Measures. No mitigation measures are necessary for hydrology and water quality.

4.10 Land Use and Planning

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Tree pruning would no conflict with existing land use regulations. A tree trimming permit will be obtained from the County of Monterey.

Mitigation Measures. No mitigation measures are necessary for land use and planning.

4.11 Mineral Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

There are no known mineral resources in the project area.

Mitigation Measures. No mitigation measures are necessary for mineral resources.

4.12 Noise

Would the project result in:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Exposure of persons to or generation of excessive ground-borne vibration or ground-borne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) A substantial permanent increase in ambient noise levels in the project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project result in:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
vicinity above levels existing without the project				
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above level, existing without the project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Noise from tree trimming chainsaw noise would be temporary and would only occur between 7 AM and 5 PM.

Mitigation Measures. No mitigation measures are necessary for noise.

4.13 Population and Housing

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The work would have no impact on population. There is no housing on the Plant site, and the project does not involve housing.

Mitigation Measures. No mitigation measures are necessary for population and housing.

4.14 Public Services

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
i. Fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii. Police protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii. Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv. Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
v. Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would have no impact on public services.

Mitigation Measures. No mitigation measures are necessary for public services.

4.15 Recreation

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The WWTP site is not used for public, or private recreation, hence the project has no impact on recreation.

Mitigation Measures. No mitigation measures are necessary for recreation.

4.16 Transportation/Traffic

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
components of the circulation system, including, but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?				
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

There would be no long term increase in traffic.

Mitigation Measures. No mitigation measures are necessary for transportation or traffic.

4.17 Utilities and Service Systems

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the projects projected demand in addition to the providers existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Be served by a landfill with sufficient permitted capacity to accommodate the projects solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Comply with federal, state, and local statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would not effect existing utilities or services.

Mitigation Measures. No mitigation measures are necessary for utilities and service systems.

Section 5: Mandatory Findings of Significance

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project consists of trimming existing eucalyptus trees around the existing WWTP. The project would help keep eucalyptus trees from spreading and would mitigate risk associated with falling debris from trees, fire spread, and falling trees.

The project would not have significant environmental impacts during the work given the mitigations to avoid impacts to nesting birds and riparian habitat.

Once construction is completed, the project could not have a significant impact on the environment. A Mitigated Negative Declaration will be prepared for the project to account for the mitigations to avoid impacts to nesting birds.

Appendix A
Arborist Report
Eucalyptus Pruning and Management Guidelines

Frank Ono
International Society of Arboriculture
Certified Arborist # 536
Professional Member Society of American Foresters 48004
1213 Miles Avenue
Pacific Grove CA, 93950
Telephone (831) 373-7086
Cellular (831) 594-2291

October 14, 2019

Mr. Patrick Treanor
Carmel Area Wastewater District
26900 Highway 1
Carmel, CA 93923

RE: Wastewater Treatment Plant – Eucalyptus Pruning and Management Guidelines
APN: 009-521-004-000

Mr. Treanor;

You recently contacted me to assess Eucalyptus trees owned on a property located at 26900 Highway 1, Carmel, CA 93923. The purpose for the assessment is to determine the condition of the trees with respect to health, safety, and make recommendations for pruning allowances. A visual inspection of the trees was conducted on October 11, 2019 for the trees adjacent to the property area resulting in some trees identified as being hazardous with most in need of desired pruning. The following report discusses my findings as well as recommendations for the property.

Sincerely,



Frank Ono
Certified Arborist #536

The following report is based on a visual inspection of tree condition and for obvious defects. It is not intended to constitute a complete health and hazard evaluation. Further investigation would be required to more definitively evaluate the health and hazards posed by the subject trees, some of which may not be disclosed by visual inspections. Investigations include but are not limited to core samples, root crown excavation, and visual inspection of the entire trees by climbing. Please be advised that healthy trees and/or limbs may fail under certain conditions, and that the above recommendations are based on industry standards of tree care. This report is made with the understanding that no representations or warranties, either expressed or implied are made that any trees referred to in the report or located on or adjacent to the subject property are sound or safe. Acceptance and use of this report constitutes the acknowledgement of the following stated facts and that the Client shall pay to Consultant consulting fees in accordance with the Fee Schedule attached hereto and made a part hereof as Exhibit A for the services actually performed and shown on such statement within thirty (30) days after receipt thereof.

Wastewater Treatment Plant Eucalyptus Pruning and Management Guidelines

ASSIGNMENT/SCOPE OF WORK

I was requested to evaluate two rows of Eucalyptus trees bordering the Carmel Area Wastewater District's Treatment Plant, located at 26900 Highway 1, Carmel, CA 93923. The assignment's purpose is to determine tree health, their structural condition, and treatments to manage risk for limb failure. From the findings of the evaluation, a report will be created making recommendations for treatments to reduce risk to an acceptable level.

LIMITATIONS OF THE ASSIGNMENT

The findings of this report are limited to a visual assessment of the trees. No further tests such as a complete root collar examination or climbing of the tree were made as part of the assessment diagnosis as these were neither requested nor considered necessary.

Disclosure Statement

It is important to note that Urban Foresters/Arborists are tree specialists who use their education, knowledge training and experience to examine trees, recommend measures to enhance their health and beauty and to attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist or to seek additional advice. Trees and other plant life are living, changing organisms affected by innumerable factors beyond our control. Trees fail in ways and because of conditions we do not fully understand. Urban Foresters/Arborists cannot detect or anticipate every condition or event that could possibly lead to the structural failure of a tree. Conditions are often hidden within the trees and below ground. Urban Foresters/Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, for any specific period or when a tree or its parts may fail. Further, remedial treatments, as with any treatment or therapy, cannot be guaranteed. Treatment, pruning, bracing and removal of trees may involve considerations beyond the scope of the arborists skills and usual services such as the boundaries of properties, property ownership, site lines, neighbor disputes and agreements and other issues. Therefore, urban forester/arborists cannot consider such issues unless complete and accurate information is disclosed in a timely fashion. Then, the urban forester/arborist can be expected, reasonably, to rely upon the completeness and accuracy of the information provided. Trees can be managed but not controlled. To live near trees, regardless of their condition, is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

Hazard/hazard potential: For the purposes of this evaluation and/report, a tree or tree part that presents a threat to humans, livestock, vehicles, structures, landscape features or other entity of civilization from uprooting, falling, breaking or growth development (e.g., roots). While all large landscape trees in proximity to such targets present some degree of hazard regardless of their condition, such inherent hazard is not intended as within this definition and its usage in this evaluation and report.

Inspection limitations: The inspection of these trees consisted solely of a visual inspection from the ground. While more thorough techniques are available for inspection and evaluation, they were neither requested nor considered necessary or appropriate at this time.

As trees and other plant life are living, changing organisms affected by innumerable factors beyond our control, Frank Ono (dba F. O. Consulting) and its personnel offer no guarantees, stated or implied, as to tree, plant or general landscape safety, health, condition or improvement, beyond that specifically stated in writing in accepted contracts. This report is based on a visual inspection of tree condition and for obvious defects. It is not intended to constitute a complete health and hazard evaluation. Further investigation would be required to more definitively evaluate the health and hazards posed by the subject trees, some of which may not be disclosed by visual inspections. Investigations include but are not limited to core samples, root crown excavation, and visual inspection of the entire trees by climbing. Please be advised that healthy trees and/or limbs may fail under certain conditions, and that any recommendations given are based on industry standards of tree care.

BACKGROUND

The two rows of large mixed blue gum and dwarf blue gum *Eucalyptus* trees (*Eucalyptus globulus* and *Eucalyptus globulus* 'Compacta') line the north and south ends of the water treatment plant located at 26900 Highway 1, Carmel, CA 93923. The majority of the trees are on the property outside the fence and owned by Carmel Area Wastewater District. Included in the report are several trees on neighboring adjacent properties that were previously headed that may need additional attention. I have been requested to visually assess the trees to make recommendations for treatment, in an effort to reduce what risk of failure the trees may present.

OBSERVATIONS

The following are observations taken on site:

- The majority of the trees are mature and range in height from 75 to 90 feet with diameters of 12 to over 40 inches.
- The majority of the trees have been pruned in the past utilizing heading cuts to reduce the trees height.
- The majority of the trees have included bark at their branch attachments and stem junctions.
- A suppressed tree adjacent to the entrance gate has a dead stem that will need to be removed.
- Two trees were observed with large fungal conks growing from their stems, the trees and their locations are as follows:
 - A multi-stemmed tree across from the solid waste conveyor belt.
 - The westmost tree in the north row of trees adjacent to several storage containers.
- Most trees have a high amount of water sprout “sucker” growth at the base. These sprouts may be removed to avoid future tree growth or retained for lower visual screening.

- One multi-stemmed cluster across from building 15 has a dead stem that will need removal.
- Several trees across the sodium bisulphate tanks in the southwest of the property have corrected leans and will need to be removed.
- A long, overextended branch across from the sodium bisulphate tanks needs to be pruned back to the main canopy to minimize its encroachment over the compound.
- A large multi-stemmed cluster outside of the fence in the northwest corner of the property has small weakly attached stems growing from previous heading cuts. This tree will need to be reduced to the old cuts to avoid future breakage.

DISCUSSION AND CONCLUSION

The Eucalyptus trees have been entered into a cycle of heading cuts that will need to be repeated to avoid failure of weakly attached new growth. In the past the trees were reduced to approximately 1/3 or more of their current height. The new sprouts that formed from these heading cuts do not originate from the center of the tree like normal branches but are instead formed in the cambial layer just underneath the bark. This produced new epicormic growth which is much weaker and prone to breaking and failing during windstorm events.

This is a limited case where heading cuts may be appropriate for the mature trees where there is a high risk of structural failure and thinning cuts (reduction cuts) cannot be used on some of the trees observed. During crown reduction treatments, whenever possible, use reduction cuts to reduce height and branch removal cuts (thinning cuts) to reduce branch end weights. When reduction and branch removal cuts are not possible (such as when interior lateral branches are not present) and tree hazard potential is high, then heading cuts will be needed, but their use should be minimized.

Additionally, several of the trees were also observed with fungal fruiting bodies in their stems. This fungus; Chicken of the woods (*Laetiporus gilbertsonii*) is usually found on dead material and is likely originating from previously cut branches or stems. The pathogen observed on the trees can invade live trees but does not constitute a significant risk in the trees which may be mitigated through pruning and monitoring.

Overall, the tree observed may be reduced by one third of their height through the mixed use of thinning, crown reduction, and some heading cuts. Also, follow-up pruning to minimize risk associated with weakly-attached shoots may be needed.

RECOMMENDATIONS

Tree Removal

The smaller trees prescribed for removal on the property present significant risk for failure. The trees must be removed to prevent possible injury or property damage. The tree shall be cut down by a licensed insured professional tree service, cut down in smaller manageable pieces consistent with safe arboricultural work practices, and roped down carefully so as not to damage any surrounding trees. The use of specialized equipment can be authorized if it can be shown that no damage to surrounding ecosystem will be sustained. At no time shall the trees be dropped in one piece so as to damage any surrounding trees or property. Tree wood and clippings are to be disposed of consistent with California Department of Forestry guidelines which would include stockpiling of material on site or disposal at an approved refuse site.

Tree pruning

The management of the eucalyptus should include a program where trees should be crown reduction pruned back to old heading cuts on a three to five-year cycle. Overall, they may be reduced by one third through the use of a mixture of thinning and some heading cuts. Pruning limb cuts of the eucalyptus should be performed down to the area where the old cuts previously made to minimize the occurrence of weakly attached epicormic sprouts and decrease entry points for decay in old branch stubs. Limb diameters will vary dependent on the parent stem of the limb for reduction.

Pruning of the tree will entail crown reduction to one third the tree height and entail deadwood removal down to 1-1/2" in diameter, crossing limbs where practical, clearances for access points and fences where needed, weight reduction on long heavy limbs and selective removal of interior growth. This does not completely remove all interior growth. Re-growth of the limbs of pruned eucalyptus trees will be very high in the first years, however, growth will be mainly vertical, and the new branches should not put on the significant diameter growth necessary for damage until three to five years from old pruning. Inspections of other limbs over the wastewater compound should be made during the pruning. Periodic monitoring and pruning should also occur every three to four years depending on the concerns of the district underneath the trees. All tall trees (both *Eucalyptus globulus* and *Eucalyptus globulus compacta*) should also be crown cleaned to allow better movement of wind through the canopy and help decrease breakage during storms. During this pruning event all broken, torn, cracked or weakly attached branches discovered should be removed for safety.

Sincerely,



Frank Ono

Certified Arborist #536

This report is based on a visual inspection of tree condition and for obvious defects. It is not intended to constitute a complete health and hazard evaluation. Further investigation would be required to more definitively evaluate the health and hazards posed by the subject trees, some of which may not be disclosed by visual inspections. Investigations include but are not limited to core samples, root crown excavation, and visual inspection of the entire trees by climbing. Please be advised that healthy trees and/or limbs may fail under certain conditions, and that the above recommendations are based on industry standards of tree care. This report is made with the understanding that no representations or warranties, either expressed or implied are made that any trees referred to in the report or located on or adjacent to the subject property are sound or safe.

PHOTOGRAPHS (not all trees are photographed, all trees need crown reduction with trees in need of removal or specific pruning are shown)



South row of trees viewing west.



North row of trees viewing east.



Tree with dead stem at entrance needs removal.



Tree with fungal fruiting bodies observed across from solid waste conveyor belt. This should be monitored



Fungal fruiting bodies on tree across from solid waste conveyor belt.



A number of trees have included bark at unions; this one appears to be separating and need attention



Dead stem across from building 15 needs removal.



Tree with a corrected lean located across from sodium bisulphate tanks. The tree will need the right side of its crown removed to the base



Overextended branch across from the sodium bisulphate tank needs to be shortened back.



Tree next to storage tanks with fungal fruiting bodies observed at base.



Fungal fruiting body on tree next to storage tanks in northwest corner.



Large cluster of trees outside northwest corner. The upper portion has weakly attached branches prone to breakage



Large diameter sprouts from a previously topped tree outside northwest corner of property.

North row of trees

South row of trees



Appendix B

Bird Survey Report



October 14, 2019

Patrick Treanor, P.E.
Plant Engineer
Carmel Area Wastewater District
3945 Rio Road
Carmel, CA 93922

Subject: Bird and Bat Survey for the Carmel Wastewater Treatment Plant, Carmel, California

Dear Mr. Treanor:

This report documents the findings of a bird and bat survey conducted by Burleson Consulting, Inc. (Burleson) on October 11, 2019. The survey was in support of the Carmel Wastewater Treatment Plant's planning and permitting efforts related to potential impacts to nesting birds and roosting bats during the trimming of up to 90 eucalyptus trees.

The purpose of this report is to document the presence/absence of nesting birds, existing nests or roosting bats on or in the eucalyptus trees proposed for trimming.

PROJECT LOCATION AND DESCRIPTION

The Carmel Wastewater Treatment Plant (Plant) is an approximately 8-acre facility located along the Carmel River approximately 0.4 miles west of Highway 1. The driveway leading to the facility is accessed at Highway 1 approximately 300 yards south of Oliver Road. The plant is surrounded to the north by the Carmel River and the City of Carmel. The south, east and west are surrounded by riparian woodland and floodplain.

Approximately 90 eucalyptus (*Eucalyptus* sp.) trees line the northern and southern boundary of the Plant creating a visual screen from surrounding neighborhoods. Approximately 64 eucalyptus trees line the southern boundary and approximately 26 eucalyptus trees line the northern boundary (see Photos 1, 2 and 3). One eucalyptus tree is present on the eastern boundary. Most of the trees are densely foliated with some sparse canopy mixed in (see Photo 4). The trees are approximately 80 feet tall. The Plant plans to trim the top 20-30 feet of each tree to reduce the potential for falling limbs during high winds and maintain the visual screen.

Little to no understory persists under the eucalyptus trees that line the Plant boundary due to the negative allelopathic properties (compounds which inhibit other plant species from growing nearby) of their leaves (see Photo 5). The surrounding habitat beyond the Plant is associated with the Carmel River and mixed riparian native woodland and floodplain dominated by cottonwood (*Populus* sp.) and willow (*Salix* sp.). The Plant interior is developed, and very little vegetation is present.

METHODOLOGY

The bird and bat survey was conducted by Burleson Wildlife Biologist Shawn Wagoner on October 11, 2019 between 0800 and 1130 hours. The survey focused on the 90 eucalyptus trees bordering the Plant

and tall vegetation within a 250-ft buffer surrounding the Plant. The biologist utilized binoculars (10x24) and a spotting scope (when needed) to scan each individual eucalyptus tree to detect existing nests or roosting bats. Each tree was scanned from the base to view the inside canopy and from 50-100ft away to observe the top canopy. Any bird observed within the eucalyptus tree was assessed for breeding behavior traits such as courtship displays, copulation, vegetation or food carries, presence of fledglings, and territorial displays (e.g. singing or aggression). Any nests observed in the eucalyptus trees were identified down to species group (e.g. raptor vs passerines) as best as possible. Any cavities or crevices found on eucalyptus tree trunks were closely inspected for bat sign, and tree branches were scanned for individual roosting bats.

SUMMARY OF FINDINGS

Weather conditions during the survey were slightly overcast, with temperatures ranging between approximately 55- and 65-degrees Fahrenheit, with 50% cloud cover or less, and winds at 0 to 10 mph. No special-status species were observed during the survey. All avian species observed/detected on or in the vicinity of the project site during the survey are listed below in Table 1.

Table 1. Avian Species Observed During Survey

Scientific Name	Common Name	Behavior/Comments
<i>Calypte anna</i>	Anna’s hummingbird	One male foraging in lower third of eucalyptus tree along southern boundary, no breeding behavior noted
<i>Buteo lineatus</i>	Red-shouldered hawk	One adult moving around the vicinity of the eucalyptus trees along the northern boundary, no nests found
<i>Picoides pubescens</i>	Downy woodpecker	One in mixed flock in cottonwoods along northern boundary, not utilizing eucalyptus trees
<i>Picoides nuttallii</i>	Nuttall’s woodpecker	One in mixed flock in cottonwoods along northern boundary, not utilizing eucalyptus trees
<i>Sayornis nigricans</i>	Black phoebe	One foraging around the interior of the Plant, not seen utilizing eucalyptus trees
<i>Sayornis saya</i>	Say’s phoebe	One foraging around the interior of the Plant, not seen utilizing eucalyptus trees
<i>Cyanocitta stelleri</i>	Stellar’s jay	Several heard north of the Plant, none seen utilizing the eucalyptus trees
<i>Aphelocoma californica</i>	California scrub jay	Several seen and heard around the boundary of the Plant, none seen utilizing the eucalyptus trees
<i>Corvus brachyrhynchos</i>	American crow	Several seen flying above and beyond the Plant, none seen utilizing the eucalyptus trees
<i>Poecile rufescens</i>	Chestnut-backed chickadee	Several seen foraging in southern eucalyptus trees, no breeding behavior detected, more seen in mixed flock in cottonwood along northern boundary
<i>Regulus calendula</i>	Ruby-crowned kinglet	Several seen and heard around the boundary of the Plant, none utilizing the eucalyptus trees
<i>Sitta pygmaea</i>	Pygmy nuthatch	Several in mixed flock in cottonwoods along northern boundary, not seen in eucalyptus trees
<i>Polioptila caerulea</i>	Blue-grey gnatcatcher	One heard east of the Plant, not utilizing eucalyptus trees
<i>Thryomanes bewickii</i>	Bewick’s wren	One seen south of the Plant, not observed utilizing eucalyptus trees
<i>Toxostoma redivivum</i>	California thrasher	Several seen and heard beyond the southern boundary of the Plant, none utilizing the eucalyptus trees
<i>Bombycilla cedrorum</i>	Cedar waxwing	Small flock foraging in cottonwoods along northern boundary of the Plant, not utilizing eucalyptus trees

Scientific Name	Common Name	Behavior/Comments
<i>Junco hyemalis</i>	Dark-eyed junco	Two individuals foraging in the middle of the Plant, not utilizing eucalyptus trees
<i>Zonotrichia atricapilla</i>	Golden-crowned sparrow	Small flock foraging in riparian habitat beyond the southern boundary, none utilizing the eucalyptus trees
<i>Melospiza melodia</i>	Song sparrow	Several individuals heard beyond the boundary of the Plant, none utilizing the eucalyptus trees
<i>Melospiza crissalis</i>	California towhee	Several detected in riparian habitat beyond the southern Plant boundary, none utilizing the eucalyptus trees
<i>Pipilo maculatus</i>	Spotted towhee	Several detected in riparian habitat beyond the southern Plant boundary, none utilizing the eucalyptus trees
<i>Dendroica townsendi</i>	Townsend's warbler	Several in mixed flock in cottonwoods along northern boundary, not seen in eucalyptus trees
<i>Wilsonia pusilla</i>	Wilson's warbler	One foraging in riparian habitat west of the Plant boundary, not utilizing eucalyptus trees

CONCLUSION AND RECOMMENDATIONS

There was a moderate level of avian activity during the survey and common resident/wintering species expected to occur in riparian and mixed native woodland areas were observed. One stick nest structure was observed within a sparse eucalyptus tree along the southern boundary. The biologist determined that this stick nest was an inactive passerine (songbird) nest and well below the planned trimming footprint. No other nests were observed during the survey. Additionally, no sign of nesting or residing owls were observed in any of the eucalyptus trees (i.e. no white-wash or pellets were found). No cavities or crevices were observed in the eucalyptus trees during the survey, and no roosting bats or roosting bat sign were observed in the canopy of any of the eucalyptus trees.

Generally, eucalyptus trees provide low to marginal avian nesting/bat roosting opportunities and based on the surrounding vegetation communities present (riparian, mixed native woodland and floodplain), it is likely that birds and bats may prefer to nest and roost in the surrounding landscape on adjacent property. However, given the sheer number of trees, dense foliage and nesting and roosting potential, we make the following recommendations:

- 1) tree trimming activity should remain outside of the nesting season (generally February 1-September 31), and
- 2) avian/bat surveys should be completed prior to future tree maintenance activities to minimize potential impacts.

Note: Although no special-status species were found, all common native birds are subject to protection under the federal Migratory Bird Treaty Act and California state laws.

Thank you for the opportunity to support the Carmel Wastewater Treatment Plant with this important project. Please do not hesitate to contact us with any questions.

Sincerely,

Burleson Consulting Inc.



Shawn Wagoner
Wildlife Biologist



Burleson Consulting Inc.

Woman-Owned Small Business

Environmental Puzzle Masters

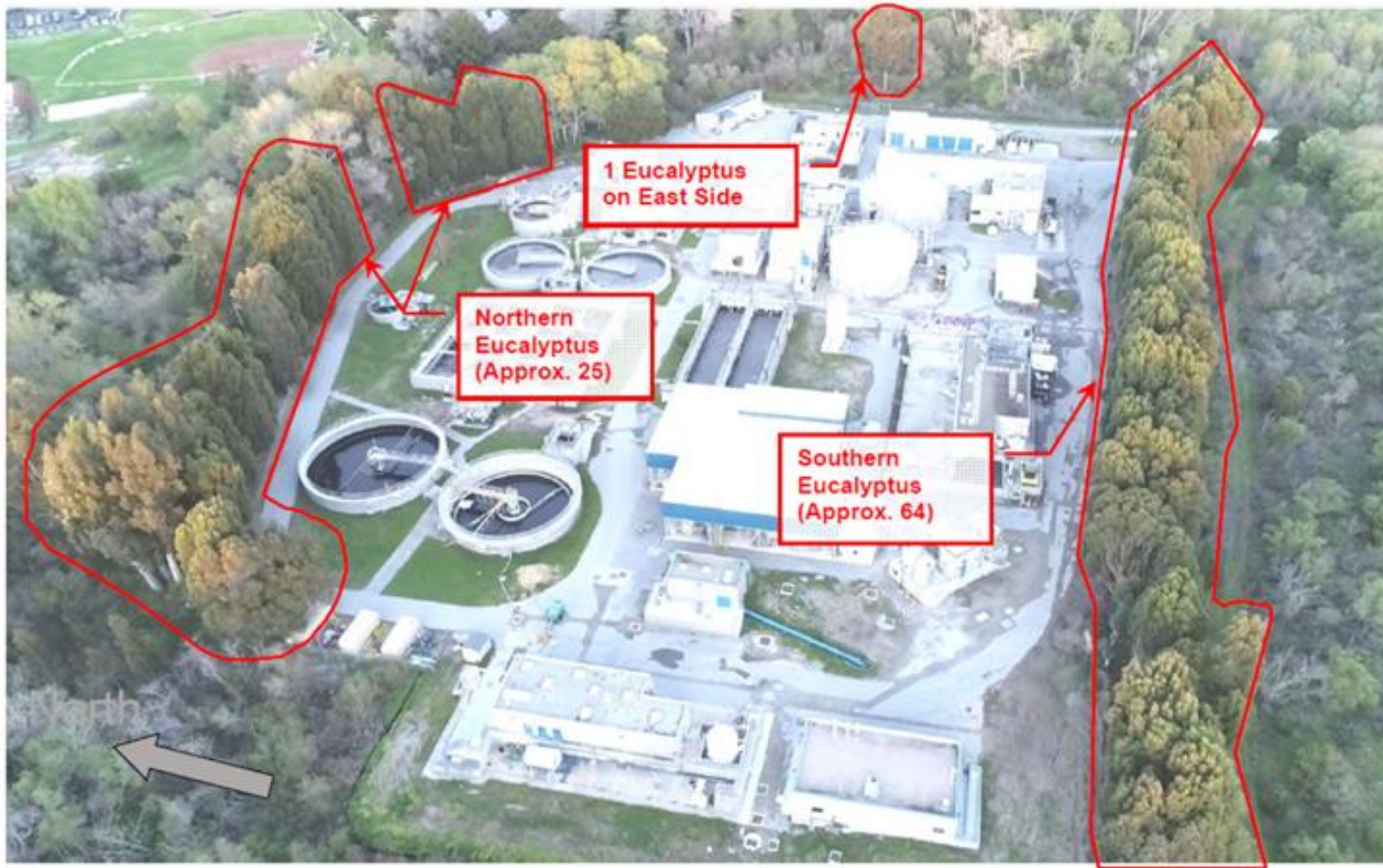


Photo 1. Aerial image of the eucalyptus trees bordering the Carmel Wastewater Treatment Plant.
(Photo courtesy of the Carmel Wastewater Treatment Plant)



Burleson Consulting Inc.

Woman-Owned Small Business
Environmental Puzzle Masters



Photo 2. Eucalyptus trees along the southern boundary.



Photo 3. Eucalyptus trees along the northern boundary



Photo 4. Representative canopy density of eucalyptus trees.



Photo 5. Representative understory of eucalyptus trees.

RESOLUTION NO. 2019-51

A RESOLUTION APPROVING POSTING A NOTICE OF INTENT TO ADOPT A
MITIGATED NEGATIVE DECLARATION FOR EUCALYPTUS PRUNING

-o0o-

WHEREAS, pursuant to Article 6 (Section 15072) of the California Environmental Quality Act (CEQA) guidelines, the Carmel Area Wastewater District (CAWD), as Lead Agency, intends to adopt a mitigated negative declaration for eucalyptus pruning activities at the Wastewater Treatment Plant (WWTP), and

WHEREAS, the Notice of Intent to Adopt a Mitigated Negative Declaration will be published in The Carmel Pine Cone, posted on and off the site, filed with the county clerk's office, and noticed in additional ways as required, and

WHEREAS, the Mitigated Negative Declaration will be submitted to the State Clearinghouse for review by State Agencies, and

WHEREAS, the Mitigated Negative Declaration will be posted on the CAWD website, and

WHEREAS, the public review period will be no less than 30 days during which time all documents and project reports will be open for public review and comment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby approve posting a Notice of Intent to Adopt a Mitigated Negative Declaration for Eucalyptus Pruning at the Wastewater Treatment Plant.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 31st, 2019, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: October 31, 2019

Subject: Project #19-17 Hatton Canyon Access Road Grading
Contract Award Information and Request to Authorize Contingency
Funding

RECOMMENDATION

After review of the bid proposals, staff recommends that the Board of Directors adopt Resolution 19-52 authorizing an additional contingency budget of \$20,000 for potential change orders.

DISCUSSION

The board approved Resolution No. 2019-45 on August 29, 2019 authorizing solicitation of bids for construction of the Hatton Canyon Access Road Grading Project and authorizing the General Manager to award and to execute the construction contract with the lowest responsive and responsible bidder. A mandatory pre-bid site visit was conducted on September 29, 2019 with representatives from four construction companies in attendance.

Four sealed bids were opened on October 3, 2019 at 10 a.m. at the District office and the results are provided in the following table.

BIDDER	BID AMOUNT	WEATHER DELAY COST
Goltz Construction	\$244,650.00	\$15,250.00
Granite Construction	\$254,761.74	\$6,248.07
Graniterock Company	\$188,577.00	\$9,900.00
MPE	\$220,290.00	\$10,000.00

The lowest qualified responsible bidder was determined to be Graniterock Construction of Watsonville, California in the total amount of \$198,477 (\$188,577+\$9,900) including the cost of road weatherization and construction delays due to weather. The bid tabulation is provided below. The Engineer’s Estimate is \$267,385.

**HATTON CANYON ACCESS ROAD
GRANITEROCK CONSTRUCTION – BID TABULATION**

Item No.	Description	Quantity	Unit	Unit Price (\$)	Total (\$)
1.	Mobilization/Demobilization to include mobilizing labor, equipment and materials to the job site, all insurance bonding costs, cleanup and demobilization.	1	LS	10,600	10,600
2.	Grade, scarify, and compact subgrade	22,500	SF	1.25	28,125
3.	Subgrade stabilization geotextile	22,500	SF	.40	9,000
4.	Aggregate base road surface	420	CY	110.00	46,200
5.	V-ditch	1,252	LF	51.00	63,852
6.	Cross drains	9	EA	1,700	15,300
7.	Stormwater pollution prevention compliance	1	LS	11,900	11,900
8.	Traffic Control and site safety.	1	LS	3,600	3,600
9.	Road weatherization and construction delay, demobilization and remobilization.	1	LS	9,900	9,900
TOTAL BID AMOUNT		\$198,477.00			

FUNDING

The \$297,918.80 grant from California Office of Emergency Services should fully fund the engineering costs and the construction of the project. This project was anticipated to be completed in the 2020/21 fiscal year and therefore was not included in the 2019/20 budget.

REQUEST

The Board is requested to authorize an amount not to exceed \$20,000 to fund change orders for the Hatton Canyon Access Road Grading Project.

RESOLUTION 2019-52

A RESOLUTION AUTHORIZING AN AMOUNT NOT TO EXCEED \$20,000 TO FUND CHANGE ORDERS FOR THE CONSTRUCTION OF THE HATTON CANYON ACCESS ROAD GRADING PROJECT FOR A TOTAL PROJECT COST NOT TO EXCEED \$218,477

-oOo-

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

WHEREAS, at its meeting on August 29, 2019, the District Board of Directors adopted Resolution 2019-45 authorizing the General Manager to prepare the bid documents for the Hatton Canyon Access Road Grading Project, advertise for and receive bids, and award and execute a construction contract for the Project with the low bidder in order to facilitate complete construction of the Project prior to and during the 2019/2020 rainy season; and

WHEREAS, the General Manager thereupon directed the preparation of bid documents and advertised for bids and subsequently awarded and executed a contract for the Project to Graniterock of Watsonville, California, the lowest responsive and responsible bidder, in the amount of \$198,477.00.

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

1. That the Board authorizes an amount not to exceed \$20,000.00 to fund change orders for the Hatton Canyon Access Road Grading Project for a total project cost not to exceed \$218,477.00.

PASSED AND ADOPTED at a regular meeting of the Board of Directors
of the Carmel Area Wastewater District duly held on October 31, 2019.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: October 31, 2019

Subject: Project #19-17 Hatton Canyon Access Road Grading
Contract Amendment with MNS Engineers

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution 19-53 authorizing the General Manager to enter into a contract amendment to the Agreement with MNS Engineers to increase the contract amount by an amount not to exceed \$7,993.00 to provide for engineering support services during construction of the Hatton Canyon Access Road Project.

DISCUSSION

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

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

The property is owned by State Parks and the District has been working with them to provide a suitable design and obtain environmental permits. In addition, District staff have met multiple times with State Parks staff to delineate the areas that need maintenance or repairs and to keep the work within State Parks' road and out of the

flood plain, eliminating the need for other permits. State Parks prepared the Notice of Determination and posted it with the State Clearinghouse for 30 days.

Meanwhile, the District needed to expedite the design of the project, as well as prepare bid documents, competitively bid and award a contract to complete construction of the access road project this fall. In order to do so the General Manager entered into a contract with MNS Engineers for \$35,000.

Now that the project has been designed, bid and a contract awarded to Graniterock, staff have determined that there is a need for engineering support from MNS Engineers during construction. The additional \$7,993.00 for design support during construction, makes the total amount of the project \$42,993.00 and this amount is in excess of the signing authority of the General Manager and therefore your Board is requested to approve the attached resolution authorizing the General Manager enter into a contract amendment in an amount not to exceed \$7,993.00 for MNS Engineers to provide engineering support services during construction of the Hatton Canyon Access Road Project.

FUNDING

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

REQUEST

The Board is requested to authorize the General Manager to enter into a contract amendment for MNS Engineers to provide engineering support services in connection with the Hatton Canyon Access Road Project in an amount not to exceed \$7,993.00, thereby setting the total compensation to MNS Engineers for the Hatton Canyon Access Road Project as an amount not to exceed \$42,993.00.

RESOLUTION 2019-53

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT AMENDMENT WITH MNS ENGINEERS TO INCREASE THE CONTRACT AWARD FROM \$35,000.00 TO AN AMOUNT NOT TO EXCEED \$42,993.00 FOR MNS ENGINEERS TO PROVIDE ENGINEERING SUPPORT SERVICES FOR THE CONSTRUCTION OF THE HATTON CANYON ACCESS ROAD PROJECT

-oOo-

WHEREAS, the District has been awarded a grant from California Office of Emergency Services (CalOES) for repair and maintenance of the Hatton Canyon Access Road in the amount of \$297,918.90 and Cal OES has approved a request by the District to extend the time for completion of the project to July 31, 2020; and

WHEREAS, the District received a proposal from MNS Engineers for professional engineering services to prepare the plans, specifications and bid documents for Hatton Canyon Access Road Project (the "Project"); and

WHEREAS, in order to proceed with design, award and construction of the Project, the General Manager entered into a contract with MNS Engineers for preparation of plans, specifications and bid documents for the Project as set forth in MNS Engineers' proposal dated August 21, 2019, in the amount of \$35,000.00; and

WHEREAS, in order for MNS Engineers to provide necessary engineering support services during construction a contract amendment is needed to add additional funding in an amount not to exceed \$7,993.00 which increases the contract amount from \$35,000.000 to an amount not to exceed \$42,993.00 and exceeds the signing limit of the General Manager.

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 with MNS Engineers to provide engineering support services

during the construction of the Hatton Canyon Access Road Project in an amount not to exceed \$7,993.00, thereby setting the total compensation to MNS Engineers for the Hatton Canyon access Road Project as an amount not to exceed \$42,993.00.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 31, 2019.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

Staff Report



TO: Board of Directors,
FROM: Barbara Buikema, General Manager
DATE: October 31, 2019
SUBJECT: November/December Board Meeting Date

RECOMMENDATION

It is recommended that the Board of Directors pass a motion agreeing to cancel the regular November Board meeting and hold the December Board meeting on December 12, 2019.

DISCUSSION

The November Board meeting this year will fall on the Thanksgiving Day holiday.

Staff recommends that the November meeting be cancelled, and the December meeting moved to Thursday, December 12, 2019. The December meeting would normally be held on December 26, 2018, the week between Xmas and New Years.

Holding the Board meeting on December 12th places it roughly midway between the October and January 2020 meeting.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 31, 2019

Subject: Pebble Beach Community Services District – Regular Board Meeting
September 27, 2019

DISCUSSION

Agenda items from the September 27, 2019 meeting that are of specific interest to this District:

- Total cash balance at the end of August 2019 was \$18.8M; of that amount, \$12.5M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The August 2019 Cash Basis Budget reflect Revenues at 0.8% of budget and Expenditures at 5.4% (O&M 62.8% and Capital 37.2%)
- Forest Lake Reservoir held 48 MG (million gallons) of recycled water or 42% of permitted capacity. Current storage volume is 71% above the historic average of 28 MG.
- Total irrigation water demand for the 2019 calendar year through August was 637 AF (acre feet). Total demand for the calendar year is 11% below the 5-year average of 716AF. The month of August reflected a net storage decrease of approximately 19 MG at Forest Lake Reservoir, compared with a net decrease of 16 MG for August of last year.
- Average daily wastewater flow of 352,000 GPD was measured in August at the PBCSD-Carmel gate. This represents 30% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 2% below the five-year average of 360,000 GPD for the month of August; the CAWD total flow was 6%

above the five-year average of 1,255,000 GPD for August.

- Alternative source water total production year-to-date is 5.0 MG.
- The Board adopted a resolution declaring the bid from Unified Field Services Corporation as the lowest responsible bid and authorized a contract award for an amount of \$989,010 for the construction of the Reclamation Storage Tank Rehabilitation Project.
- The Board authorized the General Manager to enter into a construction contract with Don Chapin Company in an amount not to exceed \$160,000 for the Viscaino Road Easement Emergency Sewer Repair Project.
- The Board authorized the General Manager to purchase a replacement standby portable generator for an amount not to exceed \$80,000.
- The Board authorized Addendum No. 1 to Project Assignment No. 39 of the master agreement with E2 Consulting Engineers, Inc. to provide additional engineering and programming services for the SCADA Improvement Project and increase professional service agreement budget from \$260,000 to an amount not to exceed \$400,000.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 19	36.938	26.243	10.695	28.954%
Aug - 19	36.595	25.680	10.915	29.826%
Total	73.533	51.923	21.61	29.388%

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 31, 2019

Subject: Government Code Section 4525-4529.5

RECOMMENDATION

This report is informational only. No action required.

DISCUSSION

The Board of Directors requested a discussion of the code rule applicable to a discussion of contracting for professional services. This memo reviews Government Code (GC) § 4525 et seq.

Professional services are defined as unique, technical and/or infrequent functions performed by an independent contractor/vendor qualified by education, experience, certification and/or technical ability to provide services. Typical Agency services that are obtained through professional services contracts include engineering and design, construction and project management, land surveying, legal, finance, planning, environmental studies, legislative advocacy, public relations and outreach, organizational studies and strategic planning. Professional services contracts shall be awarded based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required, at fair and reasonable prices to the Agency.

CA Govt. Code §4525 (the "mini Brooks Act") defines professional services for the purpose of a competitive selection process that does not have to be awarded based on low bid for Public Works Project related services as:

1. Architects,
2. Landscape Architects,
3. Engineers,
4. Environmental Consultants (services performed in connection with project development and permit processing in order to comply with federal and state environmental laws),
5. Land Surveyors, and

6. Construction Managers (construction management services must be provided by a licensed architect, registered engineer, or licensed general contractor).

Contracts for professional services should be awarded on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required at a fair and reasonable price to the public agency, as well as any other specific selection criteria set forth in the RFP. The Request for Proposals "RFP" shall state the relative importance of price and other factors and subfactors, if any. For such contracts, price can be considered but may not be the sole determining factor. (GC § 4526).

A local agency must act much the same as a state agency by annually requiring firms that offer professional services the agency utilizes to submit a statement of qualifications and performance data (GC § 4527). This procedure must specifically prohibit any practices that may result in an unlawful practice and shall prohibit government agency employees from participating in the selection process if they have a relationship with a person or business entity seeking a contract. When negotiating a contact with the best qualified firm for professional services the agency head must negotiate a contract that is fair and reasonable. If the agency and consultant are unable to reach agreement, they should go on to the next agency on their list of qualified professionals (GC § 4528).

This code section only applies for professional services, if the services are more technical and involve little professional judgement than requiring bids would be in the public interest.

CAWD Purchasing Policy (approved 06-22-17)

Agreements for consultant services shall be awarded pursuant to the following guidelines.

- Agreements for consultant services estimated not to exceed \$5,000 may be awarded by the Department Head. Although no specific purchasing requirements are established for this level of contact, proposals should be solicited whenever practicable.
 - Agreements for consulting services not to exceed \$35,000 may be awarded by the General Manager. Proposals from at least three firms shall be solicited.
 - Agreements for consulting services estimated to exceed \$35,000 shall generally be awarded pursuant to the following guidelines; however, it is recognized that the District's need for consultant services will vary from situation to situation, and accordingly, flexibility will be allowed in determining the appropriate evaluation and selection process to be used in each specific circumstance. (Note: a formal Request for Proposal, "RFP" is not always required – evaluation and selection may vary on a case-by-case basis.)
1. Consultant proposals shall be evaluated based on a combination of factors that result in the best value to the District, including but not limited to:
 - a. Understanding of the work required by the District
 - b. Quality and responsiveness of the proposal

- c. Demonstrated competence and professional qualifications necessary for satisfactory performance of the work required by the District
 - d. Recent experience in successfully performing similar services
 - e. Proposed methodology for completing work
 - f. References
 - g. Background and related experience of the specific individuals to be assigned to the project
 - h. Estimated compensation
2. In the event that it is determined that it is in the best interest of the District for services to be provided by a specific consultant – with contract terms, work scope, and compensation to be determined based on direct negotiations – contract award shall be made by the Board.

Exceptions to CAWD's Standard Purchasing Procedures

A. Emergency

An emergency is defined as a breakdown in machinery or equipment or disaster, including but not limited to a flood, storm or other disaster resulting in the interruption of an essential service, or a distinct threat to public health, safety, or welfare. In the case of an emergency requiring the immediate purchase of supplies, materials, equipment or contractual services, the General Manager may authorize his designee to secure in the open market, at the lowest obtainable price, any supplies, materials, equipment, or contractual services required, regardless of the amount of the expenditure.

During an emergency, the using department may purchase any supplies, materials, equipment, or contractual services. This may be done only after the Department Head has concluded that the purchase is essential to prevent delays which could affect the health or safety of citizens. The head of the using department shall, as soon as possible, provide a completed purchase requisition to the Finance Department.

In the case of a disaster, nothing contained in this document shall limit the authority of the General Manager to make purchases and take such other emergency steps as are, or may be, necessary to maintain operations. The General Manager shall report to the Board of Directors all actions taken on an emergency basis after the fact, as soon as is practicable (by phone or email if necessary). Additionally, the action shall be reported to the Board at its next scheduled meeting.

B. Limited Availability

1. Occasionally, required supplies, materials, equipment, or services are of a proprietary nature, or are otherwise of such specific design or construction, or are specifically desired for purposes of maintaining cost effective system consistency, as to be available from only one source. After reasonable efforts to find alternative suppliers, the department head may recommend making the purchase from the sole source or without competitive bidding, as appropriate. Standard approval procedures and documentation will be adhered to.
2. For purchases not exceeding \$35,000, the General Manager or designee may, after reviewing the facts, authorize a purchase from a sole source.
3. For purchases exceeding \$35,000, the Board may by resolution authorize a purchase without competitive bidding if it has found that competitive bidding would be unavailing, would not produce an advantage, and would not be in the public interest.

C. Cooperative Purchasing

The General Manager or his designee shall have the authority to join with other public jurisdictions in cooperative purchasing agreements. The General Manager or his designee may also buy directly from a vendor at a price established by competitive bidding by another public jurisdiction in substantial compliance with this document, even if the District has not joined with that jurisdiction in a formal agreement.

FINANCIAL IMPACT

None

GOVERNMENT CODE

SECTION 4525-4529.5

4525. For purposes of this chapter, the following terms have the following meaning:

(a) "Firm" means any individual, firm, partnership, corporation, association, or other legal entity permitted by law to practice the profession of architecture, landscape architecture, engineering, environmental services, land surveying, or construction project management.

(b) "State agency head" means the secretary, administrator, or head of a department, agency, or bureau of the State of California authorized to contract for architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services.

(c) "Local agency head" means the secretary, administrator, or head of a department, agency, or bureau of any city, county, city and county, whether general law or chartered, or any district which is authorized to contract for architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services.

(d) "Architectural, landscape architectural, engineering, environmental, and land surveying services" includes those professional services of an architectural, landscape architectural, engineering, environmental, or land surveying nature as well as incidental services that members of these professions and those in their employ may logically or justifiably perform.

(e) "Construction project management" means those services provided by a licensed architect, registered engineer, or licensed general contractor which meet the requirements of Section 4529.5 for management and supervision of work performed on state construction projects.

(f) "Environmental services" means those services performed in connection with project development and permit processing in order to comply with federal and state environmental laws. "Environmental services" also includes the processing and awarding of claims pursuant to Chapter 6.75 (commencing with Section 25299.10) of Division 20 of the Health and Safety Code.

4526. Notwithstanding any other provision of law, selection by a state or local agency head for professional services of private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. In order to implement this method of selection, state agency heads contracting for private architectural, landscape architectural, professional engineering, environmental, land surveying, and construction project management services shall adopt by regulation, and local agency heads contracting for private architectural, landscape architectural, professional engineering,

environmental, land surveying, and construction project management services may adopt by ordinance, procedures that assure that these services are engaged on the basis of demonstrated competence and qualifications for the types of services to be performed and at fair and reasonable prices to the public agencies. Furthermore, these procedures shall assure maximum participation of small business firms, as defined by the Director of General Services pursuant to Section 14837.

In addition, these procedures shall specifically prohibit practices which might result in unlawful activity including, but not limited to, rebates, kickbacks, or other unlawful consideration, and shall specifically prohibit government agency employees from participating in the selection process when those employees have a relationship with a person or business entity seeking a contract under this section which would subject those employees to the prohibition of Section 87100.

4526.5. A state agency head entering into a contract pursuant to this chapter shall, in addition to any other applicable statute or regulation, also follow Section 6106 of the Public Contract Code.

4527. In the procurement of architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services, the state agency head shall encourage firms engaged in the lawful practice of their profession to submit annually a statement of qualifications and performance data.

(a) When the selection is by a state agency head, statewide announcement of all projects requiring architectural, landscape architectural, engineering, environmental, land surveying, or construction project management services shall be made by the agency head through publications of the respective professional societies. The agency head, for each proposed project, shall evaluate current statements of qualifications and performance data on file with the agency, together with those that may be submitted by other firms regarding the proposed project, and shall conduct discussions with no less than three firms regarding anticipated concepts and the relative utility of alternative methods of approach for furnishing the required services and then shall select therefrom, in order of preference, based upon criteria established and published by him or her, no less than three of the firms deemed to be the most highly qualified to provide the services required.

(b) When the selection is by a local agency head, the agency head may undertake the procedures described in subdivision (a). In addition, these procedures shall specifically prohibit practices which might result in unlawful activity including, but not limited to, rebates, kickbacks, or other unlawful consideration, and shall specifically prohibit government agency employees from participating in the selection process when these employees have a relationship with a person or business entity seeking a contract under this section.

4528. (a) When the selection is by a state agency head the following procedures shall apply:

(1) The state agency head shall negotiate a contract with the best qualified firm for architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services at compensation which the state agency head determines is fair and reasonable to the State of California or the political subdivision involved.

(2) Should the state agency head be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, at a price the agency head determines to be fair and reasonable to the State of California or the political subdivision involved, negotiations with that firm shall be formally terminated. The state agency head shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm, the state agency head shall terminate negotiations. The state agency head shall then undertake negotiations with the third most qualified firm.

(3) Should the state agency head be unable to negotiate a satisfactory contract with any of the selected firms, the state agency head shall select additional firms in order of their competence and qualification and continue negotiations in accordance with this chapter until an agreement is reached.

(b) When the selection is by a local agency head, the local agency head may undertake the procedures described in subdivision (a).

4529. This chapter shall not apply where the state or local agency head determines that the services needed are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest.

4529.5. Any individual or firm proposing to provide construction project management services pursuant to this chapter shall provide evidence that the individual or firm and its personnel carrying out onsite responsibilities have expertise and experience in construction project design review and evaluation, construction mobilization and supervision, bid evaluation, project scheduling, cost-benefit analysis, claims review and negotiation, and general management and administration of a construction project.
