



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

September 26, 2024
Thursday
9:00AM

Appearances/Public Comment

Agenda Changes

CLOSED SESSION

Reconvene Into Open Session

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: September 26th, 2024

Subject: Adopting Revisions to the Uniform Plumbing Ordinance & Administrative Penalties Ordinance

RECOMMENDATION

It is recommended that the Board of Directors approve Ordinance No. 2024-02, adopting revisions to the Carmel Area Wastewater District (CAWD) Uniform Plumbing Ordinance, and Ordinance No. 2024-03, adopting revisions to the CAWD Administrative Penalties Ordinance.

DISCUSSION

CAWD staff are recommending revisions to the District's Uniform Plumbing Ordinance in order to clarify requirements for grease interceptors and update the ordinance to be more in line with existing standards contained in the current California Plumbing Code.

In order to establish a process to enforce any violation of the District's Ordinances, the Administrative Penalties Ordinance is being recommended to be revised to incorporate provisions for handling continuing/ongoing violations that exist after the expiration of a correction period contained in a specific compliance order.

Prior to bringing these ordinance revisions to the Board of Directors, CAWD staff conducted outreach to the Carmel Restaurant Association in the form of a presentation. Also, staff sent notices to each restaurant in our District with an invitation to a special information session at the CAWD offices held on September 4th, and an invitation to today's board meeting.

The proposed ordinances revisions were also posted on the CAWD website.

FUNDING

Updating these ordinances requires minimal funding to publish a summary of each ordinance in the local newspaper. Funding exists in the “Legal Notices” line item in the FY 2024-25 Budget.

Attachments: (Exhibit A)

- Revisions to Uniform Plumbing Ordinance (red line version)
- Revisions to Administrative Penalties Ordinance (red line version)

UNIFORM PLUMBING

ORDINANCE ~~2019-01~~

(Current Revision by Ordinance 2024-02)



CARMEL AREA WASTEWATER DISTRICT

Exhibit A

EFFECTIVE DATE: ~~May 24, 2019~~ PENDING

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SECTION 1.0 - DEFINITIONS AND TERMS

1.1 DEFINITIONS AND TERMS

For the purpose of this Ordinance, the following words and abbreviations shall be defined as follows:

ANALYSES - As defined in the latest edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association, or EPA Standard Procedures.

APPLICANT - Any Person making application for a Permit for a Sewer or plumbing installation who shall be the property owner or owner's authorized agent of premises to be served by the Sewer for which a Permit is requested.

BOARD - The Board of Directors of Carmel Area Wastewater District.

BUILDING - Any structure used for human habitation or a place of business, recreation or other purposes.

BUILDING LATERAL - The Sewer line beginning two feet from the foundation wall of any Building and terminating at the Main Sewer.

CITY - The City of Carmel-by-the-Sea.

CONTRACTOR OR PLUMBER - An individual, firm, corporation, partnership, or association duly licensed by the State of California to perform the type of work to be done as shown on the approved plans.

COUNTY - The County of Monterey, California.

DISTRICT - Carmel Area Wastewater District (CAWD).

DISTRICT ENGINEER – Principal Engineer of the Carmel Area Wastewater District or his/her authorized representative(s).

DISTRICT STANDARDS - The latest edition of the District's "Sanitary Sewer Standard Plans and Specifications."

DOMESTIC SANITARY SEWER - Water-carried wastes from residences, hotels, motels, restaurants, schools, and business establishments, but excluding all ground water, surface water, Storm Water and Industrial Wastes.

ENGINEER – District (Principal) Engineer of the Carmel Area Wastewater District or his/her authorized representative(s).

FOG – non-petroleum fats, oil and grease

GARBAGE - All solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

GENERAL MANAGER - General Manager of the Carmel Area Wastewater District or his/her authorized representative(s). The General Manager or his/her authorized representative shall administer and enforce the rules and regulations for the District, unless the Board otherwise designates.

GREASE INTERCEPTOR- A plumbing appurtenance or appliance that is installed in a sanitary drainage system to intercept non-petroleum fats, oil and grease (FOG) from the wastewater discharge.

GREASE TRAP – see Hydromechanical Grease Interceptors.

HYDROMECHANICAL GREASE INTERCEPTORS – A plumbing appurtenance or appliance that is installed in a sanitary drainage system to intercept FOG from a wastewater discharge and is identified by flow rate, and separation and retention efficiency. Hydromechanical Grease Interceptors are generally installed inside.

INDUSTRIAL WASTES - The wastes of producing, manufacturing and processing operations of every kind and nature, not including domestic sanitary Sewage.

INSPECTOR - The individual official(s) authorized by the General Manager and/or District Engineer to administer and enforce the provisions of this Ordinance as adopted or amended.

MAIN SEWER - A Public Sewer lying within a public road/Street or District Sewer easement designed to accommodate one or more Sewer laterals and for which suitable access can be provided for maintenance reasons at the sole discretion of the District. Main Sewers are subject to inspection and approval by the Carmel Area Wastewater District and when accepted by Resolution of the Board, becomes the maintenance responsibility of the Carmel Area Wastewater District.

MULTIPLE DWELLING - A Building or group of Buildings on a Building site which, in whole or in part, is designed for, or occupied by members of two (2) or more living groups dwelling independently of each other in separate areas or units.

OUTSIDE SEWER - A Sanitary Sewer beyond the limits of the District not subject to the control or jurisdiction of the District.

PERMIT - Any written authorization required pursuant to this or any other regulation of District for the installation of any Sewer works.

PERSON - Any human being, individual, firm, company, partnership, association and private or public and municipal corporations, the United States of America, the State of California, districts and all political subdivisions, governmental agencies and mandatories thereof.

PLUMBER OR CONTRACTOR. See Contractor, Section 1.7.

PRIVATE LATERAL – That portion of a Sewer Lateral beginning 2 feet from the perimeter walls at the plumbing outlet of any Building or industrial facility and running to and including the connection to the Main Sewer, or to a private Sewage disposal system. All Sewer laterals are not owned by the District.

PRIVATE SEWER - A common Sewer privately owned that connects one or more Building Sewers to the Public Sewer. A Private Sewer includes Sewer main, manholes and all appurtenances which have not been accepted by Resolution of the District Board.

PUBLIC SEWER - A Sewer lying within a Street or easement and which is controlled by and or under the jurisdiction of the District.

SANITARY SEWER - A Sewer which carries Sewage and to which storm, surface and ground waters are not intentionally admitted.

SEWAGE - A combination of water-carried wastes from residences, business Buildings, institutions and industrial establishments.

SEWAGE TREATMENT PLANT - Any arrangement of devices and structures used for treating Sewage.

SEWER - A pipe or conduit for carrying Sewage.

SEWER LATERAL – A Sewer which connects the plumbing system of a house or Building to the Main Sewer. This is the same as Private Lateral.

SINGLE FAMILY UNIT - Refers to the place of residence for a single living group.

STANDARD SPECIFICATION - Document containing design and construction standards for all Sewer works within the District, as adopted by the Board and subsequent amendments, the District Standards, Standard Specifications for Public Works Construction, latest Edition (Greenbook) by Public Works Standards, Inc and the Uniform Plumbing Code, latest edition. If in conflict, the standards govern in the order stated in this definition with the CAWD Standard Specifications having precedence.

STORM DRAIN - A pipeline which carries storm and surface or ground waters and drainage and excludes Sewage.

STORM WATER - The water running off or draining from the surface and sub-surface of an area during and after a period of precipitation.

STREET - A public highway, road, Street, avenue, alley, way, public place, public easement or right of way.

UNIFORM PLUMBING CODE - The latest edition of the International Association of Plumbing and Mechanical Officials, Uniform Plumbing Code.

SECTION 2.0 - GENERAL PROVISIONS

2.1 RULES AND REGULATIONS

The following rules and regulations regarding Sewer system construction and disposal of Sewage and connection to the Sewer works of the District are hereby adopted, and all work in respect thereto shall be performed as herein required and not otherwise.

2.2 PURPOSE

This Ordinance is intended to provide rules and regulations for the use and construction of Sanitary Sewer facilities ~~hereafter~~ installed, altered or repaired within the District.

This Ordinance ~~shall not apply~~ applies retroactively to existing installations where the existing installation did not conform to the ordinance in effect at time of installation, ~~and in the event of an alteration or repair hereafter made, it shall apply only to the new materials and methods used therein.~~

2.3 SHORT TITLE

This Ordinance shall be known as the Uniform Plumbing Ordinance of the Carmel Area Wastewater District.

2.4 VIOLATION UNLAWFUL

It shall be unlawful for any Person to connect to, construct, install or provide, maintain and use any other means of Sewage disposal from any Building in said District except by connection to a Public Sewer in the manner as provided in this Ordinance.

2.5 RELIEF ON APPLICATION AND WAIVERS

When any Person, by reason of special circumstances, is of the opinion that any provision of this Ordinance is unjust or inequitable as applied to his/her premises, he/she may make written application to the Board, stating the special circumstances, citing the provision complained of, and requesting suspension or modification of that provision as applied to his/her premises.

Action to approve such request may be subject to such conditions as the Board deems appropriate, including a condition that a real property owner who requests relief under this section shall enter into and execute an agreement incorporating such conditions, in a form acceptable to District Legal Counsel, to include, without limitation, a provision to indemnify, defend and hold harmless the District, its Board, employees and agents, from any claims, actions, damages or losses resulting in any manner from such waiver, suspension or modification, which agreement shall be recorded and shall be binding upon the property owner's successors and assigns.

The Board at its discretion may, but only to the extent compatible with State and Federal

laws, rules and regulations pertaining to wastewater facilities. constructed in part with grant funds, by resolution, waive, suspend, or modify any requirement or provision of this Ordinance.

2.6 PERMITS AND FEES

No Public Sewer, Building Lateral, Drainage Plumbing in commercial or restaurant kitchens (or other nondomestic facility discharging grease or other harmful constituents to the sewer system), or other Sewer facility shall be installed, altered, or repaired, within the District until a Permit for the work has been obtained from the District and all fees paid in accordance with the requirements of the ordinances, rules and regulations of District.

2.7 PLUMBING AND SEWERS ON PRIVATE PROPERTY

The following plumbing on Private Property is subject to compliance with District ordinances, rules, and regulations:

- Building Sewer Laterals from the outer footprint of the building to the main sewer line.
- Drainage fixture plumbing from commercial or restaurant kitchen drainage fixtures or other drainage fixtures from nondomestic facilities discharging grease or other harmful constituents to the sewer system.

The District Engineer or their designee is the Authority Having Jurisdiction over grease laden wastewater being discharged into District sewers, and in accordance with California Health & Safety Code Section 6543 the powers and duties conferred upon the Authority Having Jurisdiction of cities shall be exercised by the District's designated Authority Having Jurisdiction.

The installation, use, maintenance, repair and inspection of all plumbing within Buildings shall be subject to compliance with the plumbing regulations of the City and County, now existing or as hereafter amended.

2.8 QUALIFICATIONS AND DUTIES OF PLUMBERS

Every Plumber operating, conducting and carrying on a trade or business, or performing plumbing work in the District must be actively licensed in the C-36 (Plumbing) specialty therefor issued by the Contractors State License Board of the State of California. It shall not be lawful for any Person to carry on, conduct or operate in the trade or business of plumbing in the District unless he/she is a Plumber licensed as herein provided, and has filed a copy of insurance carried as set forth in Section 2.09.

2.9 INSURANCE

Plumbers doing work permitted by the District shall obtain and maintain workers' compensation insurance as required by California law, and general and automobile liability insurance, no less than one million dollars (\$1,000,000). Neither this section, nor any other section of this Code, nor any predecessor section is or was intended to create or impose any responsibility upon CAWD to ensure that the Contractor obtains and maintains this insurance, such responsibility being solely that of the Contractor. CAWD may, however, investigate a Contractor's insurance coverage at any time. Failure of a Contractor to obtain and maintain required insurance may cause the denial, suspension and/or revocation of Permits, at the sole discretion of CAWD.

The Plumber shall carry general liability and property damage insurance with limits approved by the District Counsel but in no case less than one million (\$1,000,000) dollars, naming as additional assured the Carmel Area Wastewater District, its officers, employees, and agents; and in addition, a warranty holding harmless the District, its officers, employees and agents from any liability occurring or alleged to be caused by the construction operations.

Certificates issued by the insurance carrier shall be submitted to the District with the Plumber's application for a Permit, unless such certificate has been filed previously with the District. The required insurance certificates shall show that the insurance policies are for the proper amounts, are in force for the duration of the work, and bear an endorsement or statement waiving right of cancellation or reduction in coverage without ten days written notice to be delivered by registered mail to the District.

2.10 LIABILITY

The District and its officers, agents and employees shall not be answerable for any liability or injury or death to any Person or damage to any property arising during or growing out of the performance of any work by an Applicant. The Applicant shall be answerable for, and shall save the District and its officers, agents and employees harmless from any liability imposed by law upon the District or its officers, agents, or employees, including all costs, expenses, fees and interest incurred in defending same or in seeking to enforce this provision. Applicant shall be solely liable for any defects' in the performance of his/her work or any failure which may develop therein.

2.11 RESPONSIBILITY FOR DEFECTS AND GUARANTEE OF THE WORK PERFORMED

Property owners shall be held responsible for any and all acts of agents or employees performed under this Ordinance by virtue of his/her or their Permit. Upon being notified

by the Inspector of any defect arising therefrom in the work performed or of any violation of this Ordinance, the Person or Persons having charge of said work shall immediately correct the same.

The property owner shall warrant and guarantee to the District to correct any defects in a Building lateral or public Sewer for a period of one year after completion.

2.12 SAFETY REQUIREMENTS

The Owner or Plumber doing the work shall be solely and completely responsible for condition of the job site, including safety of all Persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours.

The services of the District in conducting construction review of the Owner's or Plumber's performance is not intended to include review of the adequacy of the Owner's or Plumber's work methods, equipment, bracing or scaffolding, or safety measures in, on, or near the construction site. All work and materials used shall be in accordance with all applicable City, County, State and Federal rules, regulations and codes.

SECTION 3.0 - USE OF SEWERS REQUIRED

3.1 DISPOSAL OF WASTES

It shall be unlawful for any Person to place, deposit, or Permit to be deposited upon public or private property within the District, or in any area under the jurisdiction of said District, any Sewage, Garbage, or other objectionable waste.

3.2 TREATMENT OF WASTES REQUIRED

It shall be unlawful to discharge to any stream or watercourse any Sewage, Industrial Wastes, or other polluted waters, except where suitable treatment has been provided in accordance with provisions of this Ordinance and other applicable District Ordinances.

3.3 UNLAWFUL DISPOSAL

(a) Except as herein provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, seepage pit or other facility intended or used for the disposal of Sewage.

(b) No rain, surface or subsurface water shall be connected to or discharged into any Sanitary Sewer system.

(c) No commercial food waste grinder shall be connected to a private Sewage disposal system unless permission has first been obtained from the General Manager.

(d) No Industrial Wastes or high strength wastes shall be discharged into any Sanitary Sewer system except in special cases that are discretionary based on the review of the proposed waste stream by the District Engineer and Plant Superintendent; and such waste stream will be subject to a custom fee computation.

(e) An approved watertight Sewage or wastewater holding tank, the contents of which, due to their character, must be periodically removed and disposed of at some approved off-site location, shall be installed only when required and approved by the City or County Health Officer to prevent anticipated surface or subsurface contamination or pollution damage to the Public Sewer, or other hazardous or nuisance condition.

3.4 COMPLIANCE PRIOR TO OCCUPANCY

No Building, industrial facility, or other structure shall be occupied until the property owner of the premises has complied with all rules and regulations of District and/or applicable regulations of the City and County.

3.5 SEWER REQUIRED

(a) The owner of any Building situated within the District in which plumbing fixtures are installed is required at his/her expense to connect said building directly with the

proper public Sewer in accordance with the provisions of this Ordinance, within ninety (90) days after date of District notice to do so.

(b) Septic tanks installed and in place on or before adoption date in the District may continue in use as long as they are functioning properly.

(c) Cesspools must not be used in the District for disposal of Sewage.

(d) On every lot or premises hereafter connected to Public Sewer, all plumbing systems or parts thereof, shall be connected with such Public Sewer.

3.6 SEPARATION OF SANITARY SEWERS AND WATER MAINS

This Section is intended to be in conformance with Title 22 of the California Administrative Code, Chapter 16, SECTION 4, Section 64572. Water mains and Sewers shall not be installed in the same trench and shall be separated as required by the State with Sanitary Sewers always located lower than water mains.

(a) Parallel Construction: The horizontal distance between pressure water mains and Sanitary Sewers shall be at least ten (10) feet measured from the nearest outside edge of each pipe barrel. The horizontal distance between water service connections and Building Laterals shall be as specified in the Uniform Plumbing Code.

(b) Perpendicular Construction (crossing): The bottom of pressure water mains shall be no less than 45-degrees to and at least one (1) foot above the top of Sanitary Sewers where these lines must cross.

(c) Certain local conditions, including but not limited to topography and available space, may create a situation where there is no alternative but to install water mains or Sewer lines at less than the required separation. In such cases, rigid construction requirements subject to special provisions must be met. These special provisions will be in accordance with the latest State Board requirements.

SECTION 4.0 - PRIVATE SEWAGE DISPOSAL AND PRETREATMENT FACILITIES

4.1 ABANDONMENT OF FACILITIES

At such time as a Public Sewer becomes available to a property served by a private Sewage disposal system, except as otherwise provided in Section 3.05, a direct connection shall be made to the Public Sewer in compliance with the ordinances, rules and regulations of District. Exceptions to this Section shall be requested in writing to the Board and shall be approved by the Board and are subject to approval by the Board.

(a) Every abandoned Building Lateral or part thereof, shall be in an approved manner not more than five (5) feet inside the property line.

(b) Every cesspool, septic tank and seepage pit which has been abandoned or has been otherwise discontinued from further use shall have the Sewage removed therefrom and be completely filled with earth, sand, gravel, concrete or other material approved by the County or City.

(c) The top cover or arch over the cesspool, septic tank or seepage pit shall be removed before filling and the filling shall not extend above the top of the vertical portions of the sidewalls or above the level of any outlet pipe until inspection has been called and the cesspool, septic tank or seepage pit has been inspected. After such inspection, the cesspool, septic tank or seepage pit shall be filled to the level of the top of the ground.

4.2 COST OF MAINTENANCE BY OWNER

The property owner shall operate and maintain existing private Sewage disposal and pretreatment facilities in a sanitary manner at all times, at no expense to the District.

4.3 GREASE, OIL AND SAND INTERCEPTORS

(a) All nondomestic users shall be required to install and maintain a ~~grease, oil, and sand~~ grease interceptor as specified in this section or when the General Manager and/or, District Engineer or their designee finds that it is necessary for the proper handling of liquid waste containing grease, ~~flammable wastes, and sand~~ or any other harmful constituents (such as sand or flammable wastes) that may be properly eliminated from the Sewage system by use of an interceptor or trap.

~~If required, an~~ An approved type interceptor complying with the provisions of this Section ~~and the District's Pretreatment Ordinance,~~ shall be installed in the waste line leading from nondomestic kitchen sinks, floor drains, and other kitchen drainage fixtures ~~or equipment~~ in the following establishments: restaurants, cafes, lunch counters, cafeterias, bars and clubs; hotels, hospitals, sanitariums, factory kitchens, ~~or~~ school kitchens, or other communal use kitchens. ~~or~~ If determined necessary by the General

Manager or District Engineer, interceptors may also be required in other nondomestic establishments where grease, oil or sand or other harmful constituents (such as sand or flammable wastes) may be introduced into the Sewage system in quantities that can effect line stoppage or hinder Sewage treatment or private Sewage disposal.

All plumbing, traps, and interceptors handling grease laden wastewater shall conform to the requirements of the most recent edition of the California Plumbing Code except where this Ordinance contains a higher standard than required in the California Plumbing Code. No provisions of this section should be applied as to conflict with existing City or County ordinance, regulation, or code governing plumbing in buildings.

(b) Plans shall be submitted, and approval obtained from the General Manager and/or District Engineer prior to the installation of any ~~waste pretreatment facilities~~ grease interceptors or traps in any food establishment set forth in subsection (a) of this Section.

(c) Each Gravity Grease Interceptor required by this Section shall have an approved volume not less than that given in Table IV-1. Hydromechanical Grease Interceptors shall have an approved volume not less than that provided by calculation in Table IV-2.

(d) All drains from kitchen areas including but not limited to: floor drains, floor sinks, pre-wash sinks, dishwashing sinks, food waste disposal units, dishwashers, and ~~g~~Garbage can wash shall be connected to the Grease Interceptor. Toilets, lavatories and other sanitary fixtures shall not be connected to any Grease Interceptor. No drains located outdoors shall be connected to the sewer system to comply with Section 3.3 of this ordinance.

(e) All fixtures discharging into a Grease Interceptor shall be individually trapped and vented in ~~an approved manner~~ accordance with the California Plumbing Code. Hydromechanical Grease Interceptors shall be equipped with a flow control device and venting in accordance with the California Plumbing Code. Grease Interceptors and associated plumbing shall be installed in accordance with Grease Interceptor manufacturer's recommendations.

(f) Each Grease Interceptor shall be so installed and connected that it shall be at all times easily accessible for inspection, cleaning and removal of the intercepted grease.

(g) Interceptors shall be maintained in efficient operating condition by periodic removal of the accumulated grease. No such collected grease shall be introduced into any drainage piping, public or private.

(h) Each Grease Interceptor shall be constructed of durable materials satisfactory to the

General Manager and/or District Engineer and shall have a full-size gas tight cover which can easily and readily be removed.

~~(i) Any commercial kitchen or food or restaurant establishment that does not have Grease Interceptors installed in accordance with this Section 4.3, and the California Plumbing Code, is in violation of the District’s Rules and Regulations. Types and models of grease interceptors other than those required by this section may be permitted. However, the General Manager and/or District Engineer may require tests necessary to determine the grease collecting efficiency of the various types and kinds of grease interceptors in order to establish the rate of flow or other rating thereof. Such test requirements may be revised or modified from time to time as deemed necessary.~~

(j) Grease Interceptors required by this Ordinance shall not be installed until the type and/or model has been subjected to, and has fully complied with, tests acceptable to the General Manager and/or District Engineer. Where existing conditions are found acceptable as determined by the General Manager and/or District Engineer, such facilities as presently exist will be allowed to remain in use. Whenever it shall come to the attention of the District that any grease interceptor is no longer acceptable or does not comply with the provisions of this Section, the General Manager and/or District Engineer shall immediately suspend or revoke such approval and require corrective measure.

TABLE IV-1

Gravity Grease Interceptors Sizing
(Per 2022 California Plumbing Code)

<u>Drainage Fixture Units (DFU)</u>	<u>Interceptor Volume (gallons)</u>
<u>8</u>	<u>500</u>
<u>21</u>	<u>750</u>
<u>35</u>	<u>1000</u>
<u>90</u>	<u>1250</u>
<u>172</u>	<u>1500</u>

<u>216</u>	<u>2000</u>
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Food Service Operations

<u>Seating Capacity</u>	<u>Volume in Gallons</u>
10 to 35	500
36 to 60	750
61 to 80	1000
81 to 110	1250
111 to 135	1500

For seating capacities above 135, use the following formula: Seating Capacity × 11.25 =
interceptor size in gallons

Note: Hospital type and residential care operations shall use the above formula,
substituting number of beds for seating capacity.

TABLE IV-2

Hydromechanical Grease Interceptor Sizing Using Fixture Capacity

Step 1: Determine the maximum flow rate from each fixture:

- For Sinks: [inches Length] x [inches Width] x [inches Depth] / 231 x 0.75 fill factor / 1 minute drain time = Gallons Per Minute
- The flow rate from Non-Sink Drain Fixtures (such as floor drains) shall be determined based on gravity flow rate through fixture drain pipe diameter flowing half full (calculated using Mannings Equation) divided by 2.5.

Step 2: Calculate the total flow rate from fixtures that discharge into the interceptor. Grease Interceptor gallons per minute rating shall be equal to or greater than the total load.

<u>Fixtures</u>	<u>Compartments/ Qty</u>	<u>Flow Rate (gallons per minute)</u>
<u>24 inches x 24 inches x</u>	<u>2</u>	<u>44.9</u>

<u>12 inches</u>		
<u>2" Floor Drain</u>	<u>1</u>	<u>4</u>
<u>Rated Appliance</u>	<u>1</u>	<u>5</u>
<u>Total</u>		<u>54 gpm Grease Interceptor</u>

Note: GPM = Gallons Per Minute

Step 3: Confirm Grease Interceptor Sizing with manufacturer's suggested sizing criteria. In the event of a conflict between manufacturer's suggested sizing and calculation in Step 2, choose the larger size.

4.4 ADDITIONAL REQUIREMENTS

No statement contained in this Section shall be construed to interfere with any additional requirements that may be imposed by any law, ordinance, rule or regulation of the District or of the Health Department of the State or of the City or County.

SECTION 5.0 - BUILDING LATERAL AND CONNECTIONS

5.1 PERMIT REQUIRED

In accordance with Section 8 of this Ordinance, no Person shall construct a Building Lateral, or make a connection with any Public Sewer without first obtaining a written Permit from the District and paying all fees and connection charges as established.

5.2 DESIGN AND CONSTRUCTION REQUIREMENTS

Design and construction of Building Laterals shall be in accordance with this Ordinance and District Standards. All new Building Sewers shall have a minimum slope of 1/4- inch per foot and a maximum slope of 3 inches per foot unless specifically permitted by the District. Public Sewers which are laid in public easements, roadways, or provide Sewer service for two or more Building sites of record shall be six inches or greater in diameter.

5.3 SEPARATE SEWERS

Every Building fronting on the same Street or easement requiring Sewer service shall be separately and independently connected with the Public Sewer; provided, however that where two or more Buildings are on the same parcel, belonging to one owner, and which cannot legally be subdivided, separate connections need not be made with the Public Sewer. No two separate owners of adjacent parcels shall be permitted to join in the use of the same Sewer lateral.

Single family residential units with common walls, condominiums, townhouse, stock cooperative, community apartment or other similar improvements, including commercial condominiums or similar units, which entitles owners of interests therein to occupy independent ownership interests and to make joint use of utility and other services, which may be provided by facilities owned in common, may, upon issuance of a Permit authorizing such common use by the District Engineer or assignee, be permitted to maintain a common Sewer lateral or Sewers. Indemnification language approved by the District shall be included in the covenants, conditions and restrictions.

5.4 USE OF EXISTING LATERAL SEWERS

(a) Property owners shall inspect and provide to the District a report of the results of the inspection of the laterals on their property prepared by a licensed Plumber using closed circuit television (CCTV) inspection or other inspection or test method approved by the District Engineer, and if found defective, the property owner shall obtain a lateral repair Permit and thereafter repair the lateral, as follows:

- (1) When Building a new structure on property with an existing lateral, or when otherwise proposing to connect a previously unconnected structure to an existing lateral;
- (2) As a condition of approval of any major Building remodel project. A major Building remodel project is one that is estimated to cost \$50,000 or more;
- (3) Prior to the close of escrow when the property is transferred via sale or other transfer of ownership by deed, instrument or writing;
- (4) Whenever the District finds that a Sewage overflow emanating from a lateral has encroached upon public property, including but not limited to a Street or the Storm Drain system, or has flowed onto private property owned by another property owner;
- (5) Whenever the District finds that a Sewage overflow emanating from a lateral presents a threat to public health, even if it has not flowed across a property line.

In the absence of a specific deadline, all inspection and testing work shall be completed within 60 days of notification by the District that such inspection is required. Existing laterals shall not be used if they are found to be defective by the inspection or if they fail District mandated tests or if they were constructed of materials deemed unacceptable by the District Engineer.

- (6) When as part of its periodic construction and maintenance of Sewer mains, the District discovers defective laterals, the District may order the property owner to conduct an inspection, repair or replacement of any lateral that the District knows or reasonably suspects to be defective.
 - (b). A lateral shall be considered defective if it has any of the following conditions: tap connections to the sewer main, displaced joints, root intrusion, substantial deterioration of the lines, damaged clean-out, defective clean-out, inflow, infiltration of extraneous water, or other conditions likely to substantially increase the chance for a lateral blockage, or if, within a period of one year, a lateral suffers two or more blockages resulting in overflows. Factory wye connection made of the same material as the Main Sewer is required.
 - (c) Whenever defective laterals are found, the property owner, at the sole expense of the property owner, shall repair or replace the lateral. The District Engineer shall determine the extent of repair required, and more limited repair than complete replacement of the lateral may be permitted at the sole discretion of the District Engineer. The following requirements shall be met.

(1) A replaced or repaired lateral shall not be covered or backfilled until it has been inspected by a representative of the District.

(2) All repaired or replaced laterals shall be brought into compliance with District requirements. Overflow devices must be installed on all repaired or replaced laterals, and backflow valves are required to be installed on laterals.

(d). In the absence of a specific deadline established by the District, all repair or replacement work shall be completed within 60 days of notification by the District that such repair or replacement is required.

(e). When a lateral is completely replaced in accord with a valid lateral replacement Permit, the property owner is not required to inspect the lateral upon sale of the property for 10 years following the date of complete replacement of the lateral.

(f). Roots, grease, or other material which have accumulated in a lateral cleaned or maintained shall be prevented from entering the Sewer main during the maintenance or repair of the lateral. In the event that material is permitted to enter the main causing or contributing to the cause of a Sewage spill, the property owner and/or Contractor performing such maintenance work, in addition to any criminal penalties imposed, shall be subject to civil liability for any fines or other expense incurred by the District resulting from the spill.

5.5 CLEANOUTS, SEWER RELIEF VALVES & BACKWATER PREVENTERS

(a) Every Building Lateral shall have a cleanout, Sewer relief valve and backwater preventer. A cleanout with Sewer relief valve and a backwater preventer shall be installed in the Building lateral between the Building and the public Sewer, and shall be installed on the Owner's property and at a location in the Building lateral where the Sewage will flow to the public Sewer by gravity.

(b) Building lateral cleanouts shall be installed at intervals not to exceed one hundred feet (100') of straight runs.

(c) Every change in alignment or grade in excess of ninety (90) degrees in a Building Lateral shall be served by a cleanout. All required Building Lateral cleanouts shall be extended to grade. When Building Laterals are located under Buildings, the cleanout requirements of the Uniform Plumbing Code shall apply.

(d) Each cleanout shall be installed so that it opens in a direction opposite to the flow of the waste or at right angles thereto, and except in the case of "wye" branch and end-of-line cleanouts, vertically above the flow of the pipe.

(e) Cleanouts shall be made accessible by yard boxes with removable covers when located in walkways or driveways. The cover may be cast iron or concrete with the ability to vent and the cover shall have permanent lettering cast into its surface as follows: "CO" or "CLEANOUT" or "SEWER". The entire assembly shall have adequate strength to resist applied loads.

5.6 SEWER TOO LOW

In any situation where the lateral is too low to Permit gravity flow to the public Sewer, sanitary Sewage shall be lifted by artificial means (such as a sewage ejector pump system or lift station) approved by the General Manager and/or District Engineer and discharged to the public Sewer at the expense of the property owner.

5.7 CONNECTION TO PUBLIC SEWER- WYE INSTALLATIONS

(a) Any Person desiring to have a Building Lateral installed, repaired, replaced, relocated or removed, shall make application to the District for a Permit to allow the work done. All work shall be completed as required in the District's Standard Specifications and Details.

(b) The Plumber installing the Building Lateral shall be responsible for traffic control and public safety during the operation of installing the wye connection, and shall be responsible for complete excavating, shoring, if required, backfilling and repaving as required by the public agency at the location of the proposed wye connection.

(c) All connections to the Public Sewer shall be made with a preformed wye of the same material as the Main Sewer.

5.8 MAINTENANCE OF BUILDING LATERALS

Building laterals shall be maintained by the Owner of the property served. When repairing or constructing a lateral, the Plumber shall report to the District whenever he/she discovers any stoppage observed in the Main Sewers. The District will remove said stoppage.

5.9 ALL COSTS PAID BY OWNER

All costs and expenses incident to the installation and connection for which a Permit has been issued shall be borne by the Owner. The Owner shall indemnify the District from any loss or damage that may directly or indirectly be occasioned by the work.

5.10 INSPECTION

(a) All Sewer construction work shall be inspected by the District. No Sewer shall be covered at any point until it has been inspected and passed for acceptance. No Sewer

shall be connected to the District's Public Sewer until the work covered by the Permit has been completed, inspected, tested and approved by the Inspector.

(b) The Person doing the work authorized by the Permit shall notify the office of the District that said work is ready for inspection. Such notification shall be given not less than forty-eight (48) hours, prior to the start of any Sewer construction during normal District working hours and a request must be made by contacting the Collections Superintendent or assigned Inspector as indicated on the District Permit. Messages or voicemails are not acceptable. This notification applies not only to starting new work, but also to restarting work which has been temporarily halted. No inspections shall be conducted outside of District working hours.

(c) When completed work does not comply with this Ordinance, a notice to that effect shall be given instructing the Owner of the premises, or the agent of such Owner, to repair the Sewer or other work authorized by the Permit in accordance with the ordinances, rules and regulations of the District.

SECTION 6.0 - PUBLIC SEWER CONSTRUCTION

6.1 PERMIT REQUIRED

In accordance with SECTION 8 of this Ordinance, no Person shall construct, extend or connect to any Public Sewer without first obtaining a written Permit from the District and paying all fees and connection charges and furnishing bonds as required in this Ordinance. The provision of this Section requiring Permits shall not be construed to apply to Contractors constructing Sewers and appurtenances under contracts awarded and entered into by the District.

6.2 DESIGN AND CONSTRUCTION STANDARDS

Minimum standards for the design and construction of Sewers within the District shall be in accordance with the latest edition of the Sanitary Sewer Standard Specifications and Details adopted by the Board. Copies are on file at the District Office and on the District website. General Manager and/or District Engineer, with the consent of the Board, may Permit modifications or may require higher standards where unusual conditions are encountered.

6.3 PERSONS AUTHORIZED TO PERFORM WORK

Only properly licensed Contractors shall be authorized to perform the work of Public Sewer construction within the District. All terms and conditions of the Permit issued by the District to the Applicant shall be binding on the Contractor. The requirements of this Section shall apply to side Sewers installed concurrently with Public Sewer construction.

6.4 COMPLIANCE WITH LOCAL REGULATIONS

Any Person constructing a Sewer within a Street shall comply with all state, County, or City laws, Ordinances, codes, rules and regulations pertaining to the cutting of pavement, opening, barricading, lighting and protecting of trenches, backfilling and repaving thereof and shall obtain all Permits and pay all fees required by the department having jurisdiction prior to the issuance of a Permit by the District.

6.5 COMPLETION OF SEWER WORKS REQUIRED

Before acceptance of any Sewer works by the District and prior to the admission of any Sewage into the system, the Sewer works shall be tested and shall be complete in full compliance with all requirements of the District Standards and to the satisfaction of the General Manager and/or District Engineer.

6.6 SPECIAL REIMBURSEMENT AGREEMENT

Where special conditions exist, in the opinion of the District, they shall be the subject of a special contract between the District and the Person making the Public Sewer main extension.

6.7 PUBLIC SEWER EASEMENTS

A Main Sewer authorized by the Engineer to be constructed on private property will require that an Easement be granted to the District. Sanitary Sewer easements dedicated to the District shall be a minimum of twenty feet wide unless otherwise specifically permitted by the District. Easements shall be located along property lines and shall be entirely on one side of the property line except as specifically permitted by the District. Easements shall be prepared and submitted as required in the most recent District Standard Specifications.

No structures may encroach on, above or below the surface of the ground in any public Sanitary Sewer easement. This includes footing of foundations or eaves from the roof of any adjacent structure, pools, ponds, or out-buildings on slabs or foundations. Decks, sheds, or other structures that may be easily removed for maintenance of the Sanitary Sewer system may be allowed at the discretion of the District and shall be removed at the Owner's expense when notified in writing by the District.

No trees may be planted in a public Sanitary Sewer easement without first obtaining approval of the District. Trees may be allowed only if District determines that damage to the Sanitary Sewer will not occur from root intrusion and adequate access can be provided for maintenance and repair vehicles. Any repair work by the District requiring the removal of trees or other vegetation planted by the Owner or by prior property Owners shall be at the expense of the present Owner.

All required easements and other legal documents shall be subject to approval by District counsel.

SECTION 7.0 - MATERIALS

7.1 MINIMUM STANDARDS

(a) Unless otherwise provided for in this Ordinance, all materials, fixtures or devices used or entering into the construction of Sewer systems or parts thereof, shall be submitted to the District for approval and shall conform to approved applicable standards or to other equivalent standards acceptable to the District, and shall be free of defects. All pipe, pipe fittings and fixtures shall be listed or labeled by a listing agency or shall be approved by the District when listing or labeling by a listing agency is not available.

(b) Each length of pipe and each pipe fitting, trap, material and device used in a plumbing system shall have cast, stamped, or indelibly marked on it the maker's mark or name, the weight and the quality of the product, when such marking is required by the approved standard that applies. All materials and devices used or entering into the construction of Sewer systems or parts thereof shall be marked and identified in a manner satisfactory to the District.

(c) Standards listed or referenced to in this Section cover materials which will conform to the requirements of this Ordinance, when used in accordance with the limitations imposed in this or other sections thereof and their listing. Where a standard covers material of various grades, weights, quality, or configurations, there may be only a portion of the listed standard which is applicable, as determined by the District.

(d) The provisions of this Ordinance are not intended to prevent the use of any alternate material or method of construction provided any such alternate has first been approved and its use authorized by the General Manager.

(e) The General Manager and/or District Engineer may approve any such alternate provided he/she finds that the proposed design is satisfactory and complies with the intent of this Ordinance and the material offered is for the purpose intended, at least the equivalent of that prescribed in this Ordinance, in quality, strength, effectiveness, durability and safety or that the methods of installation proposed conform to other acceptable nationally recognized plumbing standards.

(f) The General Manager shall require that sufficient evidence or proof be submitted to substantiate any claims that may be made regarding the sufficiency of any proposed material or type of construction.

(g) Where there is insufficient evidence to substantiate claims for alternates, the General Manager and/or District Engineer may require tests, as proof of compliance, to be made by an approved testing agency at the expense of the Applicant.

(h) Tests shall be made in accordance with approved standards, but in the absence of such standards, the General Manager shall specify the test procedure.

(i) The General Manager may require tests to be made or repeated if, at any time, there is reason to believe that any material or device no longer conforms to the requirements on which its approval was based.

7.2 SIDE SEWER MATERIALS

A side Sewer beginning two (2) feet from any Building or structure shall be of one the following materials:

(a) VITRIFIED CLAY PIPE- Pipe shall be extra-strength unglazed conforming to ANSI/ASTM Designation C-700 (latest revision). The joints shall conform to ANSI/ASTM Designation C-425 (latest revision). Band- seal type Sewer repair coupling with outside stainless-steel shear ring maybe used.

(b) POLYVINYL CHLORIDE (PVC) GRAVITY SEWER PIPE- Pipe and fittings shall be manufactured in accordance with ASTM Type PSM Designation D-3034 (latest revision), SDR 35; all pipe and fittings shall have rubber ring bell and spigot joints.

(c) POLYVINYL CHLORIDE (PVC) PRESSURE TYPE SEWER PIPE - Pipe and fittings shall be manufactured in accordance with ASTM Type PSP Designation D- 3033 (latest revision).

(d) Acrylonitrile-Butadiene Styrene - (ABS)Pipe. Pipe and fittings shall be manufactured in accordance with ASTM Type D-2661 (latest revision). Pipe and fittings shall be welded together in accordance with the manufacturers' recommendations using a solvent designed solely for use with ABS pipe.

7.3 CLEANOUTS

Cleanouts shall be as shown in the District's Standards for Private Laterals. Cleanout units shall only be installed after the Building construction has been completed and in the presence of an Inspector.

ABS pipe and fittings may be used with the following exceptions:

- (1) If cast iron is required in heavy load or traffic areas as determined by the General Manager and/or District Engineer.

7.4 BACK WATER PREVENTER VALVES

Back water preventer valves shall be as shown in the District's Standards and shall be so constructed as to insure a positive mechanical seal and to remain closed, except when discharging wastes. Such valves shall remain sufficiently open during periods of low flows to avoid screening of solids and shall not restrict capacities or cause excessive turbulence during peak loads.

SECTION 8.0 - PERMITS, FEES AND INSPECTION CHARGES

8.1 PERMIT REQUIRED - Laterals

(a) It shall be unlawful for any Person to install, remove, alter, repair or replace, or cause to be installed, removed, altered, repaired or replaced, any Building Lateral without first obtaining a Permit to do such work from the District.

(b) A separate Permit shall be obtained for each Building or structure.

(c) No Person shall allow any other Person to do or cause to be done any work under a Permit secured by a Permittee except Persons in his/her employ.

(d) A Permit shall be valid for sixty calendar days after the date of issuance by the District. Upon expiration of a Permit, no further work defined under such Permit shall be allowed until the Permit is renewed or a new Permit is obtained.

8.2 WORK NOT REQUIRING A PERMIT

A Permit is not required for the following repair work: The repair of leaks in drains, soil, waste or vent pipe, and clearing of stoppages; provided, however, that should any trap, drainpipe, soil, waste or vent pipe be or become defective and it becomes necessary to remove and replace any part or parts, the same shall be considered as new work and a Permit shall be required and inspection made as herein provided.

8.3 APPLICATION FOR A PERMIT

Any Person legally entitled to apply for and receive a Permit shall make application on the form provided by the District. He shall give a description of the character of the work proposed to be done and the location, ownership, occupancy and use of the premises in connection therewith. The General Manager and/or District Engineer may require plans, specifications or drawings and such other information as he/she may deem necessary.

If the General Manager and/or District Engineer determines that the plans, specifications, drawings, descriptions or information furnished by the Applicant is in compliance with the ordinances, rules and regulations of the District, the Permit applied for shall be issued upon payment of the required fees.

8.4 COST OF PERMIT

The Applicant shall pay for each Permit at the time of issuance.

Any Person who shall commence any work for which a Permit is required by this Ordinance without first having obtained a Permit therefor shall, if subsequently permitted to obtain a Permit, pay double the Permit fee plus \$100 for such work,

provided, however, that this provision shall not apply to emergency work when it shall be proved to the satisfaction of the General Manager and/or District Engineer that such work was urgently necessary and that it was not practical to obtain a Permit therefore before the commencement of the work. In all such cases, a Permit must be obtained as soon as it is practical to do so and if there be an unreasonable delay in obtaining such Permit, a fine as described in SECTION 11 of this Ordinance shall be charged.

8.5 COMPLIANCE WITH PERMIT

After the issuance of a Permit, no change shall be made in the location of the Sewer works, the grade, materials, or other details from those described in the Permit or as shown on the plans and specifications for which the Permit was issued, except with written permission from the General Manager and/or District Engineer.

8.6 AGREEMENT

The Applicant's signature on an application for any Permit shall constitute an agreement to comply with all of the provisions, terms and requirements of this and other ordinances, rules and regulations of the District, and with the plans and specifications he/she has filed with his/her application, together with such corrections or modifications as may be made or permitted by the District. Such agreement shall be binding upon the applicant and may be altered only by the District upon the written request for the alteration from the Applicant.

8.7 CHARGES FOR ANNEXATION

Annexation charges shall be paid by the property owner(s). The annexation charges shall be paid in the amount and at the time as set forth by a separate ordinance of the District.

8.8 INSPECTION CHARGES

A fee established by resolution of the District Board shall be charged the Applicant for the inspection of all Sewer work, including vent-traps and cleanouts, laterals, and wye connections. An additional fee in the same amount of this fee shall also be charged for each re-inspection of work which was found to be defective during a previous inspection.

8.9 STREET EXCAVATION PERMIT

The Applicant shall obtain the necessary bond and Permit for opening Streets or for encroachments in Streets, required by the City or County and shall comply with existing City and County regulations regarding backfill, paving or repaving.

SECTION 9.0 - OUTSIDE SEWERS

9.1 SPECIAL OUTSIDE AGREEMENTS.

Where special conditions exist relating to any Outside Sewer, they shall be the subject of special contract between the Applicant and the District, and the Applicant shall be charged for Sewage service accordingly.

SECTION 10.0 - MISCELLANEOUS PROVISIONS

10.1 PROTECTION FROM DAMAGE

No Person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the District's Sewer system. Any Person violating this provision shall be subject to the penalties provided by law.

10.2 INSPECTION AUTHORITY

(a) An officer or other employee of the District duly authorized to administer and enforce the rules and regulations of the District may, upon exhibiting proper credentials and identification, request permission to enter in and upon any and all Buildings, industrial facilities, other properties for the purpose of inspection, reinspection, observation, measurement, sampling, testing and otherwise performing such duties as may be necessary in the enforcement of the provisions of the ordinances, rules, and regulations of the District. If permission is granted, the officer or employee shall enter and perform the duties he/she is there to perform. If permission is not granted, in addition to other available options the officer or employee may request the District to seek a warrant to inspect pursuant to Section 1822.50-1822.59 of the California Code of Civil Procedure.

(b) Notwithstanding subsection (a) immediately above, if in the reasonable judgement of such duly authorized officer or employee there exist on or in a Building, industrial facility, or other property circumstances that he or she reasonable believes requires immediate inspection to prevent physical harm to any person or harm or damage to such premises and/or adjacent properties, the officer may enter immediately with or without permission to observe and address the circumstances.

10.3 SEPARABILITY

If any section, subsection, sentence, clause or phrase of this Ordinance or the application thereof to any Person or circumstance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Ordinance or the application of such provision to other Persons or circumstances. The Board hereby declares that it would have passed this Ordinance or any section, subsection, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared to be unconstitutional.

SECTION 11.0 - ENFORCEMENT

11.1 VIOLATIONS

Any Person found to be violating any provision of this or any other Ordinance, rule or regulation of the District shall be given written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction there-of. Said time limit shall not exceed five (5) working days or such other time as reasonably determined by District to correct the violation. The offender shall, within the period of time stated in such notice, permanently cease all violations. All Persons shall be held strictly responsible for any and all acts of agents or employees done under the provisions of this or other Ordinance, rule or regulation of the District.

11.2 PUBLIC NUISANCE

Continued habitation of any Building or continued operation of any ~~industrial~~ facility in violation of the provisions of this or any other Ordinance, rule or regulation of the District is hereby declared to be a public nuisance. The District may cause proceedings to be brought for the abatement of the occupancy of the Building during the period of such violation.

11.3 DISCONNECTION

For violation of Section 6.05 of this Ordinance, an immediate disconnection may be made. As a further method of enforcing the provisions of this or any other Ordinance, rule or regulation of the District, the General Manager shall have the power to disconnect the user or subdivision Sewer system from the Sewer mains of the District. Upon disconnection, the General Manager shall estimate the cost of dis-connection from and reconnection to the system, and such user shall deposit the cost, as estimated, of disconnection and reconnection before such user is reconnected to the system. The General Manager shall refund any part of the deposit remaining after payment of all costs of disconnection and reconnection.

11.4 PUBLIC NUISANCE ABATEMENT

During the period of such disconnection, habitation of such premises by human beings shall constitute a public nuisance, whereupon the District shall cause proceedings to be brought for the abatement of the occupancy of said premises by human beings during the period of such disconnection. In such event, and as a condition of reconnection, there is to be paid to the District a reasonable attorney's fee and cost arising in said action.

11.5 MEANS OF ENFORCEMENT ONLY

The District hereby declares that the foregoing procedures are established as a means of enforcement of the terms and conditions of its Ordinances, rules and regulations, and not as a penalty.

11.6 MISDEMEANOR

Section 6523 of the Health and Safety Code of the State of California provides that a violation of a regulation or ordinance of a District is a misdemeanor, punishable by imprisonment in the County jail not to exceed 30 days, or by fine not to exceed one thousand dollars (\$1,000), or by both.

Each and every connection or occupancy in violation of the Ordinances, rules and regulations of the District shall be deemed a separate violation and each and every day or part of a day a violation of the Ordinance, rule or regulation continues shall be deemed a separate offense hereunder and shall be punishable as such.

11.7 LIABILITY FOR VIOLATION

Any Person violating any of the provisions of the Ordinances, rules or regulations of the District shall become liable to the District for any expense, loss or damage occasioned by the District by reason of such violation.

SECTION 12.0 - REPEAL OF INCONSISTENT ORDINANCES

12.1 INCONSISTENT ORDINANCES

This Ordinance repeals and supersedes Ordinance 84 ~~and~~, 1991-06, and 2019-01 and all other Ordinances and part of Ordinances insofar as they conflict with this Ordinance.

12.2 PUBLICATION

~~Upon adoption, this Ordinance shall be published once in a newspaper of general circulation published in the District and shall take effect one week after such publication.~~Upon adoption, a summary of this ordinance shall be published once in a newspaper published in the District along with the names of those board members voting for and against the ordinance; and a certified copy of the full text of the ordinance shall be posted in the District office. This ordinance shall be entered in the minutes and be published and take effect upon the expiration of the week of publication.

ORDINANCE NO. 2024-02

AN ORDINANCE (1) REPEALING AND REPLACING ORDINANCE NO. 2019-01 UNIFORM PLUMBING ORDINANCE OF THE CARMEL AREA WASTEWATER DISTRICT, AND (2) ADOPTING THE UNIFORM PLUMBING ORDINANCE OF THE CARMEL AREA WASTEWATER DISTRICT

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

1. Adopted. The attached "Uniform Plumbing Ordinance " (Exhibit A) consisting of 36 pages, establishing standards governing sewer piping, construction design, disposal of sewage, and various other related matters within the Carmel Area Wastewater District, is hereby adopted by the District, to read in its entirety as set forth in Exhibit A, incorporated herein by this reference.

2. Repeal and replacement of Ordinance 2019-01. This Ordinance repeals and replaces Ordinance 2019-01, and any other CAWD ordinance, resolution, rule or regulations inconsistent herewith. The provisions of this Ordinance, insofar as they are substantially the same as prior provisions relating to the same subject matter shall be construed as restatements and continuations thereof and not as new enactments.

To the extent this Ordinance or any portion or section of this Ordinance is determined invalid or unconstitutional, such portions of Ordinance 2019-01 shall remain in effect and such penalties due thereunder for any categories of violation shall remain due and payable as if those portions of Ordinance 2019-01 had not been replaced. With respect, however to violations, rights accrued, liabilities accrued, or appeals taken, prior to the effective date of this Ordinance, under any chapter, ordinance, or part of an ordinance, such chapter, ordinance or part of an ordinance shall be deemed to remain in full force for the purpose of sustaining any proper suit, action, or other proceedings, with respect to any violation, right liability or appeal.

3. Summary of Ordinance. An ordinance regulating the use of public and private sewers, the installation and connection of building laterals, the installation of sewer laterals and public sewer main extensions, providing permits and fees for the installation and connection of sanitary sewers, establishing charges, providing penalties for the violation of the provisions hereof. A true and certified copy of the full text of this ordinance and the incorporated Exhibit A are on file and available for inspection at the District offices.

4. Severability. The Board declares that each section, subsection, paragraph, subparagraph, sentence, clause, phrase, and graphic of this ordinance is severable and independent of every other section, subsection, paragraph, subparagraph, sentence, clause, phrase and graphic of this ordinance.

If any section, subsection, paragraph, subparagraph, sentence, clause, phrase, or graphic of this ordinance is held invalid, the Board declares that it would have adopted the remaining provisions of this ordinance irrespective of the portion held invalid, and further declares its express intent that the remaining portions of this ordinance should remain in effect after the invalid portion has been eliminated.

5. CEQA Exempt. This approval is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It can be stated with certainty that adoption of the standards set out in Exhibit A is not an activity that may have a significant effect on the environment, and therefore is not subject to CEQA. (CEQA Guidelines, Section 15601(b)(3))

6. Publication. This ordinance shall be a general regulation of the District and in accordance with Section 6490 of the Sanitary District Act of 1923 this ordinance shall be entered in the District's minutes and a summary of this ordinance prepared by District Legal Counsel shall be published once in a newspaper published in the District along with the names of those board members voting for and against the ordinance; and a certified copy of the full text of the ordinance shall be posted in the District Office.

7. Effective Date. This ordinance shall take effect upon the expiration of the week of publication.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on September 26, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Board Clerk

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: September 26th, 2024

Subject: Adopting Revisions to the Uniform Plumbing Ordinance & Administrative Penalties Ordinance

RECOMMENDATION

It is recommended that the Board of Directors approve Ordinance No. 2024-02, adopting revisions to the Carmel Area Wastewater District (CAWD) Uniform Plumbing Ordinance, and Ordinance No. 2024-03, adopting revisions to the CAWD Administrative Penalties Ordinance.

DISCUSSION

CAWD staff are recommending revisions to the District's Uniform Plumbing Ordinance in order to clarify requirements for grease interceptors and update the ordinance to be more in line with existing standards contained in the current California Plumbing Code.

In order to establish a process to enforce any violation of the District's Ordinances, the Administrative Penalties Ordinance is being recommended to be revised to incorporate provisions for handling continuing/ongoing violations that exist after the expiration of a correction period contained in a specific compliance order.

Prior to bringing these ordinance revisions to the Board of Directors, CAWD staff conducted outreach to the Carmel Restaurant Association in the form of a presentation. Also, staff sent notices to each restaurant in our District with an invitation to a special information session at the CAWD offices held on September 4th, and an invitation to today's board meeting.

The proposed ordinances revisions were also posted on the CAWD website.

FUNDING

Updating these ordinances requires minimal funding to publish a summary of each ordinance in the local newspaper. Funding exists in the “Legal Notices” line item in the FY 2024-25 Budget.

Attachments: (Exhibit A)

- Revisions to Uniform Plumbing Ordinance (red line version)
- Revisions to Administrative Penalties Ordinance (red line version)

ADMINISTRATIVE PENALTIES

ORDINANCE ~~2019-03~~

(Current Revision by Ordinance 2024-03)



CARMEL AREA WASTEWATER DISTRICT

Exhibit A

EFFECTIVE DATE: ~~May 24, 2019~~PENDING

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ADMINISTRATIVE PENALTIES

1.0 Purpose and Intent

These Administrative Penalties procedures (“Procedures”), adopted as authorized by Sections 53069.4 and 54951 of California government code, establish an enforcement mechanism for violations of Carmel Area Wastewater District (“CAWD”) rules and regulations (“Regulations”), including without limitation the Sanitary Sewer Standard Plans and Specifications and the Pretreatment Ordinance and the Uniform Plumbing Ordinance. These Procedures are in addition to any other procedures or legal remedies available to address violations of CAWD Regulations. The Board of Directors finds that the enforcement of CAWD Regulations is an important public service and is vital to the protections of the public’s health, safety and quality of life. CAWD’s comprehensive code enforcement system uses a combination of judicial and administrative remedies to gain compliance with Regulations.

2.0 Definitions

- (A) “Administrative Citation” is an official notification, on a form meeting the criteria of these Procedures, of a violation of any provision of CAWD Regulations. Administrative Citations require correction of the violations they identify and impose penalties on the Responsible Person(s).
- (B) “Compliance Order” is an official notification, on a form meeting the criteria of these Procedures, of violations of any provision of CAWD Regulations. Compliance Orders require correction of the violations they identify.
- (C) “Enforcement Officer” is any person appointed by CAWD to implement the provisions of these Procedures.
- (D) “Responsible Person” is any person that an Enforcement Officer determines is responsible for the causing, maintaining, committing, or allowing a violation of CAWD Regulations. A Responsible Person includes without limitation anyone who exercises legal or physical control over a property or business premises in the City, such that the Responsible Person is capable of preventing or correcting violations of CAWD Regulations.

3.0 Administration

The CAWD General Manager shall administer these Procedures, and may establish appropriate rules, forms, and process for administration, consistent with the requirements of these Procedures. The CAWD General Manager may appoint, or may designate another CAWD official to appoint, one or more Enforcement Officers to issue Compliance Orders and Administrative Citations

4.0 Compliance Order Issuance

- (A) When an Enforcement Officer observes a correctable, continuing violation of CAWD Regulations creating no immediate danger to health or safety, the Enforcement Officer may issue a Compliance Order to any Responsible Person.
- (B) Each Compliance Order shall be in writing and shall include, without limitation, the following information:
 - (1) The date of the violation(s) and the date of service of the Compliance Order.

- (2) The address or a definite description of the location where the violation(s) are occurring or exist, and the approximate time the violation(s) occurred or was observed.
 - (3) The name, address, and other identifying information of the Responsible Person(s).
 - (4) A description of the violation(s), including citation to the sections(s) of CAWD Regulations.
 - (5) An order requiring the correction of the violation(s) within (10) days of the date of the Compliance Order, or within such other reasonable time as the Enforcement Officer may determine, and notifying the Responsible Person that a fine may be imposed if the correction(s) is not made before the expiration of the correction period.
 - (6) An order prohibiting the continuation or repeated occurrence of the violation(s).
 - (7) The fine schedule for the violation(s).
 - (8) The name and signature of the Enforcement Officer.
- (C) If the Enforcement Officer determines that all violation(s) specified in the Compliance Order have been corrected within the time set forth in the Compliance Order, no further action shall be taken against the Responsible Person(s) regarding the violations. If all violations(s) specified in the Compliance Order are not corrected with the time set forth in the Compliance Order, the Enforcement Officer may issue an Administrative Citation to the Responsible Person(s). Issuance of an Administrative Citation does not alter the obligation to comply fully with the Compliance Order.

5.0 Administrative Citation Issuance

- (A) When an Enforcement Officer observes a violation of the CAWD Regulations other than a continuing, correctable violation of CAWD creating no immediate danger to health or safety, or when all violation(s) in a Compliance Order have not been corrected within the time set forth in that Compliance Order, the Enforcement Officer may issue an Administrative Citation to any Responsible Person.

- (B) Each Administrative Citation shall be in writing and shall include, without limitation, the following information:
- (1) The date of the violation(s) and the date of service of the Administrative Citation.
 - (2) The address or a definite description of the location where the violation(s) was observed.
 - (3) The name, address, and other identifying information of the Responsible Person(s).
 - (4) A description of the violation(s), including reference to the section(s) of the CAWD Regulations violated.
 - (5) An order prohibiting the continuation or repeated occurrence of the violation.
 - (6) The fine schedule for the violation.
 - (7) A description of how, when, and where the fine must be paid.
 - (8) A brief description of the Administrative Citation hearing process, including a statement that the Responsible Person has the right to contest the Administrative Citation by requesting a hearing within ten
 - (10) calendar days of the date of service of the Administrative Citation in accordance with this Section, and a statement that anyone aggrieved by the decision of the administrative hearing officer may petition for review by the Monterey County Superior Court within the applicable time frame and pursuant to other applicable requirements.
 - (9) The name and signature of the Enforcement Officer.

- (C) ~~Each~~ Each and every violation of CAWD Regulations shall constitute a separate violation and shall be subject to all remedies and enforcement measures authorized by CAWD. Any recurring or continuing violation of the CAWD Regulations after the expiration of any correction period set forth in a Compliance Order may be assessed fines-constitutes a separate violation for every each day such violation continues, an Administrative Citation may be issued for each separate violation.

6.0 Notices

All notices, including Compliance Orders and Administrative Citations, required per these Procedures shall be served on the Responsible Person(s) in accordance with the following provisions:

- (A) Notices may be personally served on a Responsible Person. When an Enforcement Officer issues a Compliance Order or an Administrative Citation in the presence of a Responsible Person, that a Responsible Person shall be asked to sign the Compliance Order or Administrative Citation to acknowledge receipt. A Responsible Person's failure or refusal to sign a Compliance Order or an Administrative Citation shall not affect the validity of that Compliance Order or Administrative Citation, and a Responsible Person's signature on any Administrative Citation shall not constitute an admission of responsibility.
- (B) Notices may be mailed to the Responsible Person by certified mail, postage prepaid, return receipt requested. Simultaneously, the same notice may be sent by first-class mail, postage prepaid. If a notice sent by certified mail is returned unclaimed, service by first-class mail shall nevertheless be effective if that mail is not returned.

If the violation consists of a condition of real property or otherwise affects real property, such notice shall be addressed to the Responsible Person at the property's address, unless the Enforcement Officer knows or has reason to know that the United States Postal Service does to deliver mail to that property. In addition, if the Enforcement Officer's reasonable investigation reveals a different home or business address for the Responsible Person, a copy of the notice shall also be sent to his alternate address by first-class mail, postage prepaid.

- (C) If after good faith attempts to serve a Responsible Person notice has not been served, a copy of that notice shall be posted in a conspicuous place on the property where the alleged violation has been observed.
- (D) If a Compliance Order or Administrative Citation is issued for violation of CAWD Regulations by a business or other organization, and if the Responsible Person cited is not the sole owner of that business or other organization, a copy of the Compliance Order or Administrative Citation and of any other notices required in connection with that Administrative Citation shall also be personally delivered or shall be sent by first-class mail, postage prepaid, to the owner or director of that business or other organization, as may be determined by the Enforcement Officer's investigation.

- (E) If a Compliance Order or Administrative Citation is issued for a violation of CAWD Regulations existing on real property, and if the Responsible Person cited is not shown in the official records of the CAWD as the sole owner in fee simple of the real property, a copy of the Compliance Order or Administrative Citation and of any other notices required in connection with that Administrative Citation shall also be personally delivered or shall be sent by first-class mail, postage prepaid, to any owners of interests in that property that may be affected by the violation, at the address shown on the last equalized County assessment roll, and at such other address as may be determined by the Enforcement Officer's investigation.
- (F) If the Enforcement Officer does not succeed in serving the Responsible Person personally, and if the enforcement investigation reveals no home or business address for the Responsible Person, and if the violation does not consist of any condition of real property, the Enforcement Officer shall cause the notice to be published once a week for four successive weeks in a local newspaper published at least once per week.
- (G) Service of any notice in accordance with these requirements may be proven by declaration or affidavit. Service is complete upon personal delivery, upon deposit with the United States Postal Service, upon posting on property or upon completion of publication according to provisions of this Section. Failure of any person with an interest in the Compliance Order or Administrative Citation to receive properly served notice shall not affect the validity of any proceedings under these Procedures.

7.0 Administrative Citation hearings

- (A) Any Responsible Person may contest an Administrative Citation by requesting a hearing within (10) calendar days from the date of service of the Administrative Citation. The hearing request must be in writing on a form furnished by CAWD, specifying in detail the basis for contesting the Administrative Citation. The Responsible Person requesting the hearing shall deposit with CAWD either the amount of the fine or an application for hardship waiver.

- (B) CAWD shall hold a hearing within thirty (30) days of receiving a hearing request that complies fully with subsection (A) of this Section 7.0. The Responsible Person requesting the hearing, as well as any other persons upon whom the Administrative Citation was served shall be notified of the time and place of the hearing at least ten (10) days before the hearing date. Either the Responsible Person or CAWD official may request a continuance of the hearing to a mutually agreeable date, but in no event may the hearing begin later than (60) days after CAWD receives a hearing request, accompanied by either deposit of the fine or a completed hardship waiver application.
- (C) CAWD shall designate a hearing officer to hear and decide appeals of administrative citations. This hearing officer may, but need not, be an employee of CAWD. The employment, performance evaluation, compensation, and benefits, if any, of a hearing officer shall not be directly or indirectly conditioned upon the number of Administrative Citations or the amount of administrative fines upheld by the hearing officer.
- (D) Failure to file a timely appeal request in accordance with this Section shall constitute a waiver of the Responsible Person's right to contest all matters set forth in the Administrative Citation.

8.0 Hardship Waiver

- (A) Any Responsible Person who requests a hearing to contest an Administrative Citation and who is financially unable to deposit the administrative fine may request a hardship waiver.
- (B) This request shall be filed with the hearing request. The request shall be accompanied by an affidavit, and any other relevant supporting materials, demonstrating the Responsible Person's inability to deposit the fine in advance of the hearing.
- (C) The CAWD General Manager or his or her designee shall decide within ten (10) days of receipt of the hardship waiver request whether to issue a hardship waiver. The decision shall be in writing and shall be served upon the Responsible Person requesting the waiver. The decision shall be final.

- (D) If the CAWD General Manager or his or her designee decides that a hardship waiver is unwarranted, the Responsible Person shall deposit the full amount of the fine within ten (10) days of service of the written decision, or within ten (10) days from the date of the Administrative Citation, whichever is later. If the Responsible Person fails to deposit this fine before the due date, the Responsible Party shall be deemed to have failed to file an appeal, and therefore to have waived the right to contest all matters set forth in the Administrative Citation.

9.0 Hearing Procedure

- (A) On the date and at the time and place set forth in the notice of hearing, the hearing officer shall conduct an orderly hearing and shall accept evidence on which persons commonly would rely in the conduct of their business affairs. Formal rules of evidence shall not apply.
- (B) The Responsible Person contesting the Administrative Citation shall have the opportunity to testify and to present evidence, including witnesses, concerning the alleged violation. Any other interested party, including without limitation the property or business owner, employees, or neighbors, may also present evidence. The hearing officer shall limit the evidence to that which is relevant to establishing or refuting the violation alleged in the Administrative Citation.
- (C) Failure of a Responsible Party or other interested person to attend a scheduled hearing shall constitute a waiver of the right to present evidence in the matter.
- (D) The Administrative Citation and any other reports submitted by the Enforcement Officer shall constitute evidence that upon initial examination, and unless rebutted, supports the facts stated in those documents.
- (E) The hearing officer may take the matter under consideration, may continue the hearing, and may request additional information from the Enforcement Officer or from the Responsible Person or others.

- (F) Based on preponderance of the evidence, the hearing officer shall determine whether to affirm or dismiss the Administrative Citation. The hearing officer may not reduce, waive, or conditionally reduce the fines established by these Procedures.
- (G) The hearing officer shall make findings based on the record of the hearing and shall issue a final written decision based on those findings. The written decision shall be served upon the Responsible Person along with notice regarding the right to further appeal.
- (H) If the hearing officer affirms the Administrative Citation, CAWD shall retain any fine deposited by the Responsible Person. If the hearing officer affirms the Administrative Citation and the fine has not yet been deposited because of an approved hardship waiver, the hearing officer shall specify in the written decision a payment schedule for the fine, including the date upon which the fine will be overdue. If the hearing officer dismisses the Administrative Citation, any fine deposited with CAWD shall be promptly refunded.

10.0 Judicial review

Any person aggrieved by an administrative decision of a hearing officer may obtain review of that decision by filing a petition for review in the Monterey County Superior Court, according to requirements of California Government Code Section 53069.4.

11.0 Administrative Citation Collection

(A) Fines for violation of requirements of the CAWD Uniform Plumbing Ordinance Section 4.3 "Grease Interceptors" shall be as follows:

- (1) Failure to have any drainage fixture within a commercial kitchen or restaurant kitchen connected to a grease interceptor or trap will result in fines of \$100 for each day that a violation continues after the expiration of any correction period set forth in a Compliance Order.
- (2) Failure to have a properly sized, properly installed, or properly functioning grease interceptor or trap installed to serve drainage fixtures in a commercial kitchen or restaurant kitchen will result in fines of \$100 for each day that a violation continues after the expiration of any correction period set forth in a Compliance Order.

(B) Fines for violation of the requirements of the CAWD Uniform Plumbing Ordinance Section 3.3 “Unlawful Disposal” will result in fines of \$100 for each day that a violation continues after the expiration of any correction period set forth in a Compliance Order.

~~(A)(C)~~ For any violation of CAWD Regulations for which no other specific penalty is established, the fine imposed by an Administrative Citation for that violation shall be fifty dollars (\$50.00) ~~for the first violation; one hundred dollars (\$100.00) for a second violation of the same provision of CAWD Regulations within a twelve (12) month period; and five hundred dollars (\$500.00) for each additional violation of that same provision within a twelve (12) month period~~ for each day that a violation continues after the expiration of any correction period set forth in a Compliance Order.

~~(B)(D)~~ Fines for Administrative Citations shall be payable directly to CAWD and are due immediately upon service of the Administrative Citation. Such fines constitute a debt owed to CAWD.

~~(C)(E)~~ Payment of the fine associated with any Administrative Citation shall not excuse the violation, nor shall it bar other or further enforcement activity by CAWD.

~~(D)(F)~~ Any fine paid for an Administrative Citation shall be refunded if it is determined after a hearing under these Procedures that the violation charged in the Administrative Citation did not exist or occur, and therefore that the Administrative Citation was dismissed.

~~(E)(G)~~ If payment of a fine is not received by CAWD within thirty (30) days of its due date, the fine is overdue unless a timely hearing request including an application for a hardship waiver has been filed. If a hardship waiver application is denied, the fine is overdue unless the full amount is deposited within ten (10) days of service of the written decision denying the hardship waiver, or within thirty (30) days from the date of the Administrative Citation, whichever is later. If the hardship waiver is granted and the hearing office affirms the Administrative Citation the hearing officer shall set forth a payment schedule for the fine that shall specify the date on which the fine becomes overdue. In such case, the fine shall be overdue on that date, unless a timely appeal from the hearing officer’s determination is filed

with CAWD. If any such appeal is dismissed, or if the decision of CAWD is to affirm the Administrative Citation, the fine shall be overdue ten (10) days after service by CAWD of entry of judgment or of dismissal, or twenty (20) days after the entry of judgment or of dismissal, whichever is first. A late penalty equal to fifty percent (50%) of the total fine shall be assessed for any overdue fine.

~~(F)~~(H) If the fine is overdue, and if the violation of CAWD Regulations for which the fine was assessed occurred on or was a condition of real property, the outstanding fine and late penalty shall constitute a lien against that real property. The Enforcement Officer shall prepare and file with CAWD a report stating the amount due and owing.

CAWD may record notice of this lien after a hearing before CAWD Board of Directors to consider any protest or objection to the lien. The Enforcement Officer shall serve notice of the hearing upon the owner of record of real property, based on the last equalized assessment roll or the supplemental roll, whichever is more current. The notice of hearing shall include the time, date, and place of hearing and the amount of the lien to be imposed and shall be served accordingly.

If CAWD determines that the lien should be imposed, the CAWD General Manager may cause notice of the lien to be recorded by the County Recorder. Once recorded, the lien shall have the force and effect and priority of a judgment lien governed by Section 697.340 of the California Code of Civil Procedure and may be extended as provided in Sections 683.110 to 683.220, inclusive, of that Code.

~~(G)~~(I) The remedies set forth in this section are not exclusive. CAWD may collect past due fines for Administrative Citations, and penalties for late fines, using small claims court or by any other legal remedy.

ORDINANCE NO. 2024-03

AN ORDINANCE (1) REPEALING AND REPLACING ORDINANCE NO. 2019-03 ADMINISTRATIVE PENALTIES ORDINANCE OF THE CARMEL AREA WASTEWATER DISTRICT, AND (2) ADOPTING THE ADMINISTRATIVE PENALTIES ORDINANCE OF THE CARMEL AREA WASTEWATER DISTRICT

-oOo-

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

1. Adopted. The attached "Administrative Penalties Ordinance" (Exhibit A) consisting of 12 pages, establishing enforcement mechanism for violations of the Carmel Area Wastewater District rules and regulations, is hereby adopted by the District, to read in its entirety as set forth in Exhibit A, incorporated herein by this reference.
2. Repeal and replacement of Ordinance 2019-03. This Ordinance repeals and replaces Ordinance 2019-03, and any other CAWD ordinance, resolution, rule or regulations inconsistent herewith. The provisions of this Ordinance, insofar as they are substantially the same as prior provisions relating to the same subject matter shall be construed as restatements and continuations thereof and not as new enactments.

To the extent this Ordinance or any portion or section of this Ordinance is determined invalid or unconstitutional, such portions of Ordinance 2019-03 shall remain in effect and such penalties due thereunder for any categories of violation shall remain due and payable as if those portions of Ordinance 2019-03 had not been replaced. With respect, however to violations, rights accrued, liabilities accrued, or appeals taken, prior to the effective date of this Ordinance, under any chapter, ordinance, or part of an ordinance, such chapter, ordinance or part of an ordinance shall be deemed to remain in full force for the purpose of sustaining any proper suit, action, or other proceedings, with respect to any violation, right liability or appeal.

3. Summary of Ordinance. An ordinance establishing an enforcement mechanism for violations of Carmel Area Wastewater District rules and regulations ("Regulations"), including without limitation, the Sanitary Sewer Standard Plans and Specifications, the Pretreatment Ordinance and the Uniform Plumbing Ordinance. These Procedures are in addition to any other procedures or legal remedies available to address violations of CAWD Regulations. The Board of Directors finds that the enforcement of CAWD Regulations is an important public service and is vital to the protection of the public's health, safety and quality of life.

CAWD's comprehensive code enforcement system uses a combination of judicial and

administrative remedies to gain compliance with Regulations.

A true and certified copy of the full text of this ordinance and the incorporated Exhibit

A are on file and available for inspection at the District offices.

4. Severability. The Board declares that each section, subsection, paragraph, subparagraph, sentence, clause, phrase, and graphic of this ordinance is severable and independent of every other section, subsection, paragraph, subparagraph, sentence, clause, phrase and graphic of this ordinance. If any section, subsection, paragraph, subparagraph, sentence, clause, phrase, or graphic of this ordinance is held invalid, the Board declares that it would have adopted the remaining provisions of this ordinance irrespective of the portion held invalid, and further declares its express intent that the remaining portions of this ordinance should remain in effect after the invalid portion has been eliminated.

5. CEQA Exempt. This approval is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It can be stated with certainty that adoption of the standards set out in Exhibit A is not an activity that may have a significant effect on the environment, and therefore is not subject to CEQA. (CEQA Guidelines, Section 15601(b)(3))

6. Publication. This ordinance shall be a general regulation of the District and in

accordance with Section 6490 of the Sanitary District Act of 1923 this ordinance shall be entered in the District's minutes and a summary of this ordinance prepared by District Legal Counsel shall be published once in a newspaper published in the District along with the names of those board members voting for and against the ordinance; and a certified copy of the full text of the ordinance shall be posted in the District Office.

7. Effective Date. This ordinance shall take effect upon the expiration of the week of publication.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on September 26, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS;

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Clerk of the Board



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., August 29, 2024
3945 Rio Road
Carmel, California 93950

Via Teleconference Webinar & In Person with Proof of Vaccination

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

**Signifies Virtual Attendance*

Present: President Ken White, Pro Tem Bob Siegfried, Directors: Cole, Rachel, Urquhart

Absent: None

A quorum was present.

Others: Barbara Buikema, General Manger Carmel Area Wastewater District (CAWD or District)
Domine Barringer, Board Clerk, CAWD
Patrick Treanor, District Engineer, CAWD
Jeff Bandy, Principal Engineer, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Mark Dias, Safety & Compliance Officer
Daryl Lauer, Collections Superintendent, CAWD
Ed Waggoner, Plant Superintendent, CAWD
Kevin Young, Plant Supervisor, CAWD*
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Leo Laska, President, Pebble Beach Community District (PBCSD)
Nick Becker, General Manager, PBCSD

In Person Public Attendees:

Ryan Heron| Labor Relations Representative LiUNA Local 792

***Virtual Public Attendees:**

Hunter Leighton| Constituent
Alexis Schweisinger| Green Infrastructure Design
Ashley Asta| Green Infrastructure Design
Steve Thomas |TBC Communications

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

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 comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

Director Siegfried stated that budget session is approaching and asked that part of the newsletter being converted to an email format. Director Siegfried would like to agendize a discussion about that topic before the budget begins. The Board was in consensus.

Ryan Heron made an introduction as the Union Representative of LiUna Local 792 and that he represents the employees of the District and addressed the letter he submitted to the Board. The Board is in receipt of the letter.

Hunter Leighton requested the District conduct an audit of Accessory Dwelling Units.

Alexis Schweisinger made an introduction and stated they are currently working with District on Geographical Information Systems (GIS) issues.

Ed Waggoner, Superintendent of Plant, addressed the Board regarding the laboratory.

The information that Mr. Littman submitted to the board was given to all board members. Mr. Littman was not present during the meeting.

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

Insertion of the Workplace Violence Staff Report was presented on screen during the presentation of the program to the Board and was posted to the District website as a separate item.

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS-ALL REPORTS RELATE TO CURRENT YEAR

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

Board Action

A Motion To Receive And Approve The Consent Agenda Was Made By Director Urquhart And Seconded By Director Cole. After A Roll Call Vote, The Board Unanimously Received And Approved The Following Consent Calendar/Agenda.

Director Cole asked about Page 9 on the meeting notes regarding the July 25 meeting minutes that clarification was needed and that eminent domain was a fallback position and avoid it if at all possible. Director Cole read the Board Action: "A Motion Was Made By President White And Seconded By Director Urquhart To Be Able To Pursue All Possible Options Of All Real Property Acquisition In Furtherance Of This Project."

Director Urquhart stated that the legal counsel's language needs to be legally correct, but it does not reflect the intent of the motion or the Board's time. Director Urquhart suggested that something be emphasized in notes that what Director Cole is saying is that eminent domain is that last resort, and the District would attempt to avoid it. As it is shown in the notes it does not reflect the intent of the motion. The Board did not forgo eminent domain, but we were also making a statement that it is the last resort and last choice option.

- 3.** July 25,2024 Regular Board Meeting Minutes, August 13, and 15 Pension & Investment -Long Term Investments, August 21, 2024 Bridge To Everywhere Minutes
- 4.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)-July 2024
- 5.** Receive and Accept Schedule of Cash Receipts & Disbursements-July 2024
- 6.** Approve Register of Disbursements – Carmel Area Wastewater District-July 2024
- 7.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –July 2024
- 8.** Receive and Accept Financial Statements and Supplementary Schedules –July 2024
- 9.** Receive and Accept Collection System Superintendent's Report – July, June & May 2024, & 2024 Sewer System Management Plan Audit Report
- 10.** Receive and Accept Safety and Regulatory Compliance Report –July 2024
- 11.** Receive and Accept Treatment Facility Operations Report – July, June & May 2024
- 12.** Receive and Accept Laboratory/Environmental Compliance Report –July 2024
- 13.** Receive and Accept Capital Projects Report/Implementation Plan
- 14.** Receive and Accept Project Summaries – Capital & Non-Capital
- 15.** Receive and Accept Plant Operations Report July 2024
With flyer from Water Awareness Committee of Monterey County, Inc.
- 16.** Receive and Accept Maintenance Projects Report – July 2024
- 17.** Receive and Accept Source Control-Environmental Compliance Report- July 2024

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

- 18. Resolution No. 2024-42; A Resolution Approving A Contribution Of \$100,000 To The District's CalPERS Section 115 Account As Part Of The Budget Process For Fiscal Year 2024-25- Report by General Manager, Barbara Buikema**

A Motion To Table The Resolution Was Made By Director Siegfried And Seconded By Director Rachel. Following A Roll Call Vote With Ayes From Directors Cole, Rachel, Siegfried, Urquhart, And A No Vote from President White, The Board Tabled Resolution 2024-42 until a more rigorous analysis of what is being done from extracting this money from the public can be presented to the Board.

- 19. Resolution No. 2024-47; A Resolution Authorizing The General Manager To Purchase A Collections Truck In Fiscal Year 2024-25 In An Amount Not To Exceed \$63,000- Report by Superintendent Of Maintenance, Chris Foley**

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-47, Authorizing The General Manager To Purchase A Collections Truck In Fiscal Year 2024-25 In An Amount Not To Exceed \$63,000 .

- 20. Resolution No. 2024-48; A Resolution Authorizing The General Manager To Purchase A Portable Generator In Fiscal Year 2024-25 In An Amount Not To Exceed \$69,828- Report by Superintendent Of Maintenance, Chris Foley**

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-48, Authorizing The General Manager To Purchase A Portable Generator In Fiscal Year 2024-25 In An Amount Not To Exceed \$69,828.

- 21. Resolution No. 2024-49; A Resolution Authorizing The General Manager To Purchase A Pool Vehicle In Fiscal Year 2024-25 In An Amount Not To Exceed \$42,000-Report by Superintendent Of Maintenance, Chris Foley**

A Motion To Approve The Resolution Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-49, Authorizing The General Manager To Purchase A Pool Vehicle In Fiscal Year 2024-25 In An Amount Not To Exceed \$42,000.

- 22. Resolution No. 2024-50; A Resolution Authorizing The Annual Adjustment Of the District's Reserve Fund Balances By Transferring \$8,255,948 To The Capital Fund And \$4,645,442 To The Capital Fund From the General Operations & Maintenance Fund And Capital Improvement Reserve, Respectively, In Accordance With The District's Reserve Policy-Report by General Manager, Barbara Buikema**

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Cole. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-50, Authorizing The Annual Adjustment Of the District's Reserve Fund Balances By Transferring \$8,255,948 To The Capital Fund And \$4,645,442 To The Capital Fund From the General Operations & Maintenance Fund And Capital Improvement Reserve, Respectively, In Accordance With The District's Reserve Policy.

- 23. Resolution No. 2024-51; A Resolution Authorizing The General Manager To Enter Into A Contract With Osborne Partners For Investment Management Services For The District Legacy Defined Benefit Pension Plan-Report by General Manager, Barbara Buikema**

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-51, Authorizing The General Manager To Enter Into A Contract With Osborne Partners For Investment Management Services For The District Legacy Defined Benefit Pension Plan.

- 24. Resolution No. 2024-52; A Resolution Authorizing The General Manager To Invite Bids For The Construction Of A Replacement Timber Retaining Wall –Ribera Road-Report by Principal Engineer, Jeff Bandy**

A Motion To Approve The Resolution Was Made By Director Cole And Seconded By Director Rachel, With Director Urquhart Abstaining. Following A Roll Call Vote, The Board Passed Resolution 2024-52, Authorizing The General Manager To Invite Bids For The Construction Of A Replacement Timber Retaining Wall–Ribera Road.

COMMUNICATIONS

- 25. General Manager Report- Report by General Manager, Barbara Buikema**

OTHER ITEMS BEFORE THE BOARD

- 26. Ad Hoc Committee Member Selection: Director Concerns & National Association of Corporate Directors**

- *Director Urquhart volunteered his participation in a previous board meeting.*
- *Requesting another Director to join and for the Board to provide the naming convention.*

Director Siegfried stated that the National Association of Corporate Directors at the last meeting was determined to be optional. Director Siegfried stated that Director Urquhart’s concerns should be added directly to the agenda going forward instead of establishing another committee.

Director Urquhart’s recollection is that the Directors were asked what they would like to see evaluated in the future. The suggestion was that there should be the creation of an ad hoc committee be formed to review and come back to the Board, it is up to the Board to decide how they would like to proceed.

President White suggested that the ad hoc committee not be formed and agreed to add these items directly to future agendas.

Barbara Buikema, General Manager requested that either Director Urquhart or Siegfried get back to her about the outstanding items to be added to future agendas. There was no objection from the Board.

INFORMATION/DISCUSSION ITEMS

- 27. Wastewater Treatment Plant (WWTP) Bi- Annual Electricity Use Update-** *Report by District Engineer, Patrick Treanor*
- 28. Pebble Beach Community Service District Meeting July 26, 2024,-***Report by General Manager, Barbara Buikema*
- 29. Discussion Regarding The Ordinance Governing Use of Existing Private Laterals,-***Report by District Engineer, Patrick Treanor*
- 30. Presentation to Monterey Peninsula Regional Park District, August 21,2024 ,**-*Report by General Manager, Barbara Buikema*
- 31. Work Place Violence Prevention Program Draft,-***Report by Safety and Compliance Officer, Mark Dias*

Note: PowerPoint Presentation At The Board Meeting

The Work Place Violence Prevention Staff Report was added during the meeting and was posted to the District website as a separate item. Mark Dias presented the PowerPoint presentation for the Draft Work Place Violence Prevention Program during the meeting.

- 32. Post Mortem Corona Road,-***Report by General Manager, Barbara Buikema*

Note: Informational only

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

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

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:
August - 2024, – No Scheduled PBCD meeting.
Friday, September 27, 2024, at 9:30 a.m. – Director Rachel is scheduled to attend.

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Tuesday, October 15, 2025, at 6:00 p.m. –Director Rachel is scheduled to attend.
Tuesday, January (TBD), 2025, at 6:00 p.m. –Director Cole is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 12, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

- *President White requested that the Board follow up on the staff request from the past board retreat.*
- *Director Siegfried attended the Annual California Extreme Precipitation Symposium in July 2024.*
- *Director Siegfried received confirmation that the public is reading the CAWD Connection newsletter.*
- *Director Siegfried commented on open source software with respect to some of the District licensing fees. He stated that some foreign nations have switched to open source software. Perhaps this is something that the District should consider.*
- *Director Cole complimented the District staff on their knowledge and professionalism in their roles at the District.*
- *Director Cole commented on her participation in the CASA conference and that it provided a wealth of information regarding wastewater and sanitary treatment.*

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

A. Public Employee Performance Evaluation

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

B. Public Employee Labor Negotiations-Unrepresented Employee

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

The board took a break at 11:30 am before going into closed session. The board went into closed session at 11:45 a.m. and closed session ended at 1:15 p.m. The Board reconvened into open session at 1:15 p.m., and Legal Counsel reported out that the board took up the items on the agenda and discussed item 34A regarding the performance evaluation of the General Manager and item 34B regarding the negotiation of the unrepresented employee regarding the General Manager. Only time Item 34A was taken up in this session by the Board and was concluded by the Board. Any future negotiations regarding item 34B has been referred to a subcommittee to discuss that matter. There was no reportable action taken.

35. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 1:17 p.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, September 26, 2024, or an alternate acceptable date, via teleconference webinar

As Reported To:

Domine Barringer, Board Clerk

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT (CAWD)

SALARY & BENEFITS COMMITTEE MEETING MINUTES

September 11, 2024, Wednesday, 9:00 a.m.

3945 Rio Road, Carmel, CA 93923

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 9:02 a.m.

Present: President White, Committee member
Director Mike Rachel, Committee member

Absent:

**Signifies Virtual Attendance*

Other Attendee: Barbara Buikema, General Manager,
Chris Foley, Superintendent of Maintenance

Appearances/Public Comments: *None*

1. No Agenda changes

2. **CLOSED SESSION:** *As permitted by Government Code Section 54957 et seq., the Board Directors Committee Members will adjourn to a Closed Session:*

A. **Conference with Labor Negotiations:**

The Board will meet in closed session pursuant to Government Code Section 54957.6:

- **Agency Designated Representative:** Barbara Buikema, General Manager, Chris Foley, Maintenance Superintendent
Employee Organization: LiUNA United Public Employees of California, Local 792

B. **Conference with Labor Negotiations:**

The Board will meet in closed session pursuant to Government Code Section 54957.6:

- **Agency Designated Unrepresentative:** James Grover, Principal Accountant

The committee adjourned to closed session at 9:04 a.m. The Committee came out of closed session at 10:30 a.m. The Committee took up the salaries on the agenda for closed session. The Committee provided a status update of the labor negotiations and strategy for negotiations.

3. OPEN SESSION: *opened at 10:32 a.m.*

4. ADJOURNMENT :

There being no further business to come before the Committee, the meeting concluded at 10:35 a.m. The next Regular Board Meeting will be held Thursday, September 26, 2024 at 9:00 a.m. or an alternate acceptable date, in person and via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)

SPECIAL BOARD MEETING – BOARD RETREAT

September 17, 2024, Tuesday, 9:00 a.m.

3945 Rio Road, Carmel, CA 93923

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 9:05 a.m.

Present: President White, Board President
Suzanne Cole, Director
Mike Rachel, Director
Robert Siegfried, Director
Kevan Urquhart, Director

Absent: None

**Signifies Virtual Attendance*

Other Attendee: Barbara Buikema, General Manager,
Robert Wellington, Legal Counsel
Robert Rathie, Legal Counsel
Annie Mitchell, Facilitator

1. **Appearances/Public Comments:** *None*
2. **Agenda Changes – None**
3. **Information/Discussion Items – discussion of necessity for board support/training in the General Manager evaluation and devising processes that contribute to better board performance:**
 - The first half of the retreat was devoted to a look at each director’s one year and 5 year goals. One year goals included People, Projects, Succession, Outreach, and Process. Five year goals included a Review Compensation model, a response to the Union letter that included a written response to the letter, a “all hands” meeting and a notice to ratepayers to discuss goals. A one-on-one meeting with the Union Representative and Labor Stewards to define District goals was suggested.
4. **Closed Session – General Manager Performance Evaluation**
 - The Board adjourned to Closed Session at 12:25 pm to discuss agenda item as it relates to General Manager Performance, they received information and there was no reportable action. The Board returned to Open Session at 12:59 p.m. where legal counsel reported that there was no reportable action taken.

5. ADJOURNMENT :

There being no further business to come before the Board, the meeting concluded at 12:30 p.m. The next Regular Board Meeting will be held Thursday, September 26, 2024 at 9:00 a.m. or an alternate acceptable date, in person and via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



CliftonLarsonAllen LLP
26515 Carmel Rancho Blvd, Suite 100
Carmel, CA 93923

phone 831-624-5333 fax 831-626-9113
CLAconnect.com

September 18, 2024

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 August 2024. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

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

Carmel Area Wastewater District
September 18, 2024
Page 2 of 2

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.

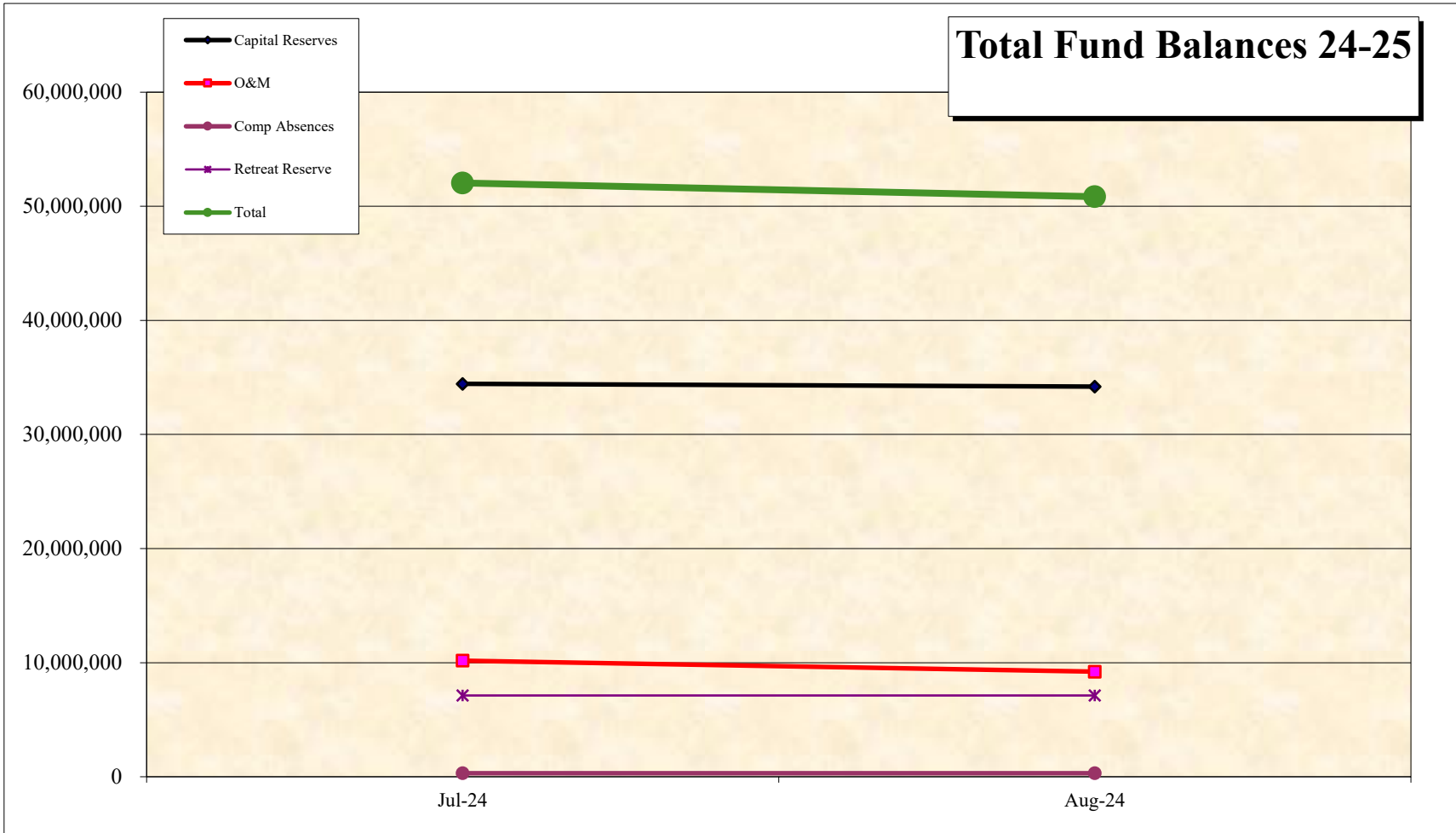
A handwritten signature in blue ink, appearing to read "Robert Lee".

Robert Lee, CPA
Principal
CliftonLarsonAllen LLP

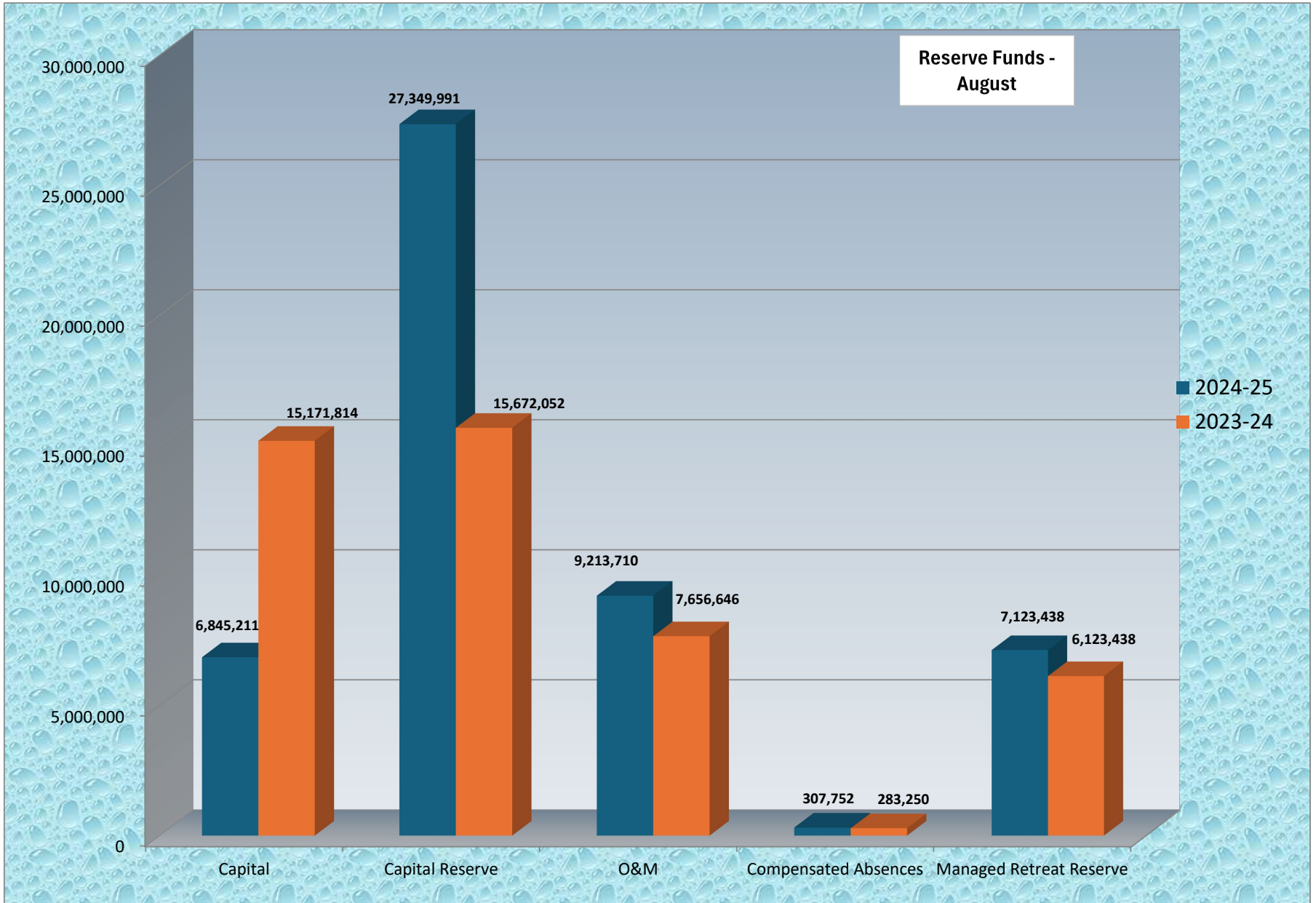
Cc: Mr. Ken White, President

Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - AUGUST 2024

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$7,021,440	\$27,415,937	\$10,171,536	\$307,752	\$7,123,438	\$52,040,102	\$516,436	\$3,336	\$1,279,771
Receipts:									
User Fees							2,858		
Property Taxes									
PBCSD Treatment Fees									
Reclamation O & M reimbursement							19,699		
Reclamation capital billing									
Permits							3,710		
PBCSD capital billing									
Other misc. revenue							450		
Interest income									
Void check-returned funds									
CCLEAN receipts							81,646		
Brine disposal fees							2,785		
Void checks-replace lost checks							10,619		
City of Carmel Public Works-interceptors cleanouts							10,006		
SJSU grant receipts-Applied Marine Sciences							2,811		
Total Receipts	0	0	0	0	0	0	134,584	0	0
Fund Transfers:									
Transfers to Chase Bank O&M	(176,229)	(65,945)	(957,826)				1,200,000		
Transfers to Chase Bank PR							(300,000)	300,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(176,229)	(65,945)	(957,826)	0	0	(1,200,000)	900,000	300,000	0
Disbursements:									
Operations and capital							1,039,151		
Payroll & payroll taxes								288,208	
Employee Dental reimbursements							8,271		
CALPERS EFT							45,289		
CAWD SAM pension EFT							0		
Union dues EFT							746		
Home Depot EFT							2,113		
US Bank EFT							14,166		
Deferred comp contributions EFT							13,092		
PEHP contributions EFT							3,827		
Bank/ADP fees							5	1,110	
Highlands Bond Debt Service Payment							0		
Annual County admin billing fee							0		
GASB 68 report fee							700		
Unfunded CALPERS liabilities							0		
Total Disbursements	0	0	0	0	0	0	1,127,360	289,318	0
BALANCE END OF MONTH	6,845,211	27,349,991	9,213,710	307,752	7,123,438	50,840,102	423,660	14,017	1,279,771



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



Carmel Area Wastewater District
Disbursements
Aug-24

Date	Check	Vendor	Description	Amount
08/01/24	6168	Accelerated Technology Laboratories	LIMS lab software annual renewal	7,090.17
08/01/24	6169	ADP, Inc.	Workforce Now Time and Attendance fee	96.60
08/01/24	6170	Alameda Electrical Distributors	Electrical parts for Plant buildings	1,308.72
08/01/24	6171	AIS Trust Account Newport	2023-24 Equipment Floater adjustment	206.00
08/01/24	6172	Amazon Capital Services	Operating and office supplies	1,126.88
08/01/24	6173	American Legal Publishing Corporation	Codification edits	352.00
08/01/24	6174	AT&T Mobility	SCADA text modem	71.13
08/01/24	6175	AT&T CALNET 3	Admin alarm	38.61
08/01/24	6176	AT&T	Plant fiber router and IP card	766.02
08/01/24	6177	Beth Ingram	Collection worker recruitment	5,000.00
08/01/24	6178	Brenner Fiedler & Associates	Lab supplies	134.42
08/01/24	6179	Bryan Mailey Electric, Inc.	Plant electrical projects	9,075.00
08/01/24	6180	Carmel Print & Copy	Employee business cards	47.12
08/01/24	6181	Christian Schmidt	Work boots	218.50
08/01/24	6182	Cintas Corporation	Laundry service	1,082.62
08/01/24	6183	Cisco Air Systems	Freight fee	130.00
08/01/24	6184	CivicPlus LLC	Monsido Platform annual subscription	5,665.00
08/01/24	6185	Clark Pest Control	Plant service	338.00
08/01/24	6186	Comcast	Admin internet	264.58
08/01/24	6187	Comcast	Pump station internet	537.00
08/01/24	6188	CSRMA	2024-25 Worker's Comp and Property annual premiums	255,447.00
08/01/24	6189	Culligan Water Conditioning	Plant and admin service	47.35
08/01/24	6190	Daryl Lauer	Dental	519.20
08/01/24	6191	Direct TV	Plant service	107.24
08/01/24	6192	Environmental Resource Associates	Lab supplies	1,096.35
08/01/24	6193	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,508.04
08/01/24	6194	Exceedio	Cisco advanced switch & licenses, Cisco advanced firewalls, laptop for interns and server device licenses	16,533.20
08/01/24	6195	Fastenal Company	Operating supplies	48.28
08/01/24	6196	Ferguson Enterprises	Small tools for the Plant	179.75
08/01/24	6197	First Alarm	Quarterly Plant billing	482.31
08/01/24	6198	Fisher Scientific	Lab supplies	3,845.94
08/01/24	6199	Frank A. Olsen Company	GS-6 gearbox	59.07
08/01/24	6200	Got.Net	Domain parking	4.20
08/01/24	6201	Government Finance Officers Association	Annual membership	160.00
08/01/24	6202	Grainger	Operating supplies	124.02
08/01/24	6203	Integral Consulting	CRFREE Mitigation Pipeline Undergrounding project #19-21	8,008.75
08/01/24	6204	Kemira Water Solutions	Ferric chloride	8,479.76

Carmel Area Wastewater District
Disbursements
Aug-24

Date	Check	Vendor	Description	Amount
08/01/24	6205	Kevan Urquhart	Dental	587.44
08/01/24	6206	Liebert Cassidy Whitmore	District legal service	425.00
08/01/24	6207	McDonald Refrigeration	Service incubator in lab	287.50
08/01/24	6208	Metrohm USA, Inc.	New Ion Chromatograph (CAPITAL)	65,945.27
08/01/24	6209	Monterey Bay Analytical Services	Sample analysis	1,544.50
08/01/24	6210	Monterey One Water	2023-24 annual share of the WDR FOG Education Program expenses	838.52
08/01/24	6211	Monterey Tire Service	Tires for cart	421.12
08/01/24	6212	Municipal Maintenance Equipment	Annual vaccon service and repair	7,229.79
08/01/24	6213	Patelco Credit Union	Health savings accounts contributions	3,644.30
08/01/24	6214	Pacific Gas & Electric	Monthly service	4,115.07
08/01/24	6215	Ponton Industries	Sun shield	1,051.42
08/01/24	6216	OVERFLOW STUB		0.00
08/01/24	6217	Quill LLC	Plant and admin office supplies	1,532.84
08/01/24	6218	Raymond De Ocampo	Dental	2,127.00
08/01/24	6219	Rhommel Lopez	Conference per diem advance	360.00
08/01/24	6220	Scarborough Lumber (Ace Hardware)	Collection supplies	332.43
08/01/24	6221	Shape Incorporated	New Progressive Cavity Pump (CAPITAL)	10,276.30
08/01/24	6222	Shimadzu Scientific Instruments	Firmware upgrades	787.50
08/01/24	6223	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	4,608.00
08/01/24	6224	Teledyne Instruments	Two Refrigerated Samplers (CAPITAL)	21,548.32
08/01/24	6225	ULINE	Operating supplies	130.17
08/01/24	6226	Underground Service Alert of No. CA & NV	2024-25 annual membership fee and CA State Regulatory Cost fee	5,287.19
08/01/24	6227	Univar Solutions USA	Sodium bisulfate and hypochlorite	17,992.59
08/01/24	6228	Universal Staffing	Plant and admin temp service	1,905.75
08/01/24	6229	USA Blue Book	Operating supplies	106.00
08/01/24	6230	Vision Service Plan	Vision insurance premium	573.30
08/01/24	6231	Weston Wilson	Replace lost intern check	236.42
08/02/24	6232	AIS Trust Account Newport	2024-25 Commercial Crime premium	1,340.00
08/06/24	6233	MNS Engineers, Inc.	September Ranch Sewer Project #18-29, Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$20,172.09), Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$13,526.30) and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL \$7,700.00)	73,338.39
08/06/24	6234	Monterey County	Scenic Rd Pipe Bursting Project #20-08, development permits (CAPITAL)	13,317.00
08/16/24	6235	A and R Plumbing	Highlands backflow test	120.00
08/16/24	6236	ADP, Inc.	Workforce Now Time and Attendance fee	96.60
08/16/24	6237	Alameda Electrical Distributors	Operating supplies	22.70
08/16/24	6238	Amazon Capital Services	Operating and office supplies	569.63
08/16/24	6239	American Fidelity Assurance	Employee insurance premiums	287.49

Carmel Area Wastewater District
Disbursements
Aug-24

Date	Check	Vendor	Description	Amount
08/16/24	6240	American Lock & Key	Repair lab building lock	135.00
08/16/24	6241	American Legal Publishing Corporation	Supplemental pages and edits	615.85
08/16/24	6242	AT&T Mobility	Cell service and new iPads	4,749.22
08/16/24	6243	Barbara Buikema	Dental (\$277.00) and reimbursement for postage	307.45
08/16/24	6244	California American Water	Monthly service	1,237.38
08/16/24	6245	Christopher Foley	Dental	160.00
08/16/24	6246	Cintas Corporation	Laundry service	1,230.27
08/16/24	6247	Clark Pest Control	Plant service	338.00
08/16/24	6248	Coast Counties Glass, Inc.	Install tempered insulated glass unit	463.50
08/16/24	6249	Comcast	Pump station internet	537.00
08/16/24	6250	Crane and Hoist Services, Ltd.	Annual PM safety inspection	770.00
08/16/24	6251	C S C of Salinas	Operating supplies	155.98
08/16/24	6252	Daryl Lauer	Dental	175.00
08/16/24	6253	Datco Services Corporation	Random employee drug test fee	20.00
08/16/24	6254	Denise Duffy & Associates	Hatton Canyon revegetation management	22,347.45
08/16/24	6255	DKF Solutions Group	Replace lost check	841.72
08/16/24	6256	Doctor's on Duty Medical Group	Employee drug screen and DMV physical	190.00
08/16/24	6257	Domine Barringer	Dental	2,000.00
08/16/24	6258	Edward Waggoner	Conference expense reimbursement	235.59
08/16/24	6259	Enterprise Automation	Artificial Intelligence Pilot Project #24-03 (CAPITAL)	8,225.00
08/16/24	6260	Firato Service Co.	Plant and admin janitorial service	1,796.00
08/16/24	6261	Fisher Scientific	Lab supplies	2,717.28
08/16/24	6262	Grainger	Operating supplies	488.71
08/16/24	6263	Gregory Ange	Conference expense reimbursement	288.00
08/16/24	6264	ICON Cloud Solutions, LLC	Monthly telephone service	603.51
08/16/24	6265	JRG Attorneys at Law	Plant Bridge Retrofit Project #22-04 (CAPITAL)	222.00
08/16/24	6266	Justifacts Credential Verification	New employee report	173.25
08/16/24	6267	Kaesser Compressors	Influent generator PM service	1,598.35
08/16/24	6268	Kevin Young	CWEA annual membership	239.00
08/16/24	6269	Lemos Service	Redline 85 PLUS	36.18
08/16/24	6270	MANCO	Pressure transmitter	2,057.27
08/16/24	6271	McMaster-Carr	Operating supplies	227.68
08/16/24	6272	Michael Rachel	Dental	159.00
08/16/24	6273	MNS Engineers, Inc.	September Ranch Sewer Project #18-29, Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$19,122.75) , Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$1,865.00) and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL \$5021.25)	57,331.81
08/16/24	6274	NAPA Auto Parts	Vehicle repair parts	132.30

Carmel Area Wastewater District
Disbursements
Aug-24

Date	Check	Vendor	Description	Amount
08/16/24	6275	Patrick Treanor-VOID	Conference expense reimbursement-VOID	0.00
08/16/24	6276	Peninsula Welding & Medical Supply	Non-liquid cylinders	77.40
08/16/24	6277	Pacific Gas & Electric	Monthly service	43,730.77
08/16/24	6278	Pure Water	Monthly service	206.69
08/16/24	6279	Quill LLC	Office supplies	786.52
08/16/24	6280	RJMS Corporation	Boom lift repair parts	382.37
08/16/24	6281	Rooter King Monterey County Inc.	Sewer line repair at Rio Rd. and Oliver Rd.	8,455.00
08/16/24	6282	SmartCover Systems	Ten SubSonic Systems-Dual Sensor (Ultra-Sonic & Pressure)	55,622.60
08/16/24	6283	Streamline	Website maintenance	497.00
08/16/24	6284	Super Products	Vaccon service and transport	4,930.72
08/16/24	6285	Suzanne Cole	Conference expense reimbursement and dental (\$185.00)	204.75
08/16/24	6286	Synagro Technologies	Sludge hauling	13,919.74
08/16/24	6287	TBC Communications & Media	Scenic Rd Pipe Bursting Project #20-08 community outreach (CAPITAL \$4,387.50) and Fats, Oils and Grease community outreach	5,850.00
08/16/24	6288	Town & Country Gardening	Plant and admin gardening	700.00
08/16/24	6289	Univar Solutions USA	Sodium hypochlorite	10,286.57
08/16/24	6290	Universal Staffing	Admin temp service	290.40
08/16/24	6291	Visual Edge IT, Inc.	Plant copier billing	140.62
08/16/24	6292	Wilbur-Ellis Company	Bulk CA CAL NIT SOL	3,336.56
08/16/24	6293	WM Corporate Services	Plant rollooffs and admin garbage	2,267.83
08/16/24	6294	YSS Builders	Ops conference room wiring	1,575.00
08/19/24	6295	OVERFLOW STUB	OVERFLOW STUB	0.00
08/19/24	6296	American Fidelity Assurance	Flex account payments March to August	4,222.90
08/30/24	6297	Airtec Service	Lab thermostat repair	172.00
08/30/24	6298	Alameda Electrical Distributors	Electrical parts for pump stations	1,276.20
08/30/24	6299	Amazon Capital Services	Operating supplies	497.71
08/30/24	6300	ATTN Flex Account Administration	Flex accounts	383.90
08/30/24	6301	Applied Marine Sciences, Inc.	SJSU grant expenses	4,452.98
08/30/24	6302	AT&T Mobility	SCADA text modem	71.13
08/30/24	6303	AT&T CALNET 3	Admin alarm	40.11
08/30/24	6304	AT&T	Plant fiber router	746.62
08/30/24	6305	Barbara Buikema	Office supplies and lab meeting lunch	63.09
08/30/24	6306	Bryan Mailey Electric, Inc.	Collections and Plant electrical services	12,411.58
08/30/24	6307	Cintas Corporation	Laundry service	1,778.72
08/30/24	6308	Cisco Air Systems	Vane gas compressor lubricant	3,999.21
08/30/24	6309	CliftonLarsonAllen LLP	Bank reconciliation oversight	472.51
08/30/24	6310	Comcast	Admin internet	264.58
08/30/24	6311	Direct TV	Plant service	100.99

Carmel Area Wastewater District
Disbursements
Aug-24

Date	Check	Vendor	Description	Amount
08/30/24	6312	Domine Barringer	Dental	1,389.12
08/30/24	6313	Edges Electrical Group	Electrical parts for pump stations	739.14
08/30/24	6314	Edward Waggoner	Dental	282.00
08/30/24	6315	FedEx	Shipping cost for samples	43.16
08/30/24	6316	Ferguson Enterprises	Operating supplies	402.92
08/30/24	6317	FGL Environmental	Sample analysis	2,782.00
08/30/24	6318	Fisher Scientific	Lab supplies	24.52
08/30/24	6319	FKC Co., LTD.	Rebuild cyclo screw press (CAPITAL)	10,178.18
08/30/24	6320	Frisch Engineering	SCADA engineering	1,080.00
08/30/24	6321	Got.Net	Domain parking	4.20
08/30/24	6322	Grainger	Cordless press tool kit and operating supplies	3,764.78
08/30/24	6323	Green Infrastructure Design	Web GIS mapping	3,920.00
08/30/24	6324	Idexx Laboratories	Lab supplies	3,707.77
08/30/24	6325	JD's Plumbing, Inc.	Sewer lines at Carpenter & 6th and Carpenter & 4th (CAPITAL)	22,520.20
08/30/24	6326	Kevin Young	Vision copays	80.00
08/30/24	6327	Klir, Inc.	Permit Management software license	15,000.00
08/30/24	6328	Mark Dias	Dental	250.00
08/30/24	6329	Mathews Mechanical	Replace four aeration basin diffusers	14,832.82
08/30/24	6330	Monterey Bay Analytical Services	Sample analysis	1,189.00
08/30/24	6331	Monterey Bay Air Resources District	Annual collections and Plant toxic fee permits	9,225.00
08/30/24	6332	Optimum Air Compressor Solutions	Temperature sensor	740.03
08/30/24	6333	Pacific Gas & Electric	Monthly service	3,998.59
08/30/24	6334	Public Agency Coalition Enterprise	Health insurance premium	47,290.84
08/30/24	6335	Quill LLC	Office supplies	419.18
08/30/24	6336	Raymond De Ocampo	Dental	160.00
08/30/24	6337	Rockwell Engineering and Equipment	Operating supplies for digester and DAFT	4,546.02
08/30/24	6338	Rooter King Monterey County Inc.	Sewer line at San Luis and Carpenter (CAPITAL)	13,539.00
08/30/24	6339	Scarborough Lumber (Ace Hardware)	Operating supplies	295.03
08/30/24	6340	SmartCover Systems	Subsonic System-Dual Sensor for collection system monitoring	1,519.41
08/30/24	6341	Star Sanitation LLC	Collections portable toilet	121.50
08/30/24	6342	Univar Solutions USA	Sodium hypochlorite	10,335.23
08/30/24	6343	Wayside Garage	2014 Ford F-550 service	1,838.21
				<u>1,047,421.75</u>

CAWD/PBCSD Reclamation Project
Disbursements
Aug-24

Date	Check	Vendor	Description	Amount
08/01/24	1419	Accelerated Technology Laboratories	LIMS lab software annual support renewal	7,090.17
08/01/24	1420	Allied Fluid Products	Operating supplies	123.41
08/01/24	1421	Brenntag Pacific, Inc.	Ammonium hydroxide and Brennfloc RE 5000	17,542.81
08/01/24	1422	Brenner Fiedler & Associates	Lab supplies	134.41
08/01/24	1423	Carmel Area Wastewater District	Sodium bisulfate and hypochlorite and ion chromatograph installation	19,699.08
08/01/24	1424	CSRMA	Annual property insurance premium	42,222.17
08/01/24	1425	Environmental Resource Associates	Lab supplies	1,096.34
08/01/24	1426	Ferguson Enterprises	Operating supplies	946.92
08/01/24	1427	Fisher Scientific	Lab supplies	3,845.91
08/01/24	1428	Harrington Industrial Plastics, LLC	4" Valve Ball PVC type-23 multiport o-ring	3,144.27
08/01/24	1429	MANCO	Eaton control panel	702.62
08/01/24	1430	Monterey Bay Analytical Service	Sample analysis	9,915.50
08/01/24	1431	Pebble Beach Company	O&M reimbursement	4,899.81
08/01/24	1432	Pacific Gas & Electric	Tertiary billing	26,036.80
08/01/24	1433	Quill LLC	Lab supplies	54.98
08/01/24	1434	Shimadzu Scientific Instruments	Firmware upgrades	787.50
08/01/24	1435	Wells Fargo Advisors	Transfer to capital reserves	90,000.00
08/16/24	1436	Automationdirect.com, Inc.	Power supply	157.32
08/16/24	1437	Cal-Am Water Company	Hydrant meter K	3,114.74
08/16/24	1438	Carmel Area Wastewater District	O&M reimbursement	89,096.80
08/16/24	1439	Coast Counties Glass, Inc.	Install tempered insulated glass unit	1,390.50
08/16/24	1440	Crane and Hoist Services, Ltd.	Annual PM safety inspection	330.00
08/16/24	1441	Fisher Scientific	Lab supplies	2,717.25
08/16/24	1442	MANCO	Eaton soft start	4,242.20
08/16/24	1443	Monterey Peninsula Water Management Dist.	2023-24 annual O&M and user fee	112,396.48
08/16/24	1444	Northstar Chemical	Sulfuric and citric acid	8,122.73
08/16/24	1445	Pebble Beach Community Services District	July O&M and June Supplemental O&M reimbursements	159,457.74
08/16/24	1446	Pacific Gas & Electric	MF/RO billing	32,859.47
08/16/24	1447	T & T Valve and Instrument, Inc.	Valves	475.02

CAWD/PBCSD Reclamation Project
Disbursements
Aug-24

Date	Check	Vendor	Description	Amount
08/29/24	1448	Airtec Service	Lab thermostat repair	172.00
08/29/24	1449	Alameda Electrical Distributors	Electrical parts	602.34
08/29/24	1450	Brenntag Pacific, Inc.	Ammonium hydroxide and Brennfloc RE 5000	31,477.79
08/29/24	1451	C S C of Salinas	O-ring kit filters	440.59
08/29/24	1452	Filmtec Corporation	Gaskets and manifolds	1,200.57
08/29/24	1453	Frisch Engineering	SCADA engineering	180.00
08/29/24	1454	Idexx Laboratories	Lab supplies	3,707.77
08/29/24	1455	Monterey Bay Analytical Service	Sample analysis	7,033.00
08/29/24	1456	Pacific Gas & Electric	Tertiary billing	27,565.08
				714,982.09



**Financial Statements
and
Supplementary Schedules**

August 2024

September 26, 2024

Carmel Area Wastewater District

Balance Sheet

August 2024

ASSETS		
Current Assets		
Cash		
Cash	52,557,550.75	
TOTAL Cash	52,557,550.75	
Other Current Assets		
Other Current Assets	1,952,968.86	
TOTAL Other Current Assets	1,952,968.86	
TOTAL Current Assets		54,510,519.61
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	
Treatment Structures		
Treatment Structures	70,471,747.33	
TOTAL Treatment Structures	70,471,747.33	
Treatment Equipment		
Treatment Equipment	9,770,500.10	
TOTAL Treatment Equipment	9,770,500.10	
Collection Structures		
Collection Structures	1,264,866.64	
TOTAL Collection Structures	1,264,866.64	
Collection Equipment		
Collection Equipment	1,702,695.20	
TOTAL Collection Equipment	1,702,695.20	
Sewers		
		15,832,820.76
Disposal Facilities		
Disposal Facilities	1,643,890.85	
TOTAL Disposal Facilities	1,643,890.85	
Other Fixed Assets		
Other Fixed Assets	4,522,851.24	
TOTAL Other Fixed Assets	4,522,851.24	
Capital Improvement Projects		
Capital Improvement Projects	12,243,031.36	
TOTAL Capital Improvement Projects	12,243,031.36	
Accumulated depreciation		
		(62,296,072.07)
TOTAL Fixed Assets		55,464,391.17
Other Assets		
Other Assets		4,315,311.11
TOTAL Other Assets		4,315,311.11
TOTAL ASSETS		114,290,221.89

Carmel Area Wastewater District

Balance Sheet

August 2024

LIABILITIES

Current Liabilities		
Current Liabilities	727,543.15	
TOTAL Current Liabilities		727,543.15
Long-Term Liabilities		
Long Term Liabilities	1,091,468.23	
TOTAL Long-Term Liabilities		1,091,468.23
TOTAL LIABILITIES		1,819,011.38
NET POSITION		
Net Assets	113,790,298.21	
Year-to-Date Earnings	(1,319,087.70)	
TOTAL NET POSITION		112,471,210.51
TOTAL LIABILITIES & NET POSITION		114,290,221.89

Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, August 2024 - current month, Consolidated by account

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	424,633.39	406,550.00	18,083.39	4.4 %
TOTAL Income	424,633.39	406,550.00	18,083.39	4.4 %
Adjustments				
Discounts	11.46	0.00	11.46	
TOTAL Adjustments	11.46	0.00	11.46	
*****	424,644.85	406,550.00	18,094.85	4.5 %
***** OPERATING INCOME	424,644.85	406,550.00	18,094.85	4.5 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	708,249.61	773,260.00	65,010.39	8.4 %
TOTAL Salaries and Payroll Taxes	708,249.61	773,260.00	65,010.39	8.4 %
Employee Benefits				
Employee Benefits	241,670.24	233,077.00	(8,593.24)	-3.7 %
TOTAL Employee Benefits	241,670.24	233,077.00	(8,593.24)	-3.7 %
Director's Expenses				
Director's Expenses	2,768.75	1,650.00	(1,118.75)	-67.8 %
TOTAL Director's Expenses	2,768.75	1,650.00	(1,118.75)	-67.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	28,299.63	26,919.00	(1,380.63)	-5.1 %
TOTAL Truck and Auto Expenses	28,299.63	26,919.00	(1,380.63)	-5.1 %
General and Administrative				
General and Administrative	150,458.78	152,460.00	2,001.22	1.3 %
TOTAL General and Administrative	150,458.78	152,460.00	2,001.22	1.3 %
Office Expense				
Office Expense	50,480.04	43,440.00	(7,040.04)	-16.2 %
TOTAL Office Expense	50,480.04	43,440.00	(7,040.04)	-16.2 %
Operating Supplies				
Operating Supplies	95,254.47	95,400.00	145.53	0.2 %
TOTAL Operating Supplies	95,254.47	95,400.00	145.53	0.2 %
Contract Services				
Contract Services	320,891.31	322,115.00	1,223.69	0.4 %
TOTAL Contract Services	320,891.31	322,115.00	1,223.69	0.4 %

Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, August 2024 - current month, Consolidated by
account

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	84,567.76	86,700.00	2,132.24	2.5 %
TOTAL Repairs and Maintenance	84,567.76	86,700.00	2,132.24	2.5 %
Utilities				
Utilities	69,638.96	65,690.00	(3,948.96)	-6.0 %
TOTAL Utilities	69,638.96	65,690.00	(3,948.96)	-6.0 %
Travel and Meetings				
Travel and Meetings	6,488.93	6,900.00	411.07	6.0 %
TOTAL Travel and Meetings	6,488.93	6,900.00	411.07	6.0 %
Permits and Fees				
Permits and Fees	34,956.56	44,900.00	9,943.44	22.1 %
TOTAL Permits and Fees	34,956.56	44,900.00	9,943.44	22.1 %
Memberships and Subscriptions				
Memberships and Subscriptions	5,671.86	7,600.00	1,928.14	25.4 %
TOTAL Memberships and Subscriptions	5,671.86	7,600.00	1,928.14	25.4 %
Safety				
Safety	1,111.64	1,400.00	288.36	20.6 %
TOTAL Safety	1,111.64	1,400.00	288.36	20.6 %
Other Expenses				
Other Expense	5,778.25	300.00	(5,478.25)	-1826.1 %
TOTAL Other Expenses	5,778.25	300.00	(5,478.25)	-1826.1 %
TOTAL Operating Expenses	1,806,286.79	1,861,811.00	55,524.21	3.0 %
***** OPERATING INCOME (LOSS)	(1,381,641.94)	(1,455,261.00)	73,619.06	5.1 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	62,554.24	22,900.00	39,654.24	173.2 %
TOTAL Other Income or Gain	62,554.24	22,900.00	39,654.24	173.2 %
TOTAL Non-op Income, Expense, Gain or Loss	62,554.24	22,900.00	39,654.24	173.2 %
***** NET INCOME (LOSS)	(1,319,087.70)	(1,432,361.00)	113,273.30	7.9 %
***** NET INCOME (LOSS)	(1,319,087.70)	(1,432,361.00)	113,273.30	7.9 %

Carmel Area Wastewater District
Op. Exp. Actual to Budget-Collections
*Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 5*

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 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>	164,492.86	162,200.00	(2,292.86)	-1.4 %
TOTAL Salaries and Payroll Taxes	164,492.86	162,200.00	(2,292.86)	-1.4 %
Employee Benefits				
<i>Employee Benefits</i>	51,479.89	59,102.00	7,622.11	12.9 %
TOTAL Employee Benefits	51,479.89	59,102.00	7,622.11	12.9 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	25,486.89	24,828.00	(658.89)	-2.7 %
TOTAL Truck and Auto Expenses	25,486.89	24,828.00	(658.89)	-2.7 %
General and Administrative				
<i>General and Administrative</i>	18,855.00	19,000.00	145.00	0.8 %
TOTAL General and Administrative	18,855.00	19,000.00	145.00	0.8 %
Office Expense				
<i>Office Expense</i>	7,289.07	8,140.00	850.93	10.5 %
TOTAL Office Expense	7,289.07	8,140.00	850.93	10.5 %
Operating Supplies				
<i>Operating Supplies</i>	9,150.06	9,400.00	249.94	2.7 %
TOTAL Operating Supplies	9,150.06	9,400.00	249.94	2.7 %
Contract Services				
<i>Contract Services</i>	110,343.56	105,000.00	(5,343.56)	-5.1 %
TOTAL Contract Services	110,343.56	105,000.00	(5,343.56)	-5.1 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	17,628.21	18,000.00	371.79	2.1 %
TOTAL Repairs and Maintenance	17,628.21	18,000.00	371.79	2.1 %
Utilities				
<i>Utilities</i>	8,963.34	7,150.00	(1,813.34)	-25.4 %
TOTAL Utilities	8,963.34	7,150.00	(1,813.34)	-25.4 %
Travel and Meetings				
<i>Travel and Meetings</i>	921.75	1,100.00	178.25	16.2 %

Carmel Area Wastewater District
Op. Exp. Actual to Budget-Collections
*Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 5*

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	921.75	1,100.00	178.25	16.2 %
Permits and Fees				
<i>Permits and Fees</i>	3,908.60	4,000.00	91.40	2.3 %
TOTAL Permits and Fees	3,908.60	4,000.00	91.40	2.3 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	584.00	600.00	16.00	2.7 %
TOTAL Memberships and Subscriptions	584.00	600.00	16.00	2.7 %
Safety				
<i>Safety</i>	429.19	500.00	70.81	14.2 %
TOTAL Safety	429.19	500.00	70.81	14.2 %
Other Expenses				
<i>Other Expense</i>	5,173.25	0.00	(5,173.25)	
TOTAL Other Expenses	5,173.25	0.00	(5,173.25)	
TOTAL Operating Expenses	424,705.67	419,020.00	(5,685.67)	-1.4 %
***** OPERATING INCOME (LOSS)	(424,705.67)	(419,020.00)	(5,685.67)	-1.4 %
***** NET INCOME (LOSS)	(424,705.67)	(419,020.00)	(5,685.67)	-1.4 %
***** NET INCOME (LOSS)	(424,705.67)	(419,020.00)	(5,685.67)	-1.4 %

Carmel Area Wastewater District
Op. Exp. Actual to Budget-Treatment
*Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 6*

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 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	318,937.44	418,000.00	99,062.56	23.7 %
TOTAL Salaries and Payroll Taxes	318,937.44	418,000.00	99,062.56	23.7 %
Employee Benefits				
Employee Benefits	149,420.07	115,355.00	(34,065.07)	-29.5 %
TOTAL Employee Benefits	149,420.07	115,355.00	(34,065.07)	-29.5 %
Truck and Auto Expenses				
Truck and Auto Expenses	2,559.75	1,791.00	(768.75)	-42.9 %
TOTAL Truck and Auto Expenses	2,559.75	1,791.00	(768.75)	-42.9 %
General and Administrative				
General and Administrative	119,694.00	120,000.00	306.00	0.3 %
TOTAL General and Administrative	119,694.00	120,000.00	306.00	0.3 %
Office Expense				
Office Expense	23,994.73	21,500.00	(2,494.73)	-11.6 %
TOTAL Office Expense	23,994.73	21,500.00	(2,494.73)	-11.6 %
Operating Supplies				
Operating Supplies	84,054.12	85,600.00	1,545.88	1.8 %
TOTAL Operating Supplies	84,054.12	85,600.00	1,545.88	1.8 %
Contract Services				
Contract Services	178,180.46	184,150.00	5,969.54	3.2 %
TOTAL Contract Services	178,180.46	184,150.00	5,969.54	3.2 %
Repairs and Maintenance				
Repairs and Maintenance	66,798.38	67,900.00	1,101.62	1.6 %
TOTAL Repairs and Maintenance	66,798.38	67,900.00	1,101.62	1.6 %
Utilities				
Utilities	57,371.80	53,900.00	(3,471.80)	-6.4 %
TOTAL Utilities	57,371.80	53,900.00	(3,471.80)	-6.4 %
Travel and Meetings				
Travel and Meetings	3,171.19	3,400.00	228.81	6.7 %

Carmel Area Wastewater District
Op. Exp. Actual to Budget-Treatment
*Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 6*

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	3,171.19	3,400.00	228.81	6.7 %
Permits and Fees				
<i>Permits and Fees</i>	8,566.40	8,900.00	333.60	3.7 %
TOTAL Permits and Fees	8,566.40	8,900.00	333.60	3.7 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	4,565.37	4,400.00	(165.37)	-3.8 %
TOTAL Memberships and Subscriptions	4,565.37	4,400.00	(165.37)	-3.8 %
Safety				
<i>Safety</i>	652.29	700.00	47.71	6.8 %
TOTAL Safety	652.29	700.00	47.71	6.8 %
Other Expenses				
<i>Other Expense</i>	335.00	0.00	(335.00)	
TOTAL Other Expenses	335.00	0.00	(335.00)	
TOTAL Operating Expenses	1,018,301.00	1,085,596.00	67,295.00	6.2 %
***** OPERATING INCOME (LOSS)	(1,018,301.00)	(1,085,596.00)	67,295.00	6.2 %
***** NET INCOME (LOSS)	(1,018,301.00)	(1,085,596.00)	67,295.00	6.2 %
***** NET INCOME (LOSS)	(1,018,301.00)	(1,085,596.00)	67,295.00	6.2 %

Carmel Area Wastewater District
Op. Exp. Actual to Budget-Administrative
Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 7

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 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>	89,236.31	96,000.00	6,763.69	7.0 %
TOTAL Salaries and Payroll Taxes	89,236.31	96,000.00	6,763.69	7.0 %
Employee Benefits				
<i>Employee Benefits</i>	40,770.28	58,620.00	17,849.72	30.4 %
TOTAL Employee Benefits	40,770.28	58,620.00	17,849.72	30.4 %
Director's Expenses				
<i>Director's Expenses</i>	2,768.75	1,650.00	(1,118.75)	-67.8 %
TOTAL Director's Expenses	2,768.75	1,650.00	(1,118.75)	-67.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	252.99	300.00	47.01	15.7 %
TOTAL Truck and Auto Expenses	252.99	300.00	47.01	15.7 %
General and Administrative				
<i>General and Administrative</i>	11,909.78	13,460.00	1,550.22	11.5 %
TOTAL General and Administrative	11,909.78	13,460.00	1,550.22	11.5 %
Office Expense				
<i>Office Expense</i>	18,971.99	13,800.00	(5,171.99)	-37.5 %
TOTAL Office Expense	18,971.99	13,800.00	(5,171.99)	-37.5 %
Operating Supplies				
<i>Operating Supplies</i>	63.52	200.00	136.48	68.2 %
TOTAL Operating Supplies	63.52	200.00	136.48	68.2 %
Contract Services				
<i>Contract Services</i>	32,176.33	32,805.00	628.67	1.9 %
TOTAL Contract Services	32,176.33	32,805.00	628.67	1.9 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	120.00	0.00	(120.00)	
TOTAL Repairs and Maintenance	120.00	0.00	(120.00)	
Utilities				
<i>Utilities</i>	3,303.82	4,640.00	1,336.18	28.8 %

Carmel Area Wastewater District
Op. Exp. Actual to Budget-Administrative
Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 7

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	3,303.82	4,640.00	1,336.18	28.8 %
Travel and Meetings				
Travel and Meetings	2,395.99	2,400.00	4.01	0.2 %
TOTAL Travel and Meetings	2,395.99	2,400.00	4.01	0.2 %
Permits and Fees				
Permits and Fees	22,481.56	32,000.00	9,518.44	29.7 %
TOTAL Permits and Fees	22,481.56	32,000.00	9,518.44	29.7 %
Memberships and Subscriptions				
Memberships and Subscriptions	259.99	2,600.00	2,340.01	90.0 %
TOTAL Memberships and Subscriptions	259.99	2,600.00	2,340.01	90.0 %
Safety				
Safety	30.16	200.00	169.84	84.9 %
TOTAL Safety	30.16	200.00	169.84	84.9 %
Other Expenses				
Other Expense	270.00	300.00	30.00	10.0 %
TOTAL Other Expenses	270.00	300.00	30.00	10.0 %
TOTAL Operating Expenses	225,011.47	258,975.00	33,963.53	13.1 %
***** OPERATING INCOME (LOSS)	(225,011.47)	(258,975.00)	33,963.53	13.1 %
***** NET INCOME (LOSS)	(225,011.47)	(258,975.00)	33,963.53	13.1 %
***** NET INCOME (LOSS)	(225,011.47)	(258,975.00)	33,963.53	13.1 %

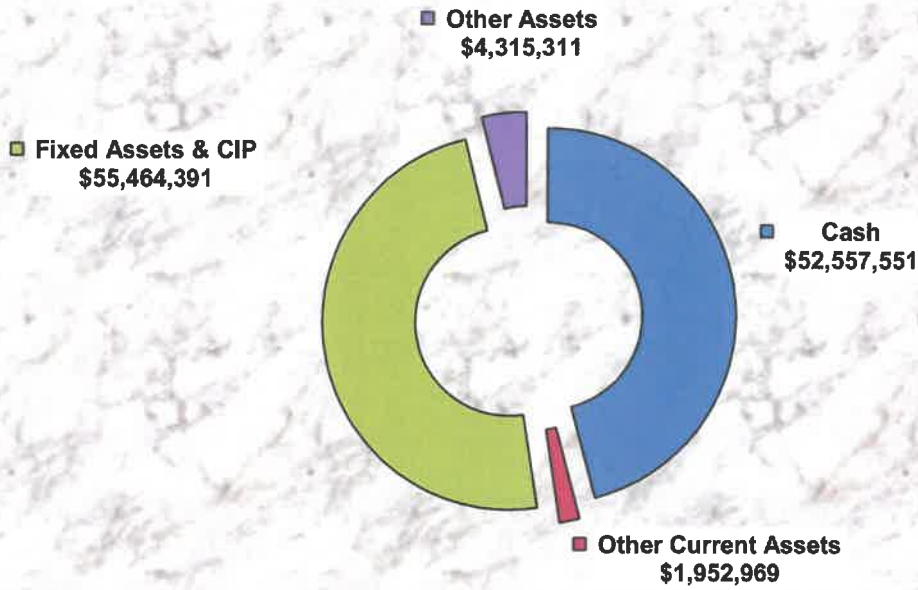
Carmel Area Wastewater District
Op. Exp. Actual to Budget-Reclamation
*Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 8*

	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 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	135,583.00	97,060.00	(38,523.00)	-39.7 %
TOTAL Salaries and Payroll Taxes	135,583.00	97,060.00	(38,523.00)	-39.7 %
Office Expense				
Office Expense	224.25	0.00	(224.25)	
TOTAL Office Expense	224.25	0.00	(224.25)	
Operating Supplies				
Operating Supplies	1,986.77	200.00	(1,786.77)	-893.4 %
TOTAL Operating Supplies	1,986.77	200.00	(1,786.77)	-893.4 %
Contract Services				
Contract Services	190.96	160.00	(30.96)	-19.4 %
TOTAL Contract Services	190.96	160.00	(30.96)	-19.4 %
Repairs and Maintenance				
Repairs and Maintenance	21.17	800.00	778.83	97.4 %
TOTAL Repairs and Maintenance	21.17	800.00	778.83	97.4 %
Memberships and Subscriptions				
Memberships and Subscriptions	262.50	0.00	(262.50)	
TOTAL Memberships and Subscriptions	262.50	0.00	(262.50)	
TOTAL Operating Expenses	138,268.65	98,220.00	(40,048.65)	-40.8 %
***** OPERATING INCOME (LOSS)	(138,268.65)	(98,220.00)	(40,048.65)	-40.8 %
***** NET INCOME (LOSS)	(138,268.65)	(98,220.00)	(40,048.65)	-40.8 %
***** NET INCOME (LOSS)	(138,268.65)	(98,220.00)	(40,048.65)	-40.8 %

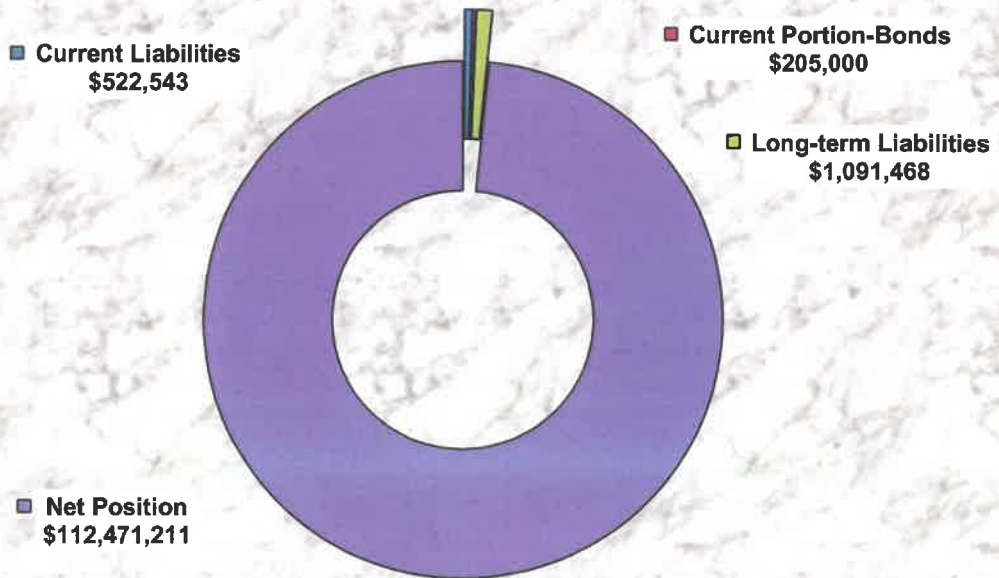
Carmel Area Wastewater District
IS Actual to Budget-Brine Disposal
Year-to-Date Variance, August 2024 - current month, Consolidated by
account, Department 10

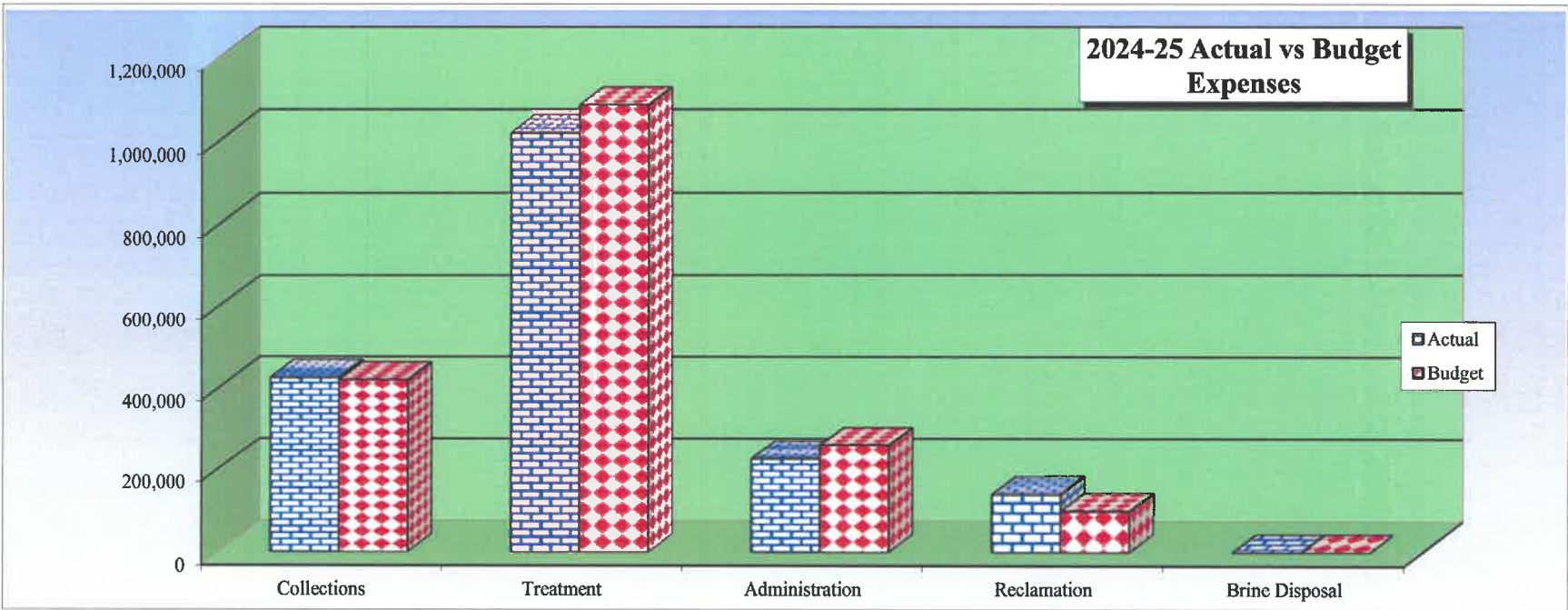
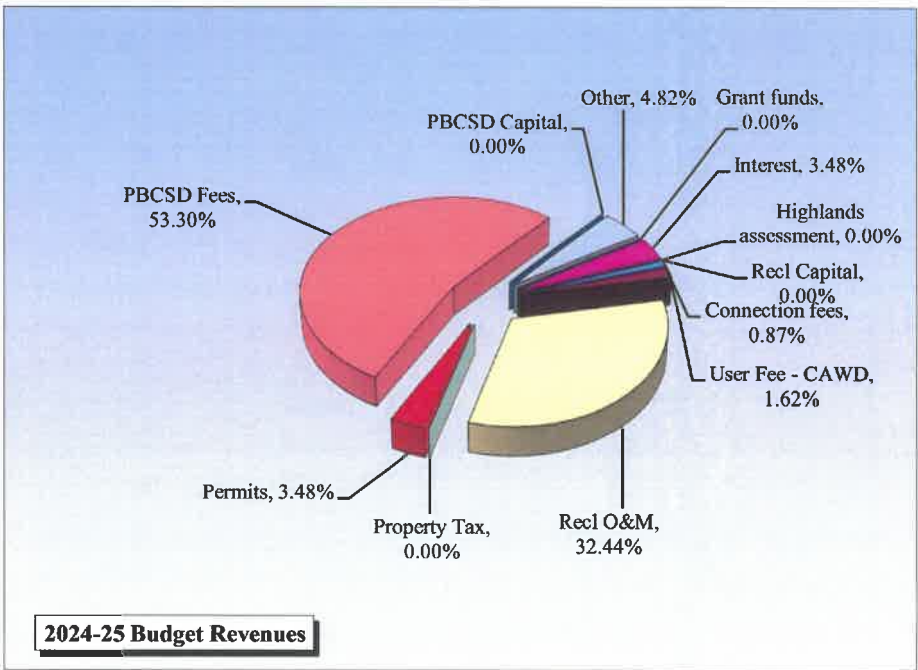
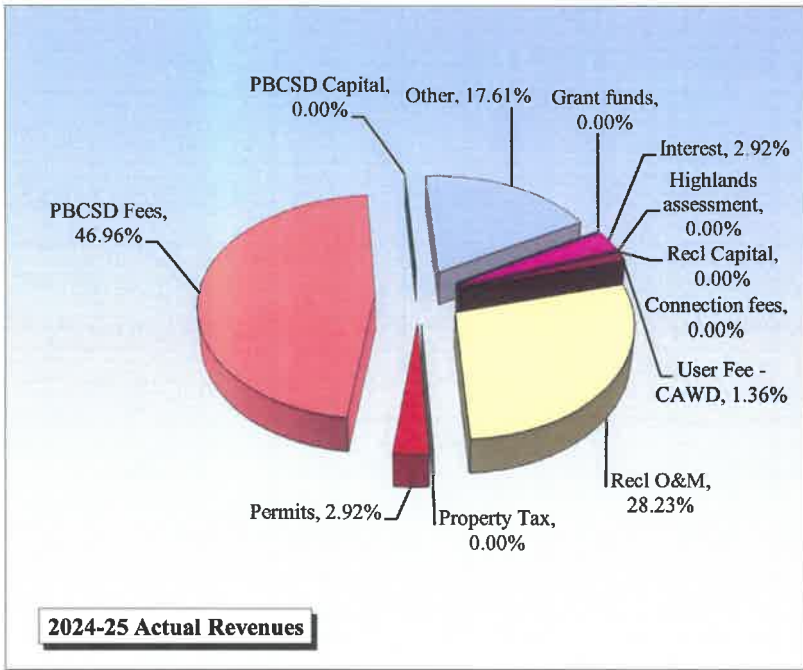
	<i>2 Months Ended August 31, 2024</i>	<i>2 Months Ended August 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	35,405.00	10,800.00	24,605.00	227.8 %
TOTAL Income	<u>35,405.00</u>	<u>10,800.00</u>	<u>24,605.00</u>	227.8 %
*****	<u>35,405.00</u>	<u>10,800.00</u>	<u>24,605.00</u>	227.8 %
***** OPERATING INCOME	<u>35,405.00</u>	<u>10,800.00</u>	<u>24,605.00</u>	227.8 %
***** OPERATING INCOME (LOSS)	<u>35,405.00</u>	<u>10,800.00</u>	<u>24,605.00</u>	227.8 %
***** NET INCOME (LOSS)	<u>35,405.00</u>	<u>10,800.00</u>	<u>24,605.00</u>	227.8 %
***** NET INCOME (LOSS)	<u>35,405.00</u>	<u>10,800.00</u>	<u>24,605.00</u>	227.8 %

Assets - August 31, 2024

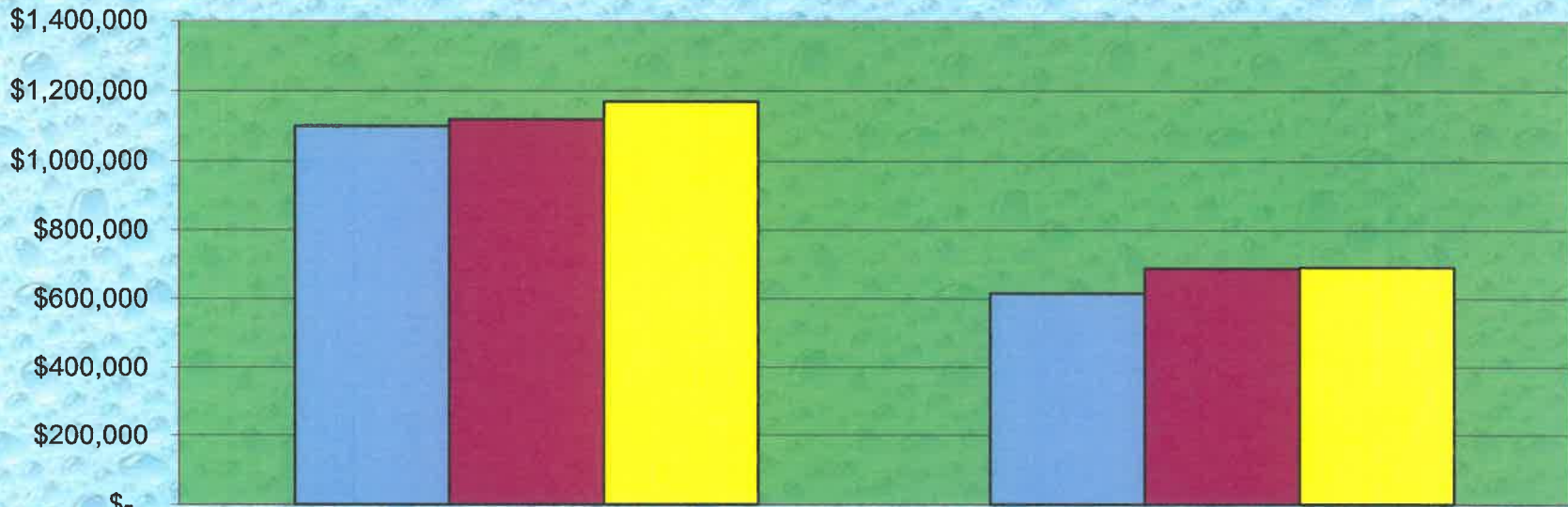


Liabilities - August 31, 2024





Operating Expenses



- FY 23-24
- FY 24-25
- CY Budget

	July	Aug
	\$1,099,772	\$615,987
	\$1,118,593	\$687,694
	\$1,170,141	\$691,670

**Carmel Area Wastewater District
Capital Expenditures
2024-25**

	BEG BAL	AUG	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>						
Sewer-Carpenter & 6th-unbudgeted		10,788	10,788	10,788	0	NA
Sewer-Carpenter & 4th-unbudgeted		11,732	11,732	11,732	0	NA
Sewer-San Luis and Carpenter-unbudgeted		13,539	13,539	13,539	0	NA
		0	0	0	0	NA
<u>Treatment</u>						
Netsch Nemo Progressive Cavity Pump-unbudgeted		0	10,276	10,276	0	NA
Rehab Cyclo Reducer-unbudgeted		10,178	10,178	10,178	0	NA
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	(3,393)	(6,818)	(6,818)	0	NA
<i>Total Capital Purchases 24-25</i>		42,844	49,695	49,695	0	NA

**Carmel Area Wastewater District
Capital Expenditures
2024-25**

	BEG BAL	AUG	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	719,844	0	0	719,844	300,000	NA
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	584,006	18,155	25,509	609,514	2,000,000	1.28%
Bay/Scenic Pump Station Rehab	148,087	0	0	148,087	150,000	NA
Pescadero Creek Area Pipe Rehab	239,020	0	0	239,020	500,000	NA
Vactor Receiving Station	105,221	0	0	105,221	575,000	NA
Lorca Lane Sewer Repair-unbudgeted	272,943	0	0	272,943	0	NA
Santa Rita & Guadalupe Pipeline	158,119	0	0	158,119	2,500,000	NA
<u>Treatment</u>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<i>Total CIP Projects 24-25</i>	2,227,420	18,155	25,509	2,252,928	6,025,000	0.42%

**Carmel Area Wastewater District
Capital Expenditures
2024-25**

	BEG BAL	AUG	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Perimeter Fence	49,801	0	0	49,801	25,000	NA
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	9,638,381	0	0	9,638,381	0	NA
Potable Water & Gas Main Replacement (COLL 5.5%)	178,944	0	0	178,944	300,000	NA
Plant Bridge Retrofit Project-unbudgeted.	13,216	37	259	13,475	0	NA
Artificial Intelligence Pilot Project	101,149	8,229	16,454	117,603	150,000	10.97%
RECL share	(260,236)	0	0	(260,236)	0	NA
PBCSD share (1/3 of cost)	(3,240,418)	(2,755)	(5,571)	(3,245,989)	(158,333)	3.52%
<i>Total Long Term CIP Projects 24-25</i>	6,480,837	5,511	11,142	6,491,979	316,667	3.52%
Total Capital (net of RECL and PBCSD)	8,708,256	66,509	86,346	8,794,602	6,341,667	1.36%

Carmel Area Wastewater District
Variance Analysis
2024-25

	YTD	YTD	
	\$ Variance	% Variance	
<u>Collections</u>			
Contract Services	(\$5,344)	-5.10%	Underbudgeted.
Utilities	(\$1,813)	-25.40%	Electricity underbudget.
Other Expense	(\$5,173)	No budget	Recruiting new employee.
<u>Treatment</u>			
Employee Benefits	(\$34,065)	-29.50%	Allocation to Reclamation overbudget.
Truck and Auto Expenses	(\$769)	-42.90%	Insurance underbudgeted.
Office Expense	(\$2,495)	-11.60%	Temp service unbudgeted.
Utilities	(\$3,472)	-6.40%	Electricity underbudget.
Other Expense	(\$335)	No budget	Recruiting new employee.
<u>Administration</u>			
Director's Expenses	(\$1,119)	-67.80%	CASA conference unbudgeted.
Office Expense	(\$5,172)	-37.50%	Computers and equipment underbudgeted.
Repairs and Maintenance	(\$120)	No budget	General repairs
District Obligations:			
1) 2004 Highlands Project Bond Proceeds \$3,057,165 - Balance \$205,000			

**Carmel Area Wastewater District
2024-25 Resolutions Amending the Budget**

Resolution #	Description	Original Budget	Amendment	Spent To Date
---------------------	--------------------	----------------------------	------------------	--------------------------

Total To Date

\$	-	\$	-	\$	-
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STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: September 26, 2024
 SUBJECT: Monthly Report – August 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in August	15
Total Fees	\$2,670.00

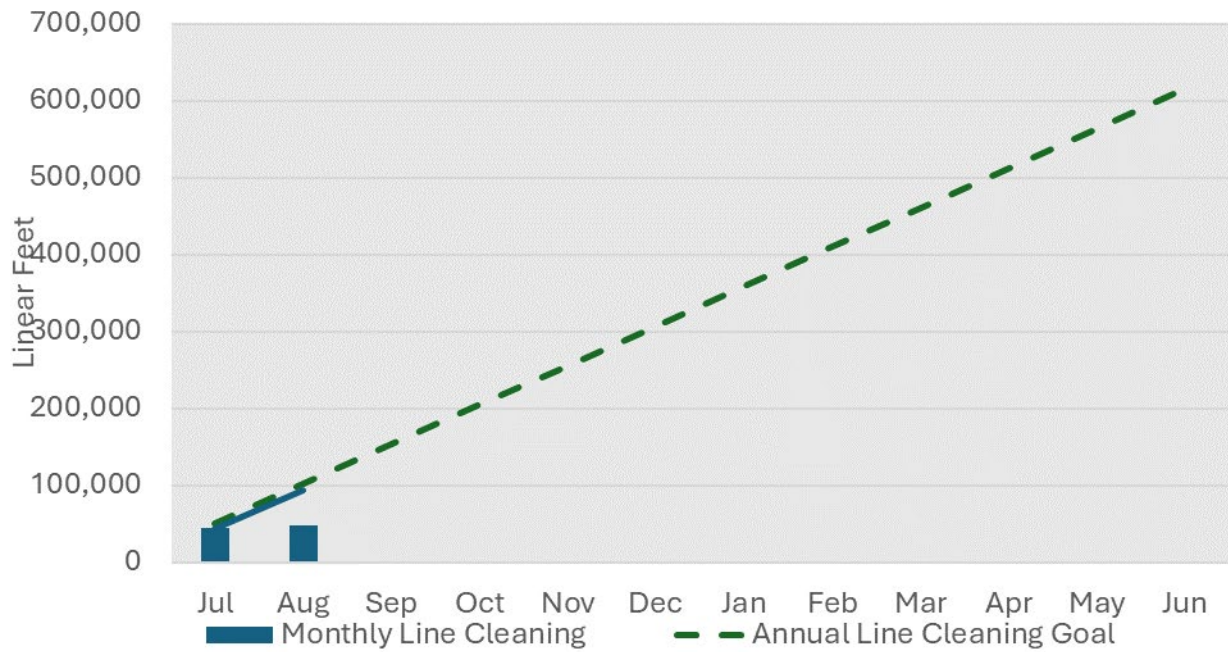
Maintenance

Attached is a map of the areas cleaned in the past three months. There were 48,583 feet of sewer lines cleaned in August.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
August	48,583 ft.	11.13%	6 - 27 inches
July	44,591 ft.	10.07%	6 - 27 inches
June	39,123 ft.	8.87%	6 – 12 inches

Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	93,174	521,826

Staff Development

- Staff completed several in-person tailgate training courses.

General Comments

- N/A

Service calls responded to by crew

Date	Time	Callout	Resolution
8/9/2024	8:24 AM	Private System Spill	Called by main office for a report of an overflowing manhole. Staff arrived on scene to find a manhole was blocked and overflowing. The manhole is part of a private system in Pacific Meadows retirement community. Staff ran the private sewer line and were able to open the blockage. Staff informed building maintenance to develop a cleaning schedule to avoid future problems. See service call map.
8/9/2024	11:22 AM	Main Line Sewer Spill	During routine easement rounds staff found manhole S616 overflowing. Staff called for assistance and at 11:22 am staff were able to open the blockage. Staff cleaned and disinfected the area and notified the necessary agencies. Staff meet with engineering to come up with a solution to prevent future spills. Staff will increase the frequencies of cleaning; staff installed a Smart cover monitoring system on the manhole that overflowed, and engineering is looking at a solution to fix the sag in the pipe. The sag in the pipe was the cause of the spill. The spill was estimated at 22,681 gallons. See spill map for location.

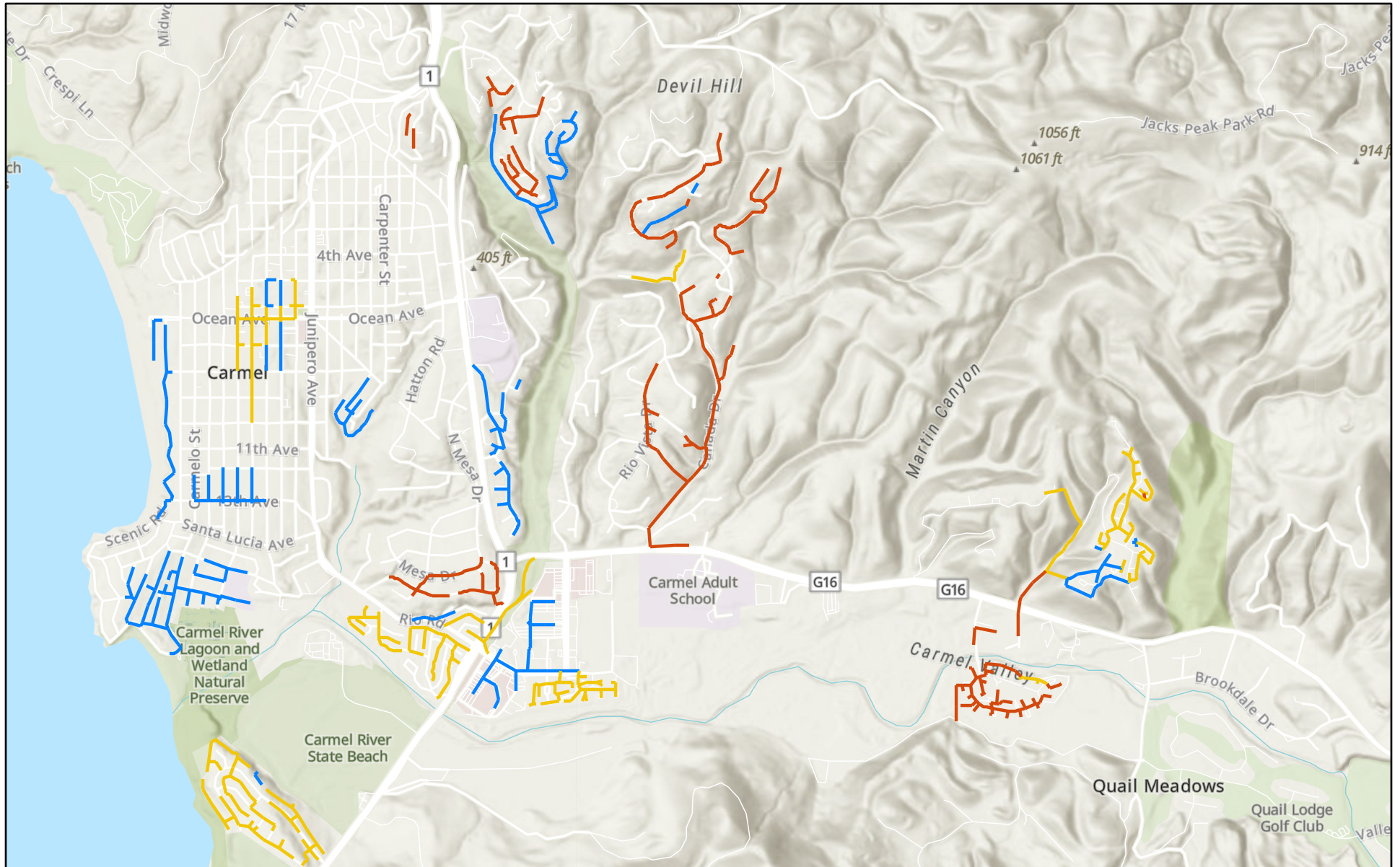
Date	Time	Callout	Resolution
8/11/2024	2:54 PM	Odor Complaint	Called by the main office for report of an odor complaint. Staff arrived on scene and checked surrounding manholes; no odors detected. Staff checked with the property manager and was informed that the grease interceptor was pumped out earlier in the day and this could have been the source of the odor. See service call map.
8/27/2024	8:38 AM	Sewer Problem	Called by the main office for a report of water that had a foul odor and brown in color inside the home. Staff arrived on scene and talked with the homeowner to locate the source of the sewage. Staff were informed that when the owner turned on the sink the water was brown and foul. Staff informed the homeowner that they should call the local water company to report the problem of brown water. The source of the water was later reported to be annual hydrant flushing in the water system. See service call map.

USA Location Requests – 161

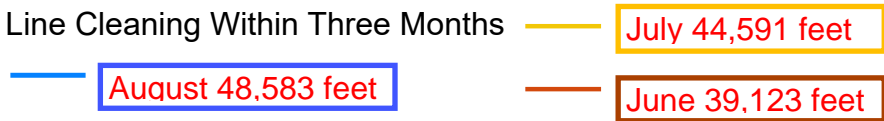
Plumbing permit inspections – 14

Private Sewer Lateral Compliance Certificates Issued – 5

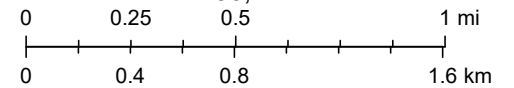
Sewer Cleaning Progress Report



Line Cleaning Within Three Months



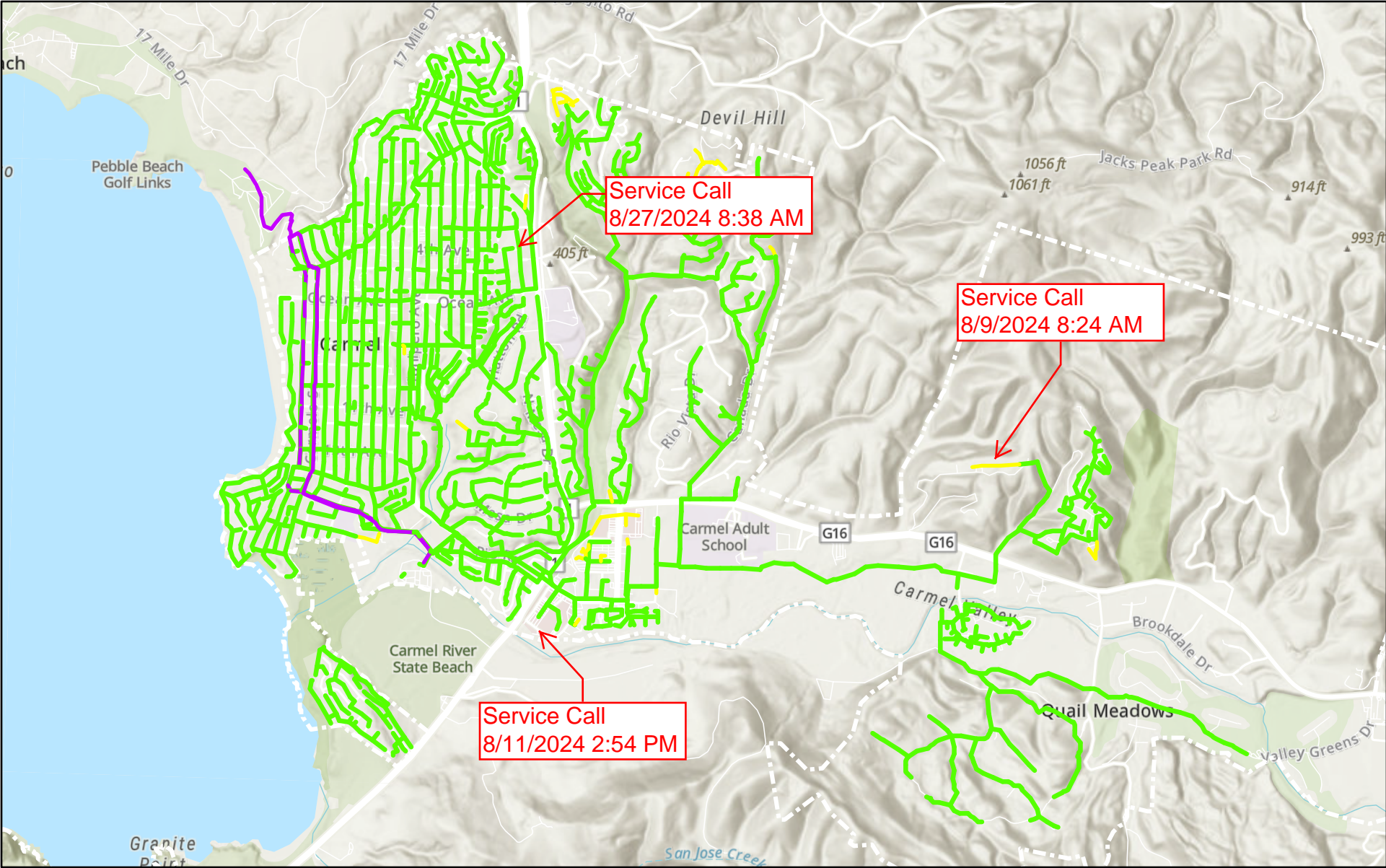
1:36,112



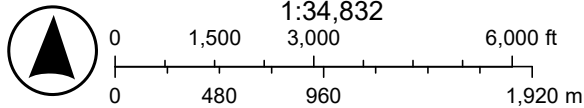
California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US

ArcGIS Web AppBuilder

Service Call Map



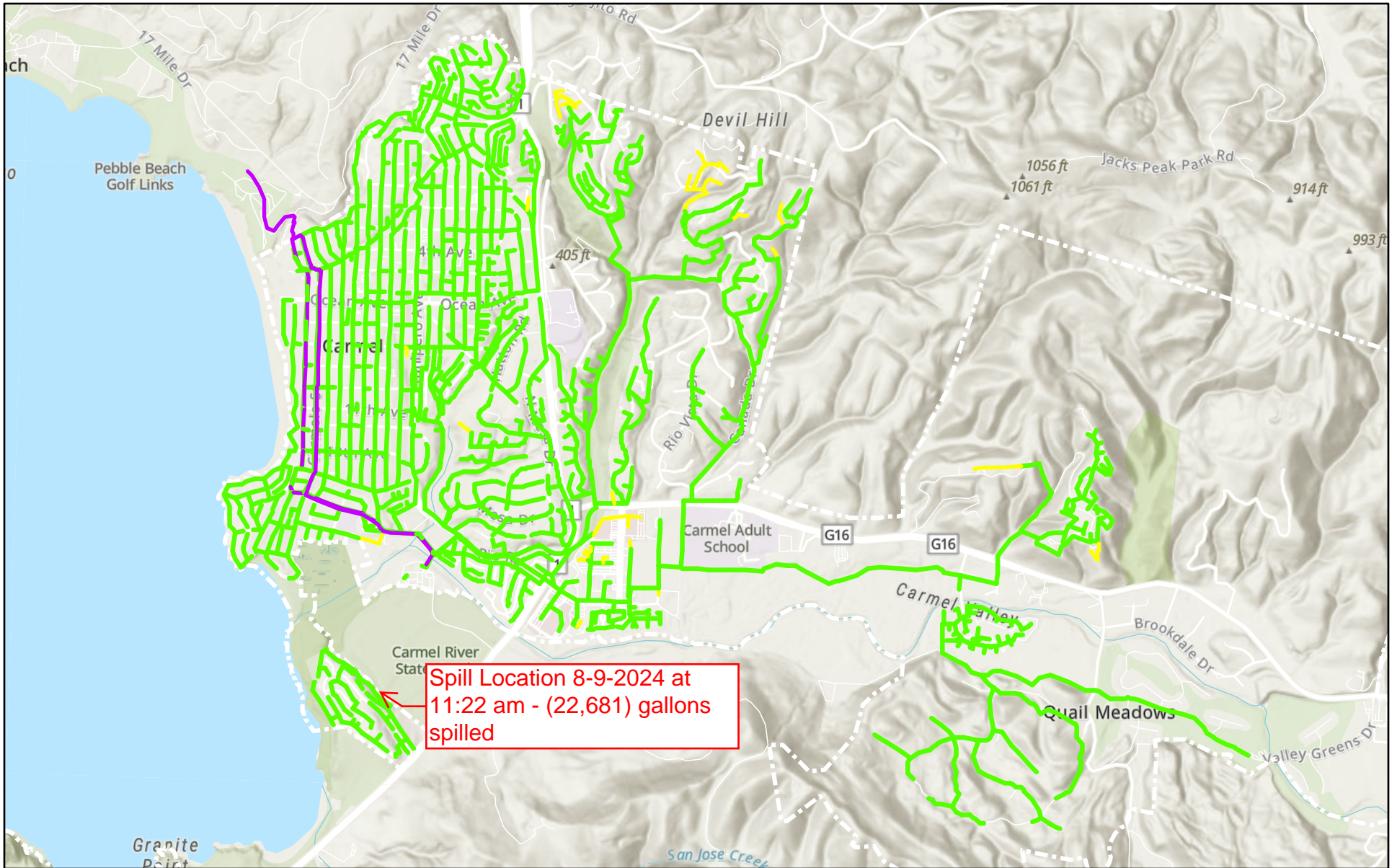
- PBCSD
- PRIVATE
- CAWD



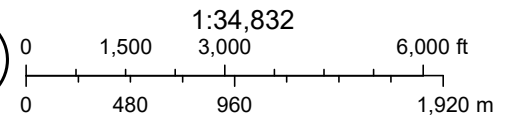
California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US

CAWD
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Spill Map



- PBCSD
- PRIVATE
- CAWD



California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US

CAWD
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STAFF REPORT



To: Board of Directors

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

Date: September 26, 2024

Subject: Monthly Safety Report (for August 2024)

RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **August 8: Tailgate Training- Financial Safety.** Based on an employee suggestion, and to add some variability to the weekly trainings, S/C Admin Dias described how to identify three current financial scams and how to protect against each type. An employee who has been scammed is more likely to be upset and distracted at work. Scams covered were gift-card draining, fake customer service numbers, and co-opted short-term rental listings.
- **August 14: Tailgate Training- Mental Health and Safety.** Aleksandra Kalnozola, Lab Analyst/Environmental Inspector, gave a presentation on how mental health and stress can impact safety. Stress, whether personal causes or at the workplace, can create distracted workers which increases the chance of an injury. Ms. Kalnozola listed some indicators and changes in behavior to help identify stress in a coworker and encouraged everyone to look out for each other.
- **August 21: Annual Spill Prevention, Control and Countermeasures (SPCC) Training.** S/C Admin Dias gave an annually required training on how to prevent, control and respond to petroleum spills. This is a required training element of the District's County Health Department permits for our bulk petroleum (diesel, gas, lubricants, and solvents [greater than 55 gallons]).

Ongoing Safety Improvements

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

- **Engineering review and planned replacement of wooden footbridge.** A wooden footbridge connects the northern-most secondary clarifier and the return activated sludge building. It was noted by a senior maintenance mechanic that the bridge might not be strong enough to support several persons. S/C Admin Dias assessed the bridge, and noted it is visually bowed and flexes even with just one person on it. The issue was referred to the Principal Engineer, Jeff Bandy. While the bridge is safe for two or three people at a time (i.e., typical daily usage) it may not be safe for tours when a dozen or more people might be crossing simultaneously. Mr. Bandy is working with a custom metal fabrication company to construct a metal replacement bridge. In the interim, the tour route will be changed to use a nearby set of stairs instead of using the bridge.

Tours and Outreach

- **Tours:** No tours were requested in August.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no new Workers Comp claims or first aid injuries in August. The most recent matrix is below.

	Work Related Injuries and Illnesses for 2024 Calendar 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	33*	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	1	0	0	0

*Excludes holidays, vacation days and sick days

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: August 2024	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	27.385	0.883	0.821	0.965	68.529	237.06	727.19
PBCSD Flow	12.576	0.406	0.365	0.520	31.471	130.23	399.49
Total Plant Flow	39.961	1.289	1.186	1.485	100.00	367.30	1126.68
Tertiary Flow	35.254	1.137	0.985	1.230	88.221	174.49	535.25
Ocean Discharge	3.748	0.121	0.097	0.139	9.379	185.13	567.90
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	174.49MG (535.25acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.72 BG (29.83 K acre-ft.)
12 Month Rolling Total Reclamation Production	291.95 MG (895.99 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Aug'24 kWh	Price per kWh	Aug'24	Jul'24	Jun'24	May'24
Secondary	81,763.00	\$ 0.289	\$ 23,660.40	\$ 25,119.87	\$ 26,122.49	\$ 19,908.42
Blowers	55,389.28	\$ 0.277	\$ 15,364.91	\$ 15,002.30	\$ 16,433.71	\$ 12,813.32
CAWD Total	137,152.28		\$ 39,025.31	\$ 40,122.17	\$ 42,556.20	\$ 32,721.74
Tertiary	91,785.92	\$ 0.300	\$ 27,565.08	\$ 26,036.80	\$ 24,746.66	\$ 18,036.05
MF/RO	114,352.00	\$ 0.298	\$ 34,093.82	\$ 32,859.47	\$ 36,972.88	\$ 31,716.93
Reclaim Total	206,137.92		\$ 61,658.90	\$ 58,896.27	\$ 61,719.54	\$ 49,752.98
Adjusted Monthly Totals (1)	CAWD Total		\$ 22,222.73	Reclamation Total		\$ 78,461.48

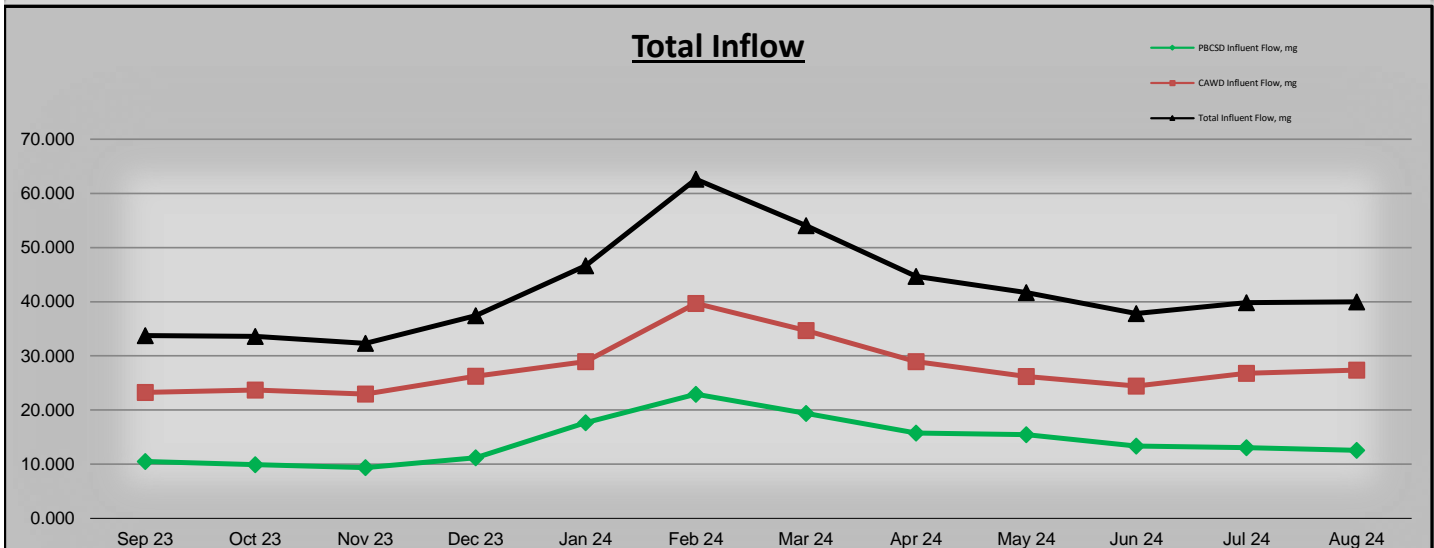
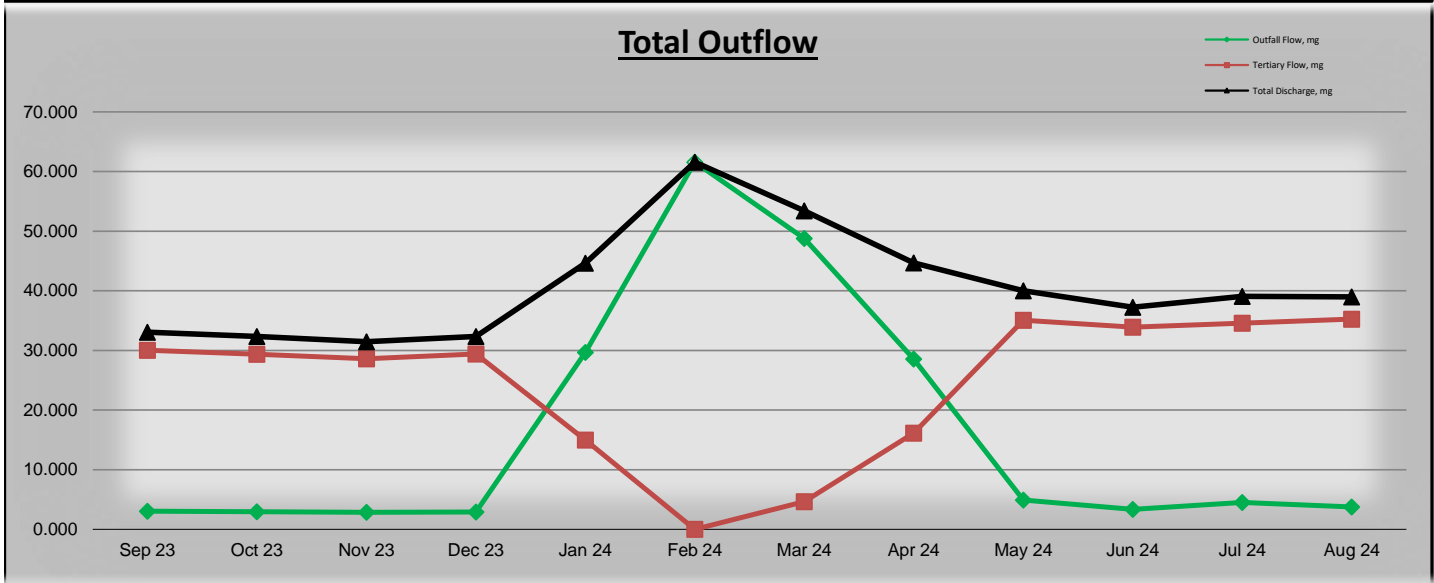
kW-h Per Acre Foot

	2023				2024			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	773.12	1209.16	1205.69	1484.05	940.34	1159.32	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	3138.42	N/A	N/A

MICROTURBINE SUMMARY

Month	Aug'24 kW-h (2)	Jul'24	Jun'24	May'24	Accumulated Totals
Production, kW-h	19,735	5,021	0	0	1,441,913.00

(1) Cost adjustment for Reclamation percentage for Secondary power costs and Laboratory power usage.



Wastewater Treatment Facility Operations Report

Report for: July 2024	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.784	0.864	0.836	0.960	67.271	209.68	643.19
PBCSD Flow	13.031	0.420	0.379	0.488	32.729	117.66	360.91
Total Plant Flow	39.815	1.284	1.215	1.448	100.00	327.34	1004.10
Tertiary Flow	34.573	1.115	0.478	1.242	86.834	139.24	427.11
Ocean Discharge	4.504	0.145	0.104	0.479	11.312	181.39	556.40
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	139.24MG (427.11acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.68 BG (29.72 K acre-ft.)
12 Month Rolling Total Reclamation Production	289.34 MG (887.99 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jul'24 kWh	Price per kWh	Jul'24	Jun'24	May'24	Apr'24
Secondary	90,590.00	\$ 0.277	\$ 25,119.87	\$ 26,122.49	\$ 19,908.42	\$ 21,825.65
Blowers	52,084.24	\$ 0.288	\$ 15,002.30	\$ 16,433.71	\$ 12,813.32	\$ 10,503.05
CAWD Total	142,674.24		\$ 40,122.17	\$ 42,556.20	\$ 32,721.74	\$ 32,328.70
Tertiary	84,689.84	\$ 0.307	\$ 26,036.80	\$ 24,746.66	\$ 18,036.05	\$ 11,779.02
MF/RO	109,415.00	\$ 0.300	\$ 32,859.47	\$ 36,972.88	\$ 31,716.93	\$ 22,404.09
Reclaim Total	194,104.84		\$ 58,896.27	\$ 61,719.54	\$ 49,752.98	\$ 34,183.11
Adjusted Monthly Totals (1)	CAWD Total		\$ 22,901.08	Reclamation Total		\$ 76,117.36

kW-h Per Acre Foot

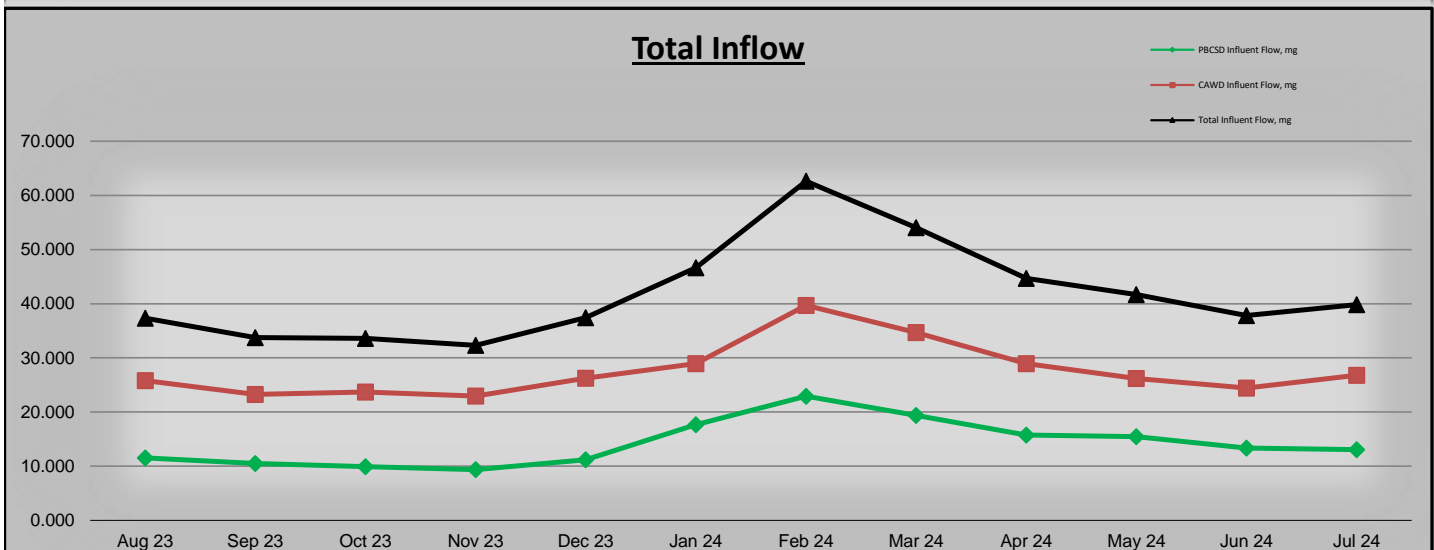
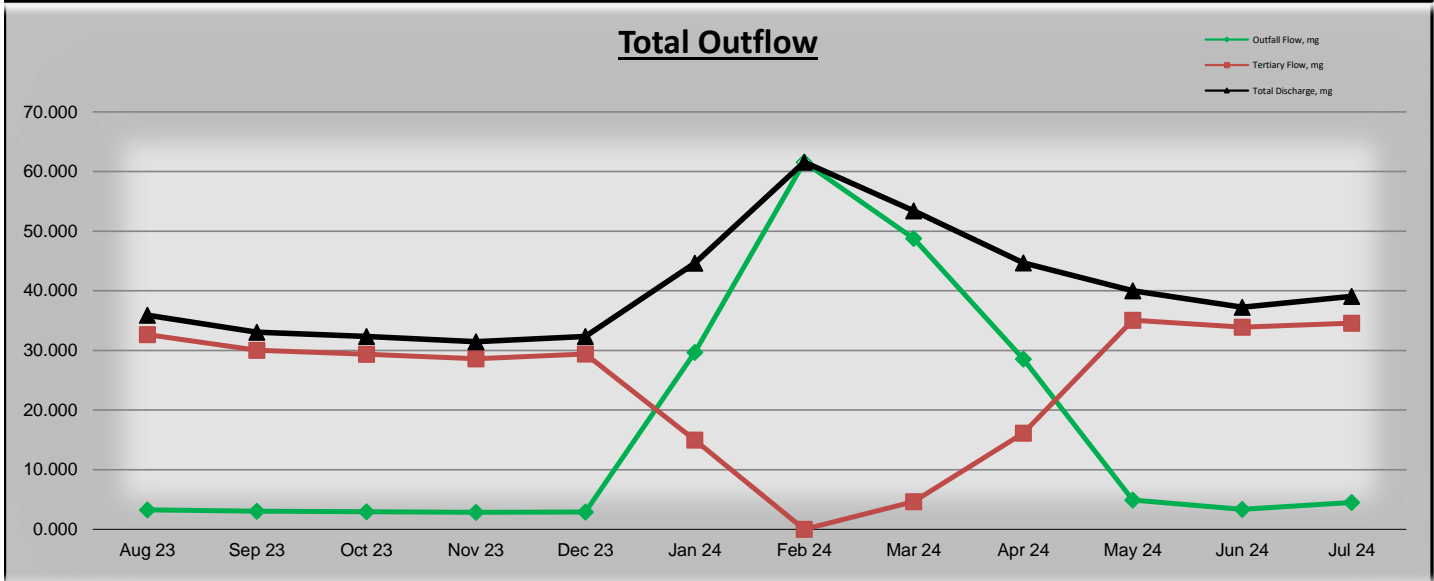
	2023				2024			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	773.12	1209.16	1205.69	1484.05	940.34	1159.32	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	3138.42	N/A	N/A

MICROTURBINE SUMMARY

Month	Jul'24 kW-h (2)	Jun'24	May'24	Apr'24	Accumulated Totals
Production, kW-h	5,021	0	0	0	1,422,178.00

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

(2) Microturbine system back on-line starting on 7/16/2024.



Wastewater Treatment Facility Operations Report

Report for: June 2024	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.432	0.814	0.803	0.843	64.628	182.90	561.03
PBCSD Flow	13.372	0.446	0.403	0.477	35.372	104.63	320.94
Total Plant Flow	37.804	1.260	1.206	1.320	100.00	287.52	881.97
Tertiary Flow	33.894	1.130	1.013	1.227	89.657	104.67	321.06
Ocean Discharge	3.369	0.112	0.096	0.123	8.912	176.88	542.58
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	104.67MG (321.06acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.65 BG (29.61 K acre-ft.)
12 Month Rolling Total Reclamation Production	287.87 MG (883.48 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jun'24 kWh	Price per kWh	Jun'24	May'24	Apr'24	Mar'24
Secondary	96,146.00	\$ 0.272	\$ 26,122.49	\$ 19,908.42	\$ 21,825.65	\$ 21,860.91
Blowers	55,504.32	\$ 0.296	\$ 16,433.71	\$ 12,813.32	\$ 10,503.05	\$ 11,253.53
CAWD Total	151,650.32		\$ 42,556.20	\$ 32,721.74	\$ 32,328.70	\$ 33,114.44
Tertiary	94,128.40	\$ 0.263	\$ 24,746.66	\$ 18,036.05	\$ 11,779.02	\$ 9,279.23
MF/RO	122,912.00	\$ 0.301	\$ 36,972.88	\$ 31,716.93	\$ 22,404.09	\$ 10,182.94
Reclaim Total	217,040.40		\$ 61,719.54	\$ 49,752.98	\$ 34,183.11	\$ 19,462.17
Adjusted Monthly Totals (1)	CAWD Total		\$ 24,351.00	Reclamation Total		\$ 79,924.74

kW-h Per Acre Foot

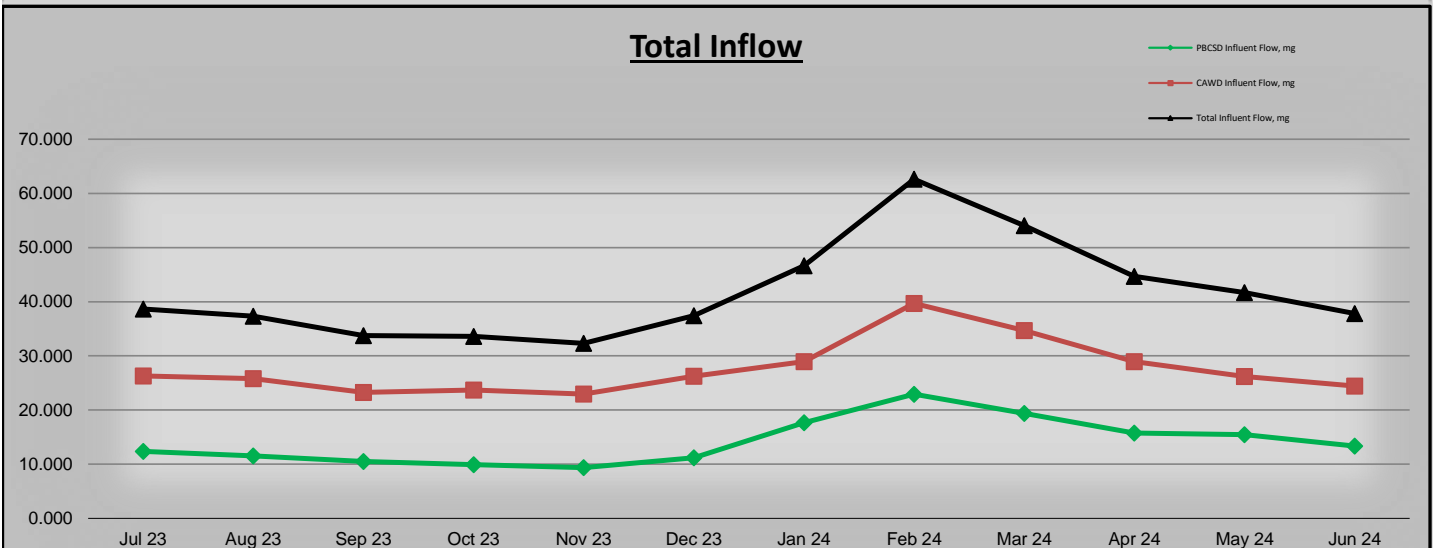
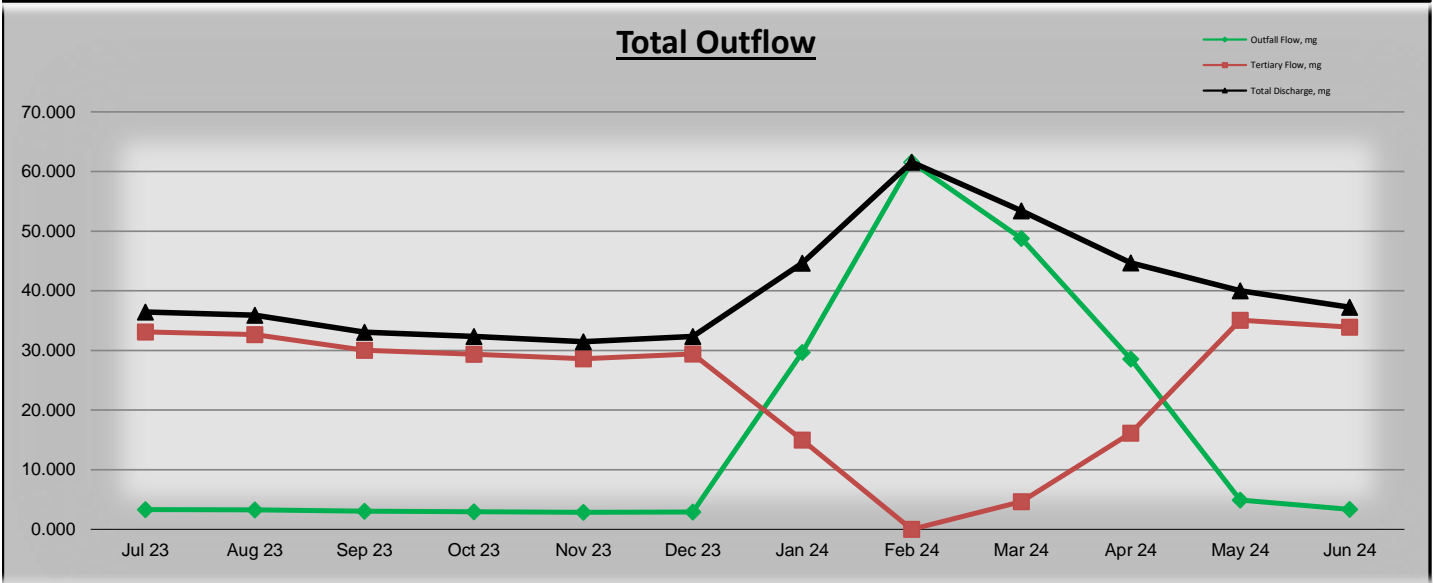
	2023				2024			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	773.12	1209.16	1205.69	1484.05	940.34	1159.32	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	3138.42	N/A	N/A

MICROTURBINE SUMMARY

Month	Jun'24 kW-h (2)	May'24	Apr'24	Mar'24	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line. Compressor has been installed and is pending vendor start-up



STAFF REPORT



To: Board of Directors

From: Carla James - Laboratory/Environmental Compliance Supervisor

Date: September 26, 2024

Subject: Monthly Report – August 2024

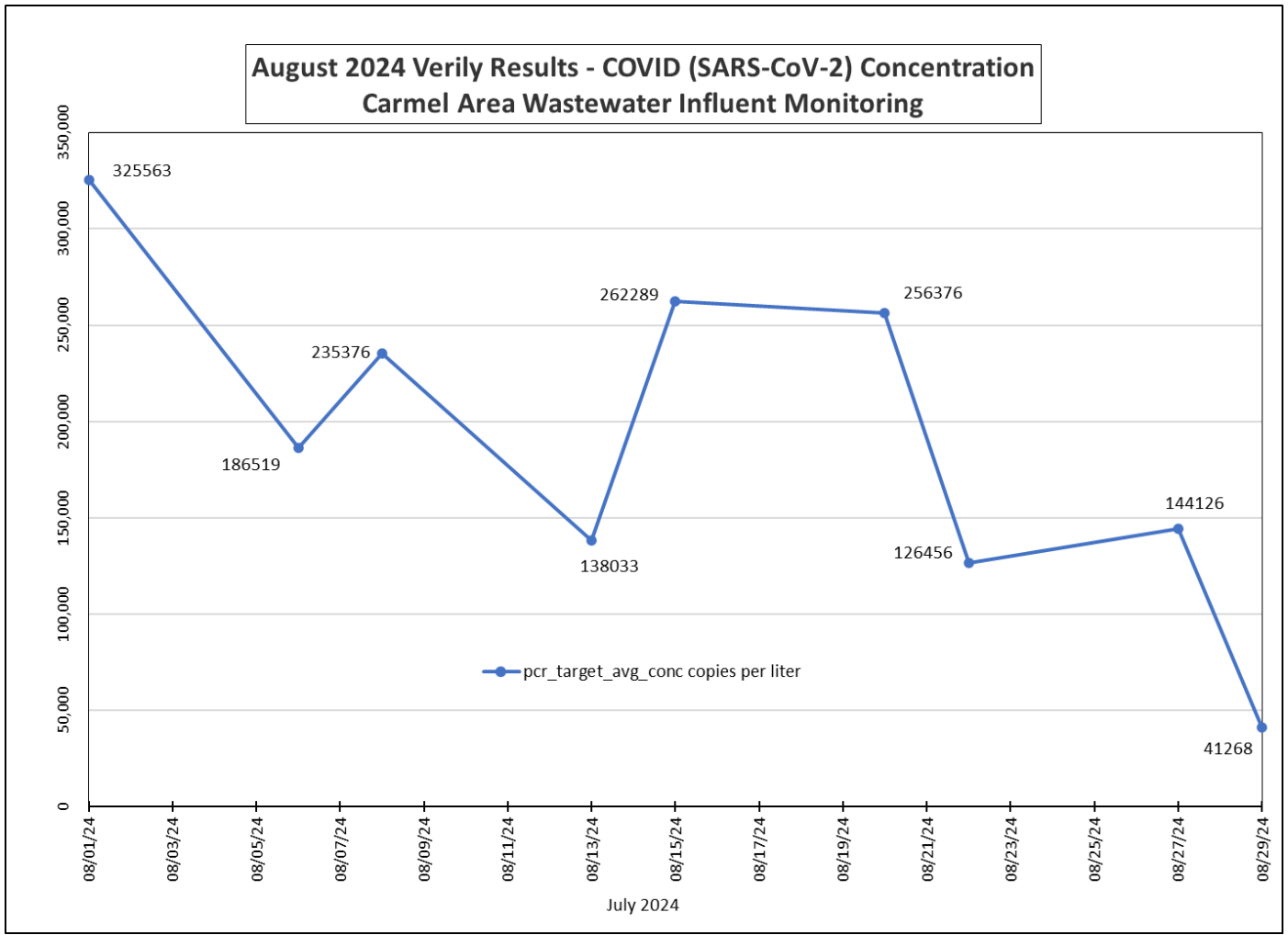
RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

INFLUENT MONITORING (VIRUSES)

- Center for Disease Control (CDC) approved Verily as the official provider for monitoring results. Verily provides SARS-CoV-2 (COVID), Respiratory Syncytial Virus (RSV), Influenza A and B, and Monkey Pox Virus (MPKV) analysis twice per week for Carmel Area Wastewater District (CAWD) Facility Influent composite samples.
- August 2024 COVID data points from Verily are represented in the following graph. The graph shows the copies of pathogen nucleic acid per liter of wastewater for a single collection site over time.
- Influenza A virus and RSV were detected in August 2024.
- Influenza B and MPKV viruses were not detected in August 2024.



LABORATORY REPORT

- On August 27, 2024, Kinnetic Environmental (KEI) programmed a flow-proportioned Final Effluent composite sampler for 30-day monitoring of Persistent Organic Pollutants (POPs) under the Central Coast Long-Term Assessment Environmental Network (CCLEAN) Program.
- On August 27 and 28, 2024, Final Effluent composite samples were collected and submitted to KEI for Pyrethroids, Fipronil, and Neonicotinoid analyses as part of CCLEAN monitoring.

FUNDING

N/A-Informational item only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	23	2024		2025		2026	
									H2	H1	H2	H1	H2	H1	H2
Projects Implementation Plan Schedule															
<u>Treatment Plant Capital Projects</u>															
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank R	Treanor	4/30/18	9/29/23	\$0	\$9,638,381	Final Payment Pending	Sludge Holding Tank Replacement Project						
18-28	1626.000	Perimeter Tree Plan and Implementation	Bandy	7/1/19	6/30/26	\$0	\$5,020	Reviewing Height of Existing Native Trees	Perimeter Tree Plan and Implementation						
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	12/30/26	\$0	\$0	SHPO Consultation for FEMA Funding	Carmel River FREE Mitigation						
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	10/13/23	\$0	\$17,332	50% Completed	Aeration Basin Improvements						
19-18	1593.000	Perimeter Fencing	Bandy	7/1/22	12/31/25	\$25,000	\$74,801	Design/CEQA	Perimeter Fencing						
22-03	1639.000	WWTP Gas and Water Main Replacement	Bandy	5/2/22	6/30/26	\$300,000	\$478,944	30% Design	WWTP Gas and Water Main Replacement						
22-04	1642.000	CAWD Bridge Project	Treanor	3/1/21	2/29/28	\$0	\$12,994	Funding Strategy	CAWD Bridge Project						
22-06	1640.000	Vactor Receiving Station	Bandy	7/1/22	12/31/24	\$575,000	\$680,222	Construction Phase	Vactor Receiving Station						
<u>Reclamation Capital Projects</u>															
22-05	14794	Reclamation 15-Year CIP Master Plan	Bandy/Treanor	8/2/22	6/30/25	\$349,250	\$537,696	In Progress	Reclamation 15-Year CIP Master Plan						
		Sand Filter Rehab	Waggoner	7/1/24	6/30/25	\$150,000	\$150,000	Contractor Mobilization	Sand Filter Rehab						
<u>Collections Capital Projects</u>															
19-03	1586.000	Carmel Meadows Sewer Replacement	Treanor	8/1/19	6/30/26	\$300,000	\$1,015,235	Design Update In Progress	Carmel Meadows Sewer Replacement						
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Treanor	12/31/20	12/31/25	\$150,000	\$298,087	On Hold	Bay/Scenic Pump Station Rehabilitation						
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Treanor	2/5/21	12/31/25	\$2,000,000	\$2,533,925	In Design / CDP	Scenic Rd Pipe Bursting - Ocean to Bay						
21-05	1637.000	Pescadero Sewer Relocation	Treanor	7/1/21	12/31/26	\$500,000	\$723,629	In Design / CEQA	Pescadero Sewer Relocation						
23-01	1643.000	Santa Rita & Guadalupe Pipeline Rehab	Treanor	1/1/23	12/31/25	\$2,500,000	\$2,653,098	In Design	Santa Rita & Guadalupe Pipeline Rehab						
24-04		Highlands Forcemain Retrofits	Bandy	4/1/24	4/1/26	\$0	\$0	Study Phase	Highlands Forcemain Retrofits						
20-06		Collections 15-Year CIP	Treanor	7/1/20	7/1/40	\$0	\$66,372,100	Work In Progress	Collections 15-Year CIP						
<u>Collections Non-Capital Projects</u>															
24-01	6130.005	2024 Sewer Pipe Repairs	Treanor	1/1/24	12/31/24	\$410,000	\$410,000	In Progress	2024 Sewer Pipe Repairs						
24-02	6140.005	2024 Manhole Coating	Treanor	1/1/24	12/31/24	\$460,000	\$460,000	In Design	2024 Manhole Coating						
<u>Assessment Districts/Annexations</u>															
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Treanor	7/3/18	3/31/24	\$0	\$0	Startup Phase	Carmel Valley Manor Pipeline and Pump Station						
18-29	2500.000	September Ranch Subdivision	Treanor	9/1/22	8/30/25	\$0	\$0	In Construction	September Ranch Subdivision						
23-03		Rancho Cañada Village Subdivision	Treanor	3/1/23	2/27/25	\$0	\$0	Sewer Agreement	Rancho Cañada Village Subdivision						
<u>Other Non-Capital Projects</u>															
		Workforce Now	Lauer			\$0	\$0	Time Card System Pilot	Workforce Now						

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	23	2024		2025		2026	
									H2	H1	H2	H1	H2	H1	H2
		Real Property Investigation	Buikema			\$0	\$0	Ongoing							
		Cyber Security	Foley			\$0	\$0	Ongoing							
24-03	1644.000	Artificial Intelligence Pilot Project	Foley			\$150,000	\$242,924	In Progress							
		Source Control Six Sigma	Treanor			\$0	\$0	Restaurant Plumbing Inspections In Progress							
22-01	5500.006	Long Term SLR Planning	Buikema / Bandy / Treanor	5/3/21	2/29/40	\$250,000	\$1,400,000	2023 Study Complete	Long Term SLR Planning						
20-05		River Watch Agreement	Treanor	2/21/20	2/21/24	\$0	\$0	Work In Progress							
		CMMS Upgrade	Lauer / Foley / Treanor	11/1/23	11/1/24	\$85,800	\$85,800	Systems Setup	CMMS Upgrade						



Treatment Plant Capital Project Summaries



Photo: New Sludge Tank Under Construction

Project Number:	18-01	
Project Name:	Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Final Payment Pending	
Project Description:	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$9,638,381	\$9,638,381
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	Estimated at 2.7% of project cost.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Equipment Supply Chains	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY2021/2022 into FY2022/2023 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

Project Number:	18-28	
Project Name:	Perimeter Tree Plan and Implementation	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	Reviewing Height of Existing Native Trees	
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 a plan to determine costs, sequencing schedule, and visual impacts. The Eucalyptus trees around the plant have ongoing maintenance costs, which may be offset in the long term with a different type of tree screening. The purpose is to improve security around plant perimeter.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$130,020	\$5,020
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation:	N/A	
Other Entities:	N/A	
Permits Required:	Currently unknown (In Study Phase)	
Challenges:	Time it will take for new trees to grow up that will fully screen treatment plant from view	
Schedule:	<ul style="list-style-type: none"> Study moved to 2024; anticipate completion 06-30-26 	
Consultants:	Scott Hall Landscape Design	
Contractor:	To Be Determined (TBD)	

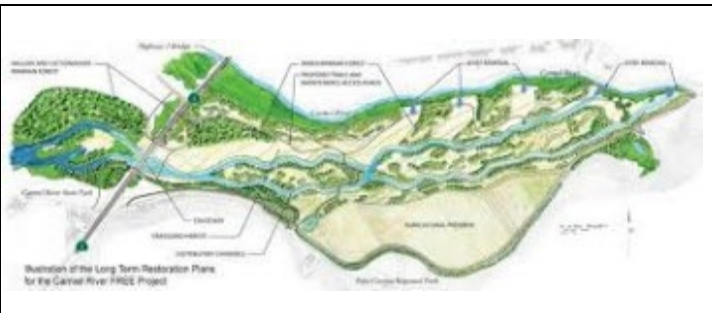


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	State Historic Preservation Office (SHPO) Consultation for Federal Emergency Management Agency (FEMA) Funding	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines, which are currently crossing over a portion of the lagoon, are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Coastal Conservancy Grant Budget:	Cumulative Spent: \$618,569
	\$750,000	FY Spent: \$0
** Project is being funded by CRFREE initiated grants		
Reclamation Share:	N/A	
Other Entities:	Monterey County	
Permits Required:	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board (RWQCB)	
Challenges:	Construction near environmentally sensitive habitat and obtaining new easement from State Parks	
Schedule:	<ul style="list-style-type: none"> Construction anticipated in 2025 	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	TBD	



Photo: Existing air diffuser system

Project Number:	19-19	
Project Name:	WWTP – Aeration Basin Improvements	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	50% Completed	
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.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$17,332	\$17,332
	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	Weather conditions and Scheduling	
Schedule:	<ul style="list-style-type: none"> Design is complete Materials ordered and received Construction currently on hold 	
Consultants:	N/A	
Contractor:	N/A	



Photo: Existing Dilapidated Fence

Project Number:	19-18	
Project Name:	Perimeter Fencing	
Project Location:	Wastewater Treatment Plant (WWTP)	
Project Manager:	Bandy	
Status:	Design/CEQA	
Project Description:	Install a new fence around the perimeter of the WWTP.	
Department:	Treatment	
Financial:	Cumulative Budget: \$74,801	Cumulative Spent: \$49,801
	FY Budget: \$25,000	FY Spent: \$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), Coastal Developmental Permit (CDP) Notification	
Challenges:	Environmental Mitigations	
Schedule:	<ul style="list-style-type: none"> Design in FY2022-2023 Construction in FY2024-2025 	
Consultants:	Kennedy Jenks	
Contractor:	TBD	



Photo: Gas Meter on North Side of River

Project Number:	22-03	
Project Name:	WWTP Gas and Water Main Replacement	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	30% Design	
Project Description:	The WWTP natural gas and water utility service exists on the opposite side of the Carmel River from the WWTP. CAWD owns the piping under the river for these utilities. The water line and gas line are PVC and identified as having a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion.	
Department:	Treatment	
Financial:	Cumulative Budget: \$478,944	Cumulative Spent: \$178,944
	FY Budget: \$300,000	FY Spent: \$0
Reclamation Share:	N/A	
Other Entities:	Cost Share w/ Collections @ 5.5%	
Permits Required:	TBD	
Challenges:	Underground work in riparian area	
Schedule:	<ul style="list-style-type: none"> Currently undergoing alternatives analysis study Design in FY2022-2023 Construction in FY2024-2025 	
Consultants:	Kennedy Jenks	
Contractor:	N/A	



Photo: Conceptual Rendering of Public Use and Bridge

Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Funding Strategy	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$12,994	\$13,253
Financial:	FY Budget:	FY Spent:
	\$0	\$259
**No budget. Funding potential via Carmel River settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining Funding and Community Support	
Schedule:	Currently working on video and marketing outreach effort	
Consultants:	TBD	
Contractor:	TBD	



Photo: CAWD Vactor Truck

Project Number:	22-06	
Project Name:	Vactor Receiving Station	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	Construction Phase	
Project Description:	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$680,222	\$105,222
Financial:	FY Budget:	FY Spent:
	\$575,000	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Coastal Developmental Permit (CDP) Notification	
Challenges:	Design for ultimate user satisfaction.	
Schedule:	Construction starts in June 2024	
Consultants:	Kennedy Jenks	
Contractor:	TBD	

Reclamation Capital Project Summaries



Photo: Exterior of Tertiary Building

Project Number:	22-05	
Project Name:	Reclamation MF/RO and Tertiary System 15-Year Capital Improvement Program (CIP) Master Plan	
Project Location:	Reclamation – Microfiltration (MF)/Reverse Osmosis (RO) and Tertiary Building	
Project Manager:	Treanor/Bandy	
Status:	In Progress	
Project Description:	Asset management condition and risk evaluations, development of projections of capital expenditures, and preliminary engineering planning	
Department:	Treatment	
Financial:	Cumulative Budget: \$300,000	Cumulative Spent: \$91,609
	FY Budget: \$349,250	FY Spent: \$91,609
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	None	
Challenges:	Complexity	
Schedule:	Planning Process will extend into FY 2023/2024	
Consultants:	Kennedy Jenks Trussell Technologies, Inc	
Contractor:	N/A	

Collections Capital Project Summaries



Photo: View gravity pipe in Carmel easement

Project Number:	19-03	
Project Name:	Carmel Meadows Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Design Update in Progress	
Project Description:	The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$2,615,044	\$719,844
Permits Required:	FY Budget:	FY Spent:
	\$300,000	\$0
Challenges:	Coastal Permit and Environmental Review	
Schedule:	Redirecting the sewer to the pump station without requiring ejector pumps.	
Consultants:	Design and Environmental Review completed 6/28/22. Construction on hold for permitting.	
Contractor:	TBD	



Photo: Looking at Pump Station Exterior

Project Number:	20-07	
Project Name:	Bay/Scenic Pump Station Rehabilitation	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	On Hold	
Project Description:	Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$976,756	\$148,087
Reclamation Share:	FY Budget:	FY Spent:
	\$150,000	\$0
Other Entities:	0%	
Permits Required:	Carmel-by-the-Sea, Coastal Commission	
Challenges:	Exemptions from CEQA and Coastal dependent on panel location requirements.	
Schedule:	Traffic Control, Panel Location away from bluff	
Consultants:	Construct 2023/2024 Fiscal Year	
Contractor:	TBD	
	Pending	



Photo: Pipe Bursting Limits on Scenic

Project Number:	20-08	
Project Name:	Scenic Rd Pipe Bursting - Ocean to Bay	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Design / CDP	
Project Description:	Replace approximately 10,561 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$4,792,546	\$602,160
Financial:	FY Budget:	FY Spent:
	\$2,000,000	\$25,509
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	CEQA & Coastal Development permits from City and County	
Challenges:	Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.	
Schedule:	CEQA complete 2/1/2024, Construction 2025	
Consultants:	MNS, Rincon, TBC Communications	
Contractor:	Pending	



Photo: Sewer Line at Pescadero Creek

Project Number:	21-05	
Project Name:	Pescadero Sewer Relocation	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Design / CEQA	
Project Description:	Install new pipe in road to divert majority of flow from pipe on slope.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$723,629	\$239,020
Financial:	FY Budget:	FY Spent:
	\$500,000	\$0
Reclamation Share:	0%	
Other Entities:	N/A	
Permits Required:	Environmental Review	
Challenges:	Narrow road, depth of manholes, environmentally sensitive area	
Schedule:	Start design, public outreach, & Environmental in Winter 2023.	
Consultants:	MNS, Denise Duffy, TBC Communications & Media	
Contractor:	TBD	

Santa Rita & Guadalupe #23-01



Project Number:	23-01
Project Name:	Santa Rita & Guadalupe
Project Location:	Collection System
Project Manager:	Treanor
Status:	In Design
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP
Financial:	Cumulative Budget: \$3,699,783
	Cumulative Spent: \$165,819
	FY Budget: \$2,500,00
	FY Spent: \$0
Reclamation Share:	0%
Other Entities:	Carmel-by-the-Sea,
Permits Required:	None
Challenges:	Traffic Controls
Schedule:	Construct Winter 2024. Preliminary Plans Complete.
Consultants:	MNS Engineers
Contractor:	TBD

Highlands Force Main Retrofits #24-04



Project Number:	24-04
Project Name:	Highlands Force Main Retrofits
Project Location:	Collection System
Project Manager:	Bandy
Status:	Study Phase
Project Description:	Proposed pipeline repairs to existing flushing connections, and air release valves. Includes provisions for potentially connecting the Point Lobos sewer to the District sewer at a location closer to Point Lobos to allow existing Point Lobos Force Main to be transferred to CAWD as a backup pipeline.
Financial:	Cumulative Budget: \$0
	Cumulative Spent: \$0
	FY Budget: \$0
	FY Spent: \$0
Other Entities:	California State Parks
Permits Required:	CalTrans Encroachment
Challenges:	Construction along Hwy 1
Schedule:	TBD
Consultants:	MNS Engineers
Contractor:	TBD

Photo: LT Capital Schedule

Project Number:	20-06	
Project Name:	Collections 15 -Year CIP	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Work in Progress	
Project Description:	Utilize updated sewer line inspection information and flow modeling to develop a 20-year Construction Improvement Plan	
Department:	Collections	
Projection of Total Capital Costs-15-Yr \$63M	Construction Costs: \$66M	Administration Costs: \$10M (20% engineering, legal, admin.)
Financial:	Cumulative 15YR Budget: EST \$66M	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch Agreement-see project #20-05	
Permits Required:	none	
Challenges:	Completing all projects near water bodies in time for the February 2024 deadline is unlikely due to lack of public approval.	
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	

Collections Non-Capital Project Summaries



Photo: Pipe Repairs

Project Number:	24-01	
Project Name:	2024 Sewer Pipe Repairs	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Progress	
Project Description:	Miscellaneous repairs of existing pipes in the collection system	
Department:	Collections	
Financial:	Cumulative Budget: \$410,000	Cumulative Spent: N/A
	FY Budget: \$410,000	FY Spent: 0
Other Entities:	N/A	
Permits Required:	City and County Encroachment Permits	
Challenges:	Varied site conditions from location to location, as well as various types of deficiencies to repair throughout the collections system.	
Schedule:	2024 thru 2025	
Contractor:	TBD	



Photo: Pipe Repairs

Project Number:	24-02	
Project Name:	2024 Manhole Coating	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Design Phase	
Project Description:	Coating manholes to extend life span	
Department:	Collections	
Financial:	Cumulative Budget: \$460,000	Cumulative Spent: N/A
	FY Budget: \$460,000	FY Spent: 0
Other Entities:	N/A	
Permits Required:		
Challenges:		
Schedule:		
Contractor:	TBD	

Assessment Districts/Annexations

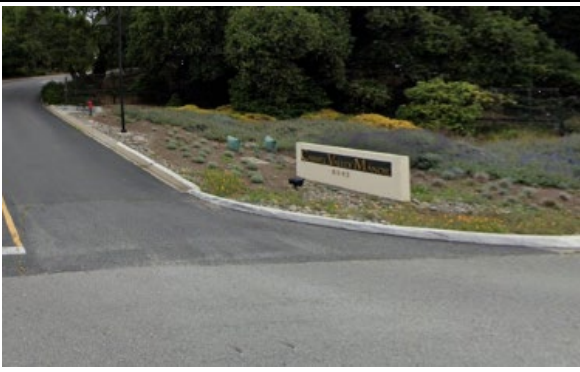


Photo: Entrance to Carmel Valley Manor

Project Number:	19-08	
Project Name:	Carmel Valley Manor Pipeline and Pump Station	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Startup Phase	
Project Description:	Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system.	
Department:	Collections	
Financial: this is an unbudgeted item-under repayment agreement (no funds received)-	Cumulative Budget:	Cumulative Spent:
	\$0	\$180
Other Entities:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	Various Private Land Owners	
Challenges:	County Encroachment Permit, Easements through Private Property, Environmental Review	
Schedule:	Funding, Repayment Agreement, easement agreements, Local Agency Formation Council (LAFCO) annexation	
Consultants:	Construction Completion Anticipated in July 2024	
Contractor:	MNS and Rincon are working for Carmel Valley Manor	
	Monterey Peninsula Engineering	

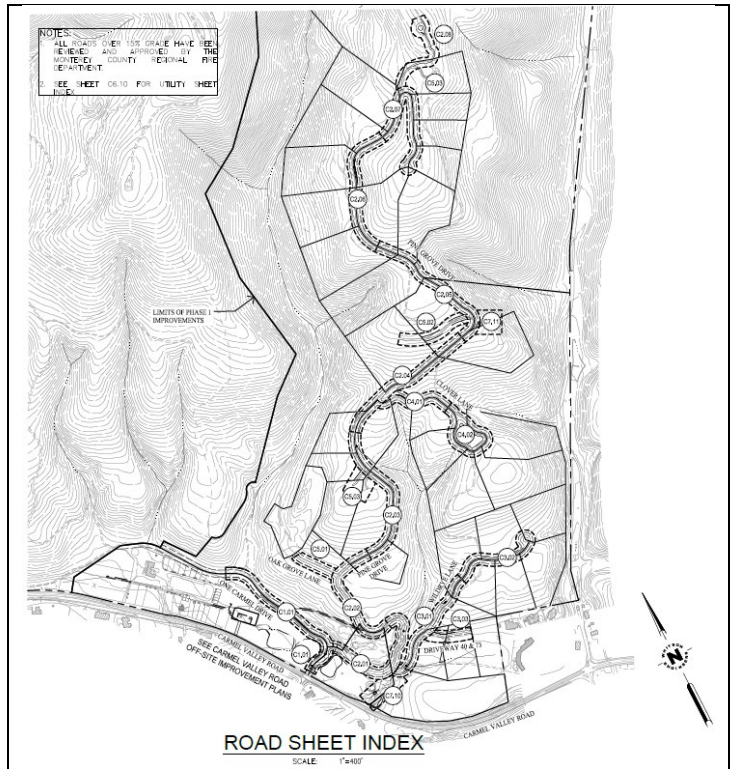


Photo: Map of September Ranch Subdivision

Project Number:	18-29	
Project Name:	September Ranch Subdivision	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Construction	
Project Description:	New housing subdivision is being built. Sewer infrastructure is being constructed by developer under jurisdiction of CAWD. Approximately 35 undeveloped lots.	
Department:	Collections	
Financial: this is an unbudgeted item-under repayment agreement	Cumulative Budget:	Cumulative Spent:
	\$0	\$
Other Entities:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	N/A	
Challenges:	Developer Obtained Permits	
Schedule:	Construction by developer.	
Consultants:	Construction in 2024	
Contractor:	MNS Engineers, Inc.	
	Don Chapin	

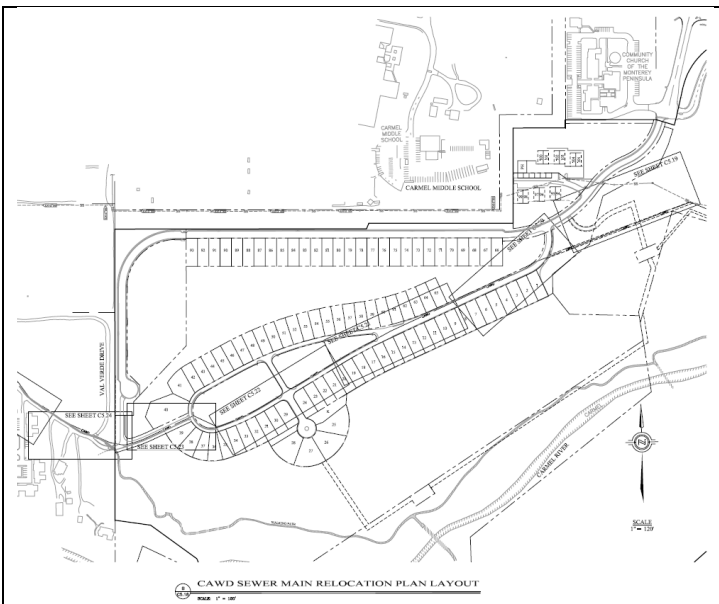


Photo: Location of Rancho Cañada Village Subdivision

Project Number:	23-03	
Project Name:	Rancho Cañada Village Subdivision	
Project Location:	Collection System	
Project Manager:	Trenor	
Status:	Sewer Agreement	
Project Description:	New housing subdivision is being built. Sewer infrastructure is being constructed by developer under jurisdiction of CAWD.	
Department:	Collections	
Financial: this is an unbudgeted item-under repayment agreement	Cumulative Budget:	Cumulative Spent:
	FY Budget:	FY Spent:
Other Entities:	N/A	
Permits Required:	Developer Obtained Permits.	
Challenges:	Construction by developer.	
Schedule:	Construction Pending	
Consultants:	Unknown	
Contractor:	Unknown	

Other Non-Capital Project Summaries



ADP Workforce Now

Photo: ADP Clip Art

Project Number:	N/A	
Project Name:	Workforce Now	
Project Location:	All Supervisor Locations	
Project Manager:	Foley	
Status:	Implementation-Time Card System Pilot	
Project Description:	Implementation of a comprehensive Human Resource (HR) software database for all supervisors and employees to utilize. Modules provide employee development tracking, benefits administration, custom performance review templates, and employee goal management.	
Department:	Administration	
Financial:	Cumulative Budget:	Cumulative Spent: \$2,520 (annual fee)
	FY Budget:	FY Spent: \$2,520 (annual fee)
Challenges:	Technical issues need to be resolved & employee training. Implementation of advanced features for employee development and learning management.	
Schedule:	Implemented in April 2023. HCM Unlocked Consultant hired for specialized implementation services. Currently working on Timesheet component.	
Consultants:	ADP	



Photo: Real Estate Clip Art

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



Photo: Cyber Security Clip Art

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

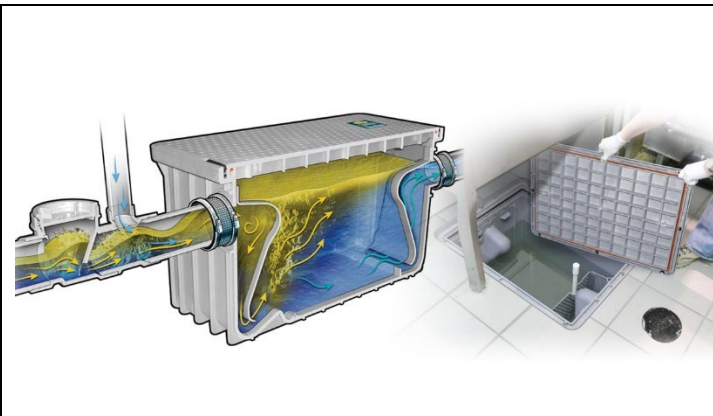


Photo: Grease Trap Graphic

Project Number:	N/A	
Project Name:	Source Control -Environmental Compliance -Six Sigma	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Restaurant Plumbing Inspections In Progress	
Project Description:	A Six Sigma project to improve source control for grease laden wastewater being discharged from restaurants. Grease problems are ongoing and require more oversight of restaurants grease control activities.	
Department:	Engineering	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$2,000
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	None	
Challenges:	Restaurant plumbing.	
Schedule:	Ongoing	
Consultants:	Carmel Fire	



Photo: Futuristic Circuitry

Project Number:	24-03								
Project Name:	Artificial Intelligence Pilot Project								
Project Location:	Treatment Plant								
Project Manager:	Foley								
Status:	In Progress								
Project Description:	A Pilot Project to test run new artificial intelligence algorithms on time series operating data being gathered in the existing Supervisory Control and Data Acquisition (SCADA) system. The new algorithms will be designed to conduct multivariate analysis of data for Anomaly Detection, and multivariate computations for process control. Initial investment in new computer hardware and software may be necessary as system requirements.								
Department:	Administration								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>\$75,000</td> <td>Cumulative Spent:</td> <td>\$109,378</td> </tr> <tr> <td>FY Budget:</td> <td>\$150,000</td> <td>FY Spent:</td> <td>\$16,454</td> </tr> </table>	Cumulative Budget:	\$75,000	Cumulative Spent:	\$109,378	FY Budget:	\$150,000	FY Spent:	\$16,454
Cumulative Budget:	\$75,000	Cumulative Spent:	\$109,378						
FY Budget:	\$150,000	FY Spent:	\$16,454						
Permits Required:	N/A								
Challenges:	<ul style="list-style-type: none"> Determining Hardware and Software needs to fulfill system requirements to run algorithms. Database restructuring. 								
Schedule:	Work started in March 2024 and is anticipated to continue through end of Fiscal Year (FY) 24-25.								
Consultants:	Enterprise Automation								



Photo: California coastline

Project Number:	22-01								
Project Name:	Long-Term Sea Level Rise Planning								
Project Location:	Treatment Plant								
Project Manager:	Buikema/ Treanor/Bandy								
Status:	2023 Study Complete								
Project Description:	As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Long-Term Coastal Hazards Plan on 03-03-22.								
Department:	Administration								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>\$1,400,00</td> <td>Cumulative Spent:</td> <td>\$219,862</td> </tr> <tr> <td>FY Budget:</td> <td>\$250,000</td> <td>FY Spent:</td> <td>\$219,862</td> </tr> </table>	Cumulative Budget:	\$1,400,00	Cumulative Spent:	\$219,862	FY Budget:	\$250,000	FY Spent:	\$219,862
Cumulative Budget:	\$1,400,00	Cumulative Spent:	\$219,862						
FY Budget:	\$250,000	FY Spent:	\$219,862						
Permits Required:	In response to California Coastal Commission								
Challenges:	Establishing focus on long term objectives and committing to follow through items as outlined.								
Schedule:	Most recent study completed in 2023. Next study to start in 2024 or 2025.								
Consultants:	Greeley & Hansen								



Photo: River Watch logo

Project Number:	20-05	
Project Name:	River Watch Agreement	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Work in Progress	
Project Description:	Work to satisfy the milestones in the agreement with River Watch.	
Department:	Collections	
Financial:	Cumulative Budget: N/A	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:	Completing all projects near water bodies in time is unlikely for the February 2024 deadline due to lack of public approval.	
Schedule:	Due date February 2024	
Consultants:		
Contractor:	N/A	

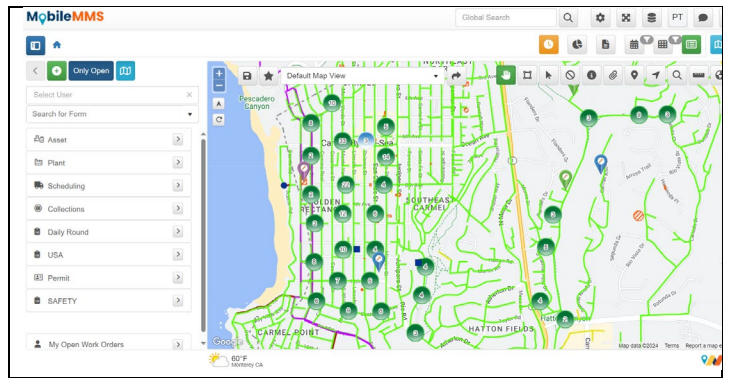


Photo: CMMS System

Project Number:	N/A	
Project Name:	CMMS Upgrade	
Project Location:	District Wide	
Project Manager:	Lauer /Foley/Treanor	
Status:	Systems Setup	
Project Description:	Computerized Maintenance Management System (CMMS) is a workflow tool and work data storage system used for scheduling work and accessing records. CAWD is upgrading this system to better manage information and work in the collection system and operate in the field more effectively.	
Department:	Administration	
Financial:	Cumulative Budget: \$85,800	Cumulative Spent: \$78,000
	FY Budget: \$85,800	FY Spent: \$78,000
Permits Required:	N/A	
Challenges:	Creating custom workflows that fit the specific needs of CAWD	
Schedule:	Development in Progress through FY23/24	
Consultants:	Websoft Developers-Mobile MMS Software	

STAFF REPORT

To: Board of Directors
From: Ed Waggoner, Operations Superintendent
Date: September 26, 2024
Subject: Monthly Operations Reports – August 2024



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of August.
- August 12, Operations and Maintenance staff started the Aeration Basin number 4 diffuser upgrades.
- August 31, Operations Superintendent and Laboratory Supervisor attended the Monterey County Fair that had a public outreach booth for Carmel Area Wastewater District (CAWD). Staff handed out informational material to fair participants on sewer lateral maintenance, proper disposal of Fats, Oils, and Grease, along with other CAWD information.

Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- MF cells #1, #2, and #3 were cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- RO Train C continues to operate well with the 90 percent recovery pilot target. RO Train A will begin operation at 90 percent recovery starting in September.

Training:

- Staff participated in scheduled tailgate safety meetings in the digester building conference room.

- August 5 through August 9, Operations Superintendent and Operator, Mr. Lopez attended the Tri-State Seminar in Las Vegas for classes on Operations and Regulatory Compliance.

Meetings Attended

- Weekly, Friday meetings with Sean Dingman on the new Mobile Maintenance Management Software. These meetings are designed to fine tune work orders, asset hierarchy, and general program navigation.
- August 8, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County to review the new brochure for the Monterey County Fair Water Conservation Showcase on Saturday the 31 of August.
- August 15, Operations Superintendent attended a Zoom meeting with the Monterey Bay Water Works Association for upcoming training events.
- August 22, Operations Superintendent and Operations Supervisor attended a Teams meeting with Trussell Technologies to review Micro Filtration/Reverse Osmosis operational and mechanical activities for the last two months of operations.
- August 26, Operations Superintendent and Laboratory Supervisor attended an in person meeting at the CAWD Board room to review Laboratory Operations with the management team.

Discharge Permit Violations

- There were no violations of Reclamation Permit 93-72 for the month of July 2024.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of July 2024.
- Submitted Quarterly Reclamation Permit 93-72 for the months of May, June, and July. There were no violations of the Quarterly monitoring report for May thru July 2024.
- Submitted Quarterly May through July 2024 monitoring report. There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 for the Quarterly February thru April 2024 monitoring report.

FUNDING-N/A-Informational item only

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: September 26, 2024
Subject: Monthly Maintenance Report – August 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

Laboratory Air Conditioning System Issue

During annual preventative maintenance, a problem with the laboratory's air conditioning system was identified. Repair parts were ordered and installed. This unit, having been replaced once before, is approaching the end of its service life due to the harsh coastal environment. A budget request will be submitted for next fiscal year to replace the unit.

Aeration Basin 4 Header Installation

Mathews Mechanical installed new headers in Aeration Basin 4 to reduce the risk of over-pressurizing the basin's diffuser system, which can cause individual diffusers to blow off. These diffusers are essential to the aeration process, providing the necessary air bubbles.

California Air Resources Board (CARB) Heavy-Duty Vehicle Inspection and Maintenance

The CARB Heavy-Duty Inspection and Maintenance tests were successfully completed on the Vac-Con and Jet trucks. This new mandate requires the District to monitor all heavy-duty vehicles. District staff have completed certification training and are now equipped to perform the testing in-house and upload the data to CARB.

Information Technology (IT) Intern Network Security Project

The Information Technology Intern is currently developing password manager instructions for staff, aimed at improving network security. The password manager will encrypt passwords and help prevent the use of duplicate passwords, significantly enhancing overall system security.

Upcoming Maintenance Projects

Treatment Plant Breakroom Cosmetic Upgrades

Starting in September, the Treatment Plant breakroom will undergo cosmetic improvements. The existing drywall is deteriorating, and the flooring is worn. The planned upgrades aim to create a clean and comfortable space for staff.

8th & Scenic Pump Station Meter Panel Replacement

(Update 1): We are currently awaiting scheduling from Pacific Gas & Electric (PG&E) to replace the meter panel at the 8th & Scenic pump station. The existing mild steel panel shows signs of corrosion. The new stainless steel panel will reduce the risk of failure to the pump station's electrical service.

Reclamation Variable Frequency Drives (VFD) Replacement

VFDs for controlling the speed of the reverse osmosis and microfiltration pumps have been delivered. The new VFDs will be installed within the existing cabinets, allowing key components such as breakers and filters to remain in place. This approach will reduce both the complexity and cost of the installation while extending the lifespan of the VFDs.

Aeration Blower 211 Maintenance

Aeration Blower 211 is experiencing issues with its inlet guide vanes, causing intermittent surging that can damage the blower. Staff are building a history of planned services for these units, considering the impact of the coastal environment. The recommended maintenance schedule has been adjusted to account for local conditions, and a Level 1 minor service will be performed to address corrosion issues.

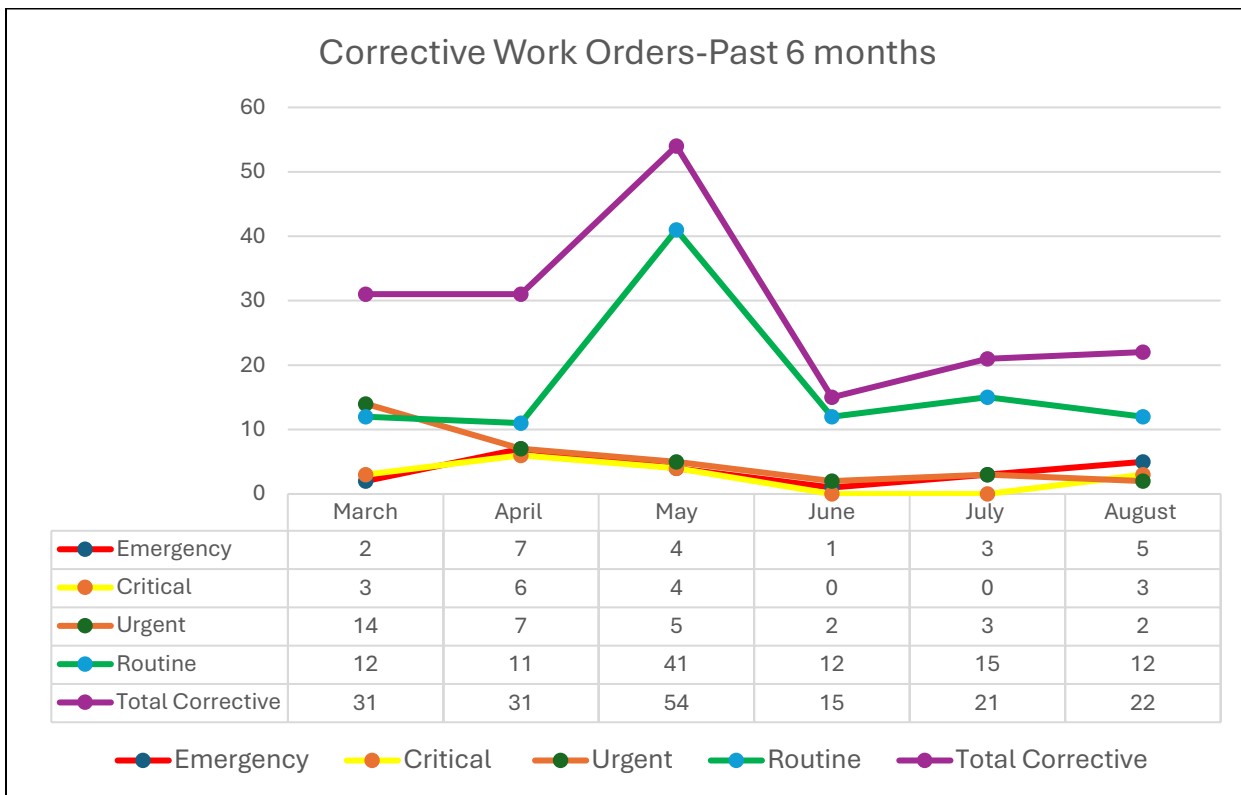
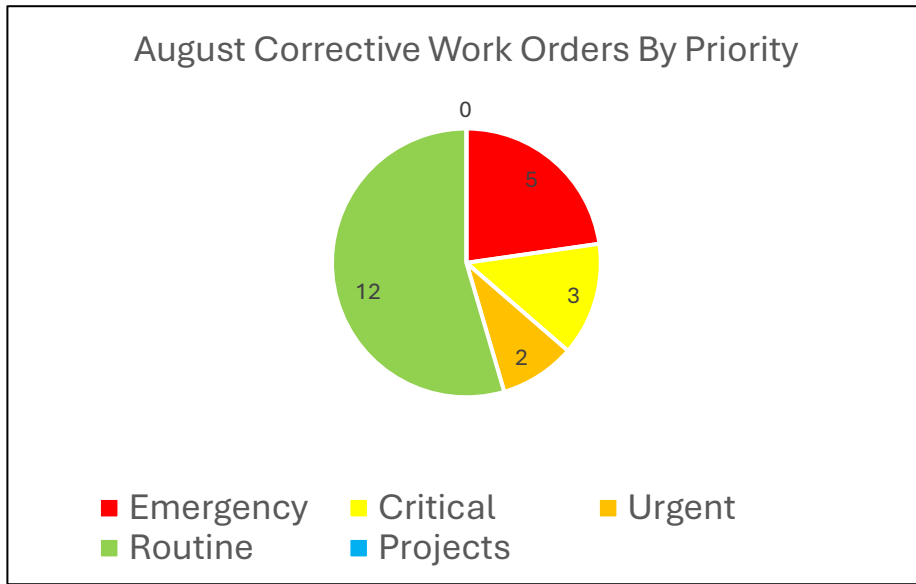
Dissolved Air Flotation Thickener Maintenance

A major service on the bearings of the Dissolved Air Flotation Thickener is scheduled. Factory technicians will oversee the service, with District staff assisting to facilitate knowledge transfer. A job plan has been created, and we are currently awaiting scheduling from the factory.

Preventive Maintenance (August)

Total Work Orders Generated	70
Total Work Orders Closed/Done	62
Total Work Orders Still Open	8
Percentage of Work Orders Completed	89%

Corrective Maintenance



FUNDING-N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Patrick Treanor, District Engineer
Date: September 26th, 2024
Subject: Source Control Update

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report is an update on Source Control activities associated with Fats, Oils, and Grease (FOG) discharge control activities.

Carmel Area Wastewater District (CAWD) conducted drainage fixture surveys at 4 restaurants in the past month. There has been a total of 65 restaurants inspected since the start of 2024 (about 100 restaurants total are in operation in the CAWD service area). CAWD is conducting these surveys as part of information gathering within restaurants subject to CAWD grease control ordinances.

Below are the findings of the last round of inspections:

Restaurant	Fixtures Not Connected to Grease Trap	Grease Trap Undersized	Unlawful Disposal
Tommys Wok	Yes	No	Yes
Mission Ranch	No	No	Yes
Seventh and Dolores	No	No	No
Robata Grill	Yes	Yes	Yes

FUNDING

N/A Information Only

Resolutions

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: September 26, 2024
Subject: Purchase of High Flow Effluent Pump Rebuild Parts

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to purchase rebuild parts for two Fairbanks Morse effluent pumps in the amount of \$60,000.

DISCUSSION

The effluent pumpstation at the treatment plant utilizes three pumps to move water to the ocean outfall. Two pumps are wet weather high flow pumps that have minimal runtime. The third pump is a low flow pump that pumps reverse osmosis reject water from the reclamation system. The high flow pumps are critical to meet permit requirements in the winter high flow season.

The high flow pumps have been in service since 1972. The pumps still operate but leak water and the pump efficiency has decreased due to wear. These parts would rehabilitate the pumps back to optimal operating specifications and replace components before they completely fail such as the leaking seals.

Staff received a quote from JM Squared, the authorized Fairbanks Morse distributor, for the repair parts. The pumps require specific parts and cannot be substituted with a different manufacturer's parts.

SUMMARY

The effluent pumps have been in operation for decades with no failures. This purchase would extend the life of the pumps by 20-30 years.

FUNDING

Treatment Plant Capital Equipment Budget FY 2024/25- \$60,000

RESOLUTION NO. 2024-53

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO PURCHASE EFFLUENT PUMP REBUILD PARTS FROM JM SQUARED IN FISCAL YEAR 2024-25 IN AN AMOUNT NOT TO EXCEED \$60,000

-oOo-

WHEREAS, the District requires the purchase of effluent pump parts to maintain operations of the effluent pump station; and

WHEREAS, the District determined there is no substitute and sole sourced the purchase; and

WHEREAS, the District has determined the effluent pumps are critical assets that require an immediate purchase of rebuild parts to maintain the required level of service for the treatment plant; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on September 26, 2024, that this proposal has merit and hereby authorizes the General Manager to purchase effluent pump parts for fiscal year 2024-25 in an amount not to exceed \$60,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on September 26, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barriner, Board Clerk

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: September 26, 2024
Subject: Purchase of Two GEM Electric Utility carts

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to purchase two GEM electric utility carts from Total Industries in Salinas at the cost of \$46,468.38.

DISCUSSION

The District currently operates three electric utility carts for its operations staff. Two of these carts are over 30 years old and are showing significant signs of wear and corrosion. The mechanical components, including the suspension, steering, and body, are deteriorating and need replacement.

The following criteria were used when selecting new carts for purchase:

1. The carts must be electric.
2. Availability of local support and parts.
3. Ability to tow a trailer.
4. Capacity to carry ladders and pumping hoses.
5. Lowest cost among qualified options.

After evaluating various options, the **GEM eL XD** was selected as the best solution. Staff conducted pricing research and identified the Sourcewell cooperative pricing agreement for GEM carts, which streamlined the bidding process. Total Industries, a Sourcewell vendor with a branch in Salinas, was selected as the supplier.

A sales representative from Total Industries provided a demo cart for testing. Multiple staff members drove the cart around the plant to ensure it met all operational requirements. The staff reached a consensus that the GEM cart was the best choice for the District's needs.

FUNDING

Treatment Plant Capital Equipment Budget FY 24/25- \$48,000

Chris Foley

Position: Maintenance Superintendent
 Phone: 831-257-0439



Steve Burnett
 Phone: 510-514-4058

Email: sburnett@total-ind.com

Quotation

Qty:	Description	Extended																																																						
2	2024 GEM® eL XD Color White Sourcewell Contract #: 122220-PSI-3	\$ 33,732.00																																																						
	GEM eL XD Specifications	Freight \$ 3,480.00																																																						
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****All Prices Quoted Do Not Include Sales Tax****

Your signature on this proposal constitutes an order

This quotation is subject to our General Terms and Conditions, Form GTC Pub 0001 03-9-2007 Rev B, attached hereto and incorporated by reference.

F.O.B: Factory Terms: COD/ Terms or Finance Delivery: Will advise at time of order

Quoted:

By:

Steve Burnett

[510-514-4058](tel:510-514-4058)

Date: 9-10-24

Accepted:

By:

Authorized Buyer (please print)

Authorized Buyer Signature

Date

RESOLUTION NO. 2024-54

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO PURCHASE TWO GEM UTILITY CARTS FROM TOTAL INDUSTRIES IN FISCAL YEAR 2024-25 IN AN AMOUNT OF \$46,468.38.

-oOo-

WHEREAS, the District requires the purchase of two electric utility carts to operate and maintain the treatment plant; and

WHEREAS, the District competitively bid the purchase through Sourcewell cooperative purchasing contract; and

WHEREAS, the District has determined the carts are critical to the operation of the treatment plant and compared alternatives ; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on September 26, 2024, that this proposal has merit and hereby authorizes the General Manager to purchase two GEM electric utility carts for fiscal year 2024-25 in an amount of \$46,468.38.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on September 26, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barriner, Board Clerk

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: September 26, 2024

Subject: Fiscal Year 2024/25 Artificial Intelligence (AI) Software and Pilot Project Implementation Budget Approval

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to update the contract with Enterprise Automation for the Fiscal Year (FY)2024/25 in the amount of \$75,000 for a total project budget of \$225,000.

DISCUSSION

The District issued a contract for \$150,000 in FY 2023/24 with Enterprise Automation (EA) to assess the current automation system and to implement improvements to the network and data sharing systems so that artificial intelligence/machine learning could be implemented at the treatment plant.

The AI project includes pre-requisites that not only support AI but improve data reporting for permit and process data.

Identified Improvements: (questions)

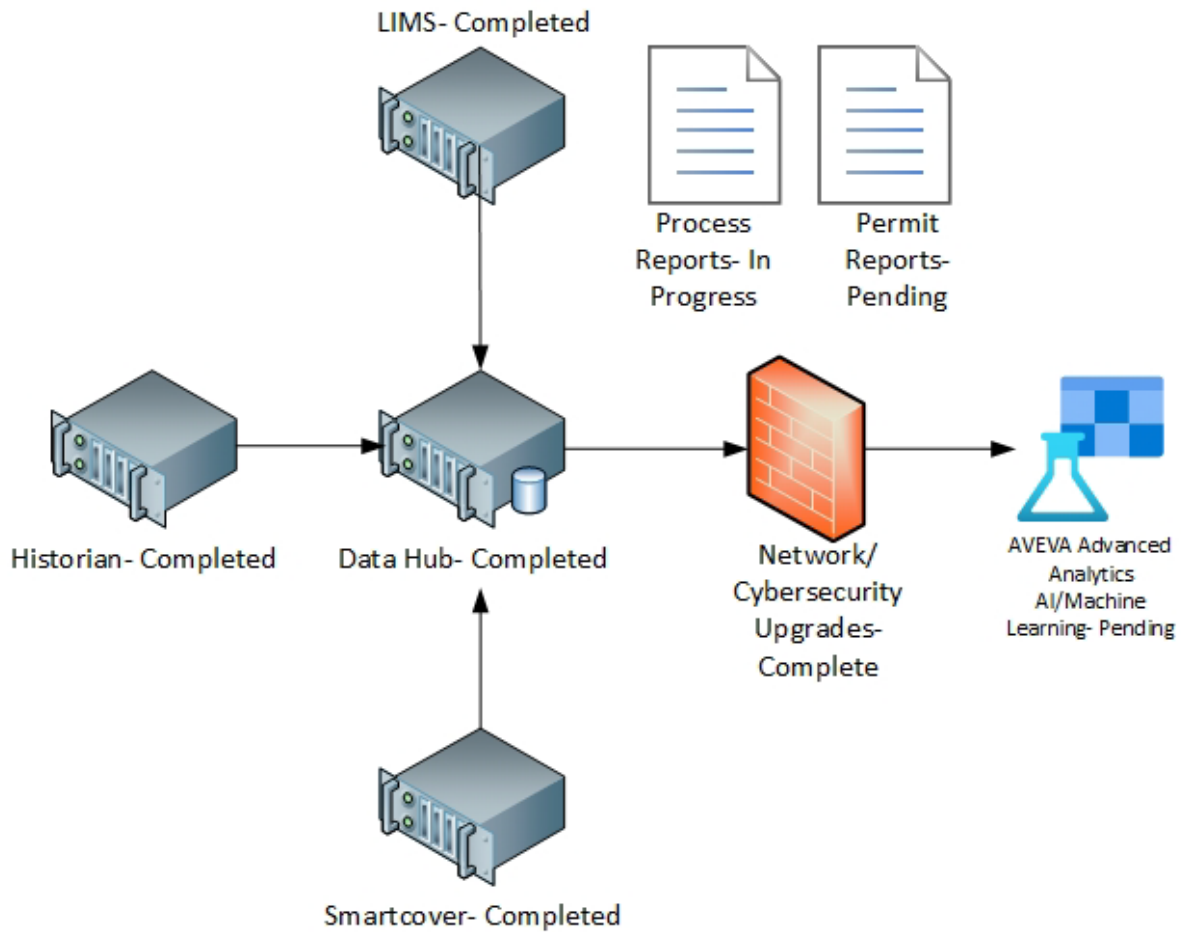
- **Cybersecurity Network Enhancements:** Upgraded the cybersecurity infrastructure to ensure secure data sharing with AI software.
- **Database and Reporting Tool Upgrades:** Enhanced database systems and reporting tools to enable seamless integration with AI software. This involved migrating legacy reporting tools to the new system to ensure consistency between report data and AI data.

- **Lab Data Sharing Enhancements:** Updated lab data sharing protocols to be compatible with the new reporting tools, thereby improving the permit reporting process.

Project Status:

- **Network Upgrades:** Completed the implementation of network upgrades, which included a comprehensive audit of the existing system, hardware enhancements, and reconfiguration. Exceedio (CAWD Information Technology Support) played a crucial role in these upgrades.
- **Environmental Risk Information Services (eRIS), referred to as a Data Hub Installation:** Successfully installed the eRIS server, which is now connected to the Supervisory Control and Data Acquisition (SCADA) Historian Server and the Lab Information Management System (LIMS). Efforts are ongoing to standardize Historian tag descriptions within the eRIS server. The purpose of this information hub is to integrate data silos and provide a robust data reporting platform.
- **Operational Report Integration:** Replicated daily operational reports from the treatment plant into the eRIS system. These process reports are utilized internally to refine and optimize process controls, such as adjusting the wasting rate of the activated sludge process to maintain target water quality.
- **Permit Report Data Review:** Undergoing a review of permit report data to ensure accurate calculations within the eRIS data hub. This will facilitate the generation of permit reports, which are subsequently uploaded to regulatory agencies. This will replace the custom programming that is currently used to calculate reporting data. Custom scripts are challenging to maintain since they are dependent on the one person who programmed the script. Implementing an off the shelf reporting software application is more robust and requires less maintenance.

Figure 1: Schematic of project progress



Budget Summary:

Fiscal year	Budgeted Amount
FY2023/24	\$75,000
FY2024/25	\$150,000
Cumulative Total	\$225,000
Prior Approved	\$150,000
Remaining Budget	\$75,000

FUNDING

Treatment Plant Capital Budget FY 2023/24- \$75,000

Treatment Plant Capital Budget FY 2024/25- \$150,000

RESOLUTION NO. 2024-55

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO UPDATE THE CONTRACT WITH ENTERPRISE AUTOMATION IN FISCAL YEAR 2024-25 IN AN AMOUNT OF \$75,000.

-oOo-

WHEREAS, the District requires the expertise of Enterprise Automation to complete the Artificial Intelligence Pilot project; and

WHEREAS, the District reviewed the consulting agreement to ensure accurate project scope and deliverables; and

WHEREAS, the District has determined the Artificial Intelligence Pilot project is critical to the Districts data reporting goals; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on September 26, 2024, that this proposal has merit and hereby authorizes the General Manager to update the contract with Enterprise Automation for fiscal year 2024-25 in an amount not to exceed \$75,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on September 26, 2024, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Board Clerk

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: September 26, 2024

Subject: Designation of Classification Titles and Providing for the Number of Positions and Salary Ranges – **Non Represented Employees**

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution designating the amended Classification Titles in the Carmel Area Wastewater District for Non-Represented Employees and providing for the number of positions and monthly salary ranges effective July 1, 2024

DISCUSSION

Effective July 1, 2024 three positions in the management group (Executive Assistant, Maintenance Superintendent, and Lab Supervisor) were updated to reflect the CASA salary survey median. At that time, the Principal Accountant was not considered for an increase because it fell within CASA salary parameters. However, in this case the Principal Accountant position should be reconsidered because it has fallen out of synch with other positions internally. The position is not a precise match to that found in the CASA survey. The Principal Accountant is a licensed Certified Public Accountant - a designation that requires a 5 year course of college level study and satisfactory pass on a rigorous professional exam along with ongoing continuing education. This position should be ranked above both the Operations and Laboratory Supervisor positions.

Additionally, because the three other positions were adjusted effective July 1, 2024 staff is requesting that the Principal Accountant increase be backdated to that same date.

This matter was considered by the Salary & Benefits Committee on September 11, 2024 and recommended for presentation to the full board.

FINANCIAL

Therefore, staff recommends a move from Range 26 to Range 29 for the Principal Accountant position along with an increase from \$9,810.48 - \$11,924.70 to \$10,564.85 - \$12,841.64. Estimated cost of \$916.94/pay period or \$11,003 for the fiscal year.

This salary adjustment was not budgeted and will need to come from General Reserves.

RESOLUTION NO. 2024 - 56
DESIGNATING CLASSIFICATION TITLES IN THE
CARMEL AREA WASTEWATER DISTRICT
AND PROVIDING FOR THE NUMBER OF POSITIONS AND
MONTHLY SALARY RANGES FOR NON-REPRESENTED EMPLOYEES

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

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

Positions	Range	Classification Titles	SALARY STEPS				
			A	B	C	D	E
Non Represented Positions							
1	n/a	General Manager	-	-	-	-	19,666.40
1	48	District Engineer	16,889.48	17,733.96	18,620.66	19,551.69	20,529.27
1	40	Principal Engineer	13,861.97	14,555.07	15,282.83	16,046.97	16,849.32
1	34	Operations Superintendent	11,953.14	12,550.80	13,178.34	13,837.26	14,529.12
1	38	Maintenance Superintendent	13,194.04	13,853.74	14,546.43	15,273.75	16,037.44
1	34	Collection System Superintendent	11,953.14	12,550.80	13,178.34	13,837.26	14,529.12
1	29	Principal Accountant	10,564.85	11,093.09	11,647.75	12,230.13	12,841.64
1	28	Operations Supervisor	10,307.16	10,822.52	11,363.64	11,931.83	12,528.42
1	28	Laboratory Supervisor	10,307.17	10,822.53	11,363.65	11,931.84	12,528.43
1	23	Executive Administrative Assistant /Board Clerk	9,110.03	9,565.53	10,043.81	10,546.00	11,073.30
10.0		Total Positions authorized					

Section 2. That salaries paid to occupants of said positions shall be administered in accordance with Ordinance No. 97-2 titled "Personnel Policies".

Section 3. The Provisions hereof shall be in force and effect as of July 1, 2024

Section 4. That this resolution supercedes 2024-35 in its entirety.

PASSED AND ADOPTED at a regular meetng of the Board of Directors of the Carmel Wastewater District duly held on September 26, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

ATTEST:

Ken White, President Pro Tem of the Board

Domine Barringer, Board Clerk

General Managers Report

Other Items Before The Board

Staff Report



To: Board of Directors

From: Barbara Buikema, General Manager

Date: September 26, 2024

Subject: Conversion of Newsletter to Email

REQUEST

The Board has requested that the subject of converting the newsletter to email format be agendized for discussion. Staff is asking for further direction.

DISCUSSION

The District does not have access to a master list of email addresses for our constituents. Unfortunately, we are not aware of the existence of such a master list.

We do have the ability to request that customers send us their email address voluntarily and then we would store it. The request can be in the form of a letter to the parcel owner of record (6,814 parcels); or we could advertise in our current newsletter and direct constituents voluntarily to our website where we can have a page devoted to the topic. (We would not disclose emails on the District web site).

The District obtains our postal service mailing list from the Monterey County tax rolls. The County does not maintain email data; however, they do have the postal address for the property tax statements.

If we are able to obtain email address data we would need to manually separate it from the County postal mailing list. While potentially tedious the first time, it should become much easier with subsequent mailings.

One final discussion point: the County is able to keep up with change of ownership when property changes hands. We will lose that if we are dependent on email address data only.

FUNDING

Unknown at this time; however, we are able to estimate some of the costs.

It is possible we could come up with a postcard type request, cost unknown at this time. If we send request letters to all parcel owners the postage would be \$6,951 plus staff time. Mailer estimated at $\$0.69 \times 6,814 = \$4,702$

Envelope estimate at $\$0.32 \times 6,814 = 2,181$

Copy paper $\$0.01 \times 6,814 = \68.14

Staff time – unable to estimate at this time

Staff Report



To: Board of Directors

From: Barbara Buikema, General Manager

Date: September 26, 2024

Subject: Clifton Larsen Allen, (CLA) LLP, Independent Accountant Response Letter

REQUEST

The Board has requested that the Independent Accountant's Letter be "modified" regarding a specific statement in the monthly letter, based on the services performed, by CLA to the District. Staff is seeking further direction based on the reply from CLA and the Practitioner's Agreed-Upon Procedures Report guidance that CLA follows.

DISCUSSION

The Board has questioned whether the verbiage at the end of the CLA Independent Accountant Letter can be trimmed out and if it meets the District's legal responsibilities. Specifically, the final paragraph seen in each monthly letter reads:

"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 the specified parties".

CLA informs that unless we change the engagement from "Agreed Upon Procedures" to a general consulting engagement they cannot make the requested change. The report language for Agreed Upon Procedures is strict. Note that the final line does read "should not be used;" however, if CAWD chooses to share with others that is our choice.

The Agreement Upon Procedures uses very specific language that cannot be altered. The paragraph in question should follow this rule:

- a. State that the practitioner's report is intended solely for the information and use of the specified parties.
- b. Identify the specified parties for whom use is intended.
- c. State that the report is not intended to be, and should not be, used by anyone other than the specified parties.

CLA's monthly letter to CAWD follows this requirement closely.

The District's agreement with CLA, is an agreed-upon procedures engagement also known as an attestation engagement in which a practitioner performs specific procedures on subject matter and reports the findings without providing an opinion or conclusion. The attestation engagement is a type of audit where a third party provides an opinion on assertions made by management in the company's financial statements. Attestation engagements are seen as best practices for companies to ensure that their financial statements are accurate and reliable. Were the District to switch to a general consulting engagement we would negate the purpose of the audit – a review of whether there were differences in the District's recorded cash disbursements and recorded cash receipts.

FUNDING

None

Reference

Agreed-Upon Procedures Engagements (31 pages)

AT-C Section 215.35 (page 8 of 31)

[at-c-00215.pdf \(aicpa.org\)](#)

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: September 26, 2024

Subject: Summary of Monterey County Treasurer
Report dated June 30, 2024



RECOMMENDATION

Action required – requesting acceptance of report.

DISCUSSION

The U.S. economy was characterized by several key trends. Economic growth moderated after two quarters of exceptional strength. Recent inflation data shows a return towards the Federal Reserve's 2% target. The labor market remains robust despite a modest increase in unemployment. Consumer spending is resilient supported by wage growth that is outpacing inflation.

The Federal Reserve moved aggressively Wednesday (9-18-24) to cut interest rates 0.5%. Reports indicate that another half a percentage point drop is expected this year and an additional full point next year. The rate cut on Wednesday comes as the annual inflation rate has fallen to 2.5% last month from a peak of 9.1% in June 2022. At the same time, job growth has slowed and the unemployment rate has inched up to 4.2%, leaving Fed officials worried that high interest rates could become a drag on the economy. As of the writing of this report.

On June 30, 2024, the County of Monterey investment portfolio contained an amortized book value of \$3,357,906,886 spread among 310 separate securities and funds. The par value of those funds was \$3,397,732,035 with a market value of \$3,336,530,534 or 99% of amortized book value. The portfolio's net-earned income yield for the period was 4.13%. The portfolio produced an estimated quarterly income of \$34,986,456 that will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 408 days. The County Treasury continues to utilize shorter term debt to provide portfolio liquidity and enhanced investment opportunities in the current market environment.

PORTFOLIO CHARACTERISTICS			
	12-31-23	03-31-24	06-30-24
Total Assets	\$3,275,888,842	\$3,260,434,400	\$3,397,732,035
Market Value	\$3,210,378,916	\$3,195,541,575	\$3,336,530,534
Days to Maturity	398	392	408
Yield	3.54%	3.83%	4.13%
Estimated Earnings	\$26,882,589	\$29,954,216	\$34,986,456

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

Portfolio Asset Composition 06-30-24	
Corporate Notes	20.9%
Overnight Liquid Assets	21.0%
US Treasuries	34.2%
Federal Agencies	11.8%
Commercial Paper	6.6%
Negotiable CDs	5.0%
Supranationals	0.5%
Municipal Bonds	<0.1%
Asset Backed Securities	<0.1%

Future Strategy: The Treasury continues to strategically invest matured assets while accounting for potential liquidity needs. Opportunities are actively evaluated to safely add value to the County’s portfolio while maintaining a strong sense of safety and risk management.

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

Note: the Monterey County Treasurer Report is available on the Monterey County Treasury [website](#).

**Legal Counsel - Oral Report On The
Districts Responsibility
For Annexed Areas**

**Internship Presentation - Not Available
At The Time Of The Board Packet Build.
Will Be Provided At the Board Meeting.
Place card holder**

**There Was No Pebble Beach Community
District Board Meeting In August**

STAFF REPORT

To: Board of Directors
From: Barbara Buikema, General Manager
Date: September 26, 2024
Subject: Carmel Lagoon Update



RECOMMENDATION

Informational Only

DISCUSSION

On September 10, 2024, the Monterey County Board of Supervisors adopted a resolution to (a) Certify the Final Environmental Impact Report/Environmental Assessment for the Carmel Lagoon Scenic Road Protective Structure, Ecosystem Protection Barrier (EPB), and Interim Sandbar Management Plan. (b) Select the Scenic Road Protective Structure at the Mid Slope Wall and Sandbar Management Plan, with the potential for individual garden walls along the property lines and the potential long-term solution to the Sandbar Management Plan being a Home Elevation Program as the preferred project.

The primary objective of the Carmel Lagoon Project is to implement a solution to improve the functions and values of the ecosystem in and around the Lagoon by restoring the Lagoon's historic hydrologic, pre-management conditions to the extent feasible to protect habitat for fish and wildlife while maintaining flood protection.

County staff recommended that the Board of Supervisors avoid solutions that require construction of structures that hold back or direct water, as such structural solutions are expensive, have the potential to fail over time, have environmental impacts, and benefit less than 30 private properties and Carmel Area Wastewater District (CAWD) infrastructure. Though an EPB would allow the lagoon to rise to an elevation over 15 feet without flooding residences and structures adjacent to the lagoon, it would require significant construction and infrastructure maintenance, an ongoing maintenance access deed across the adjoining properties, and include aesthetic impacts to the natural view of the lagoon, and would require the ongoing running of water pump systems to remove water from the landward side of the wall thus including significant noise impacts.

Staff recommended that the sandbar management continue while a home elevation program is explored. Additional study and coordination with CAWD will be required as the County recognizes the treatment plant could be impacted by rising lagoon levels without an EPB or sandbar management.

In recommending exploration of a home elevation program, the County would also examine protection or relocation of CAWD pipelines. Note that CAWD may not be able to service lines that run underwater.

The anticipated cost of the Scenic Road Protection Structure wall alternative is approximately \$7.2M as estimated by Balance Hydrologics in 2023. Home elevation estimates are approximately \$230K per home as estimated in 2015. Potential sources of grant funds for home elevation programs include Federal Emergency Management Agency (FEMA), which requires that residents contribute 25% of costs with FEMA funding the remaining 75% with federal funds. A Prop 218 assessment on the benefiting property owners could provide the resources to support the local match.

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

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



PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:
Friday, September 27, 2024, at 9:30 a.m. – Director Rachel is scheduled to attend.
Friday, October 25, 2024, at 9:30 a.m. – Director Urquhart is scheduled to attend.

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Tuesday, October 15, 2025, at 6:00 p.m. – Director Rachel is scheduled to attend.
Tuesday, January (TBD), 2025, at 6:00 p.m. – Director Cole is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 12, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

- *Director Cole's Report on CASA Conference Information*

Adjournment