



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

March 31, 2022
Thursday
9:00AM



Carmel Area Wastewater District

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

Barbara Buikema
General Manager
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Operations Superintendent
Robert R. Wellington
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Board of Directors
Gregory D'Ambrosio
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Ken White

COVID-19 Public Meeting Procedures

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

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



UPDATE ON:

COVID-19 Risk Mitigation and Response Efforts

PRESENTATION TO BOARD OF DIRECTORS

MARCH 31, 2022

Update Topics

- Latest State guidance incorporated into CAWD COVID policies
- No changes to policies for unvaccinated employee(s)
- Masking for public board meetings

New State Guidance

3

- **New Cal/OSHA standards** (effective 1/14/2022)
 - Incorporates 1/6/2022 California Department of Public Health (CDPH) return-to-work standards
 - Specifies no-cost testing as part of return-to-work decisions
- **CDPH face covering (mask) guidance** (effective 2/16/2022)
 - Lifts mask requirements for vaccinated employees (both indoors and outdoors)
 - Masks still required in shared vehicles
 - Masks still required for unvaccinated employees

No Changes for Unvaccinated

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- **CAWD policies remain unchanged**
 - **N-95 respirator required when indoors and in shared vehicles**
 - **6-foot separation still required when eating**
 - **All non-essential, work-related training/travel remains cancelled**
 - **Weekly testing**
 - **Daily screening**

Masking During Public Meetings

5

- If vaccinated and boosted, masks are not required during public meetings
- If not boosted then the standards, as described on recent agendas, will apply.
 - For public meetings at the Administration building, all entrants shall be required to show proof of COVID-19 vaccine or a negative COVID-19 test result within 48 hours of the meeting. Alternatively, entrants may provide proof of a positive antibody test within the last 90 days. Masks are required at all times except while eating or drinking. Masks will not be required if entrants provide proof of being vaccinated and boosted.

Q&A

CARMEL AREA WASTEWATER DISTRICT
COVID-19 Risk Mitigation and Response Plan



CARMEL AREA WASTEWATER DISTRICT
3945 Rio Road
Carmel, CA 93923
March 1, 2022

This plan has been updated to protect the District employees against the evolving hazards from COVID-19. The goals of this March 2022 update are to:

- Incorporate the updated Exposure Control Plan meeting updated Cal-OSHA requirements (effective January 14, 2022)
- Incorporate the new Return to Work Guidance from California Department of Public Health (effective January 6, 2022).
- Incorporate the updated facial covering (mask) Guidance from California Department of Public Health (effective February 16, 2022).
- Specify protocols for in-person Board of Director meetings

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Appendices

- Appendix A: Exposure Control Plan (updated per Jan 2022 Cal/OSHA requirements)
- Appendix B: Screening Protocols (unchanged from Aug 2021)
- Appendix C: Exposure and Illness Response Protocols (replaced w/ CDPH guidance)
- Appendix D: Vaccination/Testing Requirements (unchanged from Aug 2021)
- Appendices D1-4: *[All unchanged from Aug 2021]*

The General Manager reserves the right to modify or change this plan at any time based on her discretion, and updated information or direction from health authorities and regulators.

If the General Manager is not able to continue to work due to quarantine or illness then the role will be assigned in this order: Plant Engineer, Maintenance Superintendent, Principal Engineer.

**Carmel Area Wastewater District
COVID-19 Risk Mitigation and Response Plan
(Response Plan)**

1. Incorporation of COVID-19 Exposure Control Plan

An Updated Exposure Control Plan (ECP) has been updated based on the latest Cal-OSHA regulations effective as of January 14, 2022.

The ECP will remain the primary/guiding document for ongoing controls and measures and is found as Appendix A. Where District policy exceeds the requirements found in the ECP, District policy supersedes the ECP.

2. Control Measures to Reduce the Hazards from COVID-19 in the Workplace

2.1. Responsibilities of all District Employees:

- Follow the latest COVID-19 ECP and the additional Protocols and Measures found in this Response Plan.
- Where District policy exceeds the requirements found in the ECP, District policy supersedes the ECP.

2.2. Responsibilities by District Management

- Stay aware of the latest information on the COVID-19 outbreak, available on the CDC website, State Department of Public Health and Monterey County Public Health website. Follow the directives from these official agencies.
- Identify changing hazards and, when indicated, establish and implement additional control measures beyond the mandated measure required by Federal, State and local health agencies.
- Provide the required training and timely updates to staff

2.3. Additional Control Measures not covered in ECP

“Face covering”- means a surgical mask, medical procedure mask, a tightly woven fabric mask, or non-woven material of at least two layers). The mask must cover the nose and mouth. Unacceptable face coverings include a scarf, ski mask, balaclava, bandana, turtleneck, a collar or single layer of fabric.

“Vaccinated”- means having received both doses of a two-dose vaccine or one dose of a one-dose vaccine.

- Vaccinated employees are no longer required to wear a face covering outdoors even if within 6’ of each other, however this is encouraged.
- Vaccinated employees are no longer required to wear a face covering indoors **but only when outdoor air is being maximized**. If outdoor air cannot be maximized a face covering shall be required.
- All employees, regardless of vaccination status are still required to wear a face covering while in vehicles when two or more persons occupy the vehicle.
- All employees, regardless of vaccination status are required to wear a face covering when indoors with contractors or vendors unless the contractor’s or vendor’s vaccinated status has been verified.
- Voluntarily worn N95 respirators indoors are encouraged.
- Non-vaccinated employees are required to wear a N95 respirator when within 6 feet of other staff, the public, in vehicles or inside common area buildings.
- Non-vaccinated employees will continue to implement daily health and temperature screening protocols when entering facilities per Appendix B.
- Implement the updated Exposure and Illness Response Protocols per Appendix C.
- For unvaccinated employees, all non-essential work-related travel remains cancelled until further notice.
- For vaccinated employees, non-essential work-related travel may be approved on a case-by-case basis. Return to work shall be allowed and the employee will perform ongoing self-screening for any symptoms.
- Outdoor staff gatherings are allowed where unvaccinated employees can maintain 6’ separation.
- Indoor staff gatherings are allowed where vaccinated and unvaccinated employees can meet the requirements above.
- Continue to use remote conference solutions such as Microsoft Teams and Zoom when practical.

- The public and vendors will be admitted past interior lobby based on the same criteria used for in-person public meetings.
- For public meetings at the Administration building, all entrants shall be required to show proof of COVID-19 vaccine or a negative COVID-19 test result within 48 hours of the meeting. Alternatively, entrants may provide proof of a positive antibody test within the last 90 days. Masks are required at all times except while eating or drinking. Masks will not be required if entrants provide proof of being vaccinated and boosted.

Acceptable proof of vaccination or test status which includes the following documentation

Examples

Vaccination certificate with QR code⁽¹⁾, digital pass via Smartphone application with QR code⁽¹⁾ (e.g., United Kingdom National Health Service COVID Pass, European Union Digital COVID Certificate)

Non-verifiable paper records

Printout of COVID-19 vaccination record or a COVID-19 vaccination certificate issued at national or subnational level or by an authorized vaccine provider (e.g., the CDC vaccination card)

Non-verifiable digital records

Digital photos of vaccination card or record, downloaded vaccine record or vaccination certificate from official source (e.g., public health agency, government agency, or other authorized vaccine provider), or a mobile phone application without QR code ⁽¹⁾

Positive Viral Test Criteria

- If you have had a positive viral test on a sample taken during the past 90 days, and you have met the criteria to end isolation,
- You may also provide proof of a positive IgG antibody test within the last 90 days.
- A signed letter from a licensed healthcare provider or a public health official that states you have been cleared
- The positive test result and letter together or a letter from your healthcare provider or a public health official that clears you to end isolation referred to as “documentation of recovery.”
- The letter must be signed and dated on official letterhead that contains the name, address, and phone number of the healthcare provider or public health official who signed the letter.

2.4. Vaccination/Testing Requirements for employees per Appendix D

- Employees shall be required to be vaccinated as described in Appendix D. If an employee chooses not to meet vaccination requirements, then a mutual separation will be carried out between the District and the employee.
- Requirements for booster shots shall be implemented if and when official guidance is issued by County, State or Federal health agencies to protect worker safety.
- If an employee with an approved medical or religious exemption does not meet the requirements for regular testing, then a mutual separation will be carried out between the district and the employee after 2 missed (cumulative) tests.
- If an employee with an approved medical or religious exemption does not follow Personal Protective Equipment measures and social distancing protocols per this policy, then a mutual separation will be carried out between the district and the employee after 3 documented violations.
- New employees shall be required to submit proof of vaccinated status prior to any formal offer of employment.

3. Tiered Plan for Maintaining Critical District Operations (placeholder)

[Note: This section was removed during the August 2021 update. The Board of Directors and/or Management may reestablish plans as needed to maintain critical services as the pandemic progresses.]

APPENDIX C EXPOSURE AND ILLNESS RESPONSE PROTOCOLS

[Link- Updated Return to Work guidance from CDPH Effective Jan 6, 2022](#)

DEFINITIONS:

Isolation: separates those infected with a contagious disease from people who are not infected.

Quarantine: restricts the movement of persons who were exposed to a contagious disease in case they become infected.

1. Persons Who Test Positive for COVID-19 (Everyone -- regardless of vaccination status, previous infection or lack of symptoms)

- [Stay home](#) (PDF) for at least 5 days.
- Isolation can end after day 5 if symptoms are not present or are resolving and a diagnostic specimen* collected on day 5 or later tests negative.
- If unable to test or choosing not to test, and symptoms are not present or are resolving, isolation can end after day 10.
- If fever is present, isolation should be continued until fever resolves.
- If symptoms, other than fever, are not resolving continue to isolate until symptoms are resolving or until after day 10.
- Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings (see Section below on masking for additional information)

*Antigen test preferred.

2. Persons Who are Exposed to Someone with COVID-19 (Unvaccinated; or Vaccinated and booster-eligible but have not yet received their booster dose.)

- [Stay home](#) (PDF) for at least 5 days, after your last contact with a person who has COVID-19.
- Test on day 5*
- Quarantine can end after day 5 if symptoms are not present and a diagnostic specimen collected on day 5 or later tests negative.
- If unable to test or choosing not to test, and symptoms are not present, quarantine can end after day 10.
- Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings (see Section below on masking for additional information).
- If testing positive, follow isolation recommendations above.
- If symptoms develop, test and stay home.

*Antigen test preferred.

3. Asymptomatic Persons Who Are Exposed to Someone with COVID-19 (Vaccinated and boosted)

- No isolation or quarantine if asymptomatic
- Test on day 5*
- Wear a well-fitting mask around others for 10 days, especially in indoor settings (see Section below on masking for additional information)
- If testing positive, follow isolation recommendations above.
- If symptoms develop, test and stay home.

*Antigen test preferred.

4. Symptomatic Persons (Everyone -- regardless of vaccination status, booster status or previous infection) [CAWD Policy]

- Notify supervisor and stay home
- A rapid lab test will immediately be scheduled for the employee by the District. This will be at no cost to the employee (test, time and mileage will be covered).
- If a rapid lab test is not available or accessible, one negative PCR test or two negative antigen, tests taken 24 hours apart, will be accepted.

*An antigen test, nucleic acid amplification test (NAAT) or LAMP test are acceptable, however, it is recommended that persons use an antigen test for ending isolation. Exposed persons who were infected with SARS-CoV-2 within 90 days prior to their current exposure should also use an antigen test. Use of Over-the-Counter tests are also acceptable to end isolation or quarantine.

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: March 31, 2022
Subject: Pretreatment Ordinance 2022-02

RECOMMENDATION

It is recommended that the Board of Directors approve Ordinance No. 2022-02, adopting a new Pretreatment Ordinance and repeal Ordinance No. 2022-01 and 2021-03 in its entirety and repeal Resolution 2021-66.

DISCUSSION

The existing Pretreatment Ordinance #2022-01 was approved by the Board of Directors at the regular January 2022, meeting. Staff performed a secondary proof-read of the Ordinance and came back with some additional "typos" that are corrected in this version. In addition, we have 5 items that require a greater degree of change and are returned for your consideration. As follows:

Page 18

Under definition for Significant Noncompliance (SNC) under Ordinance 2022-01 it refers to Section 4.13

The **correct** reference should be Section 4.12

Page 33

Section 2.15 under item "e" it refers to section 2.7.1

The **correct** reference should be Section 2.15

Page 60

Item "A" starts "In addition to those grounds set forth in Section 3.6, item A, 6 . . . "

The correct reference should be "In addition to those grounds set forth in Section 3.6, item A. . . ." Delete the number 6.

Page 74

The last bullet under 7.2 refers to "Department of Waste Hauler Registration or Public Health License."

This should be deleted as it repeats the ending phrase in the bullet above.

Page 81

Item 5 requires the report be reviewed by the District Engineer.

The correct verbiage should be “District Engineer (or assignee)” as the Engineer may transfer responsibility to an employee they feel has the appropriate training and ability.

FINANCIAL

No impact

Attachments: Pretreatment Ordinance 2022-02 (Red Line version)

PRETREATMENT ORDINANCE

2022-02



CARMEL AREA WASTEWATER DISTRICT

Board Approved: March 31, 2022
Effective Date: April 20, 2022

Exhibit A

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Field Code Changed

Exhibit A

Carmel Area Wastewater District Pretreatment Ordinance 2022-021

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(Adopted ~~01/27/2022~~03/31/2022)

SECTIONS:

1. GENERAL PROVISIONS

- 1.1 Purpose and Policy
- 1.2 Acronyms
- 1.3 Definitions
- 1.4 Ministerial Permit Issuance
- 1.5 Severability
- 1.6 Conflict
- 1.7 Repeal

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- 2.3 Prohibited Effects
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- 2.12 Excessive Discharge or Dilution of Discharge
- 2.13 Slug Discharges
- 2.14 Hazardous Waste Discharges

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- 2.17 Best Management Practices (BMPs) to Control Discharges

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APPENDICES

A. PRETREATMENT CATEGORIES

B. INDUSTRIAL PRETREATMENT PERMIT, ANNUAL INSPECTION AND VIOLATION FEES

C. NATIONAL POLLUTANT DISCHARGE ELIMINATIONS SYSTEMS (NPDES)

Section 1

GENERAL PROVISIONS

General Provisions Sub-Sections:

- 1.1 Purpose and Policy
- 1.2 Acronyms
- 1.3 Definitions
- 1.4 Ministerial Permit Issuance
- 1.5 Severability
- 1.6 Conflict
- 1.7 Repeal

Section 1.1 Purpose and Policy

This Ordinance sets forth uniform requirements for direct and indirect discharges into the wastewater system for Carmel Area Wastewater District (District) and enables the District to comply with all applicable State and Federal laws required by the Clean Water Act (33 United States Code [U.S.C.] section 1251 et seq.) and the General Pretreatment Regulations (Title 40 of the Code of Federal Regulations [CFR] Part 403).

The objectives of this Ordinance are:

1. To comply with the laws of the State of California and of the United States relating to the protection of the environment, control of water pollution, disposal of hazardous wastes, and pretreatment of industrial discharges to publicly owned treatment works (POTW);
2. To prevent the introduction of wastes into the District wastewater system, which will interfere with the operation of the system or contaminate the resulting biosolids;
3. To protect the District's Wastewater System and operating personnel, and to prevent the introduction of wastes into the District Wastewater System which will pass through the system inadequately treated and into receiving waters or the atmosphere or otherwise be incompatible with the system and to prevent introduction of toxic substances to the District Wastewater System which could reach the environment in toxic amounts;
4. To improve the opportunity to recycle and reclaim wastewaters and biosolids from the system and prevent the introduction of waste into the system which may affect the District's ability to dispose of its biosolids or other residuals;
5. To provide the equitable distribution of the costs of the operation, maintenance and improvements of the District Wastewater System;

5,

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6. To prevent the introduction of wastes that may be inadequately treated by District facilities and may adversely affect the environment or may cause a violation of the District's National Pollutant Discharge Elimination Systems (NPDES) permit or may contribute to the need for modification of the District's NPDES permit;
7. To prevent a public hazard or public nuisance arising from the collection, treatment, and disposal of wastes through the District system;
8. To prevent the introduction of wastes to sewers connected to the District system that could result in the District being classified as a hazardous waste treatment, storage, or disposal facility under the laws of the State of California or the United States;

This Ordinance provides for the regulation of direct and indirect discharges to the wastewater system through the issuance of permits to certain non-domestic users and through enforcement of general requirements for the other users, authorizes monitoring and enforcement activities, requires user reporting, assures that existing customer's capacity will not be preempted, and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

This Ordinance shall apply to the Carmel Area Wastewater District and the persons outside the District who are, by contract or agreement with the District, users of the District Publicly Owned Treatment Works (POTW), except as otherwise provided herein, the General Manager shall administer, implement, and enforce the provisions of this Ordinance.

Administration: Except as otherwise provided herein; the General Manager shall administer, implement and enforce the provisions of this Ordinance. Any duties granted to or imposed upon the General Manager, may be delegated by the General Manager to a duly authorized employee of the District Wastewater System.

Section 1.2 Acronyms

BMP	Best Management Practices
BOD	Biochemical Oxygen Demand
CAWD	Carmel Area Wastewater District
CERCLA	Comprehensive Environmental Response Compensation & Liability Act
CFR	Code of Federal Regulations
CWA	Clean Water Act
EPA	Environmental Protection Agency
ESCA	Enforcement Compliance Schedule Agreement
FWPCA	Federal Water Pollution Control Act
GM	General Manager
LEL	Lower Explosive Limit
NPDES	National Pollutant Discharge Elimination System
POTW	Publicly Owned Treatment Works
RCRA	Resource Conservation and Recovery Act
SDPC	Slug Discharge Prevention and Contingency Plans
SWDA	Solid Waste Disposal Act
TSCA	Toxic Substances Control Act
TSS	Total Suspended Solids
U.S.C.	United States Code

Section 1.3 Definitions

Unless the context specifically indicates otherwise, the following terms and phrases, as used in this Ordinance, shall have the meanings hereinafter designated:

Act or "the Act": The Federal Water Pollution Control Act, known as the Clean Water Act, as amended, 33 U.S.C. section 1251, et. seq.

Administrative Order : Enforceable order issued by a public authority, including without limitation the District, under conferred powers, to an individual or an organization to take certain corrective action, or to refrain from an activity.

Authorized Representative of Industrial User:

1. If the User is a corporation:
 - a. The president, secretary, treasurer, or a vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation; or
 - b. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit or general permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
2. If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.
3. If the User is a Federal, State, or Local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
4. The individuals described in paragraphs 1 through 3, above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company and the written authorization is submitted to the District.

Best Management Practices (BMPs): Schedules of activities, prohibitions of practices, maintenance or operating procedures, and other management practices to implement prohibitions listed in 40 Code of Federal Regulations Section 403.5(a)(1) and to prevent or reduce the pollution of "waters of the United States." BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, biosolids or waste disposal, or drainage from raw materials storage. BMPs may be proposed by an Individual User and accepted by the District or, as set forth in this Ordinance, mandated and set by the District.

Biochemical Oxygen Demand (BOD): The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure, five (5) days at twenty degrees centigrade (c) usually expressed in terms of weight and concentration (milligrams per liter, mg/l).

Bypass: The intentional diversion of waste streams from any portion of a treatment facility.

Categorical Pretreatment Standards or Categorical Standards: Any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 U.S.C. section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.

Categorical User or Categorical Industrial User: An Industrial User subject to a categorical Pretreatment Standard or Categorical Standard.

Categories: See Appendix A for pretreatment categories.

CERLA: Comprehensive Environmental Response, Compensation & Liability Act (Superfund)

CFR: Code of Federal Regulations

Chemical Oxygen Demand (COD): The measure of chemically decomposable material in domestic or industrial wastewaters as represented by the oxygen utilized as determined by the appropriate procedure described in the most recent edition of Standard Methods.

Class I - Industrial User: Any nondomestic user who requires a significantly greater level of administrative services and/or oversight by the District Source Control Program than a Class II User, based on the unusual character of the wastewater due to its volume, strength, composition, or its derivation from a hazardous waste or substance, or the potential variability in the character of the wastewater, or on the potential for increased administrative cost to the District due to the unusual character of the waste.

Class II - Industrial User: Any nondomestic user of the District's wastewater disposal system who:

1. _____ has a discharge flow of twenty-five thousand (25,000) gallons or more per average work day,
- or
1. _____

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2. contributes process wastewater which makes up 5% or more of the District treatment plant's average dry weather hydraulic or organic capacity; or
3. has in its wastes hazardous pollutants, or
4. is subject to national pretreatment standards, or
5. has in its untreated wastewater pollutants which are in excess of any pretreatment standard or requirement, including any standard identified in this Ordinance set ~~by resolution of~~ by the District Board, or
6. may, in the opinion of the District, have a reasonable potential for adversely impacting, either singularly or in combination with other contributing industries, the District's treatment plant or the ability of the District to meet the objectives of this Ordinance or for violating any pretreatment standard or requirement.

Class III - Industrial User: A nondomestic user who may, in the opinion of the District, have an impact on the District's ability to meet the objectives of this Ordinance. This impact may be of a lesser degree than for a Class II Industrial User due to the volume, characteristics, or the nature of the process producing the waste. Any non-domestic user who generates hazardous waste, whether or not said waste is, in the normal course of the industrial process, discharged into the sanitary sewer system, may be considered a Class III Industrial User. A nondomestic user may be classified as a Class III Industrial User if any of the hazardous waste is being discharged into the sewer, or if, in the opinion of the District, there is a potential for this waste to be discharged into the sewer, even via accident in non-process or process of handling of the waste.

This classification applies to, but is not limited to, those industrial users who are not designated as Class I or Class II Users and who are required to have a County Hazardous Waste Facility License.

This Class III Industrial User category shall also include industrial users who store or use hazardous materials, whether or not a hazardous waste is produced in the industrial or commercial process. This classification also applies to those industrial users not designated as Class I or Class II Industrial Users who are required by statute or county regulations to have a Hazardous Materials Response Plan and Inventory.

A Class III Industrial User shall also include all varieties of non-domestic users for which the General Pretreatment Regulations promulgated by the EPA under a 40 CFR 403.8(f) (2) (iii) may require the District to provide an Industrial User (IU) Notification regarding the applicability of Resource Conservation Recovery Act (RCRA) requirements. Class III Industrial Users may be individually designated by the District based on the criteria set forth above or on categorization of the user as a member of a particular business category. Examples of business categories which may be included in the Class III Industrial User designation are as follows but not limited to: analytical and clinical laboratories, dry cleaners and laundries, vehicle maintenance and repair facilities, printing and allied industries, photo processors, and pesticide formulators and applicators.

Class IV Industrial User: Any non-domestic user who is not included within the definitions and parameters of Class I, Class II, or Class III Industrial Users.

Collection System: The District pipelines pump stations, manholes, and other similar facilities which accept, collect, and convey sanitary sewage to the POTW.

Composite Sample: A combination of individual samples of water or wastewater taken at preselected intervals to minimize the effect of the variability of the individual sample. Individual subsamples may be of equal volume or may be proportional of the flow at the time of sampling.

Controlling Authority: Carmel Area Wastewater District, (CAWD), (District).

Constituent: A pollutant parameter that may be subject to monitoring or other control measures by a user.

Cooling Water: The water discharged from any use such as air conditioning, cooling, or refrigeration, or to which the only pollutant added is heat.

Daily Maximum Limit: The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limits are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day.

Where Daily Maximum Limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.

Dental Waste: Any waste product generated by a dental office, surgery, clinic or laboratory including amalgams, resins, saliva and rinse water.

Discharge or Indirect Discharge: The introduction of pollutants into a Publicly Owned Treatment Works from any non-domestic source regulated under section 307(b), (c) or (d) of the Act.

Discharge Limit: A limit on the amount and or concentration of a pollutant which is discharged to the POTW. This limit is specific for a controlled pollutant. The limit may be expressed as time, or as mass per unit volume or mass of material processed.

Discharge Prohibition: Regulatory strategy to control pollutant sources by prohibiting the discharge to the sanitary sewer system rather than establishing numeric discharge limits.

District: The Carmel Area Wastewater District. (CAWD)

District Board: The Board of Directors of the Carmel Area Wastewater District

District Facilities: All of the District's system of collecting, conveying and treatment including, but not limited to, the collection system and treatment plant. This includes any publicly owned facility connected to the District's collection system which generates wastewater treated at the District POTW.

Domestic Wastewater: Domestic wastewater shall mean the liquid solid and water-carried waste derived from ordinary living processes of humans of such character as to permit satisfactory disposal, without special treatment, into the public sewer by means of a private conveyance system.

The strength shall be considered to have no more than 300 milligrams per liter (mg/l) BOD and suspended solids.

Duly Authorized Employee: A person who is given the authority to stand in the place of another (as deputy, substitute, agent, etc.) At CAWD the duly authorized representative is generally understood to mean the Treatment Plant Superintendent.

Environmental Protection Agency or (EPA): The U.S. Environmental Protection Agency, or where appropriate, the Regional Water Management Division Director, the term may also be used as a designation for the administrator or other duly authorized official of said agency.

Existing Source: Any source which is not a "New Source".

FOG: Acronym for fats, oil, and grease

Food Service Facility: Any facility involved with the preparation and or sale of food. This includes but is not limited to the following: bars, hotels, schools, nursing homes, restaurants, bakeries, grocery stores, cafeterias and delicatessens.

General Manager: The person designated by the District to manage the operation of the POTW within the District and who is charged with certain duties and responsibilities by this Article, or their duly authorized representative.

Grab Sample: A sample that is taken from a waste stream at a given place and time. It is only representative of the conditions occurring at the time of sampling. The sample is taken over a period of time not to exceed (15) minutes

Grease: All fat, grease, oil, wax or other material determined as such by EPA Method 413.1 or other approved method of animal, vegetable, petroleum or mineral origin. It is also referred to as FOG, or fats, oil, and grease.

Hazardous Substance: As listed in 40 CFR Part 300.6 (1988):

Hazardous Substance, as defined by section 101(14) of CERCLA, means:

Any substance designated pursuant to section 311(b) (2) (A) of the CWA; any element, compound, mixture, solution, or substance designated pursuant to section 102 of CERCLA; any hazardous waste having the characteristics identified under or listed pursuant to section 3001 of the Solid Waste Disposal Act (but not including any waste the regulation of which under the Solid Waste Disposal Act has been suspended by an Act of Congress); any toxic pollutant listed under section 307(a) of the Clean Water Act (CWA); any hazardous air pollutant listed under section 112 of the Clean Air Act; and any imminently hazardous chemical substance or mixture with respect to which the Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act.

The term does not include petroleum, including designated as a hazardous substance in the first sentence of this paragraph, and the term does not include natural gas, natural gas liquids, liquefied natural gas or synthetic gas usable for fuel (or mixtures of natural gas and such synthetic gas).

Hazardous Waste: A hazardous waste as defined in 40 CFR Part 403.

Holding Tank Waste: Any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks and vacuum-pump tank trucks.

Industrial User: Any contributor of industrial waste or wastewater.

Industrial Waste or Wastewater: All water-carried wastes and wastewater of the community, excluding domestic wastewater derived from any producing, manufacturing, processing, institutional, commercial, agricultural, or other operation.

Industrial wastewater may also include wastes of human origin similar to domestic wastewater which have been mixed with industrial wastes or wastewater prior to discharge to the District Wastewater System.

Industrial Wastewater Discharge Permit (PERMIT): A written authorization or contract issued by the District which allows the discharge to the POTW of industrial wastewater containing regulated wastes controlled by this Ordinance.

Instantaneous Limit: The maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composite sample collected, independent of the industrial flow rate and the duration of the sampling event.

Interceptor or 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.

Interference: An act that harms or disrupts the facilities, processes, or operations of the District; or has an adverse effect on the quality of the effluent, sludge, air emissions, or other residuals generated by the District's facilities; or has an adverse effect on the receiving waters; or is likely to endanger life, health, or property or otherwise cause a nuisance; or results in violation of the District's NPDES permit or other permits; or, in the opinion of the District, otherwise adversely affects the District's ability to meet the objectives of Section 1.1 of this Ordinance.

Interference can include, but not be limited to, a discharge that causes or contributes to a violation of any requirement of the District's NPDES permit (including an increase in the magnitude or duration of a violation) or of the prevention of biosolid use or disposal in compliance with the following statutory provisions and regulations or permits issued there under (or more stringent and non-conflicting State or local regulations, including District's):

Section 405 of the Clean Water Act, the Solid Waste Disposal Act (SWDA) (including title II, more commonly referred to as the Resource Conservation and Recovery Act (RCRA), and including State regulations contained in any State sludge management plan prepared pursuant to subtitle D of the SWDA), the Clean Air Act, the Toxic Substances Control Act, the Marine Protection, Research and Sanctuaries Act and applicable District regulation.

Medical Waste: Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis waste.

Mobile Service Provider: A person or business that provides mobile or non-stationary services to commercial or industrial activities within the District's service area that generates wastewater needing to be discharged into a sanitary sewer system. The person or business providing the service may or may not have a base of operation in the District's service area.

National Categorical Pretreatment Standard or Pretreatment Standard: Any regulation containing pollutant discharge limits promulgated by the EPA in accordance with Section 307(b) and (c) of the Act (33 U.S.C. 1317), which applies to a specific category of Industrial User and that appear in 40 CFR, Chapter 1, Subchapter N, Parts 405-471.

National Prohibitive Discharge Standard or Prohibitive Discharge Standard: Any regulation developed under the authority of 307(b) of the Act and 40 CFR, Section 403.5.

National Pollution Discharge Elimination System or (NPDES) Permit: A permit issued pursuant to Section 402 of the Act (33 U.S.C. 1342).

New Industrial User: A person who has not contributed or caused to be contributed industrial waste or wastewater into District facilities from a given building, structure, facility, or installation. A "new source," as defined below, is included within the meaning of "new industrial user."

New Source:

1. Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(c) of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:
 - a. The building, structure, facility, or installation is constructed at a site at

which no other source is located; or

- b. The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or
- c. The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.

2. Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Section (1) (b) or (c) above but otherwise alters, replaces, or adds to existing process or production equipment.

3. Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:

- a. Begun, or caused to begin, as part of a continuous onsite construction program
 - any placement, assembly, or installation of facilities or equipment; or
 - significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or
- b. Entered into a binding contractual obligation for the purchase of facilities or equipment which is intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

Non-Significant Categorical User: An Industrial User that is subject to an established Categorical Pretreatment Standard but that never discharges more than 100 gallons per day (gpd) of categorically regulated process wastewater, and complies with the requirements in 40 CFR 403.3(v)(2) and 40 CFR 403.12(q).

Notice of Violation: A document informing the user that it has violated the District Pretreatment Ordinance and appropriate corrective action must be taken.

Ordinance: Unless otherwise referenced, Ordinance as used herein means Ordinance No. 2021-023 of the Carmel Area Wastewater District.

Operator: One who operates a business

Owner: The discharger, user, or permittee

Pass Through or Passes Through: A discharge which exits the POTW into waters of California in quantities or concentrations which alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the POTW's NPDES permit including an increase in the magnitude or duration of a violation.

Person: Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all Federal, State, and local governmental entities.

pH: A figure expressing the acidity or alkalinity of a solution.

Pollutant: Something that causes pollution, including but not limited to any dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage biosolids, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discharged equipment, rock, sand, cellar dirt and industrial, municipal, and agricultural waste discharged into the POTW.

Pollution: An alteration of the quality of the waters of the State by waste to a degree which unreasonably affects (1) such waters for beneficial use or (2) facilities which serve such beneficial uses or which create a hazard to the public health.

Pretreatment or Treatment: The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to, or in lieu of discharging or otherwise introducing such pollutants into a POTW. The reduction or alteration can be obtained by physical, chemical or biological processes, or process changes other means, except as prohibited by 40 CFR Section 403.6(d) by dilution as a substitute for pretreatment.

Pretreatment Requirement: Any substantive or procedural requirement related to pretreatment, other than a National Pretreatment Standard imposed on an Industrial User.

Pretreatment Standard: Any regulation of the District, State, or EPA containing pollutant discharge limits or other procedural or substantive requirements of the User.

Prohibited Discharge: Absolute prohibitions against the discharge of certain substances, these prohibitions appear in Section 2.4

Publicly Owned Treatment Works (POTW): A treatment works as defined by section 212 of the Act, (33 U.S.C. 1292) which is owned by the District. This definition includes any sewers that convey wastewater to the POTW Treatment Plant, but does not include pipes, sewers or other conveyances not connected to a facility providing treatment. For the purposes of this Ordinance, "POTW" shall also include any sewers

that convey wastewaters to the POTW from persons outside the District who are, by contract or agreement with the District, users of the District's POTW.

Remodel: To alter, make over, modify, recast, redo, refashion, remake, change, revamp, revise, rework, regardless of size or scope.

Representative Sample: Sample of discharges that are obtained using approved sampling methods, that are representative of the quantity and quality of the discharge, and the conditions occurring during the time the discharge was sampled or measured.

Septic Tank Waste: Any sewage from holding tanks such as vessels, chemical toilets, campers, trailers and septic tanks.

Sewers:

- **Trunk Sewers** –A public sewer which has been or is being constructed to accommodate the flow from one (1) or more main sewers and is not generally used for side sewer connections. Trunk Sewers are generally twelve (12) inches in diameter or larger.
- **Main Sewer** –A public sewer which has been or is being constructed to accommodate the flow from one (1) or more side sewers. Main Sewers are generally eight (8) or (10) inches in diameter.
- **Side Sewer** – A privately owned and maintained sewer line which connects the sanitary or waste plumbing (building drain) of a house or other building with the main sewer or site collector sewer. The Side Sewer begins at its point of connection (including the connection tap or wye) with the Main Sewer and terminates at its point of connection to the building drain, and is a collective term that includes both the lateral sewer and building sewer.
- The point of connection to the building drain shall be at the point where the plumbing first extends outside the foundation. Side sewers are generally four (4) or six (6) inches in diameter
- **Site Collector Sewer** – A privately owned and maintained sewer line constructed to serve (1) or more side sewers. Site Collector Sewers are generally six (6) or eight (8) inches in diameter.
- **Lateral Sewer** – The privately owned and maintained portion of the side sewer from its connection at the Main Sewer including the connection tap or wye and extending to a point five (5) feet beyond the property or easement line.
- **Building Sewer** – That portion of the Side Sewer from the end of the lateral sewer to the point of connection to the building drain.

Sewage: See Wastewater.

Shall, Will and May: Shall and will are mandatory; may is permissive.

Significant Industrial User (SIU): Any industrial user classified as a Class I or Class II industrial user shall be a Significant Industrial User under the federal pretreatment standards.

Significant Noncompliance (SNC): Any violation of pretreatment standards or requirements that, in the opinion of the District, constitutes significant noncompliance.

This shall include, but not be limited to, instances of chronic violations of wastewater discharge limits, slug discharges, violations of compliance schedule milestones, failure to provide compliance data, failure to accurately report noncompliance, and any other violation or group of violations as more particularly set forth in Section 4.12.123 of this Ordinance.

Slug Discharge: A discharge capable of causing adverse impacts to the District, its workers, or the environment, or any pollutant including an oxygen demanding pollutant released in a discharge at a flow rate and/or pollutant concentration which may cause interference with the operation of the District's sewerage system. The discharge will be considered a slug discharge if the flow rate or concentrations or quantities of pollutants exceed for any time period longer than fifteen (15) minutes or more than five (5) times the average twenty-four (24) hour concentration, quantity, or flow during normal operations. A slug discharge is considered to be discharge of a non-routine, episodic nature, including, but not limited to, an accidental spill or a non-customary batch discharge. Batch discharges are intentional, result controllable discharges that occur periodically within an industrial user's process (typically the result of a non-continuous process). Accidental spills are unintentional, largely uncontrolled discharges that may result from leaks or spills of storage containers or manufacturing processes in an area with access to floor drains.

Slug Load: Any Pollutant released in a discharge at a flow rate and/or pollutant concentration which will cause interference or upset of the POTW; or, any discrete sample the concentration of which exceeds five times the discharge limit.

Solid Waste: Any garbage, refuse, biosolids from a waste treatment plant, water supply treatment plant, or air pollution control facility and other discarded material, including solid, liquid, semisolid, or containing gaseous materials resulting from industrial, commercial, mining, and agricultural operations, and from community activities.

Source Control Program: A program that tracks and manages requirements of the Pre-treatment Ordinance as it pertains to commercial and industrial uses within the District.

Special Discharge Permit: A permit that authorizes temporary discharges to the District's POTW from sources that are not able to be discharged to a municipality's storm drain system including but not limited

to: groundwater remediation system, groundwater monitoring well purge water, construction dewatering, pool discharges, tank test water, temporary discharges of foundation drains or area drains while permanent solutions for pollutants are developed, and water from reservoirs to enable cleaning. The Special Discharge Permit will specify the conditions for acceptance of the wWastewater.

Standard Industrial Classification (SIC): A classification pursuant to the Standard Industrial Classification Manual issued by the Executive Office of the President, Office of Management and Budget.

State: State of California.

Storm Water: Any flow occurring during or following any form of natural precipitation and resulting therefrom.

Superintendent: The person designated by the District to manage the operation of the POTW within the District and who is charged with certain duties and responsibilities by this Article, or their duly authorized representative.

SWDA: Solid Waste Disposal Act.

Total Suspended Solids (TSS): The total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids.

Toxic Pollutant: Any pPollutant or combination of pollutants listed in section 307 (a) of the Act.

Trap: A cast iron or stainless steel containment device used for trapping substances and to prevent grease, sand, or flammable liquids from entering the sewerage system.

Treatment Plant: Any facility owned by the District that is designed to provide treatment to wastewater.

Upset: An incident in which there is unintentional and temporary noncompliance with discharge limits because of factors beyond the reasonable control of the User.

USC: United States Code.

User: Any person who contributes or causes the contribution of wastewater into the District's POTW.

Warning Notice: A document informing a user of a condition that is either a minor violation, or if left unabated would become a violation that identifies corrective actions. Failure to correct the conditions identified in a Warning Notice can result in issuance of a Notice of Violation.

Waste Hauler: A transporter of any wastewater to the District's POTW for treatment. Examples of wastewater/wastes that may be discharged to the POTW include septic system wastes, portable toilet wastes, oil/grease wastes removed from grease removal devices from food establishments, and any other

wastewater/wastes authorized for disposal under a Special Discharge Permit.

Wastewater: The liquid and water-carried industrial or domestic wastes from dwellings, commercial buildings, industrial facilities, and institutions, together with any groundwater, surface water, and storm water that may be present, whether treated or untreated, which is contributed into or permitted to enter the District's POTW.

Wastewater Discharge Permit: As set forth in Section 3.4 of this Ordinance.

Waters of the State: All streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems, and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the State or any portion thereof.

Zero Discharge: A practice of excluding the discharge from entering the sanitary sewer system. Zero discharge can be applied to all process discharges from a user or for specific process discharges.

Section 1.4 Ministerial Permit Issuance

The District Board determined that the issuance of wastewater discharge permits pursuant to the provisions of the is Ordinance is a ministerial act. For the purposes of this document, a ministerial act is defined as one that is performed according to the statutes, legal authority, and established procedures or instructions as per the standards established and set forth in this Pretreatment Ordinance.

Section 1.5 Severability

Severability If any provision, paragraph, word, section or article of this Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapter shall not be affected and shall continue in full force effect.

Section 1.6 Conflict

All other ordinances and parts of other ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

Section 1.7 Repeal

This wastewater Ordinance, as adopted on ~~March 31, 2021~~ ~~January 27, 2021~~ ~~September 30, 2021, 2022 and~~ shall supersede all previous regulations and policies of the District governing items covered in this Ordinance

Section 2

REGULATIONS

Regulations Sub-Sections

- 2.1 Permissible Discharges
- 2.2 General Discharge Prohibition
- 2.3 Prohibited Effects
- 2.4 Specific Prohibited Substances or Characteristics
- 2.5 Prohibited Discharge Location
- 2.6 Documentation of Proper Disposal
- 2.7 National Pretreatment Standards
- 2.8 Additional Pretreatment Measures
- 2.9 Specific Pollutant Limitations
- 2.10 State and Federal Requirements and Standards
- 2.11 District's Right of Revision
- 2.12 Excessive Discharge or Dilution of Discharge
- 2.13 Slug Discharges
- 2.14 Hazardous Waste Discharges
- 2.15 Dental Facilities that remove or replace Amalgam Fillings
- 2.16 Medical and Infectious Wastes
- 2.17 Best Management Practices (BMPs) to Control Discharges

2.1 Permissible Discharges

Wastewater may be discharged into public sewers for collection, treatment, and disposal by the District provided that such wastewater discharge is in compliance with this Ordinance and the conditions of any industrial wastewater permit and/or permit contract; and further provided that the user pays all applicable District sewer fees and charges including any penalties or charges assessed under this Ordinance. The District has the authority to deny or condition new or increased contributions of pollutants, or changes in the nature of pollutants, to the District by Industrial Users where such contributions do not meet applicable

pretreatment standards and requirements or where such contributions would cause interference for the District, or cause the District to violate its NPDES permit, either individually or in combination with other discharges.

2.2 General Discharge Prohibition

No user shall contribute or cause to be contributed, any pollutant or wastewater which will pass through the District's facilities or interfere with the operation or performance of the POTW. This prohibition includes any type of pollutant or wastewater as set forth in the prohibition sections of this Ordinance. These general prohibitions apply to all users of the POTW whether or not the user is subject to National pretreatment standards or any other National, State, or District pretreatment standards or requirements.

A user shall have an affirmative defense in any enforcement action brought against it alleging a violation of the general prohibitions, including a violation of the specifically prohibited effects or characteristics, where the user can demonstrate (1) that the user did not know or have reason to know that its discharge, alone or in conjunction with a discharge or discharges from other sources, would result in a violation of this Ordinance, including a prohibited effect or prohibited characteristic; and (2) the user was in compliance with the existing limits for each pollutant in its discharge that resulted in a violation, or if there were no such existing limits, the user's discharge directly before and during the violation did not change substantially from the user's prior discharges which occurred when the District remained in compliance with its NPDES permit and with applicable requirements for sewage biosolids use or disposal.

2.3 Prohibited Effects

A user may not discharge, or cause to be discharged, wastewater into the POTW if it contains substances or has characteristics which, either alone or by interaction with other wastewater, cause or threaten to cause:

- Damage to the POTW
- Interference or impairment of operation or maintenance of the POTW
- Obstruction of flow in the POTW
- Hazard to human life
- Interference with treatment plant or disposal processes, including recycling or any reclamation processes
- The POTW effluent or any other product of the POTW such as residues, biosolids, ash or scum, to be unsuitable for reclamation and reuse. In no case shall substances discharged to the POTW cause the plant to be in noncompliance with biosolids use or disposal criteria, guidelines or regulations.
- The POTW to violate its National Pollution Discharge Elimination System (NPDES) permit or the receiving water quality standards.

- Flammable or explosive conditions.
- A noxious or malodorous condition, a public nuisance, a hazard to life, or conditions sufficient to prevent normal entry into the sewers or POTW for maintenance and repair.
- Objectionable coloration or other condition in the quality of the POTW's influent which interferes with or passes through the POTW.
- Conditions which violate any statute, rule, regulation, or ordinance of any public agency, relating to releases of hazardous wastes, hazardous substances, or other pollutants to the environment when such release is to a POTW.
- Any alteration or change of the District's NPDES permit or any additional regulatory supervision, intervention, or oversight of the POTW's operations.
- Any alteration of the POTW plant processes.
- Any significant alteration of the POTW operations, including but not limited to, affecting the ability of the District to procure adequate insurance and/or subjecting the District operations to significantly increase potential liability.

When the General Manager determines that a User(s) is contributing to the POTW, any of the above enumerated substances in such amounts as to Interfere with the operation of the POTW, the General Manager shall: (1) Advise the User(s) of the impact of the discharge on the POTW; and (2) Develop effluent limitations for such User to correct the Interference with the POTW.

The General Manager shall, from time to time, establish quantitative or other limitations applicable to industrial waste discharges when in their judgment it is necessary to protect the District's wastewater system or to be in compliance with State or local law or Federal Regulations. Such limitations shall apply at the industrial wastewater monitoring facility prior to mixing with domestic wastewaters. Wastewater discharges in excess of the limits established by the General Manager or any State law or applicable Federal Pretreatment Standards shall constitute excessive concentrations or quantities prohibited by this Section.

The General Manager shall establish quantitative limitations for users which, because of their location, quantity or quality of discharge, can degrade the quality of wastewater treatment plant effluent or residue to a level that prevents or inhibits efforts to reuse or dispose of the water or residue or in causes any unusual operation or maintenance problems in the sewerage system.

2.4 Specific Prohibited Substances or Characteristics

No User shall discharge or cause to be discharged to a public sewer, which directly or indirectly connects to the District's sewerage systems, the following wastes or wastes in quantities or concentrations in excess of the following restrictions:

1. Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be

injurious in any other way to the sewerage system, the POTW, or to the operation of the POTW. This includes but is not limited to waste streams with a closed cup flashpoint of less than 140/F or 60/C using the test methods specified in 40 CFR 261.21. At no time, shall two successive readings on an explosion hazard meter, at the point of discharge into the system or at any point in the system be more than ten percent (10%) nor any single reading over twenty percent (20%) of the Lower Explosive Limit (LEL) of the meter.

Prohibited materials include, but are not limited to, gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, solvent, fuel oil, peroxides, chlorates, perchlorates, bromates, carbides, hydrides and sulfides and any other substances which the District, the State or EPA has notified the User is a fire hazard or a hazard to the system.

2. Solid or viscous substances which may cause obstruction to the flow in a sewer or other interference with the operation of the POTW such as, but not limited to: grease, any garbage or waste, other than domestic wastewater, that is not ground sufficiently to pass through a 3/8 inch screen, dead animals, animal viscera or tissues, paunch manure, bones, hair, hides or fleshing, entrails, whole blood, feathers, offal, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, industrial process shavings, diatomaceous earth, grass clippings, rags, spent grains, spent hops, wood, plastics, tar, asphalt residues, mud, or glass grinding wastes or polishing wastes, paper dishes, paper cups, milk containers or other similar paper products whole or ground, flushable wipes, or materials which tend to solidify in the sewer and obstruct wastewater flow.
3. Any Wastewater having a pH less than 6.0, a pH greater than 8.5, or having any other corrosive or detrimental characteristics capable of causing damage or hazard to the sewerage system or to structures, equipment, and or personnel of the District.
4. Any Wastewater containing toxic or poisonous solids, liquids or gas pollutants in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere detrimentally with any wastewater treatment process, constitute a hazard to humans, animals, or the environment, create a toxic effect in the receiving waters of the POTW, cause a public nuisance, cause any hazardous condition to occur in the sewerage system, or to exceed the limitation set forth in a Categorical Pretreatment Standard. A **tToxic pPollutant** shall include but not be limited to any **pPollutant** identified pursuant to Section 307(a) of the Act.
5. Any Wastewater containing **tToxic pPollutants** which result in the presence of toxic gases, vapors or fumes within the POTW and or the Collection System in a quantity that may cause acute worker health and safety problems or injury or interference with any Treatment Plant process.
6. Any waste containing excessive quantities or concentrations as defined by the General Manager, of petroleum or mineral based cutting oils, commonly called soluble oil which form persistent water emulsions.

7. Any waste containing excessive quantities or concentrations which result in the clogging or plugging of the Collection System or as pursuant to federal or state law, of dispersed biodegradable oils, fats, and greases, such as lard, tallow or vegetable oil.
8. The following constituents are subject to a discharge prohibition standard in lieu of setting numeric discharge limits.

8.

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The presence of these constituents documented through approved analytical methods shall be a violation of this section and be subject to corrective actions by the user to control the discharge of the constituent present.

Wastewater discharge permits may establish discharge prohibition(s) for constituents not included in this section for specific Industrial Users.

- a. Cyanide for unpermitted users
- b. Dioxin compounds
- c. Polychlorinated Biphenyls (PCBs)
- d. Tributyltin (TBT)
- e. Dieldrin
- f. 4,4'-DDE
- g. Perchloroethylene wastes and wastewaters from dry cleaner operations
9. Any noxious or malodorous liquids, gases, or solids which either singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the sewers for maintenance and repair.
10. Any substance which may cause the Treatment Plant's effluent or any other product of the POTW as residues, biosolids, or scum, to be unsuitable for reclamation and reuse or to interfere with the reclamation process. In no case, shall a substance discharged to the POTW cause the POTW to be in non-compliance with biosolids use or disposal criteria, guidelines or regulations developed under Section 405 of the Act; any criteria, guidelines, or regulations affecting biosolids use or disposal developed pursuant to the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act, or State criteria applicable to the biosolids management method being used.
11. Any substance which will cause the POTW to violate its NPDES and or State Disposal System Permit or the receiving water quality standards.
12. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the District's NPDES permit.
13. Any Wastewater having a temperature which will inhibit biological activity in the POTW, or which may cause the temperature of the treatment plant influent to exceed 40/C (104/F).

14. Any wastes with a concentration of chlorine in excess of 10 mg/L
15. Any waste containing excessive quantities or concentrates of toxic aromatic hydrocarbons, chlorinated hydrocarbon or organic phosphorous type compounds.
16. Any waste containing substances that may precipitate, solidify, gel, polymerize or become viscous under conditions normally found in the District Wastewater System. As detailed in the District's current NPDES permit (see appendix C)
17. Any waste containing detergents, surface active agents, or other substances, which may cause foaming in the wastewater system.

~~17.~~

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18. Any waste containing excessive quantities or concentrations, as pursuant to federal or state law, of cyanide.
19. Any waste containing excessive quantities or concentrations, as pursuant to federal or state law, of undissolved or dissolved solids, total solids and total suspended solids.
20. Any waste containing excessive quantities or concentrations, as pursuant to federal or state law, of BOD, COD, or other oxygen demanding substances.
21. Any waste containing excessive quantities or concentrations, as pursuant to federal or state law, of mercaptans, sulfides, phenols, or any strongly odorous material or material tending to create odors.
22. Any wastes containing dissolved sulfides above a concentration of 0.1 mg/L or wastes which contribute to excessive sulfide production, as pursuant to federal or state law .
23. Any amount of Hazardous Substance in excess of those defined in Title 40, CFR.
24. Any hazardous waste discharged to any portion of the POTW by truck, or dedicated pipe line.
25. Any Pollutants, including oxygen demanding pollutants (BOD, etc.) released at a flow rate and or pollutant concentration which a User knows or has reason to know will cause interference to the POTW. In no case shall a slug load have a flow rate or contain concentration or qualities or pollutants that exceed for any time period longer than fifteen (15) minutes more than five (5) times the average twenty four (24) hour concentration, quantities, or flow during normal operation.
26. Any Wastewater containing any radioactive wastes or isotopes of such half-life or concentration as may exceed limits pursuant to federal or state law except in compliance with applicable State or Federal regulations.
27. Any Wastewater which causes a hazard to human life or creates a public nuisance. Any storm water, ground water, rain water, street drainage, subsurface drainage, yard drainage, swimming pool or spa diatomaceous earth filter backwash, unless a Special Discharge Permit is issued by the District. The District may approve such discharge only when no reasonable alternative is available or such water is determined to constitute a pollution hazard if not discharged to a sewer.

28. Any solid wastes from hospitals, clinics, offices of medical doctors, dentists, mortuaries, morgues, long term health care, medical laboratories or other medical facilities to the POTW including, but not limited to:
 - Equipment, instruments, hypodermic needles, syringes and associated articles.
 - Any article that may harbor or transmit pathogenic organisms and that are used in the rooms of patients having suspected or diagnosed communicable disease which by the nature of the disease is required to be isolated.
 - Recognizable portions of the human anatomy.
 - Any and all other items defined by health agencies as being infectious.
29. Any septic tank biosolids unless a Permit is issued by the District.
30. Any holding tank wastes unless a Permit is issued by the District.
31. No user shall dilute and/or cause excessive POTW hydraulic loading problems including but not limited to:
 - Any water added for the purpose of diluting wastes which would otherwise exceed maximum concentration limitations (see table on number 8 above).
 - Any rain water, storm water runoff, groundwater, street drainage, roof drainage, yard drainage, water from yard fountains, ponds, swimming pools, lawn sprays or uncontaminated water except where prior approval for such discharge is given by the General Manager.
32. Any other water source shall not be discharged through direct or indirect connection to the sanitary sewer system unless a permit is issued by the District. As used in this section all other water sources shall include storm water from roofs, yards, foundation or under-drainage, well water, surface water and ground water run-off, which meets all State and Federal requirements for discharge to surface waters of California and the United States. The General Manager may approve the discharge of such water to the sewer system only when no reasonable alternative method of disposal is available. If a permit is granted for the discharge of such water in to the sewer system, the User shall pay the applicable charges and fees and shall meet such other conditions as required by the General Manager.

2.5 Prohibited Discharge Location

No user shall discharge any wastewater directly into a manhole or other opening in, or connecting to, the District sewage system other than through sewer laterals or other sewer connection approved by the District, unless a permit has been obtained for such discharge. A permit will only be issued for such direct discharge in the event the discharge is otherwise in compliance with provisions of this Ordinance and no other alternative is reasonably available in the opinion of the District.

2.6 Documentation of Proper Disposal

All industrial users, waste haulers and mobile service providers shall maintain complete and accurate records documenting proper disposal of wastes, hazardous waste, and wastewater that is generated in the District's service area and transported from the original site of generation for disposal. The minimum documentation required shall include:

- The location where the waste, hazardous waste, or wastewater was generated;
- The transporter's name and phone number; and
- Description and volume of the waste, hazardous waste, or wastewater;
- Name, location, and phone number of the facility where the waste, hazardous waste, or wastewater was disposed.

2.7 National Pretreatment Standards

The National Categorical Pretreatment Standards, as set forth in 40 CFR Chapter I, Subchapter N, Parts 405-471, are hereby incorporated by this reference into the Pretreatment Ordinance for the Carmel Area Wastewater District. The General Manager shall notify all affected users of the applicable reporting requirements under Section 3.5. of the Ordinance.

However, if the standards otherwise imposed under this Ordinance are more stringent than the National Categorical Pretreatment Standards, the more stringent standards shall apply.

2.8 Additional Pretreatment Measures

The District may elect additional Pretreatment Measures including but not limited to:

1. Whenever deemed necessary, the General Manager may require Users to restrict their discharge during upset of the POTW, designate that certain wastewater be discharged only into specific sewers, relocate and or consolidate points of discharge, separate sewage waste streams from industrial waste streams, and such other conditions as may be necessary to protect the POTW and determine the User's compliance with the requirements of this Ordinance
2. Grease, oil and sand interceptors shall be provided by the User, when in the opinion of the General Manager, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil and or sand; except that such interceptors shall not be required for residential users. All interception units shall be of a type and capacity approved by the General Manager, shall comply with the District's Grease Management Section of this Ordinance and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired by the User at their expense.

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2.9 Specific Pollutant Limitations

No user shall discharge wastewater to a District facility which exhibits any characteristic specifically prohibited by an action of the District Board, or any wastewater containing constituents in excess of any specific constituent level limitations as may be set by the District Board. Specific pollutant limitations regarding waste characteristics and/or constituent limits shall be imposed by the General Manager.

The specific pollutant limitation adopted by ~~ordinanceresolution~~ shall be daily maximum limits unless otherwise specified.

Any violation of a specific pollutant limitation as may be set forth in a District ~~ordinanceresolution~~, shall subject the user to the same administrative actions, penalties, and/or enforcement actions as would be available for any other violation of this Ordinance. The term "Ordinance" as used elsewhere within this ~~Pre-Treatment Ordinance~~, shall be read to include the specific pollutant limitations as may be set forth by ~~ordinanceresolution~~.

2.10 State and Federal Requirements and Standards

In the event that either state or federal requirements and standards for discharges to District facilities are more stringent than the limitations, requirements, and standards set forth in this Ordinance, the most stringent standard or requirement shall apply. Modifications of the federal or state standards and requirements which are more stringent than the limitations, standards, and requirements as set forth in this Ordinance and are promulgated subsequent to the adoption of this Ordinance shall be applied to discharges to the POTW at such time and in such manner as is set forth in Section 3.4 of the Ordinance.

2.11 District's Right of Revision

The District reserves the right to establish by ~~Ordinance or Resolution~~ more stringent limitations or requirements on discharges to the wastewater disposal system if deemed necessary to comply with the objectives presented in this Ordinance. No revision of limitations or requirements hereunder shall subject the District to civil liability or penalty for interference with a vested right of any user.

2.12 Excessive Discharge or Dilution of Discharge

No user shall ever increase the use of process water or, in any way; attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the

national pretreatment standards, or in any other pollutant-specific limitation developed by the District or State. An increase in the use of process water which is reasonably proportional to increased production and which is required for said increase in production will not be considered an excessive discharge hereunder. No user shall dilute and/or cause excessive POTW hydraulic loading problems; including but not limited to:

- Any water added for the purpose of diluting wastes which would otherwise exceed maximum concentration limits.
- Any rain water, storm water runoff, groundwater, street drainage, roof drainage, yard drainage, water from yard fountains, ponds, swimming pools, lawn sprays or uncontaminated water except where prior approval for such discharge is given by the General Manager.

2.13 Slug Discharges

1. All users shall be prohibited from allowing slug discharges, as elsewhere defined herein, from entering the District's sewerage system.
2. Each user shall provide protection from slug discharges of restricted materials or other substances regulated by this Ordinance. No user who commences contribution to the sewerage system after the effective date of this Ordinance shall be permitted to introduce pollutants into the system until the need for slug discharge control plans or procedures has been evaluated by the District. Facilities to prevent slug discharges of restricted materials shall be provided and maintained at the user's own cost and expense.
3. Certain users will be required to prepare Slug Discharge Prevention and Contingency Plans (SDPC) containing at least the following information:
 - A description of the discharge practices including non-routine batch discharges
 - A description of stored chemicals.
 - The procedures for promptly notifying the District of slug discharges, including any discharge that would violate a specific discharge prohibition with procedures for follow-up written notification within five (5) days.
 - If required by the District, procedures to prevent adverse impact from accidental spills including maintenance and inspection of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site run-off, worker training, building or containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and/or measures or equipment for emergency response.
 - If required by the District, follow-up practices to limit the damage suffered by the treatment plant or the environment.
4. These plans shall be submitted to the District for review and approval. All users required to have SDPC

plans shall submit such a plan within three (3) months and complete implementation within six (6) months of notice regarding the requirements of such plan. Review and approval of such plans and operating procedures shall not relieve the user from the responsibility to modify the user's facility as necessary to meet the requirements of this Ordinance.

5. In the case of a slug discharge, it is the responsibility of the user to immediately notify the District of the incident. The notification shall include location of the discharge, type of waste, concentration and volume, and corrective action. The user shall provide the District with a detailed, written report of this incident in a manner and within the time frame as elsewhere provided in this Ordinance.
6. A notice shall be permanently posted on the user's premises advising the employees who to call in the event of a slug discharge. The user shall ensure that all employees who may cause or allow such slug discharge to occur are advised of the emergency notification procedure.
7. Each user who violates any of the requirements of the slug discharge program, or allows a slug discharge to occur, shall be subject to the enforcement provisions of this Ordinance.

2.14 Hazardous Waste Discharges

A. Any User who commences the discharge of hazardous waste shall notify the POTW, the EPA Regional Waste Management Division Director, and State hazardous waste authorities, in writing, of any discharge into the POTW of a substance which, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR Part 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other).

If the User discharges more than one hundred (100) kilograms of such waste per calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the User:

- an identification of the hazardous constituents contained in the wastes,
- an estimation of the mass and concentration of such constituents in the waste stream discharged during that calendar month,
- and an estimation of the mass of constituents in the waste stream expected to be discharged during the following twelve (12) months.

All notifications must take place no later than one hundred and eighty (180) days after the discharge commences. Any notification under this paragraph need be submitted only once for each hazardous waste discharged. However, notifications of changed conditions must be submitted under Section 6.5 of this Ordinance.

The notification requirement in this Section does not apply to pollutants already reported by Users subject to categorical Pretreatment Standards under the self-monitoring requirements of Sections 6.1, 6.3, and 6.4 of this Ordinance.

B. In the case of any new regulations under section 3001 of RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the User must notify [the Superintendent], the EPA Regional Waste Management Waste Division Director, and State hazardous waste authorities of the discharge of such substance within ninety (90) days of the effective date of such regulations.

C. In the case of any notification made under this Section, the User shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical.

D. This provision does not create a right to discharge any substance not otherwise permitted to be discharged by this Ordinance, a permit issued thereunder, or any applicable Federal or State law. Nothing contained in this section of the Ordinance is intended to modify the prohibitions set forth in Section 2.11.

2.15 Dental Facilities that remove or replace Amalgam Fillings

Definitions: For the purpose of this section the following shall be as defined herein.

(a) "ISO 11143" is the International Organization for Standardization's standard for amalgam separators.

1. All owners and operators of dental facilities that remove or place amalgam fillings shall comply with the following waste management practices:
 - a. No person shall rinse chair-side traps, vacuum screens, or amalgam separator equipment in a sink or other connection to the sanitary sewer. Such traps, vacuum screens or amalgam separator equipment must be recycled or disposed of in an appropriate manner according to recycler or equipment manufacturer.
 - b. Owners and operators of dental facilities shall ensure that all staff members who handle amalgam waste are trained in the proper handling, management and disposal of mercury-containing material and fixer-containing solutions, and shall maintain training records that will be made available for inspection by the District during normal business hours.
 - c. Amalgam waste shall be collected, packaged, labeled, stored and managed in accordance with state and local regulations and disposed of by a licensed recycler or hauler of such materials.
 - d. Bleach and other chlorine-containing disinfectants shall not be used to disinfect the vacuum line system.

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2. All owners and operators of dental vacuum suction systems, except as set forth in subsection (d) of this section, shall comply with the following:

- a. Submit a Self-Certification of Amalgam Management Requirements form issued by the District on or before November 1, 2020.
- b. Install an ISO 11143 certified amalgam separator device for each dental vacuum suction system on or before March 1, 2022. All dental facilities that are newly constructed on or after the effective date of this Ordinance shall include an installed ISO 11143 certified amalgam separator device capable of removing a minimum of 95 percent of amalgam. The amalgam separator system shall be certified at flow rates comparable to the flow rate of the actual vacuum suction system operation. Neither the separator device nor the related plumbing shall include an automatic flow bypass.

b. For facilities that require an amalgam separator that exceeds the practical capacity of ISO 11143 test methodology, a non-certified separator will be accepted, provided that smaller units of the same technology from the same manufacturer are ISO-certified. For facilities that have installed amalgam separators on or before the effective date of this Ordinance that are not ISO-certified, they may be grandfathered in if it can be shown that the existing device provides amalgam removal similar to an ISO-certified system. Alternative materials and methods may be proposed to the District for approval.

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- c. Self-Certification of Amalgam Separator Installation form issued by the District shall be submitted to the District within 30-days of installation.
- d. Amalgam separators shall be installed, operated and maintained in accordance with manufacturer recommendations. Installation, certification and maintenance records shall be available for immediate inspection upon request by the District during normal business hours.
- e. The following types of dental practices are exempt from this section 2.7.115, provided that the District receives written assurance that removal or placement of amalgam fillings occurs at the facility no more than 3 days per year: Orthodontics, Periodontics, Oral and Maxillofacial surgery, Radiology, Oral Pathology or Oral Medicine, Endodontics, and Prosthodontics.

2.16 Medical and Infectious Wastes

No person shall discharge solid wastes from hospitals, clinics, offices of medical doctors, dentists, mortuaries, morgues, long term health care, medical laboratories or other medical facilities to the POTW including, but not limited to hypodermic needles, syringes, instruments, utensils or other paper and plastic items of a disposal nature, or wastes excluded by other provisions of this Ordinance.

No user shall dilute and or cause excessive POTW hydraulic loading problems; including but not limited to:

1. Equipment, instruments, utensils, hypodermic needles, syringes and associated articles.
2. Any article that may harbor or transmit pathogenic organisms and that are used in the rooms of patients having a suspected or diagnosed communicable disease which by the nature of the disease is required to be isolated.
3. Recognizable portions of the human anatomy.

Wastes excluded by other provisions of these regulations. Nothing in this section shall be construed to limit the authority of appropriate health agencies to define wastes as being infectious and to prohibit discharge to the sanitary sewer.

2.17 Best Management Practices (BMPs) to Control Discharges

Industrial Users can employ Best Management Practices (BMPs) to effectively control the discharge of pollutants to the District's facilities. The District may establish BMPs for specific industrial users through condition(s) in the permit or permit contract. The District may establish BMPs for a business activity that would apply to entire groups of businesses such as vehicle service facilities or food service facilities. BMPs for business activities will be communicated to the affected industrial users through informational materials distributed during inspections, direct mailing, or the District's website.

Industrial users shall be responsible for complying with the business activity BMPs after being informed by the District of their applicability to the industrial users operations. Industrial Users subject to BMPs as a means of complying with the standards of this Ordinance shall maintain documentation to demonstrate compliance with the applicable BMP standards.

Section 3

ADMINISTRATION

Administration Sub-Sections:

- 3.1 Wastewater Discharges
- 3.2 Responsibility of Users
- 3.3 Classes of Users

- 3.4 Wastewater Discharge Permit for Class I, II and IV Users
- 3.5 Wastewater Discharge Permit for Class III Users
- 3.6 Reporting Requirements for Permittee and Contract Permittee
- 3.7 Monitoring [Requirements](#)
- 3.8 Signatory Requirements
- 3.9 Rights of Entry
- 3.10 Pretreatment
- 3.11 Publication of Users in Significant Noncompliance
- 3.12 Records Retention
- 3.13 Confidential Information

3.1 Wastewater Discharges

It shall be unlawful to discharge without a District permit or permit contract to the POTW any wastewater except as is authorized by the provisions of this Ordinance.

3.2 Responsibility of Users

It shall be the responsibility of the user and/or discharger to comply with all of the provisions of this Pretreatment Ordinance. The omission to act by the District and/or the failure of the District to take observation of the nature of the operation of the user and/or the properties of the user's wastewater shall not relieve the user of responsibility to comply with the conditions of this Ordinance, including, but not limited to, such requirements regarding permitting, pretreatment, monitoring, and reporting.

It shall be the responsibility of the user to make determinations as to the nature of its operation and wastewater flow and to take such actions as may be required under this Ordinance prior to any discharge of wastewater, whether or not the user has been informed by the District of the requirements which may apply to the user regarding its discharge.

All industrial users who meet the definition of Class I or II and who are currently connected or contribute to the District POTW, or who propose to connect or contribute to the District facilities, shall make application for a wastewater discharge permit. This application shall be made before connecting to or contributing to the District's facilities, or within ninety (90) days after the enactment of this Ordinance in the event the user is currently connected and not currently permitted. All existing industrial users connected to or contributing to the District's facilities and having a current wastewater discharge permit shall be required to obtain a new permit or permit contract upon the expiration of their existing permit.

All Class III Industrial Users may be required to receive a permit in order to connect to the District facilities or to continue to discharge to District facilities. At such time as the District undertakes such a program to

permit Class III Users, existing Class III Users will be required to apply for a permit within ninety (90) days of notice to said users by personal service, mail, or publication. Thereafter it shall be the responsibility of all Class III Users prior to connection to obtain a permit.

Industrial User permits may be issued to mobile service providers that operate in the District's service area in order to ensure that the wastewater generated is managed and discharged in compliance with this Ordinance and applicable state and federal requirements. The classification of the mobile service provider will be determined by evaluating the quantity and quality of the wastewater discharged.

3.3 Classes of Users

The District will classify all users in accordance with the principal activity conducted on the premises where the discharge occurs. The purpose of the classification is to facilitate regulation of discharges to District facilities on the basis of each user's waste quality, quantity, and flow.

The classification shall further provide a means of imposing an appropriate level of oversight, control and enforcement according to the source of the discharge. The classification system will also allow equitable recovery of District capital and operating costs for the Pretreatment Program. As set forth in the Definition section of this Ordinance, there are two (2) categories of users; to wit, domestic users and industrial users. Industrial users are categorized as Class I, II, III, or IV.

All users are subject to the prohibitions set forth in this Ordinance, with such federal and state statutes and regulations as may apply, and the specific pollutant limitations as may be promulgated by the District Board ~~either by ordinance or resolution.~~

Domestic users under normal circumstances will not be required to apply for or receive a wastewater discharge permit as defined in this Ordinance, providing that said domestic user discharges only that wastewater which is consistent with the definition of domestic wastewater set forth herein.

Industrial users may be subject to wastewater discharge permit requirements depending on the volume, characteristics, and origin of their wastewater discharge. Industrial users may be required to supply such information and data concerning their processes, including discharge samples and wastes generated, as may be necessary for the District to determine whether such user should be designated as Class I, II, III, or IV. Industrial users must, if requested, provide such other information regarding the nature of the entity, its operations, storage and use of chemicals, and storage and use of hazardous substances, as may be reasonably necessary to make such determination as to the classification of said user and whether a wastewater discharge permit is needed. The District may also require information relating to potential for accidental discharges to a District facility of hazardous or prohibited substances. Such inquiries may include

information regarding the current disposal procedures of the user with regard to chemicals and/or substances that are not in the ordinary course of the user's operations discharge to a District facility.

The determination by the District regarding the designation of an industrial user as a Class I User may be based on the unusual character of the wastewater due to its volume, strength, composition, or its derivation from a hazardous waste or substance, or the potential variability in the character of the wastewater, or on the potential for increased administrative cost to the District due to the unusual character of the waste. Any additional administrative costs to be considered may include increased potential for the administrative oversight by federal, state, and local agencies as well as the potential for increased liability exposure and associated legal costs. The District may also take into consideration difficulties in enforcement of the Pretreatment Ordinance under a wastewater discharge permit and the enforcement violation and compliance history of the user with the District, as well as other regulatory agencies.

The determination of the District regarding the designation of an industrial user as a Class II User may be based on whether the discharge of the wastewater is equal to or greater than twenty-five thousand (25,000) gallons per average work day flow, or whether the discharge has in its waste hazardous pollutants, or whether the discharge is subject to national pretreatment standards, or whether it has in its untreated wastewater, pollutants which are in excess of any pretreatment standard or requirement, including any pretreatment standard or requirement identified in this Ordinance or local limit set by this Ordinance resolution of the District Board, or whether it may, in the opinion of the District, have a significant impact, either singularly or in combination with other contributing industries, on the District's ability to meet the objectives of this Ordinance.

A determination by the District regarding the designation of an industrial user as a Class III User may be based on the standards set forth in the definition of a Class III Industrial User in this Ordinance.

This determination may include, but not be limited to, the issue of whether the user stores and/or uses hazardous substances in such quantities in its industrial or commercial processes as may, in the determination of the District, have the potential to be discharged to District facilities by accident or through a slug discharge, causing a measurable increase in the amount of hazardous substances entering the District's facilities. Non-Significant Categorical Users shall be classified as Class III Industrial Users and shall operate under a Class III Industrial User Permit.

Class IV Industrial User shall include all industrial users who are not determined by the District to be Class I, II, or III Industrial Users. Class IV Industrial Users shall be subject to the requirements of this Ordinance.

3.4 Wastewater Discharge Permit for Class I, II and IV Users

A. PERMIT APPLICATION

Users required, or who may be required, to obtain a wastewater discharge permit shall complete and file with the District an application in the form prescribed by the District. A new industrial permit fee may be assessed at the time of the application. Existing Class I and Class II Users (except those with current permits) shall apply for a wastewater discharge permit within ninety (90) days following the effective date of this Ordinance, and new users shall apply at least thirty (30) days prior to connecting to or contributing to the POTW. In support of the application, the user may be required to submit, in units and terms appropriate for evaluation, some or all of the following information, but will in all cases be required to submit items 16 and 17.

- 1) Name and address are required of the operator or owner and location of the facility for which the permit application is being made.
- 2) Give SIC number(s) according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended, for all operations conducted at the facility.
- 3) Supply a list of all environmental control permits and hazardous substance release response (spill) plans that are held by or for the facility.
- 4) Supply the time(s) and duration of all process discharges.
- 5) Disclose the average daily and fifteen-(15) minute peak wastewater flow rates, including daily, monthly, and seasonal variations if any. Flow rates shall be provided for each regulated process stream.
- 6) Supply the site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, sewer connections, and appurtenances by the size, location, and elevation.
- 7) Give a detailed description of activities, facilities, and plant processes on the premises including all materials that are, or could be discharged, provided such chemicals are present in quantities sufficient to cause harm to the operations of the District or to the environment if released. A description of any and all existing or proposed wastewater pretreatment facilities. Construction drawings and design criteria shall also be submitted.
- 8) Submit the nature and concentration of any pollutants in the discharge which are limited by a District or State pretreatment standard or requirement or by a national pretreatment standard, or which are otherwise requested by the District. Pollutant data shall be provided for each regulated process stream. In the case of an existing user, a statement regarding whether or not the pretreatment standards and requirements are being met on a consistent basis and if not, whether additional operation and maintenance and/or additional pretreatment is required for the user to meet applicable pretreatment standards and requirements. If sample data submitted with a permit application document a discharge

limit violation, the condition will be subject to citation with a Notice of Violation.

- 9) Disclose the nature and concentration of any pollutants in the discharge which are limited by state or federal standards concerning the release or discharge of any hazardous substance or waste.
- 10) If additional pretreatment housekeeping, process changes, and/or operations will be required to meet the pretreatment standards and requirements; the shortest schedule by which the user will provide such additional pretreatment. The completion date in this schedule shall not be later than the compliance date established by EPA, the State, or the District for the applicable standard. The following conditions shall apply to this schedule:
 - a) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable standards (e.g., hiring an engineer, completing preliminary plans, completing final plans, executing contract for major components, commencing construction, completing construction, etc.).
 - b) Not later than fourteen (14) days following each date in the schedule and the final date for compliance, the user shall submit a progress report to the General Manager including, as a minimum, whether or not the user complied with the increment of progress to be met on such date and, if not, the date on which the user expects to comply with the increment of progress, the reason for delay, and the steps being taken by the user to return the construction to the schedule established.
- 11) Describe each product produced by type, amount, process or processes, and rate of production.
- 12) If applicable, disclose the type and amount of raw materials processed (average and minimum per day), provided such raw materials are present in quantities sufficient to cause harm to operations of the District or to the environment.
- 13) Disclose the number, type, and volume/amount of hazardous substances stored on the premises and a description of the variety of the method of storage and/or the containment device for such substances, provided such substances are present in quantities sufficient to cause harm to the operations of the District or to the environment if released.
- 14) A description of the spill protection and emergency response procedures used or proposed to be used at the facility shall be supplied.
- 15) Submit the number and classification of employees, hours of operation of plant, and proposed or actual hours of operation of pretreatment system.
- 16) A signed statement of the authorized representative of the industrial user applicant that the information presented in the permit application is true and accurate to the best of the authorized representative's knowledge, and that the applicant is or upon connection will be in compliance with applicable pretreatment standards and requirements on a consistent basis and if not, whether additional operation and maintenance (O & M) and/or additional pretreatment is required for the applicant to meet such standards and requirements.
- 17) A signed certification of a qualified professional that the applicant is or upon connection will be in

compliance with applicable pretreatment standards and requirements on a consistent basis and if not, whether additional O & M and/or pretreatment is required for the applicant to meet such standards and/or requirements.

- 18) Any other information as may be deemed by the District to be necessary to evaluate the permit application.

B. PERMIT APPLICATION EVALUATION FOR CLASS I, II AND IV USERS

All new industrial users shall arrange for a District representative to conduct a walk-through site inspection of the user's facilities during the ninety (90) day period prior to connecting or contributing waste or wastewater to the POTW. New industrial users shall submit to the District, within ninety (90) days after commencement of discharge to the District's facilities, an analysis of said discharge delineating wastewater constituents and characteristics including, but not limited to, those mentioned in Section 2.11 of this Ordinance.

The District will evaluate the data furnished by the user and may require additional information.

After evaluation and acceptance of the data furnished, the District may determine that no wastewater discharge permit is required, or the District may determine that the user is a Class I, Class II or Class III Industrial User. If the District determines that the user is a Class II or Class III Industrial User, the District shall issue a wastewater discharge permit subject to the terms and conditions provided in this Ordinance.

If the District determines that the user is a Class I User, the District will promulgate a wastewater discharge permit contract subject to the terms and conditions provided in this Ordinance.

C. PERMIT CONDITIONS

Permits may contain provisions, requirements and standards appropriate to carry out the objectives of this Ordinance, including but not limited to, the following:

1. The unit charge or schedule of user charges and fees for the wastewater to be discharged to the District's facilities.
2. Limits on the average and maximum wastewater constituents and characteristics. These limits may be based on pollutant concentration and/or mass and may include prohibitions on discharge of said pollutants.
3. Limits on average and maximum rate and time of discharge or requirements for flow regulation and/or equalization.
4. Requirements for installation and maintenance of sampling and flow metering facilities.
5. Requirements for monitoring programs which may include flow metering, sampling locations, methods of sampling, frequency of sampling, number, types, and standards for tests and reporting

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- schedule.
6. Compliance schedules.
 7. Requirements for submission of technical reports or periodic compliance reports.
 8. Requirements for maintaining and retaining plant records relating to wastewater discharge, hazardous waste manifests, and as specified by the District and chemical inventories.
 9. Requirements for notification of the District of any new introduction of pollutants or any change in plant processes or in the volume or character of the wastewater constituents being introduced into District facilities.
 10. Requirements for notification of slug or accidental discharges, including discharge limit violations, or upset of the pretreatment facility.
 11. Requirements for providing the District with design and construction plans and specifications of the wastewater pretreatment facility whether proposed or in existence.
 12. Requirements for providing the District with plans and specifications of the discharger's industrial or commercial operation and/or processes, including such other information as the District may reasonably request that pertains to the industrial user's operation.
 13. Requirements for notification of any planned alteration of the proposed or existing wastewater pretreatment system.
 14. Requirements for the notification of the District of planned alterations of the operations processes of the industrial user, which could result in an alteration of the user's process discharge or the potential for an accidental spill or slug discharge.
 15. Requirements prohibiting bypass of the wastewater pretreatment facility, unless bypass is unavoidable to prevent loss of life, injury, or severe property damage.
 16. Requirement that the discharger notify the District prior to any proposed bypass other than due to accident or emergency.
 17. Requirements to have emergency spill plans on file with the District.
 18. Requirements to certify that the industrial user has not discharged through a POTW hazardous substances without a permit, which substances have been stored or used in the user's process and which the user contends will not, in the ordinary course of the user's operation, enter the POTW.
 19. Requirements for re-sampling following a discharge violation and the submittal of reports explaining the cause of the violation and the steps that has been or will be taken to prevent a reoccurrence of the violation.
 20. Requirements for providing access to District personnel at all reasonable times to conduct sampling and/or inspection of any and all processes which can contribute to the waste stream, including the actual wastewater discharge.
 21. Requirements for providing the District with operation and maintenance records including periodic updates, as appropriate.
 22. The prohibition of dilution as partial or complete substitute for adequate treatment to achieve compliance with permit conditions.
 23. Signatory requirements specifying the responsible corporate officer for the industrial user.

24. Other conditions as deemed appropriate by the District to ensure compliance with this Ordinance.
25. Technical provisions or requirements related to the wastewater pretreatment facility which, in the opinion of the District, may be necessary to ensure the adequacy and reliability of the wastewater pretreatment system. These technical conditions may include conditions requiring continuous monitoring, training personnel, alarm systems, automated shutoff, flow through monitoring, and/or provisions for discharges in batch amounts only subsequent to sample testing.
26. Identification of applicable Best Management Practices (BMPs) to be employed to control discharge quality from the processes used at the facility.
27. Identification of the wastes and wastewater that are subject to a discharge prohibition standard.

D. PERMITS DURATION

Permits shall be issued for a specified time period, not to exceed (1) years. A permit may be issued for a period less than a year or may be stated to expire on a specific date. The user shall be responsible to apply for permit reissuance a minimum of ninety (90) days prior to the expiration of the user's existing permit. The District may initiate permit reissuance prior to receiving an application from the user based on communications between the user and the District.

The terms and conditions of the permit may be subject to modification by the District during the term of the permit as limitations or requirements as identified in the Regulations Section are modified or other just cause exists.

The user shall be informed of any proposed changes in his permit at least thirty (30) days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.

E. WASTEWATER DISCHARGE PERMIT CONTRACT

The District shall require Class I Industrial Users to enter into a wastewater discharge permit contract for connecting to or contributing wastewater to District facilities.

The wastewater discharge permit contract shall incorporate the provisions of this Ordinance by reference including all requirements and standards as may be set forth herein or promulgated by the District Board by [ordinanceresolution](#). The wastewater discharge permit contract may contain all of the permit provisions set forth in Section 3.4.C. In addition, the permit contract may contain additional provisions, including but not limited to, the following:

1. Provisions for liquidated damages for discharges in violation of the discharge prohibitions and limitations of this Ordinance and/or of such special prohibitions or limitations as may be set forth in the permit contract.

These liquidated damages provisions may be proposed without regard to proof of pass-through,

damage to the environment, or interference with POTW or operations and may be assessed on a strict liability basis for violation of the noted provisions.

2. Requirements for providing proof of insurance, indemnification of the District, and bonding in order to adequately protect the District, in its judgment, from the potential of the increased exposure to liability due to the user's discharge.
3. Provisions for termination of the permit contract and wastewater sewer service for violation of this Ordinance or other wastewater permit contract conditions.
4. Any and all other conditions as may be deemed appropriate by the District to ensure compliance with all provisions of this Ordinance and the objectives set forth herein.

F. PERMIT MODIFICATIONS

When a new National Categorical Pretreatment Standard is promulgated, the wastewater discharge permit or permit contract of users subject to such standard shall be revised to require compliance with such standard within the time for compliance prescribed by such standard or within ninety (90) days, whichever is shorter. However, when the time for compliance prescribed by such standard is longer than ninety (90) days, the users subject to such standard may apply to the General Manager or his / her designee for an extended time for compliance in a wastewater discharge permit or permit contract. The General Manager or his / her designee may grant such an extension up to the time for compliance set forth in the National Categorical Pretreatment Standards.

Where a user, subject to a national pretreatment standard, has not previously submitted an application for a wastewater discharge permit as required by Section 3.5.B. of this Ordinance, the user shall apply for a wastewater discharge permit within one hundred eighty (180) days after the promulgation of the applicable national pretreatment standard.

In addition, the user with an existing wastewater discharge permit or permit contract shall submit to the General Manager within one hundred eighty (180) days after the promulgation of an applicable federal pretreatment standard the information required by Section 3.4.A.

In the event the District determines that it is necessary in order to comply with the objectives of the Ordinance to impose more stringent limitations or requirements on discharges to the POTW than are set forth in an existing permit (for reasons other than issuance of a new national pretreatment standard), the District shall have the right to require such reasonable modifications of an existing permit to incorporate such more stringent limitations or requirements. In the event such permit modification is required, the user shall be provided with reasonable time to make such modifications to its processes or procedures as may be required to meet the more stringent limitations and requirements. After consultations with the user, a Compliance Schedule Agreement shall be issued which would set forth a reasonable schedule for the user to comply with the more stringent standards. If the permit modification will require construction or acquisition of

equipment related to pretreatment, the Compliance Schedule Agreement will provide for up to one hundred eighty (180) days to comply; however, this period may be extended for a period not to exceed an additional one hundred eighty (180) days upon determination by the General Manager and/or the District Engineer that good cause exists for an additional period.

To the extent that the user remains in compliance with the permit conditions in effect prior to amendment during the compliance period, the user shall not be liable pursuant to the terms of this Ordinance for noncompliance with the more stringent standards or requirements during the period of the Compliance Schedule Agreement; provided that the user is also complying with the terms of said Compliance Schedule Agreement.

G. PERMIT AND CONTRACT TRANSFER

Wastewater discharge permits and wastewater discharge permit contracts are issued to a specific user for a specific operation. A wastewater discharge permit shall not be reassigned or transferred or sold to a new owner, new user, different premises, or a new or changed operation without the prior approval of the District. However, nothing in this section shall be construed to prevent the application of the terms and conditions of this Ordinance, including enforcement penalties, from applying to a succeeding owner, successor in interest, or other assigns of an existing contract of permit holder.

3.5 Wastewater Discharge Permit for Class III Users

A. PERMIT APPLICATION

Users required, or who may be required, to obtain a wastewater discharge permit shall complete and file with the District an application in the form prescribed by the District. A new industrial permit fee may be assessed at the time of the application.

All Class III dischargers shall apply for a wastewater discharge permit within ninety (90) days following the effective date of this Ordinance, and new users shall apply at least thirty (30) days prior to connecting to or contributing to the POTW. In support of the application, the user may be required to submit, in units and terms appropriate for evaluation, some or all of the following information.

1. Name and address are required of the operator or owner and location of the facility for which the permit application is being made.
2. Give SIC number(s) according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended, for all operations conducted at the facility.
3. Supply the site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, sewer connections, and appurtenances by the size, location, and elevation.

4. Give a detailed description of activities, including a description of any and all existing or proposed wastewater pretreatment mechanisms. Construction drawings and design criteria may also be required.
5. Submit the nature and concentration of any pollutants in the discharge which are limited by a District or State pretreatment standard or requirement or by a national pretreatment standard, or which are otherwise requested by the District. Pollutant data shall be provided for each regulated process stream. In the case of an existing user, a statement regarding whether or not the pretreatment standards and requirements are being met on a consistent basis and if not, whether additional operation and maintenance and/or additional pretreatment is required for the user to meet applicable pretreatment standards and requirements.
6. Disclose the number, type, and volume/amount of hazardous substances stored on the premises and a description of the variety of the method of storage and/or the containment device for such substances, provided such substances are present in quantities sufficient to cause harm to the operations of the District or to the environment if released.
7. A description of the spill protection and emergency response procedures used or proposed to be used at the facility shall be supplied.
8. Submit the number and classification of employees, hours of operation of the business, and proposed or actual hours of operation. Disclose any barriers which would inhibit CAWD employees from inspecting the business premises.

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9. A signed statement of the authorized representative of the industrial user applicant that the information presented in the permit application is true and accurate to the best of the authorized representative's knowledge, and that the applicant is or upon connection will be in compliance with applicable pretreatment standards and requirements on a consistent basis and if not, whether additional operation and maintenance (O & M) and/or additional pretreatment is required for the applicant to meet such standards and requirements.
10. A signed certification of a qualified professional that the applicant is or upon connection will be in compliance with applicable pretreatment standards and requirements on a consistent basis and if not, whether additional O & M and/or pretreatment is required for the applicant to meet such standards and/or requirements
11. Any other information as may be deemed by the District to be necessary to evaluate the permit application.

B. PERMIT APPLICATION EVALUATION FOR CLASS III USERS

All new industrial Class III users shall arrange for a District representative to conduct a walk-through site

inspection of the user's facilities during the ninety (90) day period prior to connecting or contributing waste or wastewater to the POTW.

The District will evaluate the data furnished by the user on the permit and may require additional information. After evaluation and acceptance of the data furnished, the District may determine that no wastewater discharge permit is required. If the District determines that the user is a Class III Industrial User, the District shall issue a wastewater discharge permit subject to the terms and conditions provided in this Ordinance.

C. PERMIT CONDITIONS FOR CLASS III USERS

Permits may contain provisions, requirements and standards appropriate to carry out the objectives of this Ordinance, including but not limited to, the following:

1. The unit charge or schedule of user charges and fees for the wastewater to be discharged to the District's facilities.
2. Limits on the average and maximum wastewater constituents and characteristics. These limits may be based on pollutant concentration and/or mass and may include prohibitions on discharge of said pollutants.
3. Limits on average and maximum rate and time of discharge or requirements for flow regulation and/or equalization.
4. Requirements for monitoring programs which may include flow metering, sampling locations, methods of sampling, frequency of sampling, number, types, and standards for tests and reporting schedule.
5. Requirements for submission of technical reports or periodic compliance reports.
6. Requirements for maintaining and retaining business records relating to wastewater discharge.
7. Requirements for notification of the District of any new introduction of pollutants or any change in the business processes or in the volume or character of the wastewater constituents being introduced into District facilities.
8. Requirements for notification of slug or accidental discharges, including discharge limit violations, or upset of the pretreatment facility.
9. Requirements for providing the District with design and construction plans and specifications of the wastewater pretreatment facility whether proposed or in existence.
10. Requirements for providing the District with plans and specifications of the discharger's industrial or business operation and/or processes, including such other information as the District may reasonably request that pertains to the industrial user's operation.
11. Requirements for notification of any planned alteration of the proposed or existing wastewater pretreatment system.

12. Requirements for the notification of the District of planned alterations of the business processes of the Class III user, which could result in an alteration of the user's process discharge or the potential for an accidental spill or slug discharge.
13. Requirements prohibiting bypass of the wastewater pretreatment facility, unless bypass is unavoidable to prevent loss of life, injury, or severe property damage.
14. Requirement that the discharger notify the District prior to any proposed bypass other than due to accident or emergency.
15. Requirements to have emergency spill plans on file with the District.
16. Requirements to certify that the Class III user has not discharged through a POTW hazardous substances without a permit, which substances have been stored or used in the user's business and which the user contends will not, in the ordinary course of the user's operation, enter the POTW.
17. Requirements for re-sampling following a discharge violation and the submittal of reports explaining the cause of the violation and the steps that has been or will be taken to prevent a reoccurrence of the violation.
18. Requirements for providing access to District personnel at all reasonable times to conduct sampling and/or inspection of any and all processes which can contribute to the waste stream, including the actual wastewater discharge.
19. Requirements for providing the District with operation and maintenance records including periodic updates, as appropriate.
20. The prohibition of dilution as partial or complete substitute for adequate treatment to achieve compliance with permit conditions.
21. Signatory requirements specifying the responsible business owner for the industrial Class III user.
22. Other conditions as deemed appropriate by the District to ensure compliance with this Ordinance.
23. Technical provisions or requirements related to the wastewater pretreatment facility which, in the opinion of the District, may be necessary to ensure the adequacy and reliability of the wastewater pretreatment system. These technical conditions may include conditions requiring continuous monitoring, training personnel, alarm systems, automated shutoff, flow through monitoring, and/or provisions for discharges in batch amounts only subsequent to sample testing.
24. Identification of applicable Best Management Practices (BMPs) to be employed by the business to control discharge quality.
25. Identification of the wastes and wastewater that are subject to a discharge prohibition standard.

D. PERMITS DURATION

Permits shall be issued for a specified time period, not to exceed (1) years. A permit may be issued for a period less than a year or may be stated to expire on a specific date. The user shall be responsible to apply for permit reissuance a minimum of ninety (90) days prior to the expiration of the user's existing permit. The District may initiate permit reissuance prior to receiving an application from the user based on

communications between the user and the District. The terms and conditions of the permit may be subject to modification by the District during the term of the permit as limitations or requirements as identified in the Regulations Section are modified or other just cause exists. The user shall be informed of any proposed changes in their permit at least thirty (30) days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.

E. WASTEWATER DISCHARGE PERMIT

The District shall require Class III Industrial Users to enter into a wastewater discharge permit for connecting to or contributing wastewater to District facilities. The wastewater discharge permit shall incorporate the provisions of this Ordinance by reference including all requirements and standards as may be set forth herein or promulgated by the District Board by [ordinance resolution](#).

F. PERMIT AND CONTRACT TRANSFER

Wastewater discharge permits are issued to a specific user for a specific operation. A wastewater discharge permit shall not be reassigned or transferred or sold to a new owner, new user, different premises, or a new or changed operation without the prior approval of the District.

However, nothing in this section shall be construed to prevent the application of the terms and conditions of this Ordinance, including enforcement penalties, from applying to a succeeding owner, successor in interest, or other assigns of an existing contract of permit holder.

3.6 Reporting Requirements for Permittees and Contract Permittees

A. Notification of Slug Load or Accidental Discharge or Accidental Spill

It is the responsibility of all industrial users to immediately telephone and to notify the District of any slug load or accidental discharge as defined in Section 3.4.F. of this Ordinance. Notification shall include location of discharge, type of waste, concentration and volume, and corrective actions.

1. Written Notice

Within five (5) days following the accidental discharge or slug load, the user shall submit to the General Manager a detailed written report describing the cause of the incident and the

measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to District facilities, fish kills, or any other damage to person or property; nor shall notification relieve the user of any fines, penalties, or other liability which may be imposed by this Ordinance or other applicable law.

2. Notice to Employees

Users who are employers shall permanently post a notice on their bulletin board or other prominent place advising employees of the user whom to call in the event of such a discharge. The user shall ensure that all employees who may cause or suffer such discharge to occur are advised of the emergency notification procedure.

B. Prior Notification of Change in Volume or Character of Wastewater

All users shall promptly notify the District in writing (except in emergencies where telephone notification is acceptable) prior to: (1) any new or increased discharge or any change in nature of their discharge which discharge does not meet pretreatment standards or requirements or has the reasonable potential to cause the District to violate its NPDES permit or to cause problems to the District wastewater system; and (2) any substantial change in volume or character of pollutants in their discharge, including listed or characteristic hazardous wastes.

C. Baseline Report

All Class I and II Industrial Users, subject to National Categorical Pretreatment Standards, shall submit to the District a baseline report within one hundred and eighty (180) days of the effective date of a National Categorical Pretreatment Standard or one hundred and eighty (180) days after final decision on a category determination by EPA or the State, whichever is earlier. The baseline report shall contain the information specified in 40 CFR 403.12(b).

The information required for application for a permit under Section 3.4,A. and/or for modification of a permit under Section 3.4,F. of this Ordinance may fulfill the requirements of the baseline report. If in submitting information to apply for or modify a permit, the user also intends to fulfill the requirements for the Baseline Report, the user shall so state.

D. Compliance Report

Within ninety (90) days following the date for final compliance with applicable pretreatment standards or

requirements or, in the case of a new user, following commencement of the introduction of wastewater into the POTW, any Class I, II or IV user subject to pretreatment standards or requirements shall submit to the District a report indicating the nature and concentration of all pollutants in the discharge from the regulated process which are limited by pretreatment standards or requirements, the average and these process units. The report shall state whether the applicable pretreatment standards or requirements are being met on a consistent basis and, if not, what additional operational and maintenance changes and/or pretreatment is necessary to bring the user into compliance with the applicable pretreatment standards or requirements. This statement shall be signed by an authorized representative of the industrial user and a certified qualified professional. Filing of this compliance report cannot relieve the user of any fines, civil penalties, or other liability which may be imposed by this Ordinance or other applicable law or failure to meet the applicable pretreatment standards or requirements subsequent to the date for final compliance with such applicable standard. Class III users may be required to complete a pretreatment survey of Best Management Practices.

E. Periodic Compliance Reports

1. Class I and II Industrial Users shall submit a report to the District twice a year or more frequently as specified in the permit or permit contract.

Class III Industrial Users may be required to submit periodic compliance reports depending on the nature of their discharge. Periodic compliance reports shall be submitted within forty-five (45) days of collection of the wastewater samples or by the due date specified in the permit.

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The compliance report shall contain such information as may be deemed by the District to be necessary to ensure compliance with the provisions of this Ordinance.

Compliance reports shall, at a minimum, contain the following:

- a. The nature and concentration of pollutants which are limited by pretreatment standards or requirements or which are specified in the permit or permit contract for each regulated waste stream.
- b. A record of average daily flow for the reporting period for each regulated waste stream.
- c. Such other wastewater effluent data as the user has obtained since the last compliance report, whether or not that data is specifically required by the user's permit or permit contract.
- d. Methods utilized by the user in collecting the wastewater sample for analysis, including but not limited to the sampling device(s) used, the sampling period, the amount of

each sample collected, sample handling and preservation techniques used, and date of sample delivery to the laboratory for analysis.

e. In the event a sample from a periodic compliance report indicates that a constituent is in violation of the allowable concentration levels as set forth in the user's permit or permit contract, the user shall inform the District within the next business day, repeat the sampling and pollutant analysis for the parameter in violation, and submit in writing the results of this second analysis within thirty (30) days of the discovery of the first violation. The initial sampling and analysis report shall be submitted within forty-five (45) days of the initial sampling date with a cover report setting forth the causes of the violation, the remedial actions taken to date in regard to the violation, and the scheduled additional actions which will be implemented to prevent a reoccurrence.

2. The District may also at any time require a signed statement by the user setting forth management practices and/or material usage practices which have been an effect on the nature, volume, and quality of the wastewater discharge and/or which potentially will affect the ability to comply with pretreatment standards requirements.
3. The District may impose mass limitations on users where the imposition of mass limitations is appropriate. In such cases, the report required under subparagraph (a) above shall indicate the mass of pollutants regulated by pretreatment standards or requirements in the effluent of the user.

These reports shall contain the results of all sampling and analysis of the discharge, including the flow, concentration, and mass of pollutant regulate by the applicable pretreatment standard or requirement.

The user shall provide the actual average production rate of the regulated processes during the reporting period.

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3.7 Monitoring

A. MONITORING REQUIREMENTS

Any user may be required to provide wastewater sampling and/or monitoring results or to submit to monitoring by the District to assist the District in establishing the appropriate class of the user and/or to evaluate compliance with the standards and requirements of this Ordinance. Any wastewater sampling and/or monitoring results shall be based upon data obtained through appropriate sampling and analysis performed during the period covered by the report.

Such data shall be representative of conditions occurring during the reporting period. Sampling will be paid by the Industrial User.

1. Classification Sampling. All industrial users may be required to sample and analyze their waste stream(s) to determine the appropriate class of the user. Classification sampling shall be at the District's request. The number and type of samples and pollutants analyzed shall be as specified by the District in order to adequately characterize the users' wastewater discharge(s).
2. Baseline Sampling. All Class I and II industrial users shall sample and analyze their regulated waste stream(s) as part of a permit application or modification of a permit as specified in Sections 3.4,A. and 3.4,F. of this Ordinance. In addition, all Class I and II Industrial Users required to submit baseline reports, as specified in Section 3.5,B. of this Ordinance, shall sample and analyze their regulated waste stream(s) in accordance with the requirements of 40 CFR 403.12(b). Samples shall be analyzed for constituents or characteristics including, but not limited to, those mentioned in Section 2 of this Ordinance and/or in applicable state pretreatment standards or requirements or national pretreatment standards or as otherwise required by the District.
3. Initial Compliance Sampling. All Class I and II Industrial Users shall sample and analyze their regulated waste stream(s) for the compliance report as specified in Section 3.5,C. of this Ordinance. Samples shall be analyzed for those pollutants regulated in the applicable pretreatment standard or requirement or as otherwise required by the District.
4. Periodic Compliance Sampling. All Class I and II Industrial Users shall sample and analyze their regulated waste stream(s) to evaluate compliance with the user's permit or permit contract. Periodic compliance monitoring shall be conducted at least twice each year unless specified more frequently in the user's permit or permit contract or in the applicable National Categorical Pretreatment Standard.
 4. Less frequent self-monitoring can be established in the user's permit or permit contract as allowed in 40CFR403.12(e).
5. If required, Class III Industrial Users shall sample and analyze their regulated waste stream(s) to evaluate compliance with the user's permit.
6. Samples shall be analyzed for those pollutants regulated in the applicable pretreatment standard or requirement or as otherwise required by the District. Categorical Industrial Users may request to forgo monitoring for constituents with a Categorical Pretreatment Standard provided that the requirements of 40 CFR
7. 403.12(e)(2) are met. For Industrial Users not subject to Categorical Pretreatment Standards, the District shall specify the constituents to be monitored in the user's permit or permit contract which may exclude parameters that are not expected to be present in the process discharge at levels of concern.

The District may allow Industrial Users to use an approved Total Toxic Organic (TTO) Management Plan to establish operational procedures to control discharges of TTO constituents so that monitoring for TTO compounds is not required in a user's self-monitoring

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program.

8. Confirmation Sampling. Whenever sampling results indicate that the user's regulated waste stream(s) is in violation of any pretreatment standard or requirement, the user shall collect a second sample to assess the degree of violation. For the second sample, the user need only analyze for the pollutant(s) found to be in violation. The user shall provide the District with the results from the confirmation sampling within thirty (30) days of the date the violation was discovered.
9. Sampling and Evaluation Program. If confirmation sampling indicates a second violation, then the District may initiate a Sampling and Evaluation Program (SEP). The SEP will be conducted by the District and may include collection of from three (3) to five (5) samples. The SEP will establish whether there is continued noncompliance by the user. Samples collected during the SEP may be analyzed for other pollutants in addition to the pollutant(s) in violation.
10. Other Compliance Sampling. All Class I, II, and III Industrial Users may be required by the District to conduct compliance sampling in addition to those described above. This could include, but is not limited to, sampling required by the District in an Enforcement Compliance Schedule Agreement.
11. District Sampling. The District may collect and analyze samples on its own or request the user to split samples to evaluate compliance with this Ordinance or the user's permit or permit contract. The District also reserves the right to conduct all sampling and analysis for the user with all costs to be paid by the user.

11. In the event that data obtained by the District differs from data provided by the user, the District's data shall be presumed accurate unless and until the user provides substantial evidence otherwise. In the event that the District performs the sampling, whether announced or unannounced, the user may request that the District split its samples and provide one of the split samples for the user's independent analysis.

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B. SAMPLING PROCEDURES

All sampling and testing undertaken for the purpose of compliance with the sampling and reporting requirements of this Ordinance shall be undertaken in the manner set forth herein. Except as otherwise provided in this section or as otherwise agreed in writing by the District, samples for pH, cyanide, sulfide, phenols, oil and grease, and volatile organics shall consist of grab samples. A minimum of four (4) grab samples shall be taken for the referenced constituents throughout the entire process discharge period. The

grab samples for each of the referenced constituents shall be individually preserved and kept separate, and shall be subsequently composited by the testing laboratory prior to analysis.

For all other pollutants, composite samples shall be taken through flow proportional composite sampling techniques or time proportional composite sampling as specified in the permit or permit contract, unless the permit or permit contract specifically authorizes alternative grab or composite grab techniques. Time-proportional composite sampling shall occur with a sampling frequency of at least one sample each half-hour throughout the entire process discharge period, or a twenty- four (24) hour period as required by the District. Each regulated waste stream shall be sampled and analyzed separately unless the user's permit or permit contract allows for sampling and analyzing the combined waste streams.

The methods of obtaining the sample shall be specified by the District in the user's permit or permit contract. As an alternative, a sampling program proposed by the user shall be submitted to the District for review prior to initiating said program. The District may state special sampling requirements as needed to ensure compliance with this Ordinance.

C. ANALYTICAL PROCEDURES

All samples shall be preserved and analyzed in accordance with the procedures for the analysis of water/wastewater presented in the Code of Federal Regulations, Title 40, Part 136 (Guidelines Establishing Test Procedures for the Analysis of Pollutants). Unless approved otherwise by the District in writing, all analyses shall be performed by a laboratory(s) certified by the State for the specific pollutants and matrix to be analyzed.

D. SAMPLING RECORDS

For each sampling event, the user shall record and maintain the following information:

1. The date, exact place, method, and time of sampling and the names of the person or persons taking the samples
2. Sample preservation used
3. The dates analyses were performed
4. Chain of custody of sample

5. Who performed the analyses?
6. The analytical techniques/ methods used
7. The results of such analyses

E. MONITORING FACILITIES

The District may require to be provided and to be operated at the user's own expense, monitoring facilities to allow inspection, sampling, and flow measurement of regulated discharge.

The monitoring facility shall be accessible to District staff at all times and should normally be situated on the user's premises, but the District may, when such a location would be impractical or cause undue hardship on the user, allow the facility to be constructed in the public street or sidewalk area and located so that it will not be obstructed by landscaping or parked vehicles.

There shall be ample room in or near such sampling manhole or facility to allow accurate sampling and preparation of samples for analysis. The facility, sampling, and measuring equipment shall be maintained at all times in a safe and proper operating condition at the expense of the user. The District may require the sampling equipment be secured to prevent tampering with and/or removal.

Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with the District requirements and all applicable local construction standards and specifications.

3.8 Signatory Requirements

All applications and reports from all Industrial Users, and other information submitted to the District from Significant Industrial Users to document compliance with the permit, permit contract or this Ordinance must contain the following certification statement:

"I certify under penalty of perjury that this document and all attachments were prepared under my direction or supervision and in accordance with the system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person(s) who manages

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the system or those directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and/or imprisonment for knowing violations."

This statement shall be signed by an authorized representative of the industrial user as defined in 40 CFR 403.12(1)(1-4).

3.9 Rights of Entry

The District has the right of inspection of the facilities of any user to determine whether the objectives of this Ordinance are being met and all standards and requirements are being complied with by the user.

Persons or occupants of premises where wastewater is generated or discharged, or where hazardous substances or hazardous wastes are present, shall allow the District or its representative ready access at all reasonable times to all parts of the premises for the purposes of inspection, sampling, taking photographs to document conditions, analysis, records examination and copying, or the performance of any of their duties. The District, or its authorized representative, accompanied by such other representatives of other public agencies as may be appropriate, shall have the right to set up on the user's property such devices as are necessary to conduct sampling inspection, compliance monitoring, and/or metering operations.

Where a user has security measures in force which would require proper identification and clearance before entry onto their premises, the user shall make necessary arrangements with their security guards so that upon presentation of suitable identification, personnel from the District, along with other authorized representatives, will be permitted to enter, without delay, for the purposes of performing their specific responsibilities.

Such inspection(s) shall be made with the consent of the owner or possessor of such facilities or, if such consent is refused, with a warrant duly issued pursuant to the procedures set forth in Title 13 (commencing with Section 1822.5) of part 3 of the Code of Civil Procedure; provided, however, that in the event of an emergency affecting public health or safety, such inspection may be made without consent or the issuance of a warrant. To the extent that the owner or possessor of the premises requires that a warrant be obtained, the District may, in its discretion, suspend the permit and/or any other right to discharge to sanitary facilities immediately, and such suspension may continue until such time as a warrant has been obtained and the inspection has been completed. If no violations of this Ordinance, the District Plumbing Code or the permit, if applicable, are found, the suspension shall be lifted. In the event that violations of this Ordinance, District Code, or the permit, if applicable, is found, then the suspension may, in the discretion of the District, be

continued or terminated, or other enforcement remedies may be sought.

The District may choose to inspect the facility to determine compliance with all standards set forth in this Ordinance, the District Plumbing Code, and permit, if applicable, and additionally, such inspections may be undertaken to verify the wastewater flows and strengths reported by the discharger.

3.10 Pretreatment

Users shall provide necessary wastewater treatment as required to comply with this Ordinance and shall achieve compliance with all national categorical pretreatment standards, and prohibitions stated in Section 2.4 within the time limitations as specified by the federal regulations, or this Ordinance or the permit or permit contract, whichever is earliest. Any facilities required to pretreat wastewater to a level acceptable to the District shall be provided, operated, and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the District for review, and shall be acceptable to the District before construction of the facility.

The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the District under the provisions of this Ordinance.

Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be acceptable to the District prior to the user's initiation of the changes.

3.11 Publication of Users in Significant Noncompliance

Pursuant to federal requirements, the District may annually publish in a newspaper of general circulation that provides meaningful public notice within the jurisdictions served by the District a list of the users which were in significant noncompliance with any pretreatment requirements or standards during the twelve (12) previous months. The notification shall also summarize any enforcement actions taken against the user(s) during the same twelve (12) months.

3.12 Records Retention

All records relating to compliance with pretreatment requirements or standards shall be made available to officials of the EPA, State, and District, or their authorized representatives.

These records shall be retained for a minimum of three (3) years from the date of the compliance report to which these records are applicable or three (3) years from the date any investigation or enforcement action undertaken by the District, State, or EPA has been concluded, except when there is unresolved litigation regarding the user or the District to which such records are relevant, or a request of the General Manager of

the District for a longer retention, in which cases the records shall be retained until the litigation is concluded (including the expiration of all periods of limitation and of all appeals) or as requested by the General Manager.

3.13 Confidential Information

Information and data on a user obtained from reports, questionnaires, permit applications, permits, monitoring programs, and inspections shall be available to the public or other governmental agency without notification unless the user specifically requests confidentiality and is able to demonstrate to the satisfaction of the District that the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets of the user.

The portions of such information which might disclose trade secrets or secret processes shall not be made available for inspection by the public but shall be made available upon request to other governmental agencies for uses related to this Ordinance, the National Pollutant Discharge Elimination System (NPDES), and/or the pretreatment program.

Those portions of the information shall also be available for use by the State or any state agency in judicial review or enforcement proceedings involving the user furnishing the information. Wastewater constituents and characteristics will not be recognized as confidential information.

Information and data requested from a user which the user believes to be proprietary and the release of which to the public would substantially impair the operations of the user, may alternatively be provided to the District for its review at the facility of the user rather than provided to the District for its keeping, at the discretion of the District.

The burden will be on the user to demonstrate to the satisfaction of the District that such information is proprietary and that this alternative procedure is necessary or appropriate and will not prevent the District from properly carrying out the objectives of this Ordinance.

In any event, information accepted by the District as confidential, shall not be transmitted to anyone, except the Environmental Protection Agency, the State Water Quality Control Board, and/or the Regional Water Quality Control Board, until and unless a ten (10) day notification is given to the user.

Section 4

ENFORCEMENT

Enforcement Sub-Sections:

4.1 Enforcement Mechanisms

- 4. 2 Informal Administrative Actions
- 4. 3 Administrative Orders and Compliance Schedules
- 4. 4 Sampling and Evaluation Programs
- 4. 5 Assessment of Charges for Obstruction or Damage to District Facilities or Operations
- 4. 6 Suspension or Termination of Service
- 4. 7 Administrative Civil Penalties
- 4. 8 Civil Action
- 4. 9 Criminal Action
- 4.10 Notification Procedures
- 4.11 Enforcement Costs
- 4.12 Responding to Significant Noncompliance

4.1 Enforcement Mechanisms

The enforcement mechanisms available to the District for violations of the provisions of this Ordinance, applicable District resolutions, and permit or permit contract provisions include the following:

1. Informal administrative action (including Notice of Violations and Warning Notices)
2. Administrative orders
3. Institution of Sampling and Evaluation programs, Enforcement Compliance Schedule Agreements, and related administrative orders
4. Assessment of charges for obstruction or damage to District facilities or operations
5. Suspension or termination of services
6. Administrative complaints for administrative civil penalties
7. Civil action
8. Criminal action

4.2 Informal Administrative Actions

District staff may, on an informal basis, take action against a discharger for minor violations or technical or clerical shortcomings of a user or a user's compliance submittals. These informal administrative actions may include:

1. A Verbal Warning informal notices (i.e., telephone calls or on-site verbal communication to

- the user's representative) and informal meetings.
2. A Letter of Warning (informal warning letters). These informal administrative actions may establish a compliance schedule for the discharger to follow in order to document compliance. Such action will not prevent a subsequent or concurrent imposition of other enforcement mechanisms.
 3. A Written Notice of Violation (NOV).
 4. A Written Notice of Violation (NOV) with fines and or assessed costs.

4.3 Administrative Orders and Compliance Schedules

When the District finds that a user has violated the prohibitions or requirements of this Ordinance or the provisions of a wastewater discharge permit or wastewater discharge permit contract, the District may issue an administrative order directed at those users not complying with such prohibitions, limitations, requirements, or provisions to (1) cease to discharge immediately (suspension of service); (2) comply with requirements immediately; or (3) make such changes to their pretreatment facility and procedures immediately as to insure full compliance.

At its discretion, the District may later issue, after the issuance of the administrative order set forth above, an additional administrative order containing a compliance schedule or a time schedule setting forth dates by which specific corrective actions must be completed.

4.4 Sampling and Evaluation Programs

A. Grounds for Instituting Sampling and Evaluation Programs

In addition to those grounds set forth in Section 3.6, item A, **6** grounds for instituting a Sampling and Evaluation Program include compliance sampling or District sampling indicating a **S**ignificant **N**on-**C**ompliance (SNC). The Sampling and Evaluation Program may consist of District sampling of the discharger's wastewater at the first opportunity convenient to the District, upon which daily samples may be taken for up to five (5) days.

The District or an outside laboratory will analyze these samples for the violating constituents and provide notice to the discharger in regard to the results of said sampling. Violations which may occur during the Sampling and Evaluation Program shall constitute subsequent violations under this Ordinance or under any applicable law.

B. Sampling and Evaluation Program Revealing Noncompliance

If the Sampling and Evaluation Program reveals non-compliance by the user with the prohibitions or specific pollutant limitations specified in this Ordinance or in the users permit or permit contract:

1. The user shall be assessed all costs incurred during the Sampling and Evaluation Program for

sampling and analysis, including labor, equipment, materials, outside services, and related overhead.

2. The District may place the user on a compliance schedule or undertake another Sampling and Evaluation Program. The compliance schedule shall provide for minimum required actions to be undertaken by the discharger to alleviate the violation and a schedule for completion of said actions. The compliance schedule may include interim constituent level maximums. All violations of constituent maximums or other requirements set forth in the compliance schedule, including failure to meet schedule dates shall constitute violations of this Ordinance and other applicable laws, and each day a discharger fails to meet a schedule date shall constitute a separate violation. Any constituent limit violation during the compliance schedule period shall provide grounds for the institution of an additional Sampling and Evaluation Program.
3. The District may amend an existing permit through an Enforcement Compliance Schedule Agreement (ESCA). This may be done after consultation with the user when the user has shown good faith in trying to comply but requires additional time for construction and/or acquisition of equipment related to pretreatment. The permit may be amended with the ESCA for a period of up to one hundred eighty (180) days; however, this period may be extended for a period not to exceed an additional one hundred and eighty (180) days upon determination by the General Manager and / or District Engineer that good cause exists for an additional period. No further extensions shall be granted except upon approval of the Board of Directors.
4. Any other enforcement mechanism set forth in this Ordinance or other applicable law may be commenced.

C. Continued Noncompliance after Sampling and Evaluation Program or ESCA

If a discharger remains in non-compliance because corrective action is not taken within a reasonable time after completion of a Sampling and Evaluation Program or the expiration of an ESCA, an Administrative Order may be issued. Any of the other enforcement mechanisms set forth in this Ordinance or applicable laws may also be commenced.

4.5 Assessment of Charges for Obstruction or Damage to District Facilities or Operations

When a user's discharge, whether due to negligence, accident, spill, or otherwise, causes an obstruction, damage, or any other impairment to the District's operation or facilities, the District may impose a charge on

the user for the cost to clean or repair the facility, or costs incurred to resume normal operations. An administrative service fee of twenty-five percent (25%) of the District's costs may be added to these charges. The total amount shall be paid within forty-five (45) days of invoicing by the District.

If it can be shown that the user's discharge caused or significantly contributed to the District violating its discharge requirements or incurring additional expenses or suffering loss or damage to the operation or facilities, then the user shall be responsible for any costs or expenses, or a prorated portion of such expenses, including assessments or penalties imposed by other agencies or the court on the District.

4.6 Suspension or Termination of Service

A. Suspension of Service

The District may suspend the wastewater treatment service and/or a wastewater discharge permit or permit contract by issuance of a cease and desist order when the District makes the determination that such suspension is necessary. A suspension shall be justified in order to prevent an actual or threatened discharge which presents or may present an imminent or substantial endangerment to the health or welfare of individuals or the environment, causes or may cause interference to the treatment plant or other District operations, or causes or may cause the District to violate any condition of its NPDES permit. Additionally, a permit may be suspended for any of the conditions set forth justifying revocation of permit or termination of permit contract as set forth in Section 4.6.B. Nothing in this paragraph will limit the rights of the District to suspend or terminate service pursuant to specific permit or permit contract conditions which may be more stringent.

Any industrial user notified of a suspension of service and/or the wastewater discharge permit or permit contract shall immediately stop or eliminate the discharge.

In the event of a failure of the user to comply voluntarily with the administrative order, the District shall take such steps as deemed necessary to prevent or minimize damage to the POTW or endangerment to persons or the environment.

The District may reinstate the wastewater discharge permit, permit contract, and/or the wastewater treatment service upon proof of the elimination of the non-complying discharge.

B. Revocation of Permit/Termination of Permit Contract

Any user who violates the following conditions is subject to having its permit revoked or permit contract terminated:

1. Any user who knowingly gives or provides a false statement, representation, record, report,

plan, or other document to the District or falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this Ordinance;

2. Failure of a user to factually and completely report the wastewater constituents and characteristics of its discharge;
3. Failure of the user to report significant changes in operations or wastewater constituents and characteristics;
4. Refusal of reasonable access to the user's premises for the purpose of inspection or monitoring;
5. Failure of a user to notify the District immediately of an accidental discharge and/or take appropriate corrective action to prevent a reoccurrence;
6. Failure of a user to file a periodic compliance report or periodic compliance report in such time and in such manner as is required by this Ordinance;
7. Significant violation(s) of the permit or permit contract requirements or conditions and/or violation of this Ordinance. Any violation of the discharge standards where a constituent concentration is determined to be five (5) times the concentration standard set forth in Exhibit "A" or any series of three (3) or more violations of the same constituent within a one- (1) year period, shall constitute a significant violation;
8. Failure to pay fees and charges or penalties established pursuant to this Ordinance.

C. Immediate Termination of Discharge

In the case of an actual or threatened discharge which reasonably appears to present an imminent danger to the health or welfare of persons, the environment, or the District or its employees or contractors, the District may, after reasonably attempting to informally notify the user, take all necessary steps to halt or prevent such discharge including, but not limited to plugging or physically disconnecting the user's access to the District wastewater system.

4.7 Administrative Civil Penalties

Pursuant to the authority of California Government Code Sections 54739 to 54740.6, the District or District staff may issue administrative complaints, conduct administrative hearings, and/or impose civil penalties in accordance with the procedures set forth in these sections for violation of the District's requirements relating to pretreatment of industrial waste or the prevention of the entry of industrial waste into the District's collection system or treatment works.

These penalties shall be as follows (See Appendix B):

1. In an amount which shall not exceed seventy-five dollars (\$75.00) for an initial failure to

adhere to a schedule to attain compliance set forth in a Notice of Violation (NOV)

2. In an amount which shall not exceed one hundred-fifty dollars (\$150.00) for a Second failure within a 12 sequential month period to adhere to a schedule to attain compliance set forth in the NOV and failing or refusing to timely comply with any compliance schedule established by the District.
3. In an amount which shall not exceed five hundred dollars (\$500.00) for a Third failure within a 12 sequential month period to adhere to a schedule to attain compliance set forth in the same NOV
4. In an amount which shall not exceed five hundred dollars (\$500.00) per violation for Receipt of a subsequent NOV for a repeat violation of the same provision of Ordinance 2021-023 within 12 months of the issuance of an administrative citation for failure to adhere to the compliance schedule in the prior NOV.

A penalty for delinquent accounts shall be charged. If the violation fee has not been paid by the 31st day after the NOV, a penalty of 1.5% of the base invoice amount will be applied, not to exceed a maximum of \$1,000.00. If the violation fee has not been paid by the 60th day after the NOV, an additional penalty of 10% of the base invoice amount shall be applied, not to exceed \$4,000.00.

Any Invoice outstanding and unpaid for 90 days after the NOV shall be cause for immediate initiation for permit revocation.

As to court actions authorized by the above-referenced sections, District Counsel, or other special counsel designated by the District Board, shall institute appropriate actions to affect statutorily authorized remedies, upon order of the District Board.

4.8 Civil Action – Class I and II Users

The District Board may direct District Counsel or other special counsel to bring such civil actions as may be available at law or in equity in any court of competent jurisdiction to enforce the provisions of this Ordinance and to recover such charges, fees, penalties, and/or damages as may be assessed or may be incurred under the provisions of this Ordinance.

1. **Injunction:** Whenever a discharge of wastewater is in violation of the provisions of this Ordinance, the District may petition the Superior Court for issuance of a preliminary of permanent injunction, or both, as may be appropriate in restraining the continuance of such

discharge.

2. **Civil Actions for Penalties:** Any user who violates any provision of this Ordinance, permit condition or permit contract condition, or who violates any cease and desist order, prohibition, or effluent limitation, shall be liable civilly for a penalty not to exceed ten dollars (\$10) for each day in which such violation occurs pursuant to California Government Code Section 54740. Pursuant to the authority of the Clean Water Act, 33 U.S.C.A. Section 1251, et seq. any user committing a violation of any provision of this Ordinance, which is also a violation of a pretreatment standard, effluent standard, or limitation or other applicable provision of the Clean Water Act shall be liable civilly for a sum not to exceed ten dollars (\$10) per violation for each day in which such violation occurs.

District counsel, or other special counsel designated by the Board, upon order of the District Board, shall institute such actions as may be appropriate in the appropriate court to impose, assess, and recover such sums.

3. **Other Civil Actions:** The District may require compliance with permit conditions or limitations by issuing administrative orders, including cease and desist orders and compliance schedules. Said orders are enforceable in a California court of general jurisdiction. The District, however, may directly undertake any court action available at law or equity, including but not limited to a civil action for penalties without first seeking an administrative order or making use of a compliance schedule, and it may concurrently undertake such administrative and court actions as deemed appropriate.

4.9 Criminal Action

1. **General Criminal Penalties:** Any person who violates any provision of this Ordinance, permit, or permit contract, or who violates any Administrative Order, prohibition, or effluent limitation, is guilty of a misdemeanor, and upon conviction is punishable by a fine not to exceed one thousand dollars (\$1,000) or imprisonment for not more than thirty (30) days in the county jail, or both.

Each day a violation occurs may constitute a new and separate offense and may subject the violator to an additional full measure of penalties as set forth herein.

2. **Falsifying Information:** Any person who knowingly makes any false statements, representations, or certification in any application, record, report, plan, or other document filed or required to be maintained pursuant to this Ordinance, or wastewater discharge permit,

wastewater discharge permit contract, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this Ordinance, shall upon

conviction be punished by a fine of not more than one thousand dollars (\$1,000) or imprisonment for not more than thirty (30) days, or both. Each separate act of falsification, tampering, or knowingly rendering inaccurate any device or method, shall constitute a new and separate offense and shall be subject to the penalties contained herein.

Nothing in this section is intended to exclude the potential for prosecution under the applicable perjury statutes of the State of California to the extent such falsification was incorporated in a document signed under the penalty of perjury.

4.10 Notification Procedures

1. **Notification to User:** Whenever the District finds that any user has violated or is violating the provisions of this Ordinance, a wastewater discharge permit, wastewater discharge permit contract, or any prohibition, limitation, or requirements contained herein, the District may serve upon such person a written notice stating the nature of the violation.
Within thirty (90) days of the date of this notice, a plan for the satisfactory correction of the violation shall be submitted to the District by the user. Whenever the District assesses a penalty or other form of enforcement action under the provisions of this Ordinance, the District shall serve upon such user a written notice stating the nature of the enforcement action being taken.
2. **Notification to District:** When a user discovers that it has violated or is violating a provision of the Ordinance, its wastewater discharge permit, its wastewater discharge permit contract, or any prohibition, limitation, or requirement contained therein, including a violation as may be caused by accidental discharge or spill, the user shall immediately notify the District upon discovery of such violation. Thereafter, within five (5) days following the accidental discharge or discovery of a violation, the user shall submit to the District a detailed, written report, describing the accidental discharge or violation, and the measures taken by the user to prevent similar future occurrences. This written report regarding the violation may be included as a part of a periodic compliance report, or other report as may be required under this Ordinance, as long as the written report is provided within the five (5) days of discovery, which notification shall not relieve the user of any expense, penalty, fee, or other liability which may be incurred as a result of the violation.

4.11 Enforcement Costs

All costs associated with the District's undertaking of enforcement actions pursuant to this Ordinance, including attorney's fees for civil actions undertaken, shall be paid by the user.

These costs may include but not be limited to the costs for termination of service, reinstatement of service, compliance sampling and analysis, and administrative activities undertaken by the District.

However, if the user prevails in an appeal to the Board of Directors or a civil action taken to nullify an enforcement action pursued by the District under this Ordinance, the user shall not be responsible for the costs incurred by the District in pursuing said enforcement action.

4.12 Responding to Significant Noncompliance

Any violation of pretreatment standards or requirements (limits, sampling, analysis, reporting and meeting compliance schedules, and regulatory deadlines) is an instance of noncompliance for which the industrial user is liable for enforcement including penalties. However, the District is required to identify violations or patterns of violations by industrial users that are deemed to be instances of Significant Noncompliance (SNC). To the extent that a violation or pattern of violations is determined to be Significant Noncompliance, the District shall give additional priority to enforcement actions with regard to that industrial user. Additionally, the determination of Significant Noncompliance shall be used as the basis for reporting the same to the regulatory authorities and publishing of the list of significant non-compliers as may be required of the District by law.

For purposes of this provision, a Significant Industrial User (or any Industrial User that violates the Enforcement sections of this Ordinance is in significant noncompliance if its violation meets one or more of the following criteria:

A. Violations of Wastewater Discharge Limits

1. **Chronic Violations:** Violations in which 66 percent or more of all the measurements taken for the same pollutant parameter during a 6 month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including instantaneous limits, as defined by 40 CFR 403.3(l)
2. **Technical Review Criteria Violations:** Violations in which 33 percent or more of all of the measurements taken for the same pollutant parameter during a 6-month period equal or exceed the product of the numeric Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR 403.3(l) multiplied by the applicable TRC (TRC=1.4 for BOD, TSS, fats, oil, and grease, and 1.2 for all other pollutants except pH).

3. **Other Effluent Limit Violations:** Any other violation of a Pretreatment Standard or Requirement as defined by 40 CFR 403.3(l) (daily maximum, long-term average, instantaneous limit, or narrative standard) that the District determines has caused, alone or in combination with other discharges, interference (e.g., slug loads) or pass-through (including adverse effect on any toxicity testing); or endangered the health of the sewage treatment personnel or the public.

4. **Danger to Human Health or Welfare:** This criterion includes any discharge of a pollutant that has caused imminent endangerment to human health, welfare or to the environment and has resulted in the POTW's exercise of its emergency authority to halt or prevent such a discharge.

B. Violation of Compliance Milestones

A failure to meet, within 90 days after the schedule date, a compliance schedule milestone contained in a District permit or administrative order for starting construction, completing construction, or attaining final compliance;

C. Failure to Provide Proper Data

A failure to provide, within 45 days after the due date, required reports such as baseline monitoring reports, 90-day compliance reports, periodic self-monitoring reports, and reports on compliance with compliance schedules;

D. Failure to Accurately Report Noncompliance

A failure of a user to accurately and promptly report any noncompliance. Any attempt to circumvent the reporting requirements or otherwise withhold noncompliance data from the District shall be subject to SNC status.

E. Other Violations

Any other violation or group of violations, which may include a violation of Best Management Practices, that the District determines may adversely affect its operations or the accomplishment of the objectives of this Ordinance.

Section 5

HEARINGS AND APPEALS

Hearings and Appeals Sub-Sections:

- 5.1. Availability of Administrative Appeal.
- 5.2. Show Cause Hearings.

5.1 Availability of Administrative Appeal

Any user, permit applicant, permit or permit contract holder affected by any decision, enforcement action, or determination made by the District, interpreting or implementing the provisions of this Ordinance or in any permit or permit contract issued herein, may file with the General Manager a written request for reconsideration of a staff decision, action, or determination within fifteen (15) days of notification of said staff decision, action, or determination. The written request for reconsideration shall detail facts supporting the user's request and such facts shall include a statement listing all relevant facts which shall be considered including such facts as may not have been known or available to the District at the date of such action.

The General Manager shall render a decision on the request for reconsideration within fifteen (15) days of receipt of the request unless the General Manager requests additional information from District staff or the user. The General Manager shall concur, modify, or rescind the action, decision, or determination previously made or may grant a show cause hearing regarding such decision, action, or determination. If the ruling on the request for reconsideration made by the General Manager is unacceptable, the user may, within ten (10) days after the date of notification of the General Manager's determination, file with the District Secretary a request for appeal to the District Board. A user shall not have a right to an appeal to the District Board unless the user has complied with the procedures concerning the request for reconsideration by the General Manager as set forth above.

When a written request for appeal to the District Board has been properly filed with the District Secretary, the District Secretary shall schedule the matter to be heard by the District Board within forty-five (45) days from the date of the filing of the written request. The District Board shall make a ruling on the appeal within fifteen (15) days from the date of the hearing unless the Board requests additional information from District staff or the user.

Notwithstanding the foregoing, the statutory appeal procedures set forth in California Government Code Section 54739, et seq., applicable to administrative civil penalties imposed or sought pursuant to Section 4.7 of this Ordinance, shall exclusively apply to such penalties.

5.2 Show Cause Hearings

The District may order any user who violates any of the provisions of this Ordinance, permit conditions, or permit contract conditions to appear before a designated hearing officer to show cause as to why a proposed enforcement action should not be taken. Notice shall be provided to the user specifying the time and place of the hearing. A notice for a show cause hearing shall set forth the violation, the reasons why an action is to be taken, the proposed enforcement action, and such other information as will notify the user of the nature of the hearing.

The user has the burden of proof to demonstrate that the proposed action should not be taken or that the decision, action, or determination previously made should be rescinded or modified. A notice of hearing shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days before the hearing. Service of the notice may be made on an agent of the user or officer of the user's business entity.

A District employee or officer may conduct the hearing and take evidence, or the District may designate another independent person to do so. The District shall not, as a matter of course, provide for a digital recording of the hearing. However, the user may provide for such digital recordation at its expense.

After the hearing officer has reviewed the evidence, administrative orders may be issued which specifically relate to the issues set forth in the notice of show cause hearing. If the user is dissatisfied with the determination of, or the administrative order issued by the hearing officer, the user may file a written request for appeal to the District Board. The request for appeal shall be filed with the District Secretary within ten (10) days of the issuance of the determination order of the hearing officer. The District's Secretary shall calendar the matter before the District Board within forty-five (45) days of the date of filing of the written request for appeal to the District Board.

SECTION 6

FEES

Fees Sub-Sections:

- 6.1 Purpose
- 6.2 Sewer Service Charges
- 6.3 Scope of Charges and Fees for Pretreatment Program
- 6.4 Payment of Fees, Charges, and Delinquencies
- 6.5 Reinstatement Deposit

6.1. Purpose

It is the purpose of this Section to provide for both the recovery of costs from users of the District's facilities for the implementation of the Pretreatment and related programs established herein and to provide for a sewer service fee to be imposed on all nonresidential dischargers to the District sewage system with regard to the Pretreatment and related programs. It is also the purpose of this Chapter to provide for the recovery of costs from the users of those programs. The applicable charges or fees shall be set forth in the District's Schedule of Operation and Maintenance Charges and Fees.

6.2 Sewer Service Charges

All users shall pay a user charge for the District wastewater disposal services. This sewer service charge shall be in addition to the fee imposed on certain users for the administration of the Pretreatment Program as set forth elsewhere in this Chapter. The sewer service charge shall reflect the quantity, quality, and flow of the wastewater of the user and will be based on the District's operating costs to intercept, treat, and dispose of the wastewater.

The sewer service charge shall be set annually by the District Board.

6.3 Scope of Charges and Fees for Pretreatment Program

The District may adopt charges and fees to compensate the District for its activities under the Pretreatment Program which may include:

- Setting up and operating the District's pretreatment program, grease receiving program, septage program, industrial user notification program, and slug discharge program.
- Monitoring, sampling, inspection, and surveillance procedures.
- Reviewing accidental discharge procedures and construction.

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- Processing permit applications.
- Implementation of administrative and legal enforcement measures.
- Other fees as the District may deem necessary to carry out the requirements of the programs contained herein.

These fees relate solely to the matters covered by this Ordinance and are separate from all other fees chargeable by the District. These fees and charges may include staff costs as well as legal, consulting, and laboratory costs, associated with the District activities in implementation of these programs.

6.4 Payment of Fees, Charges, and Delinquencies

Except as otherwise provided, all fees, charges, and penalties made pursuant to the provisions of this Ordinance are due and payable upon receipt of notice thereof. All such amounts shall become delinquent forty-five (45) days after the date of invoice.

A penalty for delinquent accounts shall be charged in accordance with the following:

- Thirty-one (31) days after the date of invoice, a penalty of one and a half percent (1.5%) of the base invoice amount, not to exceed a maximum of one thousand dollars (\$1,000).
- Sixty (60) days after the date of the invoice, an additional penalty of ten percent (10%) of the base invoice amount shall be imposed, the cumulative total of the penalties will not exceed a maximum of Four Thousand Dollars (\$4,000).
- Any invoice outstanding and unpaid after ninety (90) days shall be cause for immediate initiation for permit revocation proceedings.
- Penalties charged under this section shall not accrue to those invoices successfully appealed, provided the District receives written notification of said appeal prior to the payment due date.

6.5 Reinstatement Deposit

Permit or permit contract users that have been subject to enforcement proceedings may be required to deposit with the District an amount determined by the General Manager or District Engineer prior to permission being granted for further discharges to District facilities. The deposit shall be provided as a security to ensure that the requirements of this title are complied with, and all fees and charges associated with the user's permit or permit contract are paid. The security may be returned after one (1) year, provided that the user has not been subject to any enforcement actions or enforcement fees within that one (1) year period. The deposit shall be cash or other security acceptable to the District.

Section 7

WASTE HAULER PROGRAM

Waste Hauler Program Sub-Sections:

- 7.1 Permissible Waste Hauler Discharges
- 7.2 Waste Hauler Discharge Permit
- 7.3 Manifest Procedures
- 7.4 Fees for Discharge
- 7.5 Regulation of Procedures
- 7.6 Acceptance of Grease

7.1 Permissible Waste Hauler Discharges

The Board finds that it is in the best interest of the citizens of the City of Carmel and the County of Monterey within the District's Boundaries, generally and in the best interest of the health and sanitation of the constituents of the Carmel Area Wastewater District, that the District receives certain trucked-in wastes at the POTW for disposal. It is the intent of the Board that the POTW shall only be used for the disposal of wastes which are compatible with the POTW process and the continued operation of the treatment plant as a non-RCRA or nonhazardous POTW. Therefore, it is the intent of this Ordinance to prohibit the discharge from waste haulers of any hazardous waste as may be defined by either federal or state statute and regulation, whichever is more stringent; and, further, to prohibit all such wastes as are prohibited within Section 2 (Regulations) of this Ordinance, when such wastes are trucked to the District and discharged pursuant to the District's waste hauler program.

7.2 Waste Hauler Discharge

The District Board finds that in order to properly administer the discharge of wastes to the District, a waste hauler is prohibited from discharging trucked-in waste at the POTW unless and until such person(s) has complied with all of the requirements of this Section of the Ordinance, and has provided the following:

- Proof of a Monterey County Environment Health Services Liquid Waste Hauler License and/or registration as a transporter of inedible kitchen grease waste under California Food and Agricultural Code Section 19310;
- Certification that the hauler has not been subject to any substantial enforcement actions relating to public health waste hauling and/or hazardous waste handling. Waste Hauler vehicles are inspected by Monterey County Environmental Health Department annually in July and August;

- Provision of a list with license numbers of each vehicle which hauler proposes to use for discharge of waste at District facilities;
- Certification that waste hauler has in place, and will maintain, vehicle insurance coverage which insures the hauler and the District against claims of personal injury and property damage (said minimum limits and coverage requirements may from time to time be set forth by the District); and

Denial, revocation, or suspension of Privileges to discharge: The conditions under which a waste hauler may be denied, revoked, or suspended ability to discharge by the District include, but are not limited to, the following:

- Substantial enforcement action taken by the District or another agency related to public health, waste hauling, and/or hazardous waste handling.
- Failure of the waste hauler to comply with Federal, State, or District regulations and laws or permit conditions.
- Termination of the waste hauler's vehicle insurance or reduction in coverage to a level below that required by the District.
- Disposal of waste in an unlawful manner, whether within or outside the District
- Failure of the waste hauler to comply with the permit, waste handling and disposal, and reporting requirements of the Monterey County Environmental Health Services.
- Knowingly or negligently providing false information on any application, permit, or manifest form.
- Failure of the waste hauler to pay any fees, charges, or penalties assessed by the District.
- Expiration, revocation, or suspension of Monterey County Health Department Waste Hauler Registration or Public Health License
- Department Waste Hauler Registration or Public Health License.

7.3 Manifest Procedures

Any waste hauler who is discharging at a District facility shall be required to comply with the manifesting requirements set forth by District staff.

Each discharger shall be required to provide a manifest document which shall indicate the source of all wastes contained within the waste load to be discharged. The District may promulgate such other requirements with regard to manifesting as are in the determination of the District necessary to properly carry out the objectives of this Ordinance and the intent of the waste hauler program.

7.4 Fees for Discharge

The Board may from time to time set fees for the services provided to the waste hauler with regard to discharge of trucked-in waste. The fees shall include, but not be limited to, fees to reimburse the District for the disposal and treatment costs of the discharge, and such other fees as may be required to reimburse the District for the administrative costs of processing the permits, administering the waste hauler program, operating septage discharge facilities, conducting laboratory analysis, and enforcing the provisions of this program.

7.5 Regulation of Procedures

The District shall adopt such procedures as may be appropriate for the implementation of the waste hauler program. These procedures may include, but not be limited to, regulation of the times for discharge, the amounts of discharge, and manner of discharge.

The procedures may also include requirements such as laboratory testing of samples of the waste prior to discharge, and procedures for reporting of the ultimate disposal location for wastes which are not accepted at a District facility due to being rejected on the basis of a sampling analysis of its constituents.

7.6 Acceptance of Grease

The District does not accept trucked-in grease pursuant to the requirements and procedures of the waste hauler program in order to foster the adherence to the requirements of the District's grease interceptor program.

Section 8

GREASE, OIL, AND SAND INTERCEPTOR PROGRAM

Grease, Oil and Sand Interceptor Program Sub Sections:

- 8.1 Interceptors Required
- 8.2 Administrator of the Interceptor Program
- 8.3 Grease Interceptors and Gravity Separating Devices by Category
- 8.4 Use of Chemical Additives
- 8.5 Interceptor Maintenance Procedures and Program.
- 8.6 Interceptor Maintenance Standards
- 8.7 Enforcement

8.1 Interceptors Required

All nondomestic users shall be required to install and maintain a grease, oil, and sand interceptor 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;
- Sand

Any other harmful constituents that may be properly eliminated from the sewerage system by use of an interceptor or trap. An interceptor is not required for a building used solely for residential purposes so long as there is no common food preparation facility. An interceptor shall be required when the wastewater flow from the building is anticipated to contain grease, flammable substances, sand, or other harmful ingredients in amounts or concentrations which would be in violation of a pretreatment standard or, in the discretion of the District, present the possibility of causing or contributing to the fouling of or the blockage of or other damage to the District sewerage system.

8.2 Administration of Interceptor Program

The District shall administer an interceptor program, which is intended to prevent grease, sand, flammable liquids, and other substances that are likely to block or create a hazard within the sewerage system from entering the system.

The District may require any nondomestic user to install an interceptor or trap according to the guidelines set forth in the District's Standard Specifications or other program prior to connection to the District or at any time after connection to the District if the District discovers or determines subsequent to the connection that the building, facility, or operation of that user produces a waste with characteristics that would require installation of a trap or interceptor pursuant to this Ordinance. The installation of a proper interceptor or trap device shall be the responsibility of the parcel owner and the entity which applies for the connection or industrial user permit, and the owner/proprietor of the business or entity whose operations cause or contribute to the necessity for an interceptor or trap. The District shall determine whether a grease trap, grease interceptor, or other interceptor is required on a case-by-case basis based on an evaluation of objective criteria including but not limited to factors such as those listed below:

- The type of facility (food service facility (see definition in Section 1.3), gas station, lube facility, etc.).
- The volume of the user's business or operation (such as number of meals served, number of seats, hours of operation).
- Size and nature of facilities (including kitchen facilities) based on size, type, number of fixtures, and type of processing or cooking equipment used.
- The type of service provided or operation undertaken (such as dine-in meal service versus carry-out meal service).
- The type of foods or other materials used in the cooking, processing, or manufacturing operations carried on within the user's facility.
- The overall potential for grease-laden, flammable, or sand-laden discharges.
- The existence of devices, procedures, or processes which are designed to minimize the amount of grease, sand, oil, or other flammable liquids from entering the sewer system.
- The design, location, and procedures for operation of a required interceptor or trap shall be approved by the District. In the event of new construction or remodel, such approval shall be obtained prior to the user's connection of the facility to the District's sewerage system. In instances where a user has already connected and the District determines that an interceptor or trap must be installed, the user shall promptly provide for the installation of the interceptor or trap within a reasonable time frame (as may be set by the District), including providing such design plans and operational plans as may be required. The installation of an interceptor or trap as required by this Ordinance on an existing user facility shall occur within reasonable time not to exceed one hundred (100) days after the user has been provided notice of the requirement that an interceptor or trap be installed. This one-hundred-day limit may only be extended by written agreement of the District.

8.3 Grease Interceptors and Gravity Separating Devices by Category

The General Manager may exempt certain classes of dischargers of industrial wastes from requirement to obtain a pPermit if the quantity and quality of the wastewater are determined to be unlikely to create significant effects on the POTW or produce violation of State or Federal Regulations.

Grease Interceptors and Gravity Separating Devices

1. Restaurants

All restaurants or food service facilities, except those identified as exempt, shall install an approved Grease Interceptor of sufficient size to prevent excessive discharges of grease into the District's Wastewater System. The interceptor size shall be based on the most recent version of CAWD'S Uniform Plumbing Code. The Grease Interceptor shall be easily accessible for inspection by CAWD's authorized representative. Toilets, urinals, wash basins and other fixtures containing fecal material shall not flow through the Interceptor. The District reserves the right to make determinations of grease Interceptor size, adequacy, location and need based on review of relevant information, including, but not limited to Grease Interceptor performance, waste stream characteristics, facility location, maintenance needs, and or inspection needs.

Exceptions to the installation of a Grease Interceptor shall be determined on a case by case basis by the CAWD's District Engineer. The CAWD District Engineer shall take into account the following items when determining exceptions:

- Size of restaurant;
- Meals served per day;
- Daily water usage based upon water bills;
- Seating capacity;
- Dishwasher and garbage disposal facilities on hand; and
- Other criteria the District deems applicable.

After determination that a Grease Interceptor or trap is required, the following procedures shall be adhered to:

1. When waste treatment is required pursuant to this Ordinance, an approved grease trap or grease interceptor complying with the provisions of this Ordinance shall be installed in the waste line leading from sinks, drains, and other fixtures or equipment.
2. A plumbing permit shall be obtained from the District prior to the installation of a grease trap or grease interceptor.
3. Each trap, interceptor, or comparable device required by this Ordinance shall have an approved volume not less than that required by this Ordinance or by current standards adopted by CAWD's Plumbing Code.

4. Toilets, lavatories, and other sanitary fixtures shall not be connected to any grease trap, grease interceptor, or comparable device.
5. Location of Grease Traps, and Grease Interceptors shall be documented and on file with the District Office.
6. Grease Interceptors shall be located outside buildings, unless a finding is made by the District Engineer or authorized representative that the location of the building on the site or some other aspect of the use prevents an outside location and that placement within a building is not hazardous to public health and safety.
7. Grease Interceptors shall be located and maintained at all times to prevent the entrance of foreign materials, and shall be easily accessible for cleaning, inspection, and removal of intercepted grease, and shall pose no hazard to public health or safety.
8. Grease interceptors may be located on either private or public property provided approval and permitting have been obtained from the appropriate regulatory entity.
9. All encroachment permits for grease interceptors located within the public right-of-way shall be recorded with Monterey County Recorder's Office prior to installation.
10. Grease interceptors are to be designed in accordance with the CAWD Plumbing Code, must be consistent with the standards of this chapter, and must be approved by the District's District Engineer.
11. Related Equipment Grease Interceptors shall be fitted with a minimum of two standard service access covers or manholes. Manholes shall be brought to grade and finished with a standard manhole cover and ring with H-20 traffic load bearing capacity.
12. All discharging fixtures shall be individually trapped and vented in accordance with the CAWD Plumbing Code.
13. Grease pretreatment equipment shall not be installed until the type and/or model have been subjected to and fully complied with tests acceptable to CAWD's District Engineer.
14. Where an existing grease trap or grease interceptor is found to be compliant with this Ordinance, such equipment will be allowed to remain in use.
Whenever a grease trap or grease interceptor does not comply with the provisions of this Ordinance or an adopted grease control program, CAWD's District Engineer shall require corrective measures.
15. Prohibited and/or Restricted Equipment.
16. The installation and use of garbage grinders (food waste disposals) in commercial food establishments is prohibited except where a grease interceptor is in use. If pre-existing, the grinder will be allowed until a change of ownership or a violation occurs.
17. The connection of dishwashers to a grease trap is prohibited.
18. The use of enzymes or bacterial cultures designed to disperse grease is prohibited unless specifically approved in writing by CAWD's District Engineer.
19. Preventative and repair Maintenance shall be accomplished.

19.

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20. Traps and interceptors shall be kept in efficient operating condition by periodic removal of the accumulated grease.
21. No collected grease shall be introduced into any public or private drainage or sewerage piping.
22. Any grease trap or grease interceptor required by this Ordinance shall be readily accessible for inspection and properly maintained to assure that accumulations of grease or oil do not impair its efficiency or transport grease or oil into the sewer system.
23. All food service establishments or businesses required under this Ordinance to install and keep a grease trap or grease interceptor shall maintain a maintenance record for the grease trap or grease interceptor. This record shall include:
 - The date;
 - The name of the person who performed cleaning;
 - The disposal site of the waste.
24. The record shall be posted in a conspicuous location and be available for review by the District's inspector or authorized representative at each routine inspection and at such other time as necessary for the District to determine whether a particular establishment may be performing maintenance contrary to the provisions of this chapter.
25. Suspension or Termination of Health Permit. The District shall have the discretion to request the Monterey County Health Department to terminate or cause to be terminated the health permit of any user if a violation of any provision of this chapter is found to cause a condition of contamination, pollution, nuisance, or other threat to public health or safety.
26. Request for Ruling. If an applicant for a permit or the owner of a grease trap or grease interceptor disputes the interpretation or application of this Ordinance, he/she may request a written ruling by the General Manager of CAWD. The decision of the General Manager can also be ruled upon by the District Board of Directors. An appointment for ruling may be made with the CAWD Board Secretary. The determination of the Board of Directors shall be final for all purposes.

2. Vehicles

Vehicle Service Stations, Garages, Public Works Yards and School Transportation Yards, shall be required to install a gravity separating device designed to prevent the discharge of sand, silt, oil and grease to the District's sewerage system.

3. Laundries and Dry Cleaners

After the effective date of this Ordinance, all new and existing laundries and dry cleaners or similar establishments shall install a gravity separating device of a size and design approved by the General Manager.

They shall also install any other pretreatment facility required by the General Manager to ensure their compliance with all requirements and specifications of this Ordinance.

Establishments in existence prior to this date shall install an appropriate pretreatment system if in the opinion of the District Engineer the system is warranted.

4. Existing Gravity Separating Device and Grease Interceptors

If the District Engineer finds that a grease interceptor or gravity separating device installed prior to the effective date of this Ordinance is incapable of retaining adequately the grease or sand and oil in the wastewater flow from a service station, restaurant or similar establishment, the District Engineer shall give the proprietor a written notice requiring that an adequate interceptor or gravity separating device be installed within a reasonable time period.

5. Maintenance of Grease Interceptors and Gravity Separating Devices

Any Grease Interceptor or gravity separating device required by this Ordinance shall be readily accessible for inspection and properly maintained to assure that the accumulations of grease or sand and oil do not impair its efficiency or pass out with the effluent.

All Users required to use and maintain a grease interceptor or gravity separating device and shall maintain a maintenance record, including waste hauling manifests in accordance with Section 7 of this Ordinance. This record shall include the date, the name of the person who cleaned it and the disposal site of the waste. The report shall be reviewed by the District Engineer (or assignee) at each routine inspection. Persons hauling wastes and wastewater removed from these Interceptors or gravity separating devices shall be registered to do so by the proper permitting agency. An Interceptor or gravity separating devices shall not be considered properly maintained if material accumulations total more than 25 percent of the operating fluid capacity.

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No User shall introduce any additives, including but not limited to enzymes or surfactants acting as grease emulsifiers or degradation agents, into any Grease Interceptor or grease removal device, unless prior written approval is obtained from the District. The District will endeavor to inspect all grease interceptors and gravity separating device at least yearly. If it is found that it is improperly maintained or adequate records have not been kept, a warning will be issued to the Owner and/or User of the property. If on subsequent inspections it is found that one of the above conditions continues to exist, a fine shall be levied against the owner and/or User of the property. (See Section 6)

8.4 Use of Chemical Additives

The use of chemical, biological, or enzymatic additives to emulsify or digest accumulated grease by-products is prohibited without the consent of the District Engineer.

All additives will be considered on a case-by-case basis. Approval criteria include an approved on-site test program to be provided by and at the expense of the User.

8.5 Interceptor Maintenance Procedures and Program

Any user who is required by the District and/or this Ordinance to install and/or operate an interceptor or trap device, shall be required to adequately maintain the interceptor or trap device so that such device is in proper working order at all times. Grease and oil interceptors shall be cleaned by a licensed and permitted waste hauler on a periodic basis so as to assure that the interceptor will operate as designed at all times.

Any users who are required to install or have in operation an interceptor or traps pursuant to this Ordinance, shall be required to have a plan of operation or program for their facility which is intended to ensure that the interceptor or trap operates as designed to prevent grease, oil, sand, or other harmful constituents from entering the sewerage system. These procedures may include adoption of kitchen practices to minimize the grease-laden garbage which ultimately enters the facility's drains and floor traps and/or other such procedures as may be required for the proper operation of the interceptors.

8.6 Interceptor Maintenance Standards

Maintenance standards shall be conducted by users in order to ensure the proper operation of interceptors and traps. If the operations of a specific user modify the need to follow the specified standards, the user can request a variance from the District in writing on the form provided by the District. Unless the District issues a written variance to a user, the user is responsible for meeting the specified minimum maintenance standards of this section:

1. Access to interceptors and traps shall be maintained to allow inspection and maintenance to be performed. Inspections shall be performed at appropriate frequency to ensure adequate operation of the interceptor or trap and to evaluate effectiveness of Best Management Practices to control sources of pollutants.
2. Interceptors shall be operated so that the accumulated grease and solid waste does not meet or exceed twenty-five (25) percent of the unit's capacity. Determinations shall normally be

made by measuring the depth of the layers within a unit.

3. Interceptors shall be cleaned at least once every 90 days. Interceptor cleaning shall be conducted to pump all the liquid and solid contents of the unit, and the sides will be cleaned of any substantial build-up of grease and solid wastes.
4. Traps shall be cleaned according to the District's ~~District~~ Engineer (e.g. daily, weekly) when conducted by user's employees, and shall be pumped of all the liquid and solid contents using a licensed and permitted waste hauler at least once every 30 days.
5. The user may clean smaller traps in lieu of using a licensed and permitted waste hauler at least once every 30 days provided that all the standards for cleaning traps are met, including, but not limited to, removal of all liquids and solids and not decanting wastes.
6. The user shall document the proper disposal of the wastes removed from the trap as required in this section.
7. Decanting of wastes removed from an interceptor or trap is prohibited when a licensed and permitted waste hauler is used to clean a unit. Wastes removed from the interceptor or trap shall not be reintroduced into the unit cleaned or any other connection to the District's sewer collection system unless the location is specifically authorized in a current waste hauler permit.
8. The user shall maintain records documenting proper maintenance of the interceptor or trap. The disposal location (name, address, phone number for off-site facilities) for wastes removed from an interceptor or trap shall be recorded and made available for inspection upon request.

8.7 Enforcement

Failure of any user, who is required to maintain an interceptor or trap pursuant to this Ordinance and/or pursuant to lawful District direction, shall be subject to each of the enforcement provisions set forth in Section 4 of this Ordinance. The enforcement provisions of this Ordinance shall apply to the failure to instruct personnel, or to maintain, pump, and/or institute a proper grease or flammable substance reduction program.

Appendix A

PRETREATMENT CATEGORIES

ANIMAL CARE FACILITIES: (Class III)	ANIMAL KENNELS EQUESTRIAN CENTERS PET GROOMING (DROP OFF, MOBILE UNITS AND DO IT YOURSELF WASH CENTERS) VETERINARY OFFICES AND HOSPITALS
AUTOMOBILE RELATED SERVICES:AUTO BODY SHOPS (Class III)	AUTO DETAILING SERVICES AUTO SALES (NEW AND/OR USED) CAR WASH GAS STATIONS (NO REPAIR SERVICES) RADIATOR AND MUFFLER REPAIR SERVICE STATIONS (MAY INCLUDE ALSO GAS SALES)
DENTAL CARE FACILITIES: (Class III)	DENTAL LABS DENTAL SURGERIES DENTAL OFFICES
ENTERTAINMENT SITES:	BARS

(Class III)

NIGHTCLUBS
THEATERS (BOTH INDOOR AND OUTDOOR)

FOOD SERVICES (Class IV):

BAKERY (INCLUDES BREADS, BAGELS, COOKIES, CAKES AND DONUTS)
BANQUET FACILITIES
BUTCHER SHOPS
CATERERS
COFFEE SHOPS AND STORES
CONCESSION STANDS
CONVENIENCE STORES
COOKING SCHOOLS
DELICATESSEN AND SANDWICH PREPARATION SHOPS
FAST FOOD RESTAURANTS
FOOD PROCESSORS (INCLUDES PASTA SHOPS)
HOT DOG STANDS AND SHOPS
ICE CREAM AND YOGURT SHOPS
LARGE GROUP FOOD PREP KITCHENS (INCLUDES, HOSPITALS, SCHOOL CAFETERIAS, NURSING HOME CAFETERIAS, ADULT AND CHILD CARE KITCHENS, CHURCH KITCHENS, COMMUNITY KITCHENS OR CLUBHOUSE KITCHENS)
PIZZA SHOPS
RESTAURANTS

Appendix A

PRETREATMENT CATEGORIES

FOOD SERVICES (Class IV) CONT.	SEAFOOD SHOPS SUPERMARKETS WINERY KITCHENS
GROUP RESIDENCES: (Class III)	HOTELS JAILS SHELTERS YOUTH CENTERS
MANUFACTURERS AND PROCESSORS: (Class III)	COATING OPERATIONS ELECTROPLATERS (INCLUDES JEWELRY MANUFACTURING) ENAMELING OPERATIONS INK FORMULATORS LEATHER TANNING AND FINISHING OPERATIONS MACHINE SHOPS MANUFACTURERS (ALL TYPES) METAL FINISHERS MINING OPERATIONS PAINT FORMULATORS PETROLEUM REFINERS PHOTO PROCESSORS PLASTIC MOLDING AND FORMING OPERATIONS POWER GENERATING PLANTS PRINTED CIRCUIT BOARD MANUFACTURERS TEXTILE MILLS TIMBER PROCESSING
MEDICAL CARE FACILITIES: (Class III)	LABORATORIES (MEDICAL OR RESEARCH) HOSPITALS DOCTOR OFFICES MORTUARIES NURSING HOMES
OTHER: (Class III)	SWIMMING POOLS (COMMUNITY, PUBLIC OR SCHOOL) GROUNDWATER REMEDIATION PROJECTS
SERVICE BASED FACILITIES: (Class III)	BEAUTY SALONS AND HAIR SALONS DRY CLEANERS FORGES LAUNDROMATS FURNITURE STRIPPERS AND REFINISHERS NAIL SALONS PESTICIDE OPERATORS (ALL)

Appendix B
CARMEL AREA WASTEWATER DISTRICT
INDUSTRIAL PRETREATMENT PERMIT, ANNUAL INSPECTION AND VIOLATION
FEES

USER CATEGORY PERMIT	FEE \$	Notes
CLASS I PERMIT	TBD	no users
CLASS II PERMIT	\$0.00	one user- PBCSD
CLASS III PERMIT	\$150.00	
CLASS IV PERMIT	\$150.00	
INSPECTION FEES		
CLASS I INSPECTION	TBD	
CLASS II INSPECTION	TBD	
CLASS III INSPECTION (FIRST YEAR ONLY)	\$105 150.0 0	
CLASS IV INITIAL INSPECTION	\$105 150.0 0	
VIOLATION FEES		
Initial failure to adhere to a schedule to attain compliance set forth in a Notice of Violation (NOV)	\$75.00	
Second failure within a 12 sequential month period to adhere to a schedule to attain compliance set forth in the NOV	\$150.00	
Third failure within a 12 sequential month period to adhere to a schedule to attain compliance set forth in the same NOV	\$500.00	
Receipt of a subsequent NOV for a repeat violation of the same provision of Ordinance 2024-023 within 12-months of the issuance of an administrative citation for failure to adhere to the compliance schedule in the prior NOV	\$500.00	
A penalty for delinquent accounts shall be charged. If the violation fee has not been paid by the 31st day after the NOV, a penalty of 1.5% of the base invoice amount will be applied, not to exceed a maximum of \$1,000.00. If the violation fee has not been paid by the 60th day after the NOV, an additional penalty of 10% of the base invoice amount shall be applied, not to exceed \$4,000.00. Any Invoice outstanding and unpaid for 90 days		

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after the NOV, shall be cause for immediate initiation for permit revocation.

Appendix C

II. DISCHARGE PROHIBITIONS- ORDER NO. R3-2014-0012NPDES NO. CA0047996

A. Discharge of treated wastewater to the Pacific Ocean at a location other than those listed below is prohibited.

1. Carmel Area Wastewater Treatment Plant Ocean Outfall (36° 32' 00" N. Latitude, 121° 55' 43"W. Longitude), and
2. Approved recycled water reuse sites authorized by Order Nos. 93-72 and 94-04 or other sites subsequently permitted.

B. The overflow or bypass of wastewater from the Discharger's collection, treatment, or disposal facilities and the subsequent discharge of untreated or partially treated wastewater, except as provided for in Attachment D, Standard Provision 1.A.7 (Bypass), is prohibited.

C. Discharge of any waste in any manner other than as described by this Order, excluding storm water regulated by General Permit No. CAS000001 (Waste Discharge Requirements for Discharges of Storm Water Associated with Industrial Activities), and excluding the reuse of treated wastewater in accordance with California Water Code sections 13500 - 13577 (Water Reclamation) and California Code of Regulations title 22, sections 60301 - 60357 (Water Recycling Criteria), is prohibited.

D. The discharge of any radiological, chemical, or biological warfare agent or high-level radioactive waste into the ocean is prohibited.

E. Discrete point source discharges of sewage in a manner that alters conditions from those occurring naturally in the area of the discharge to Carmel Bay, an Area of Special Biological Significance (ASBS), are prohibited.

F. Federal law prohibits the discharge of sludge by pipeline to the Ocean. The discharge of municipal or industrial waste sludge directly to the Ocean or into a waste stream that discharges to the Ocean is prohibited. The discharge of sludge digester supernatant, without

further treatment, directly to the Ocean or to a waste stream that discharges to the Ocean, is prohibited.

III. EFFLUENT LIMITATIONS AND DISCHARGE SPECIFICATIONS

A. Effluent Limitations - Discharge Point 001

1. Final Effluent Limitations - Discharge Point 001

- a. The Discharger shall maintain compliance with the following effluent limitations at Discharge Point 001, with compliance measured at Monitoring Location EFF-001 as described in the attached MRP.

Table 4. Effluent Limitations

Parameter	Units	Effluent Limitations			
		Average Monthl y	Average Weekly	Maximu mDaily	Instantaneous Maximum
BOD5	mg/L	30	45	90	--
	lbs/day ¹¹¹	750	1,130	2,250	--
TSS	mg/L	30	45	90	--
	lbs/day ¹¹¹	750	1,130	2,250	--
Oil & Grease	mg/L	25	40	75	--
	lbs/day ¹¹¹	630	1,000	1,880	--
Settleable Solids	ml/L/hr	1.0	1.5	--	3.0
Turbidity	NTUs	75	100	--	225
pH ¹²¹	pH units	6.0 - 9.0 at all times			
Total Coliform Bacteria ¹³¹	MPN/100 ml	230	--	--	10,000
Fecal Coliform Bacteria ^{131, 141}	MPN/100 ml	24,000	--	--	49,000
Enterococcus Bacteria ^{131, 141}	MPN/100 ml	4,300	--	--	13,000

¹ Mass limitations are based on 3.0 MGD maximum effluent flow.

² Excursions from the effluent limit range are permitted subject to the following limitations (40 C.F.R. 401.17):

- a. The total time during which the pH values are outside the required range of pH values shall not exceed 7 hours and 26 minutes in any calendar month; and
- b. No individual excursion from the range of pH values shall exceed 60 minutes.

Note: 40 C.F.R. 401.17(2)(c) notes that, for the purposes of 40 C.F.R. 401.17, "excursion" is defined as "an unintentional and temporary incident in which the pH value of discharge wastewater exceeds the range set forth in the applicable effluent limitations guidelines." The State Board may adjust the requirements set forth in paragraph 40 C.F.R. 401.17 (a) with respect to the length of individual excursions from the range of pH values, if a different period of time is appropriate based upon the treatment system, plant configuration, or other technical factors.

³ Bacterial effluent limits apply if the Executive Officer concludes from receiving water monitoring that the discharge consistently exceeds the bacteriological single sample maximum (SSM) standards contained within section IV.A.1 of the Order. See Table E-3 for associated monitoring requirements.

⁴ Fecal coliform and Enterococcus bacteria values are based on existing dilution ratio of 121:1 and apply after the last treatment process and at a measurable location before disposal to the ocean outfall.

b. **Toxic Pollutants.** The Discharger shall maintain compliance with the following effluent limitations for toxic pollutants at Discharge Point 001, with compliance measured at Monitoring Location EFF-001, as described in the attached MRP.

Table 5. Effluent Limitations for the Protection of Marine Aquatic Life

Pollutant	Unit	6-Month Median	Daily Maximum	Instantaneous Maximum
Cadmium	µg/L	120	490	1,200
	lbs/day ¹¹	3.1	12	31
Chromium (Hexavalent) ¹²¹	µg/L	240	980	2,400
	lbs/day ¹¹	6.1	24	61
Lead	µg/L	240	980	2,400
	lbs/day ¹¹	6.1	24	61
Mercury	µg/L	4.8	19	49
	lbs/day ¹¹	0.12	0.49	1.2

Pollutant	Unit	6-Month Median	Daily Maximum	Instantaneous Maximum
Silver	µg/L	66	320	830
	lbs/day ¹¹	1.7	8.1	21
Total Residual Chlorine ²¹	µg/L	240	980	7,300
	lbs/day ¹¹	6.1	24	180
Ammonia (as N)	µg/L	73,000	290,000	730,000
	lbs/day ¹¹	1,800	7,300	18,000
Acute Toxicity ⁴¹	TU _a	---	3.9	---
Chronic Toxicity ⁴¹	TU _c	---	120	---
Phenolic Compounds (non-chlorinated)	µg/L	3,700	15,000	37,000
	lbs/day ¹¹	92	370	920
	µg/L	120	490	1,200

Chlorinated Phenolics	lbs/day[3]	3.1	1.2	31
	ug/L	1.1	2.2	3.3
Endosulfan	lbs/day[1]	0.027	0.055	0.082

Pollutant	Unit	6-Month Median	Daily Maximum	Instantaneous Maximum
Endrin	µg/L	0.24	0.49	0.73
	lbs/day ¹	0.0061	0.012	0.018
HCH	µg/L	0.49	0.98	1.5
	lbs/day ¹	0.012	0.024	0.037
Radioactivity	--	Not to exceed limits specified in California Code of Regulations, Title 22, Division 4, Chapter 15, Article 5, Section 64443		

¹ Mass limitations are based on 3.0 MGD maximum effluent flow.

² The Discharger may at its option meet this objective as a total chromium objective.

³ Water quality objectives for total chlorine residual applying to intermittent discharges not exceeding two hours shall be determined using the following equation:

$\log y = -0.43(\log x) + 1.8$ where: y = the water quality objective (in µg/L) to apply when chlorine is being discharged; and

x = the duration of uninterrupted chlorine discharge in minutes.

The applicable effluent limitation must then be determined using Equation No. 1 from the Ocean Plan.

⁴ See Attachment A for applicable definitions.

Table 6. Effluent Limitations for the Protection of Human Health (Non-Carcinogens)

Pollutant	Unit	30-day Average
Acrolein	µg/L	27,000
	lbs/day ¹	670
Bis(2-Chloroethoxy)Methane	µg/L	540
	lbs/day ¹	13
Bis(2-Chloroisopropyl)Ether	µg/L	150,000
	lbs/day ¹	3,700
Chlorobenzene	µg/L	70,000

Pollutant	Unit	30-day Average
	lbs/day ¹	1700
Di-n-Butyl Phthalate	µg/L	430,000
	lbs/day ¹	11,000
Dichiarobenzenes	µg/L	620,000
	lbs/day ¹	16,000
Diethyl Phthalate	µg/L	4,000,000
	lbs/day ¹	100,000
Dimethyl Phthalate	µg/L	100,000,000
	lbs/day ¹	2,500,000
2-Methyl-4,6-Dinitrophenol	µg/L	27,000
	lbs/day ¹	670
2,4-Dinitrophenol	µg/L	490
	lbs/day ¹	12
Ethylbenzene	µg/L	500,000
	lbs/day ¹	13,000
Fluoranthene	µg/L	1,800
	lbs/day ¹	46
Hexachlorocyclopentadiene	µg/L	7,100
	lbs/day ¹	180
Nitrobenzene	µg/L	500
	lbs/day ¹	15
Thallium	µg/L	240
	lbs/day ¹	6.1
Tributyltin	µg/L	0.17
	lbs/day ¹	0.0043
1,1,1-Trichloroethane	µg/L	66,000,000
	lbs/day ¹	1,600,000

¹ Mass limitations are based on 3.0 MGD maximum effluent flow.

Table 7. Effluent Limitations for the Protection of Human Health (Carcinogens)

Pollutant	Unit	30-day Average
Acrylonitrile	µg/L	12
	lbs/day ¹¹	0.31
Aldrin	µg/L	0.0027
	lbs/day ¹¹	0.000067
Benzene	µg/L	720
	lbs/day ¹¹	18
Benzidine	µg/L	0.0084
	lbs/day ¹¹	0.00021
Beryllium	µg/L	4.0

Pollutant	Unit	30-day Average
	lbs/day ¹¹	0.10
Bis(2-Chloroethyl)Ether	µg/L	5.5
	lbs/day ¹¹	0.14
Bis(2-Ethylhexyl)Phthalate	µg/L	430
	lbs/day ¹¹	11
Carbon Tetrachloride	µg/L	110
	lbs/day ¹¹	2.7
Chlordane	µg/L	0.0028
	lbs/day ¹¹	0.000070
DDT (total)	µg/L	0.021
	lbs/day ¹¹	0.00052
1,4 Dichlorobenzene	µg/L	2,200
	lbs/day ¹¹	55
3,3'-Dichlorobenzidine	µg/L	0.99
	lbs/day ¹¹	0.025
1,2-Dichloroethane	µg/L	3,400
	lbs/day ¹¹	85
1,1-Dichloroethylene	µg/L	110
	lbs/day ¹¹	2.7
Dichloromethane (Methylene Chloride)	µg/L	55,000
	lbs/day ¹¹	1,400
1,3-Dichloropropene	µg/L	1,100
	lbs/day ¹¹	27

Pollutant	Unit	30-day Average
Dieldrin	µg/L	0.0049
	lbs/da ¹	0.00012
2,4-Dinitrotoluene	µg/L	320
	lbs/da ¹	7.9
1,2-Diphenylhydrazine	µg/L	20
	lbs/day1 ¹	0.49
Halomethanes	µg/L	16,000
	lbs/day11	400
Heptachlor	µg/L	0.0061
	lbs/da ¹	0.00015
Heptachlor Epoxide	µg/L	0.0024
	lbs/day ²	0.000061
Hexachlorobenzene	µg/L	0.026
	lbs/day1 ¹	0.00064
Hexachlorobutadiene	µg/L	1,700
	lbs/day1 ¹	43
Hexachloroethane	µg/L	310
Pollutant	Unit	30-day Average
	lbs/day1 ¹	7.6
Isophorone	µg/L	89,000
	lbs/day1 ¹	2,200
N-Nitrosodimethylamine	µg/L	890
	lbs/day1 ¹	22
N-Nitrosodi-n-Propylamine	µg/L	46
	lbs/day1 ¹	1.2
N-Nitrosodiphenylamine	µg/L	310
	lbs/day1 ¹	7.6
PAHs (total)	µg/L	1.1
	lbs/day1 ¹	0.027
PCBs	µg/L	0.0023
	lbs/day1 ¹	0.000058
TCDD Equivalents	µg/L	4.8E-07
	lbs/day1 ¹	1.2E-08
1,1,2,2-Tetrachloroethane	µg/L	280
	lbs/day1 ¹	7.00
Tetrachloroethylene	µg/L	240
	lbs/day1 ¹	6.1
Toxaphene	µg/L	0.026
	lbs/day1 ¹	0.00064

Pollutant	Unit	30-day Average
Trichloroethylene	µg/L	3,300
	lbs/day ¹	82
1,1,2-Trichloroethane	µg/L	1,100
	lbs/day ¹	29
2,4,6-Trichlorophenol	µg/L	35
	lbs/day ¹	0.89
Vinyl Chloride	µg/L	4,400
	lbs/day ¹	110

¹ Mass limitations are based on 3.0 MGD maximum effluent flow.

- c. **Percent Removal: The average monthly percent removal of BOD₅ and TSS shall not be less than 85 percent.**
- d. **Initial Dilution:** The minimum initial dilution of treated effluent at the point of discharge to Carmel Bay shall not be less than 121 to 1 (seawater to effluent) at any time.
- e. **Dry Weather Flow:** Effluent daily dry weather flow shall not exceed a monthly average of 3.0 MGD.

ORDINANCE NO. 2022-02

AN ORDINANCE (1) REPEALING ORDINANCE NO. 2021-03 and 2022-01 CONCERNING PRETREATMENT OF WASTEWATER, AND (2) ADOPTING A NEW AND REVISED PRETREATMENT ORDINANCE AS AMENDED FOR THE CARMEL AREA WASTEWATER DISTRICT

-oOo-

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

1. Ordinance No. 2022-01 Repealed. Ordinance No. 2022-01, "An Ordinance (1) Repealing Ordinance No. 2021-03 Concerning Pretreatment of Wastewater and (2) Adopting a New and Revised Pretreatment Ordinance as Amended for the Carmel Area Wastewater District" passed and adopted January 27, 2022, is hereby repealed in its entirety.
2. Ordinance No. 2021-03 Repealed. Ordinance No. 2021-03, "An Ordinance (1) Repealing Ordinance No. 91-03 and No. 2005-01 Concerning Pretreatment of Wastewater, and (2) Adopting a New and Revised Pretreatment Ordinance as Amended in Exhibit A- for the Carmel Area Wastewater District," passed and adopted on September 30, 2021, is hereby repealed in its entirety.
3. Resolution No. 2021-66 Repealed. Resolution No. 2021-66, "A Resolution Approving an Amendment to the Pretreatment Ordinance No. 2021-03 in Section 8.1.3 Item No. 8 Amended" passed and adopted on December 30, 2021 is hereby repealed in its entirety.
4. Adopted. The attached "Pretreatment Ordinance of the Carmel Area Wastewater District" (Exhibit A) consisting of 92 pages establishing new and revised standards governing pretreatment of sewage, and various other related matters, is hereby adopted by the District, to read in its entirety as set forth in Exhibit A, incorporated herein by this reference.
5. Summary of Ordinance. An ordinance regulating direct and indirect discharges to the wastewater system through the issuance of permits to certain non-domestic users and through enforcement of general requirements for the other users, authorizes monitoring and enforcement activities, requires user reporting, assures that existing customer's capacity will not be preempted and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein. 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.
6. Severability. The Board declares that each section, subsection, paragraph, subparagraph, sentence, clause, phrase, and graphic of this Ordinance, including incorporated Exhibit A, 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.

7. California Environmental Quality Act (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)).

8. Publication. No later than 15 days following the adoption hereof, this Ordinance shall be published once in a newspaper published in the District.

9. Effective Date. This Ordinance shall take effect and be in force 14 days after publication per Section 7 of this ordinance.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 31, 2022, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., February 24, 2022
Teleconference Webinar & in-person

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

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

Absent: None

A quorum was present.

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)
Patrick Treanor, Plant Engineer, CAWD
Ed Waggoner, Plant Superintendent, CAWD
Kevin Young, Operations Supervisor, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Collections Superintendent, CAWD
Domine Barringer, Administrative Assistant/Board Clerk, CAWD
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD
Karla Cristi, CMMS & Plant Administrator, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Peter McKee, Board Member of Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD

1. Public Comments: No public comments

2. Agenda Changes:

- Addition of a brochure example for item No. 25 of the Agenda – Spring Newsletter Topics
- Insertion of the Purchaser/Plant Asset Coordinator Job Description for item No. 19 of the Agenda – Classification Titles, Number of Positions & Salary Ranges for CAWD

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

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

Board Action

A motion to receive and approve the consent agenda was made by Director Siegfried and seconded by Director Rachel. The Board unanimously received and approved the following Consent Calendar/Agenda items:

3. January 27, 2022, Regular Board Meeting Minutes, January 27, 2022, Special Meeting of the Salary & Benefits Committee Meeting Minutes, February 8, 2022, Pension Committee Meeting Minutes, February 16, 2022, Budget Committee Meeting Minutes, February 16, 2022, Ad Hoc Sea Level Rise Committee Meeting Minutes, February 18, 2022, Salary & Benefits Committee Meeting Minutes
4. Bank Statement Review by Hayashi & Wayland
5. Schedule of Cash Receipts & Disbursements
6. Register of Disbursements - Carmel Area Wastewater District
7. Register of Disbursements – CAWD/PBCSD Reclamation Project
8. Financial Statements and Supplementary Schedules
9. Collection System Superintendent’s Report
10. Safety and Regulatory Compliance Report
11. Treatment Facility Operations Report
12. Laboratory/Environmental Compliance Report
13. Capital Projects Report/Implementation Plan
14. Project Summaries
15. Plant Operations Report
16. Maintenance Projects Report
17. Principal Engineer Monthly Report

ACTION ITEMS BEFORE THE BOARD

These items are acted upon in the following sequence: (1) Staff Report (2) Board Questions to Staff (3) Public Comments, and (4) Board Discussion, Vote and Action.

RESOLUTIONS

18. **Resolution No. 2022-08;** Report by Ed Waggoner

Board Action

A motion to approve the resolution was made by Director D’Ambrosio and seconded by Director Townsend. The Board then unanimously passed Resolution 2022-08, approving a capital expenditure for CAWD/PBCSD Reclamation Project to purchase 63 Reverse Osmosis (RO) Membranes for \$32,855 plus freight charges.

19. **Resolution No. 2022-09;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. The Board then unanimously passed Resolution 2022-09, designating classification titles in the Carmel Area Wastewater District & providing for the number of positions & monthly employee salary ranges.

20. Resolution No. 2022-10; Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director D'Ambrosio. The Board then unanimously passed Resolution 2022-10, authorizing the recruitment of a full-time Collection Maintenance Utility Worker I.

COMMUNICATIONS

21. General Manager Report - oral report

- The undergrounding of the District's pipeline under Carmel River Lagoon (CRFREE) is still in negotiations with the County to move forward.

OTHER ITEMS BEFORE THE BOARD

22. Strategic Asset Management Plan Actuarial Report – Report by Barbara Buikema

Board Action

Director Rachel made a motion to accept the Strategic Asset Management Plan Actuarial Report, and President White seconded. The remaining directors unanimously accepted the report.

23. User Fee Refund Policy – Report by Barbara Buikema

Board Action

After extensive discussion, Director Siegfried made a motion to accept the User Fee Refund Policy as amended to include an installment repayment option over a four year period at the prime rate, and Director D'Ambrosio seconded the motion, and the remaining directors unanimously approved the policy.

24. Pension Funding Policy – Report by Barbara Buikema

Board Action

After brief discussion, Director Siegfried made a motion to accept the Pension Funding Policy statement, and Director Townsend seconded the motion, and the remaining directors unanimously approved the policy.

INFORMATION/DISCUSSION ITEMS

25. Spring Newsletter Topic– Report by Barbara Buikema

Barbara Buikema and the Board discussed possible topics and staff will move forward with the newsletter publication. The Board also moved (Director Siegfried 1st and Director Rachel 2nd) to remove the topic of garbage disposal use from this newsletter in order for further discussion and for publication in a future newsletter and all Directors but President White agreed.

26. CalPERS Annual Valuation Report – Report by Barbara Buikema

President White moved for acceptance of this report and Director Siegfried seconded. The remaining Directors unanimously accepted the report.

27. February Update of the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01– Report by Patrick Treanor

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

28. Board of Directors Retreat Topics – Report by Barbara Buikema

The Board decided to hold the Board Retreat on April 20, 2022, tentatively.

29. Monterey County Investment Report – Report by Barbara Buikema

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

30. Summary of the February 8, 2022, Reclamation Management Committee Meeting – Report by Barbara Buikema

This report is for information only and no action was taken. President White commented on the inevitable maintenance and expenses needed for the Reclamation project as equipment ages.

31. Summary of the February 8, 2022, Pension Committee Meeting – Report by Barbara Buikema

This report is for information only and no action was taken. Director Siegfried requested a minor language change on future summaries which staff agreed to.

32. Quarterly Progress Report of the General Manager – Report by Barbara Buikema

This report is for information only and no action was taken. The Board commented on items listed in the report.

33. Call for Nominations of Candidates to fill Two Special District Seats on the Local Agency Formation Commission (LAFCO) of Monterey County – Report by Barbara Buikema

The Board had no nominees for the seats and will wait for the ballot once received for voting. This report is for information only and no action was taken.

34. Annual Reporting of the Statement of Economic Interest Form 700 – Report by Domine Barringer

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

35. Announcements on subjects of interest to the Board made by members of the Board or Staff

- Director Siegfried offered information from the Ocean Protection Council and the State Water Resources Control Board regarding microplastics being transferred to the ocean.
- President White shared his thoughts on the Budget Committee possibly meeting to discuss upcoming expenses such as fuel and electricity that will likely increase due to current world events and the current District budget.
- President White mentioned concerns about Cyber Security and the District's ability to be prepared in the case of attack. Staff detailed proactive measures that are in place and the District's actions to stay prepared.
- Director D'Ambrosio is scheduled to attend the February 25, 2022, PBCSD Regular Board meeting and Director Rachel is scheduled to attend the March 25, 2022, meeting.
- Director D'Ambrosio is scheduled to attend the April 19, 2022, meeting of the Special Districts Association (SDA) of Monterey County meeting.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on May 10, 2022.

36. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:32 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, March 31, 2022, or an alternate acceptable date, via teleconference webinar and in person.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES

March 8, 2022, Tuesday, 1 p.m.

3645 Rio Road, Carmel, CA 93923

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 1:01 p.m.

Present: President Pro Tem Robert Siegfried, Committee member
Director Greg D'Ambrosio, Committee member
Barbara Buikema, General Manager
Chris Foley, Maintenance Superintendent

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

The committee discussed the following agenda items:

- The 2022-23 Operations & Maintenance Budget & Rate Model. The committee decided to meet again on Thursday, March 10. No further action was taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 3:25 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 31, 2022, 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@caud.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES
March 10, 2022, Thursday, 1 p.m.

3645 Rio Road, Carmel, CA 93923

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 1:00 p.m.

Present: President Pro Tem Robert Siegfried, Committee member
Director Greg D'Ambrosio, Committee member
Barbara Buikema, General Manager
Chris Foley, Maintenance Superintendent

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

The committee discussed the following agenda items:

- The 2022-23 Operations & Maintenance Budget. The committee decided to continue discussion on Friday, March 11, 2022. No further action was taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 3:10 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 31, 2022, 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)
BUDGET COMMITTEE MEETING MINUTES
March 11, 2022, Friday, 9:30 a.m.
3645 Rio Road, Carmel, CA 93923

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 9:30 a.m.

Present: President Pro Tem Robert Siegfried, Committee member
Director Greg D'Ambrosio, Committee member
Barbara Buikema, General Manager
Chris Foley, Maintenance Superintendent

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

The committee discussed the following agenda items:

- The 2022-23 Rate Model. The committee decided to return on Tuesday, March 15 to discuss further. No further action was taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 11:10 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 31, 2022, 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)
AD HOC CONSTRUCTION COMMITTEE MEETING MINUTES
March 14, 2022, Monday, 1:00 p.m.

26900 State Route One

CALL TO ORDER - ROLL CALL:

The meeting commenced at 1:10 p.m.

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

Absent: Ken White, Committee member

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

Information/Discussion Items:

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

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 1:50 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 31, 2022, 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:

Kristina Pacheco, Secretary Pro Tem to the Board

APPROVED:

Ken White, President



**CARMEL AREA WASTEWATER DISTRICT (CAWD)
SALARY & BENEFITS COMMITTEE MEETING MINUTES
March 14, 2022, Monday, 2:00 p.m.**

Via teleconference webinar or in person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 2:11 p.m.

Present: President Ken White, Committee member
Director Michael Rachel, Committee member
Barbara Buikema, General Manager

Absent: None

Appearances/Public Comments:

Kevin Young, CAWD member of employee negotiations committee
Karla Cristi, CAWD member of employee negotiations committee
Barry Blevins, CAWD member of employee negotiations committee
Patrick Treanor, CAWD member of employee negotiations committee
Ed Waggoner, CAWD employee

Agenda Changes: None

AGENDA ITEMS:

CLOSED SESSION:

Information/Discussion Items:

- Employee Negotiations
- Salary Discussion.

Closed Session commenced at 3:00 p.m. The committee discussed the agenda items. No other reportable action was taken.

ADJOURNMENT: *The Committee came out of Closed Session at 3:56 p.m. and there being no further business to come before the Committee, the meeting concluded at 3:57 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 31, 2022, 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:

Kristina Pacheco, Secretary Pro Tem to the Board

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES
March 15, 2022, Tuesday, 10 a.m.
3645 Rio Road, Carmel, CA 93923

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 10:00 a.m.

Present: President Pro Tem Robert Siegfried, Committee member
Director Greg D'Ambrosio, Committee member
Barbara Buikema, General Manager
Chris Foley, Maintenance Superintendent

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

The committee discussed the following agenda items:

- The 2022-23 Operations & Maintenance Budget and Rate Model. No further action was taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 11:00 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 31, 2022, 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



HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

March 11, 2022

To the Board of Directors
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of February 2022. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

- (1) We reviewed individual checks (or electronic images of individual checks or substitute checks). This procedure did not reveal any 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 revealed missing second signatures for checks 2693 and 2694.
- (3) We examined the payee on the check and matched it to the payee name appearing in your cash disbursements journal. This procedure did not reveal any differences.
- (4) We matched interbank account transfers. This procedure did not reveal any differences.



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

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



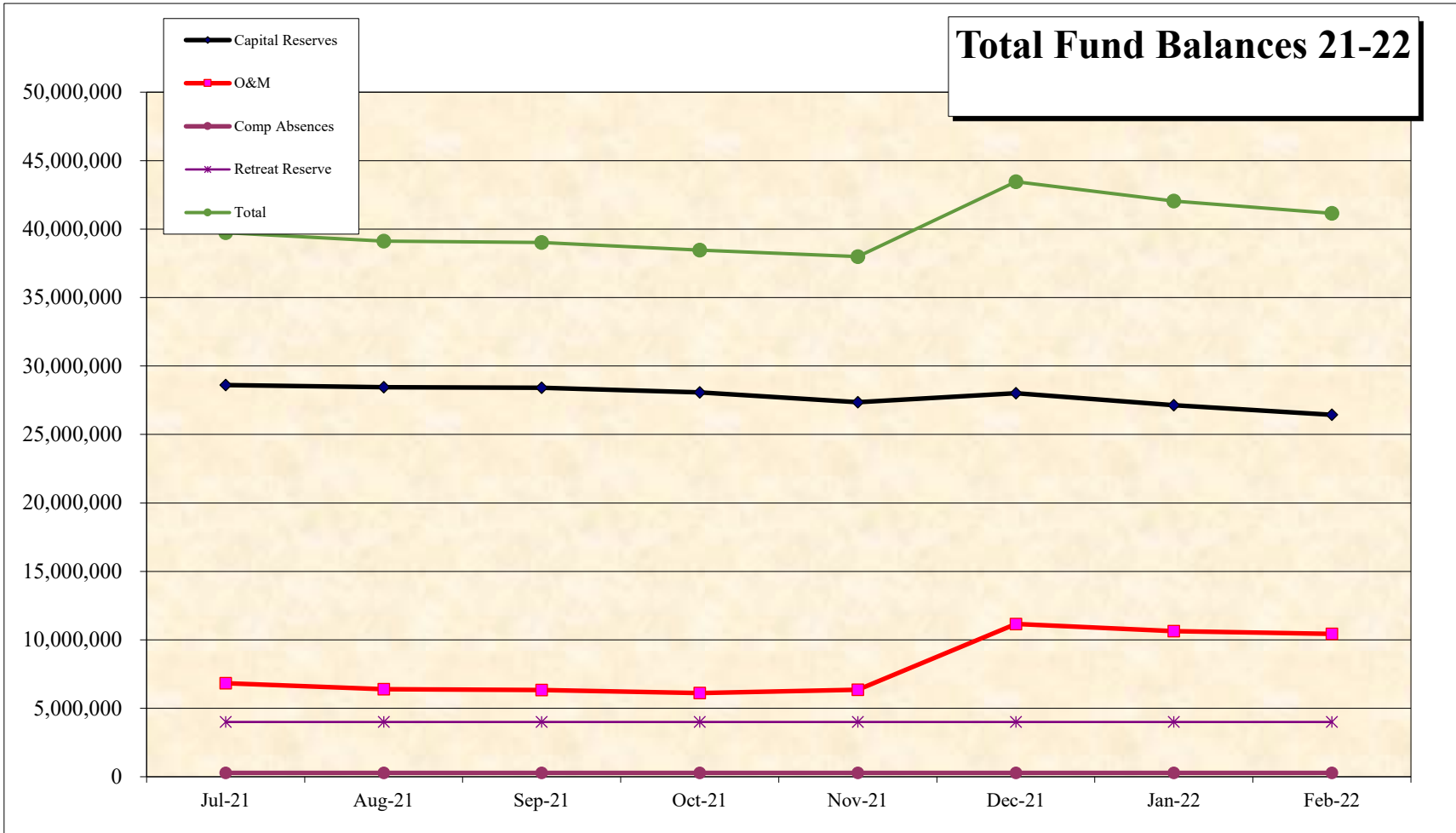
Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

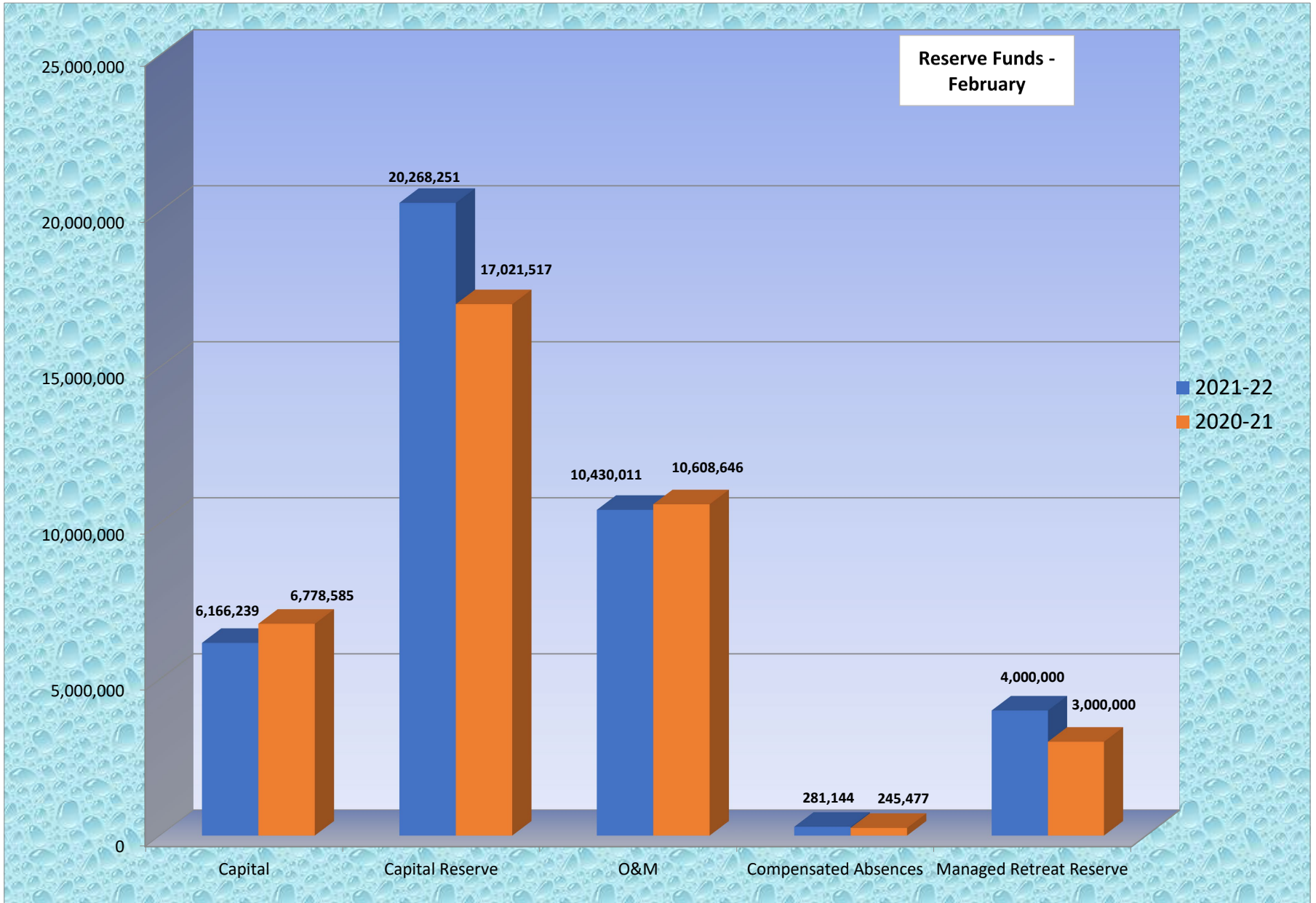


Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - FEBRUARY 2022

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$6,930,845	\$20,214,508	\$10,625,740	\$281,144	\$4,000,000	\$42,052,237	\$211,399	\$8,167	\$1,197,285
Receipts:									
User Fees			239,665				3,323		
Property Taxes		53,743							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							93,109		
Reclamation capital billing									
Permits							4,770		
PBCSD capital billing									
Other misc. revenue							3,748		
Interest income									
Connection Fees									
CCLEAN receipts							75,387		
CRFree Project grant funds							59,163		
Sale of dump truck									
Hatton Canyon Grant Funds									
Void checks-replace lost check							4,030		
Total Receipts	0	53,743	239,665	0	0	293,407	358,529	0	0
Fund Transfers:									
Transfers to Chase Bank O&M	(764,606)		(435,394)				1,200,000		
Transfers to Chase Bank PR							(220,000)	220,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(764,606)	0	(435,394)	0	0	(1,200,000)	980,000	220,000	0
Disbursements:									
Operations and capital							1,244,374		
Payroll & payroll taxes								223,745	
Employee Dental reimbursements							3,992		
CALPERS EFT							35,015		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							587		
Home Depot EFT							845		
US Bank EFT							9,740		
Deferred comp contributions EFT							13,396	0	
PEHP contributions EFT							3,217	0	
Bank/ADP fees							0	1,283	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
CALPERS CEPPT #1 & #2									
GASB 68 report fee & SSA 218 fee									
Total Disbursements	0	0	0	0	0	0	1,311,167	225,028	0
BALANCE END OF MONTH	6,166,239	20,268,251	10,430,011	281,144	4,000,000	41,145,644	238,761	3,139	1,197,285



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



Carmel Area Wastewater District
Disbursements
Feb-22

Date	Check	Vendor	Description	Amount
02/02/22	2578	Amazon Capital Services	Office supplies	212.22
02/02/22	2579	American Fidelity Assurance Company	Flex accounts	84.61
02/02/22	2580	American Fidelity Assurance	Employee insurance premiums	586.16
02/02/22	2581	AT&T Mobility	Cell service and SCADA text modem	730.28
02/02/22	2582	AT&T CALNET 3	Admin and Plant alarms	74.43
02/02/22	2583	AT&T	Plant fiber, router and IP card	718.97
02/02/22	2584	Barbara Buikema	Reimburse for notary service on quit claim deed	15.00
02/02/22	2585	Beck's Shoes	Employee work boots	213.58
02/02/22	2586	Bryan Mailey Electric	SCADA access to eyewash stations, digester control building staff room, wiring at screwpress, sludge pump circuits, label branch panels at aeration, install wireless point at effluent. Calle pump station repairs, vehicle storage bay circuits and relay to 100kw generator	5,395.38
02/02/22	2587	Burleson Consulting	Biological monitoring for the Eucalyptus Tree Trimming Project #21-01	11,633.50
02/02/22	2588	Carmel Marina Corporation	Admin garbage	129.32
02/02/22	2589	Charlotte Townsend	Dental	1,485.80
02/02/22	2590	Cintas Corporation #63D	Laundry service	773.82
02/02/22	2591	Clark Pest Control	Plant service	279.00
02/02/22	2592	Comcast	Admin internet	250.23
02/02/22	2593	Comcast	Pump station internet	537.35
02/02/22	2594	Culligan Water Conditioning	C&I exchange service for the lab	42.35
02/02/22	2595	Daryl Lauer	Dental	508.00
02/02/22	2596	Direct TV	Plant service	88.99
02/02/22	2597	Edges Electrical	CM-9 sensor and switch	192.45
02/02/22	2598	Edward Waggoner	Dental (\$265.00) and vision copays	342.00
02/02/22	2599	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,555.02
02/02/22	2600	Ferguson Enterprises	Circulating pump for radiant floor heating	571.37
02/02/22	2601	First Alarm	Plant alarm service	427.65
02/02/22	2602	Fisher Scientific	Lab supplies	245.25
02/02/22	2603	Global Industrial	Storage cabinet and eyewash stations	2,658.92
02/02/22	2604	Got.Net	Domain parking	4.20
02/02/22	2605	Grainger	First aid kit and disposable respirators	241.91
02/02/22	2606	Green Rubber Kennedy Ag	Hoses for cleaning the clarifiers	1,255.30
02/02/22	2607	Hayashi & Wayland Accounting	Bank reconciliation oversight	450.00
02/02/22	2608	Idexx Laboratories	Lab supplies	1,712.51
02/02/22	2609	Image Source	Plant copier	60.47

Carmel Area Wastewater District
Disbursements
Feb-22

Date	Check	Vendor	Description	Amount
02/02/22	2610	Interstate Battery System of San Jose	Golf cart battery	720.17
02/02/22	2611	JM Squared Associates	Fairbanks Morris 8 pump parts	16,100.81
02/02/22	2612	Karla Cristi	Dental	147.00
02/02/22	2613	McMaster-Carr	Operating supplies	146.17
02/02/22	2614	MNS Engineers	Upper Rancho Canada Pipe Relocation Project #19-13 and Scenic Rd Pipe Bursting Project #20-08 (CAPITAL)	30,991.54
02/02/22	2615	Monterey Bay Analytical Services	Sample analysis	514.00
02/02/22	2616	Monterey County Petroleum	Synthetic oil	227.51
02/02/22	2617	Motion Industries	Super HC V-belt	136.37
02/02/22	2618	Nicolay Consulting Group	Actuarial services for the audit and District pension plan	6,647.50
02/02/22	2619	Nicolas Gomez	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)- OCEN authorized monitoring of the grounds	1,123.52
02/02/22	2620	Quill LLC	Office supplies	256.39
02/02/22	2621	Rincon Consultants	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	34,869.35
02/02/22	2622	Scarborough Lumber & Building	Operating supplies	156.46
02/02/22	2623	SRT Consultants	Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	4,030.00
02/02/22	2624	State Water Resources Control Board	Annual permit NPDES SW Industrial Issued IGO	1,738.00
02/02/22	2625	Streamline	Website maintenance	400.00
02/02/22	2626	Univar Solutions USA Inc.	Sodium bisulfate and hypochlorite	10,927.64
02/02/22	2627	Vincent Sandoval	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)- OCEN authorized monitoring of the grounds	3,114.38
02/02/22	2628	Vision Service Plan	Vision insurance premium	617.40
02/03/22	2629	Applied Marine Sciences	December CCLEAN and Eval. Ag. Mgmt. expenses	119,768.87
02/03/22	2630	Christopher Foley	Dental	386.00
02/03/22	2631	Jeffrey Craig Canepa Tr	Reimburse prior user fees-septic	8,403.44
02/03/22	2632	Mark & Susan Stillwell	Reimburse prior user fees	7,447.62
02/03/22	2633	Pacific Gas & Electric	Monthly service	5,726.16
02/03/22	2634	Tope's Tree Service	Eucalyptus Tree Trimming Project #21-01 progress payment #2	46,000.00
02/15/22	2635	Acme Analytical Solutions	Acetate buffer, acetic acid and potassium iodate solution	412.69
02/15/22	2636	All American Mailing	Mailing service for "Wipes mailer"	927.18
02/15/22	2637	Allied Fluid Products	Compressed non-asbestos sheets	364.78
02/15/22	2638	Amazon Capital Services	Safety and office supplies	1,142.56
02/15/22	2639	American Fidelity Assurance Company	Flex accounts	84.61
02/15/22	2640	Ann Muraski	Wipes mailer design and layout	1,815.00
02/15/22	2641	AT&T Mobility	Cell service	669.59

Carmel Area Wastewater District
Disbursements
Feb-22

Date	Check	Vendor	Description	Amount
02/15/22	2642	AT&T CALNET 3	Plant fiber and router	592.06
02/15/22	2643	AT&T	Voice routing	49.53
02/15/22	2644	AutomationDirect, Inc.	Liquid flow meter and cables	3,884.39
02/15/22	2645	Barbara Buikema	Dental	263.00
02/15/22	2646	Beck's Shoes	Employee work boots	438.58
02/15/22	2647	Cal-Am Water	Monthly service	396.94
02/15/22	2648	Cal Microturbine	Replace air filter, run data and access inefficiencies	2,241.45
02/15/22	2649	Carmel Marina Corporation	Plant rollofts	1,066.80
02/15/22	2650	Carmel Pine Cone	Publication of pretreatment ordinance	210.00
02/15/22	2651	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	536.34
02/15/22	2652	Christopher Dinner Heating	Install thermostat, gutters and downspouts	4,305.23
02/15/22	2653	Cintas Corporation #63D	Laundry service	737.81
02/15/22	2654	Clark Bros.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL), Progress payment #4, demo, conduit and duct bank	298,310.13
02/15/22	2655	Community Printers	Wipes mailer	1,482.69
02/15/22	2656	Comcast	Pump station internet	537.35
02/15/22	2657	Currie Engineers	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	27,086.00
02/15/22	2658	Del Monte Gardeners	Easement clearings	7,200.00
02/15/22	2659	Duke's Root Control	Root foaming	13,996.82
02/15/22	2660	Exceedio	Server and SCADA warranties	1,345.60
02/15/22	2661	Fastenal Company	Operating supplies	1,481.46
02/15/22	2662	Fisher Scientific	Lab supplies	997.00
02/15/22	2663	Gavilan/Salinas Crane & Rigging	Hoist rental to pull pump	275.00
02/15/22	2664	Grainger	Operating supplies	198.23
02/15/22	2665	GraniteRock Construction	Progress payment #6 for the Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	82,388.27
02/15/22	2666	Green Infrastructure Design	Web GIS maps and mobile app design and reports	1,600.00
02/15/22	2667	Hayashi & Wayland Accounting	Bank reconciliation oversight	450.00
02/15/22	2668	ICON Cloud Solutions	Telephone service	589.13
02/15/22	2669	Johnson Marigot Consulting	CRFREE Mitigation Pipeline Undergrounding project #19-21	816.94
02/15/22	2670	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	54,142.50
02/15/22	2671	Liberty Composting	Sludge hauling	4,769.39
02/15/22	2672	Marcello & Company	SCO report and filing	1,800.00
02/15/22	2673	Michael Hooks	Dental	522.40
02/15/22	2674	MNS Engineers	Upper Rancho Canada Pipe Relocation Project #19-13,	29,485.87

Carmel Area Wastewater District
Disbursements
Feb-22

Date	Check	Vendor	Description	Amount
			Scenic Rd Pipe Bursting Project #20-08 and Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL)	
02/15/22	2675	Monterey County Auditor-Controller	Annual LAFCO administrative charges	19,218.00
02/15/22	2676	Monterey Reg. Waste Management Dist.	Dispose polyurethane liquid	182.00
02/15/22	2677	Municipal Maintenance Equipment	Boom tie down support assembly	815.91
02/15/22	2678	Northern Safety and Industrial	Safety supplies	228.00
02/15/22	2679	Peninsula Welding & Medical Supply	Non-liquid cylinder rentals	77.40
02/15/22	2680	Pacific Gas & Electric	Monthly service	19,583.54
02/15/22	2681	P S O M A S	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	32,933.36
02/15/22	2682	Pure Water	Monthly service	165.70
02/15/22	2683	Quill LLC	Office supplies	228.39
02/15/22	2684	Rincon Consultants	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	105,431.70
02/15/22	2685	Smitty's Janitorial	Monthly service	1,110.00
02/15/22	2686	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design (CAPITAL)	49,990.27
02/15/22	2687	State Water Resources Control Board	WQC Low Impact Discharge annual permit fee	323.00
02/15/22	2688	Streamline	Website maintenance	400.00
02/15/22	2689	Toro Petroleum	Gasoline and diesel	9,257.30
02/15/22	2690	Town & Country Gardening	Monthly service	650.00
02/15/22	2691	Univar Solutions USA Inc.	Sodium bisulfate	7,442.79
02/15/22	2692	Vincent Sandoval	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)- OCEN authorized monitoring of the grounds	476.34
02/18/22	2693	Pacific Gas & Electric	Secondary bill	17,246.03
02/18/22	2694	Public Agency Coalition Enterprise	Health insurance premium	34,955.75
02/22/22	2695	Acme Analytical Solutions	Buffer Standard, acetic acid, phenylarsine oxide and potassium iodate solution	782.52
02/22/22	2696	Ann Muraski	2021 wipes mailer design and layout	2,500.00
02/22/22	2697	AutomationDirect, Inc.	Fuse terminal block and bracket	94.28
02/22/22	2698	Beth Ingram	July and August 2021 HR services	10,012.50
02/22/22	2699	Biobot Analytics	Influent sample testing	1,400.00
02/22/22	2700	Borges & Mahoney	2 RPM motor	373.86
02/22/22	2701	Cintas Corporation #63D	Laundry service	365.74
02/22/22	2702	Clark Pest Control	Plant service	279.00
02/22/22	2703	Comcast	Admin internet	250.37
02/22/22	2704	Crane Works, Inc.	Annual crane inspections	3,705.17
02/22/22	2705	Daryl Lauer	Dental	135.00
02/22/22	2706	Denise Duffy & Associates	Vegetation maintenance of Hatton Canyon	4,217.50

Carmel Area Wastewater District
Disbursements
Feb-22

Date	Check	Vendor	Description	Amount
02/22/22	2707	EMC Planning Group	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	10,233.24
02/22/22	2708	Exceedio	New standby server	4,271.93
02/22/22	2709	Fisher Scientific	Lab supplies	603.44
02/22/22	2710	GLS US	Shipping for sample analysis	63.16
02/22/22	2711	Hach Company	Lab supplies	701.04
02/22/22	2712	Thermo Electron North America	Annual Unity Lab Gallery PM service plan	2,676.15
02/22/22	2713	Harrington Industrial Plastics	Filter bags	306.88
02/22/22	2714	Trowbridge, LLC	Collections office chair	431.43
02/22/22	2715	Image Source	Plant copier	74.84
02/22/22	2716	Karla Cristi	Reimburse dental (\$377.20) and office supplies	403.36
02/22/22	2717	Michael Rachel	Dental	280.00
02/22/22	2718	Univar Solutions USA Inc.	Sodium hypochlorite	3,928.20
02/22/22	2719	Napa Auto Parts	Oil and air filters and battery	165.93
02/22/22	2720	USA Blue Book	Lab supplies	179.44
02/22/22	2721	Pacific Crest Engineering	Sewer Line Spot Repairs Project #21-02	1,299.00
02/22/22	2722	VOID-PRINT ERROR		0.00
02/22/22	2723	Quill LLC	Office supplies	69.36
02/22/22	2724	VOID-PRINT ERROR		0.00
02/22/22	2725	Robert Half	Temp service	120.96
02/22/22	2726	VOID-PRINT ERROR		0.00
02/22/22	2727	Teledyne Instruments	Lab supplies	1,054.92
02/23/22	2728	Patelco Credit Union	January and February health savings accounts contributions	11,985.76
				1,248,366.12

CAWD/PBCSD Reclamation Project

Disbursements

Feb-22

Date	Check	Vendor	Description	Amount
02/02/22	494	Brenntag Pacific	Ammonium hydroxide	4,199.69
02/02/22	495	Bryan Mailey Electric	Install VFD for sand filter reject pump, review ammonia level transmitter and wireless access points on the Pad	4,480.00
02/02/22	496	Frisch Engineering	CIP-SCADA Migration Project #21-09 (CAPITAL)	6,120.00
02/02/22	497	Global Industrial	Eyewash safety stations	1,976.11
02/02/22	498	Grainger	V-belts and gaskets	157.13
02/02/22	499	Harrington Industrial Plastics	Operating supplies	883.74
02/02/22	500	Idexx Laboratories	Lab supplies	1,712.51
02/02/22	501	McMaster-Carr	Chemical on/off valves	117.60
02/02/22	502	Monterey Bay Analytical Services	Sample analysis	125.00
02/02/22	503	Napa Auto Parts	Air conditioner belt	30.58
02/02/22	504	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	264,534.13
02/02/22	505	Pebble Beach Community Services District	O&M reimbursement	31,010.89
02/02/22	506	S&P Global Ratings	Annual surveillance fee	3,500.00
02/02/22	507	Pacific Gas & Electric	MF/RO billing	25,021.75
02/03/22	508	Pacific Gas & Electric	Tertiary billing	16,423.59
02/03/22	509	Professional Water Technologies	H2O-540 cartridge filters	672.62
02/15/22	510	Acme Analytical Solutions	Acetate buffer, acetic acid and potassium iodate solution	271.64
02/15/22	511	Amazon Capital Services	Plastic nesting shelf bins	54.43
02/15/22	512	Automationdirect.com, Inc.	Flowmeter and cables	1,942.19
02/15/22	513	Brenntag Pacific	Ammonium hydroxide	3,844.36
02/15/22	514	Cal-Am Water	Hydrant Meter K monthly service	2,566.93
02/15/22	515	Carmel Area Wastewater District	Reimburse for Plant O&M and sodium bisulfate and hypochlorite	93,108.80
02/15/22	516	Ferguson Enterprises	PVC elbows	24.57
02/15/22	517	Fisher Scientific	Lab supplies	532.11
02/15/22	518	Frisch Engineering	CIP-SCADA Migration Project #21-09 (CAPITAL)	21,272.50
02/15/22	519	Grainger	Contact block	33.94
02/15/22	520	Harrington Industrial Plastics	Operating supplies	2,278.62
02/15/22	521	McMaster-Carr	Operating supplies	259.66
02/15/22	522	Myron L Company	TAG2020 configured repair part	127.56
02/15/22	523	Pebble Beach Community Services District	January O&M reimbursement	35,491.53
02/15/22	524	Pacific Gas & Electric	MF/RO billing	17,709.53
02/15/22	525	Professional Water Technologies	Spectraguard360-275G antiscalent and H2O-530, 540 filters	14,051.63
02/15/22	526	T&T Valve and Instrument	Butterfly valves, switches and a Bray acuator	2,591.85

CAWD/PBCSD Reclamation Project
Disbursements
Feb-22

Date	Check	Vendor	Description	Amount
02/18/22	527	McMaster-Carr	Plastic pipe fittings	54.94
02/18/22	528	Motion Industries	Ball bearings and rubber expansion joints	1,245.32
02/22/22	529	Acme Analytical Solutions	Buffer standard, acetic acid, phenylarsine oxide and potassium iodate solution	285.45
02/22/22	530	Crane Works, Inc.	Annual crane inspections	816.00
02/22/22	531	Craig Evans Pump Testing Service	Rebuild kits, gaskets and repair CLA valves	1,774.00
02/22/22	532	Exceedio	Plant standby server	2,135.96
02/22/22	533	Ferguson Enterprises	Operating supplies	1,220.47
02/22/22	534	Fisher Scientific	Lab supplies	248.85
02/22/22	535	Grainger	Shrink clamp	5.21
02/22/22	536	Hach Company	Lab supplies	701.03
02/22/22	537	Professional Water Technologies	Spectraguard360-275G chemical	5,590.68
02/22/22	538	Teledyne Instruments	Lab supplies	161.58
02/22/22	539	Thatcher Company of California	Sulfuric acid and returned tote credits	2,944.42
02/22/22	540	Thermo Electron North America	Unity Lab Gallery PM service plan	2,676.15
				576,987.25



**Financial Statements
and
Supplementary Schedules**

February 2022

March 31, 2022

Carmel Area Wastewater District

Balance Sheet

February 2022

ASSETS		
Current Assets		
Cash		
Cash	42,584,830.23	
TOTAL Cash	42,584,830.23	
Other Current Assets		
Other Current Assets	204,455.20	
TOTAL Other Current Assets	204,455.20	
TOTAL Current Assets		42,789,285.43
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	
Treatment Structures		
Treatment Structures	70,358,452.24	
TOTAL Treatment Structures	70,358,452.24	
Treatment Equipment		
Treatment Equipment	8,730,143.38	
TOTAL Treatment Equipment	8,730,143.38	
Collection Structures		
Collection Structures	1,238,843.71	
TOTAL Collection Structures	1,238,843.71	
Collection Equipment		
Collection Equipment	1,509,600.36	
TOTAL Collection Equipment	1,509,600.36	
Sewers		13,293,350.40
Disposal Facilities		
Disposal Facilities	1,643,890.85	
TOTAL Disposal Facilities	1,643,890.85	
Other Fixed Assets		
Other Fixed Assets	4,504,051.96	
TOTAL Other Fixed Assets	4,504,051.96	
Capital Improvement Projects		
Capital Improvement Projects	5,405,803.82	
TOTAL Capital Improvement Projects	5,405,803.82	
Accumulated depreciation		(53,892,952.22)
TOTAL Fixed Assets		53,099,244.26
Other Assets		
Other Assets		2,522,286.64
TOTAL Other Assets		2,522,286.64
TOTAL ASSETS		98,410,816.33

Carmel Area Wastewater District

Balance Sheet

February 2022

LIABILITIES	
Current Liabilities	
Current Liabilities	412,511.21
TOTAL Current Liabilities	<u>412,511.21</u>
Long-Term Liabilities	
Long Term Liabilities	523,054.22
TOTAL Long-Term Liabilities	<u>523,054.22</u>
TOTAL LIABILITIES	<u>935,565.43</u>
NET POSITION	
Net Assets	93,156,112.81
Year-to-Date Earnings	4,319,138.09
TOTAL NET POSITION	<u>97,475,250.90</u>
TOTAL LIABILITIES & NET POSITION	<u><u>98,410,816.33</u></u>

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	7,299,606.96	6,431,925.64	867,681.32	13.5 %
TOTAL Income	<u>7,299,606.96</u>	<u>6,431,925.64</u>	<u>867,681.32</u>	13.5 %
Adjustments				
Discounts	45.78	0.00	45.78	
TOTAL Adjustments	<u>45.78</u>	<u>0.00</u>	<u>45.78</u>	
*****	<u>7,299,652.74</u>	<u>6,431,925.64</u>	<u>867,727.10</u>	13.5 %
***** OPERATING INCOME	<u>7,299,652.74</u>	<u>6,431,925.64</u>	<u>867,727.10</u>	13.5 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,468,983.17	2,409,895.62	(59,087.55)	-2.5 %
TOTAL Salaries and Payroll Taxes	<u>2,468,983.17</u>	<u>2,409,895.62</u>	<u>(59,087.55)</u>	-2.5 %
Employee Benefits				
Employee Benefits	446,382.04	669,593.74	223,211.70	33.3 %
TOTAL Employee Benefits	<u>446,382.04</u>	<u>669,593.74</u>	<u>223,211.70</u>	33.3 %
Director's Expenses				
Director's Expenses	15,813.60	22,466.00	6,652.40	29.6 %
TOTAL Director's Expenses	<u>15,813.60</u>	<u>22,466.00</u>	<u>6,652.40</u>	29.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	61,387.57	42,888.44	(18,499.13)	-43.1 %
TOTAL Truck and Auto Expenses	<u>61,387.57</u>	<u>42,888.44</u>	<u>(18,499.13)</u>	-43.1 %
General and Administrative				
General and Administrative	295,771.60	541,680.00	245,908.40	45.4 %
TOTAL General and Administrative	<u>295,771.60</u>	<u>541,680.00</u>	<u>245,908.40</u>	45.4 %
Office Expense				
Office Expense	36,430.94	36,949.92	518.98	1.4 %
TOTAL Office Expense	<u>36,430.94</u>	<u>36,949.92</u>	<u>518.98</u>	1.4 %
Operating Supplies				
Operating Supplies	274,674.07	326,928.16	52,254.09	16.0 %
TOTAL Operating Supplies	<u>274,674.07</u>	<u>326,928.16</u>	<u>52,254.09</u>	16.0 %
Contract Services				
Contract Services	686,082.23	938,313.44	252,231.21	26.9 %
TOTAL Contract Services	<u>686,082.23</u>	<u>938,313.44</u>	<u>252,231.21</u>	26.9 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	164,834.65	505,500.00	340,665.35	67.4 %
TOTAL Repairs and Maintenance	164,834.65	505,500.00	340,665.35	67.4 %
Utilities				
Utilities	245,559.97	307,378.64	61,818.67	20.1 %
TOTAL Utilities	245,559.97	307,378.64	61,818.67	20.1 %
Travel and Meetings				
Travel and Meetings	9,048.55	36,623.28	27,574.73	75.3 %
TOTAL Travel and Meetings	9,048.55	36,623.28	27,574.73	75.3 %
Permits and Fees				
Permits and Fees	54,432.00	73,850.00	19,418.00	26.3 %
TOTAL Permits and Fees	54,432.00	73,850.00	19,418.00	26.3 %
Memberships and Subscriptions				
Memberships and Subscriptions	27,921.18	35,126.64	7,205.46	20.5 %
TOTAL Memberships and Subscriptions	27,921.18	35,126.64	7,205.46	20.5 %
Safety				
Safety	48,268.16	32,873.44	(15,394.72)	-46.8 %
TOTAL Safety	48,268.16	32,873.44	(15,394.72)	-46.8 %
Other Expenses				
Other Expense	16,974.32	15,000.08	(1,974.24)	-13.2 %
TOTAL Other Expenses	16,974.32	15,000.08	(1,974.24)	-13.2 %
TOTAL Operating Expenses	4,852,564.05	5,995,067.40	1,142,503.35	19.1 %
***** OPERATING INCOME (LOSS)	2,447,088.69	436,858.24	2,010,230.45	460.2 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	1,872,049.40	1,473,925.00	398,124.40	27.0 %
TOTAL Other Income or Gain	1,872,049.40	1,473,925.00	398,124.40	27.0 %
TOTAL Non-op Income, Expense, Gain or Loss	1,872,049.40	1,473,925.00	398,124.40	27.0 %
***** NET INCOME (LOSS)	4,319,138.09	1,910,783.24	2,408,354.85	126.0 %
***** NET INCOME (LOSS)	4,319,138.09	1,910,783.24	2,408,354.85	126.0 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 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>	340,418.85	363,585.50	23,166.65	6.4 %
TOTAL Salaries and Payroll Taxes	340,418.85	363,585.50	23,166.65	6.4 %
Employee Benefits				
<i>Employee Benefits</i>	79,534.82	117,576.28	38,041.46	32.4 %
TOTAL Employee Benefits	79,534.82	117,576.28	38,041.46	32.4 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,325.53	5,553.36	4,227.83	76.1 %
TOTAL Truck and Auto Expenses	1,325.53	5,553.36	4,227.83	76.1 %
General and Administrative				
<i>General and Administrative</i>	30,346.81	34,166.64	3,819.83	11.2 %
TOTAL General and Administrative	30,346.81	34,166.64	3,819.83	11.2 %
Office Expense				
<i>Office Expense</i>	3,639.15	1,500.00	(2,139.15)	-142.6 %
TOTAL Office Expense	3,639.15	1,500.00	(2,139.15)	-142.6 %
Operating Supplies				
<i>Operating Supplies</i>	38,072.92	38,200.16	127.24	0.3 %
TOTAL Operating Supplies	38,072.92	38,200.16	127.24	0.3 %
Contract Services				
<i>Contract Services</i>	321,578.68	450,966.72	129,388.04	28.7 %
TOTAL Contract Services	321,578.68	450,966.72	129,388.04	28.7 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	87,823.45	151,333.28	63,509.83	42.0 %
TOTAL Repairs and Maintenance	87,823.45	151,333.28	63,509.83	42.0 %
Utilities				
<i>Utilities</i>	2,977.71	3,133.36	155.65	5.0 %
TOTAL Utilities	2,977.71	3,133.36	155.65	5.0 %
Travel and Meetings				
<i>Travel and Meetings</i>	751.94	4,266.64	3,514.70	82.4 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	751.94	4,266.64	3,514.70	82.4 %
Permits and Fees				
<i>Permits and Fees</i>	4,531.00	3,500.00	(1,031.00)	-29.5 %
TOTAL Permits and Fees	4,531.00	3,500.00	(1,031.00)	-29.5 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	977.00	4,000.00	3,023.00	75.6 %
TOTAL Memberships and Subscriptions	977.00	4,000.00	3,023.00	75.6 %
Safety				
<i>Safety</i>	35,496.93	20,800.08	(14,696.85)	-70.7 %
TOTAL Safety	35,496.93	20,800.08	(14,696.85)	-70.7 %
Other Expenses				
<i>Other Expense</i>	5,378.00	0.00	(5,378.00)	
TOTAL Other Expenses	5,378.00	0.00	(5,378.00)	
TOTAL Operating Expenses	952,852.79	1,198,582.02	245,729.23	20.5 %
***** OPERATING INCOME (LOSS)	(952,852.79)	(1,198,582.02)	245,729.23	20.5 %
***** NET INCOME (LOSS)	(952,852.79)	(1,198,582.02)	245,729.23	20.5 %
***** NET INCOME (LOSS)	(952,852.79)	(1,198,582.02)	245,729.23	20.5 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 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	454,024.65	419,746.86	(34,277.79)	-8.2 %
TOTAL Salaries and Payroll Taxes	454,024.65	419,746.86	(34,277.79)	-8.2 %
Employee Benefits				
Employee Benefits	120,310.26	141,218.14	20,907.88	14.8 %
TOTAL Employee Benefits	120,310.26	141,218.14	20,907.88	14.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	57,943.38	33,766.72	(24,176.66)	-71.6 %
TOTAL Truck and Auto Expenses	57,943.38	33,766.72	(24,176.66)	-71.6 %
General and Administrative				
General and Administrative	46,922.50	70,833.36	23,910.86	33.8 %
TOTAL General and Administrative	46,922.50	70,833.36	23,910.86	33.8 %
Office Expense				
Office Expense	9,496.57	6,266.64	(3,229.93)	-51.5 %
TOTAL Office Expense	9,496.57	6,266.64	(3,229.93)	-51.5 %
Operating Supplies				
Operating Supplies	21,452.14	26,133.28	4,681.14	17.9 %
TOTAL Operating Supplies	21,452.14	26,133.28	4,681.14	17.9 %
Contract Services				
Contract Services	130,992.86	144,825.00	13,832.14	9.6 %
TOTAL Contract Services	130,992.86	144,825.00	13,832.14	9.6 %
Repairs and Maintenance				
Repairs and Maintenance	58,183.33	296,666.72	238,483.39	80.4 %
TOTAL Repairs and Maintenance	58,183.33	296,666.72	238,483.39	80.4 %
Utilities				
Utilities	26,018.07	30,866.64	4,848.57	15.7 %
TOTAL Utilities	26,018.07	30,866.64	4,848.57	15.7 %
Travel and Meetings				
Travel and Meetings	1,926.87	10,936.64	9,009.77	82.4 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	1,926.87	10,936.64	9,009.77	82.4 %
Permits and Fees				
<i>Permits and Fees</i>	6,950.00	6,150.00	(800.00)	-13.0 %
TOTAL Permits and Fees	6,950.00	6,150.00	(800.00)	-13.0 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,137.00	2,653.36	1,516.36	57.1 %
TOTAL Memberships and Subscriptions	1,137.00	2,653.36	1,516.36	57.1 %
Safety				
<i>Safety</i>	11,724.40	9,873.36	(1,851.04)	-18.7 %
TOTAL Safety	11,724.40	9,873.36	(1,851.04)	-18.7 %
Other Expenses				
<i>Other Expense</i>	0.00	333.36	333.36	100.0 %
TOTAL Other Expenses	0.00	333.36	333.36	100.0 %
TOTAL Operating Expenses	947,082.03	1,200,270.08	253,188.05	21.1 %
***** OPERATING INCOME (LOSS)	(947,082.03)	(1,200,270.08)	253,188.05	21.1 %
***** NET INCOME (LOSS)	(947,082.03)	(1,200,270.08)	253,188.05	21.1 %
***** NET INCOME (LOSS)	(947,082.03)	(1,200,270.08)	253,188.05	21.1 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 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	801,874.82	789,781.18	(12,093.64)	-1.5 %
TOTAL Salaries and Payroll Taxes	801,874.82	789,781.18	(12,093.64)	-1.5 %
Employee Benefits				
Employee Benefits	162,276.95	307,313.16	145,036.21	47.2 %
TOTAL Employee Benefits	162,276.95	307,313.16	145,036.21	47.2 %
Truck and Auto Expenses				
Truck and Auto Expenses	1,657.52	1,600.00	(57.52)	-3.6 %
TOTAL Truck and Auto Expenses	1,657.52	1,600.00	(57.52)	-3.6 %
General and Administrative				
General and Administrative	118,483.04	327,833.36	209,350.32	63.9 %
TOTAL General and Administrative	118,483.04	327,833.36	209,350.32	63.9 %
Office Expense				
Office Expense	7,680.09	17,533.28	9,853.19	56.2 %
TOTAL Office Expense	7,680.09	17,533.28	9,853.19	56.2 %
Operating Supplies				
Operating Supplies	213,386.64	251,594.72	38,208.08	15.2 %
TOTAL Operating Supplies	213,386.64	251,594.72	38,208.08	15.2 %
Contract Services				
Contract Services	184,539.43	278,933.28	94,393.85	33.8 %
TOTAL Contract Services	184,539.43	278,933.28	94,393.85	33.8 %
Repairs and Maintenance				
Repairs and Maintenance	10,709.04	47,633.28	36,924.24	77.5 %
TOTAL Repairs and Maintenance	10,709.04	47,633.28	36,924.24	77.5 %
Utilities				
Utilities	200,644.68	257,999.92	57,355.24	22.2 %
TOTAL Utilities	200,644.68	257,999.92	57,355.24	22.2 %
Travel and Meetings				
Travel and Meetings	3,277.57	10,286.64	7,009.07	68.1 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	3,277.57	10,286.64	7,009.07	68.1 %
Permits and Fees				
<i>Permits and Fees</i>	23,733.00	35,000.00	11,267.00	32.2 %
TOTAL Permits and Fees	23,733.00	35,000.00	11,267.00	32.2 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	2,252.13	4,673.28	2,421.15	51.8 %
TOTAL Memberships and Subscriptions	2,252.13	4,673.28	2,421.15	51.8 %
Safety				
<i>Safety</i>	185.00	0.00	(185.00)	
TOTAL Safety	185.00	0.00	(185.00)	
Other Expenses				
<i>Other Expense</i>	0.00	1,333.36	1,333.36	100.0 %
TOTAL Other Expenses	0.00	1,333.36	1,333.36	100.0 %
TOTAL Operating Expenses	1,730,699.91	2,331,515.46	600,815.55	25.8 %
***** OPERATING INCOME (LOSS)	(1,730,699.91)	(2,331,515.46)	600,815.55	25.8 %
***** NET INCOME (LOSS)	(1,730,699.91)	(2,331,515.46)	600,815.55	25.8 %
***** NET INCOME (LOSS)	(1,730,699.91)	(2,331,515.46)	600,815.55	25.8 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 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	455,566.76	422,295.94	(33,270.82)	-7.9 %
TOTAL Salaries and Payroll Taxes	455,566.76	422,295.94	(33,270.82)	-7.9 %
Employee Benefits				
Employee Benefits	84,260.01	103,486.16	19,226.15	18.6 %
TOTAL Employee Benefits	84,260.01	103,486.16	19,226.15	18.6 %
Director's Expenses				
Director's Expenses	15,113.60	21,800.00	6,686.40	30.7 %
TOTAL Director's Expenses	15,113.60	21,800.00	6,686.40	30.7 %
Truck and Auto Expenses				
Truck and Auto Expenses	461.14	1,968.36	1,507.22	76.6 %
TOTAL Truck and Auto Expenses	461.14	1,968.36	1,507.22	76.6 %
General and Administrative				
General and Administrative	78,069.55	108,846.64	30,777.09	28.3 %
TOTAL General and Administrative	78,069.55	108,846.64	30,777.09	28.3 %
Office Expense				
Office Expense	15,591.34	11,633.36	(3,957.98)	-34.0 %
TOTAL Office Expense	15,591.34	11,633.36	(3,957.98)	-34.0 %
Operating Supplies				
Operating Supplies	1,136.34	1,200.00	63.66	5.3 %
TOTAL Operating Supplies	1,136.34	1,200.00	63.66	5.3 %
Contract Services				
Contract Services	48,253.58	63,588.44	15,334.86	24.1 %
TOTAL Contract Services	48,253.58	63,588.44	15,334.86	24.1 %
Repairs and Maintenance				
Repairs and Maintenance	1,369.77	3,333.36	1,963.59	58.9 %
TOTAL Repairs and Maintenance	1,369.77	3,333.36	1,963.59	58.9 %
Utilities				
Utilities	15,875.85	15,378.72	(497.13)	-3.2 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	15,875.85	15,378.72	(497.13)	-3.2 %
Travel and Meetings				
Travel and Meetings	3,092.17	11,133.36	8,041.19	72.2 %
TOTAL Travel and Meetings	3,092.17	11,133.36	8,041.19	72.2 %
Permits and Fees				
Permits and Fees	19,218.00	22,000.00	2,782.00	12.6 %
TOTAL Permits and Fees	19,218.00	22,000.00	2,782.00	12.6 %
Memberships and Subscriptions				
Memberships and Subscriptions	23,555.05	23,800.00	244.95	1.0 %
TOTAL Memberships and Subscriptions	23,555.05	23,800.00	244.95	1.0 %
Safety				
Safety	861.83	1,200.00	338.17	28.2 %
TOTAL Safety	861.83	1,200.00	338.17	28.2 %
Other Expenses				
Other Expense	11,596.32	13,333.36	1,737.04	13.0 %
TOTAL Other Expenses	11,596.32	13,333.36	1,737.04	13.0 %
TOTAL Operating Expenses	774,021.31	824,997.70	50,976.39	6.2 %
***** OPERATING INCOME (LOSS)	(774,021.31)	(824,997.70)	50,976.39	6.2 %
***** NET INCOME (LOSS)	(774,021.31)	(824,997.70)	50,976.39	6.2 %
***** NET INCOME (LOSS)	(774,021.31)	(824,997.70)	50,976.39	6.2 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 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	414,828.87	412,691.50	(2,137.37)	-0.5 %
TOTAL Salaries and Payroll Taxes	414,828.87	412,691.50	(2,137.37)	-0.5 %
Director's Expenses				
Director's Expenses	700.00	666.00	(34.00)	-5.1 %
TOTAL Director's Expenses	700.00	666.00	(34.00)	-5.1 %
General and Administrative				
General and Administrative	21,949.70	0.00	(21,949.70)	
TOTAL General and Administrative	21,949.70	0.00	(21,949.70)	
Office Expense				
Office Expense	23.79	0.00	(23.79)	
TOTAL Office Expense	23.79	0.00	(23.79)	
Operating Supplies				
Operating Supplies	626.03	5,666.64	5,040.61	89.0 %
TOTAL Operating Supplies	626.03	5,666.64	5,040.61	89.0 %
Contract Services				
Contract Services	717.68	0.00	(717.68)	
TOTAL Contract Services	717.68	0.00	(717.68)	
Repairs and Maintenance				
Repairs and Maintenance	5,088.75	2,866.64	(2,222.11)	-77.5 %
TOTAL Repairs and Maintenance	5,088.75	2,866.64	(2,222.11)	-77.5 %
Utilities				
Utilities	43.66	0.00	(43.66)	
TOTAL Utilities	43.66	0.00	(43.66)	
Safety				
Safety	0.00	1,000.00	1,000.00	100.0 %
TOTAL Safety	0.00	1,000.00	1,000.00	100.0 %
TOTAL Operating Expenses	443,978.48	422,890.78	(21,087.70)	-5.0 %

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

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
***** OPERATING INCOME (LOSS)	(443,978.48)	(422,890.78)	(21,087.70)	-5.0 %
***** NET INCOME (LOSS)	(443,978.48)	(422,890.78)	(21,087.70)	-5.0 %
***** NET INCOME (LOSS)	(443,978.48)	(422,890.78)	(21,087.70)	-5.0 %

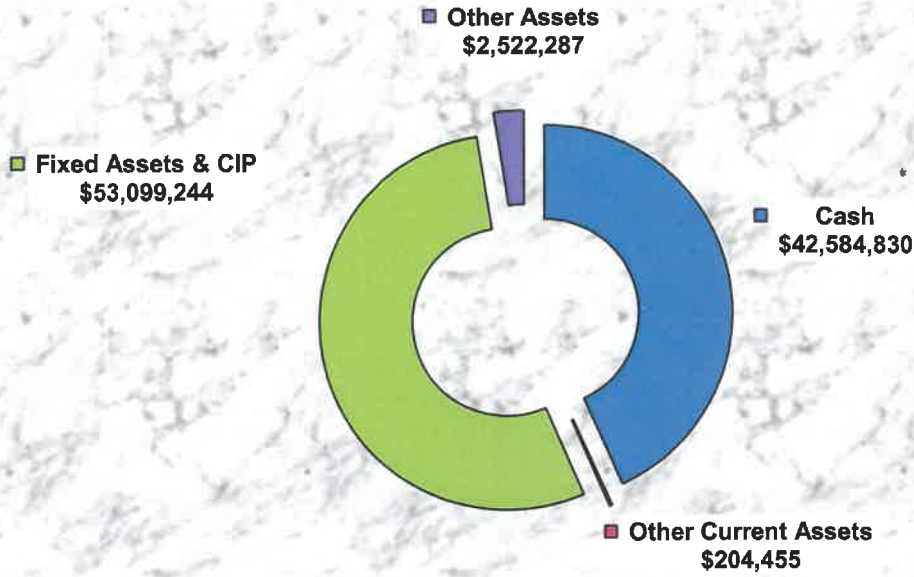
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
*Year-to-Date Variance, February 2022 - current month, Consolidated by
account, Department 9*

	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	2,211.20	3,333.36	(1,122.16)	-33.7 %
TOTAL Income	<u>2,211.20</u>	<u>3,333.36</u>	<u>(1,122.16)</u>	-33.7 %
*****	<u>2,211.20</u>	<u>3,333.36</u>	<u>(1,122.16)</u>	-33.7 %
***** OPERATING INCOME	<u>2,211.20</u>	<u>3,333.36</u>	<u>(1,122.16)</u>	-33.7 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,088.43	718.00	(370.43)	-51.6 %
TOTAL Salaries and Payroll Taxes	<u>1,088.43</u>	<u>718.00</u>	<u>(370.43)</u>	-51.6 %
Operating Supplies				
Operating Supplies	0.00	3,333.36	3,333.36	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>3,333.36</u>	<u>3,333.36</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	840.00	2,000.00	1,160.00	58.0 %
TOTAL Repairs and Maintenance	<u>840.00</u>	<u>2,000.00</u>	<u>1,160.00</u>	58.0 %
Permits and Fees				
Permits and Fees	0.00	7,200.00	7,200.00	100.0 %
TOTAL Permits and Fees	<u>0.00</u>	<u>7,200.00</u>	<u>7,200.00</u>	100.0 %
TOTAL Operating Expenses	<u>1,928.43</u>	<u>13,251.36</u>	<u>11,322.93</u>	85.4 %
***** OPERATING INCOME (LOSS)	<u>282.77</u>	<u>(9,918.00)</u>	<u>10,200.77</u>	102.9 %
***** NET INCOME (LOSS)	<u>282.77</u>	<u>(9,918.00)</u>	<u>10,200.77</u>	102.9 %
***** NET INCOME (LOSS)	<u>282.77</u>	<u>(9,918.00)</u>	<u>10,200.77</u>	102.9 %

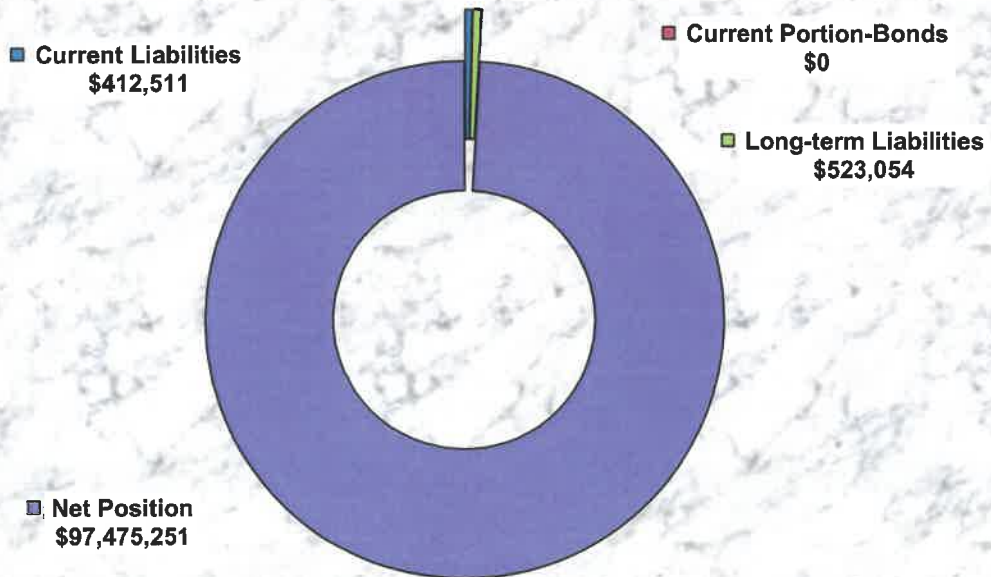
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
Year-to-Date Variance, February 2022 - current month, Consolidated by
account, Department 10

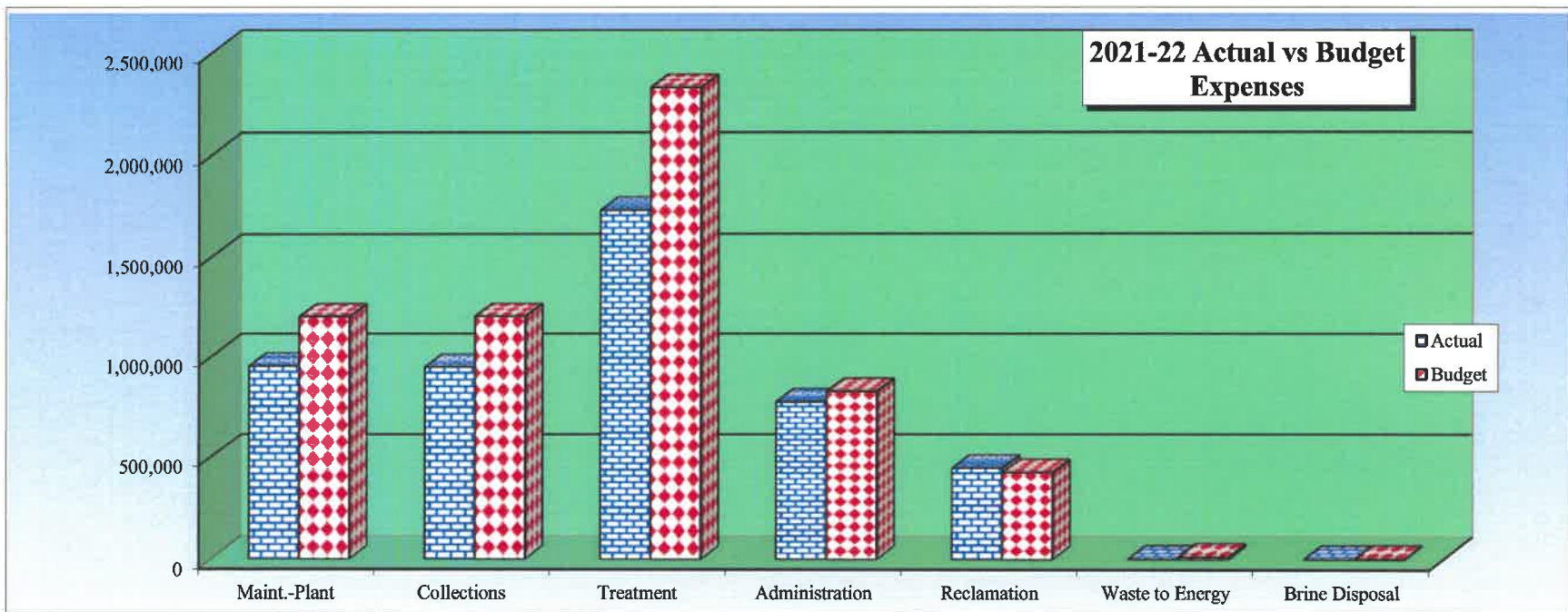
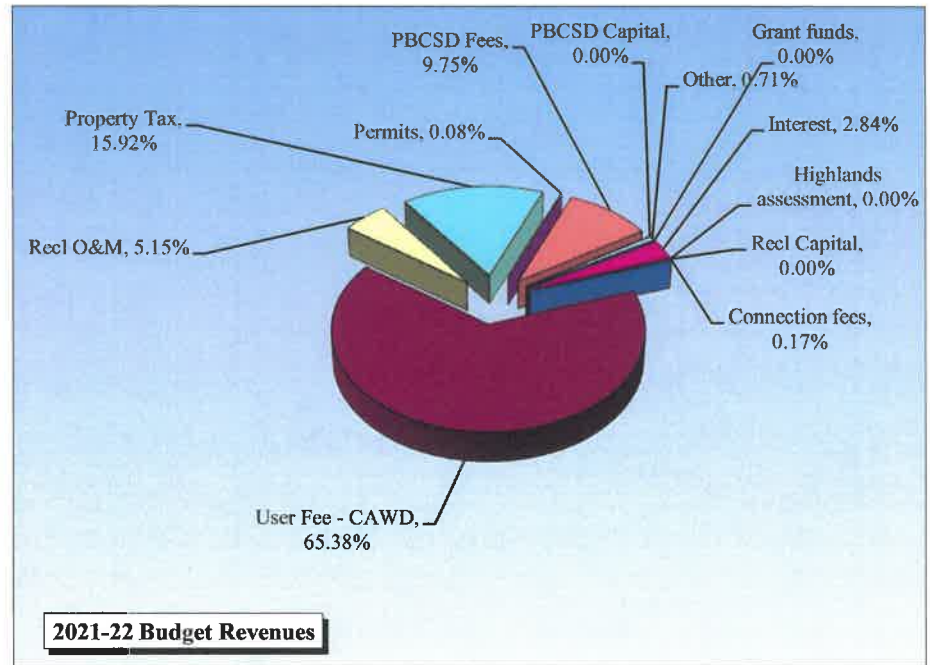
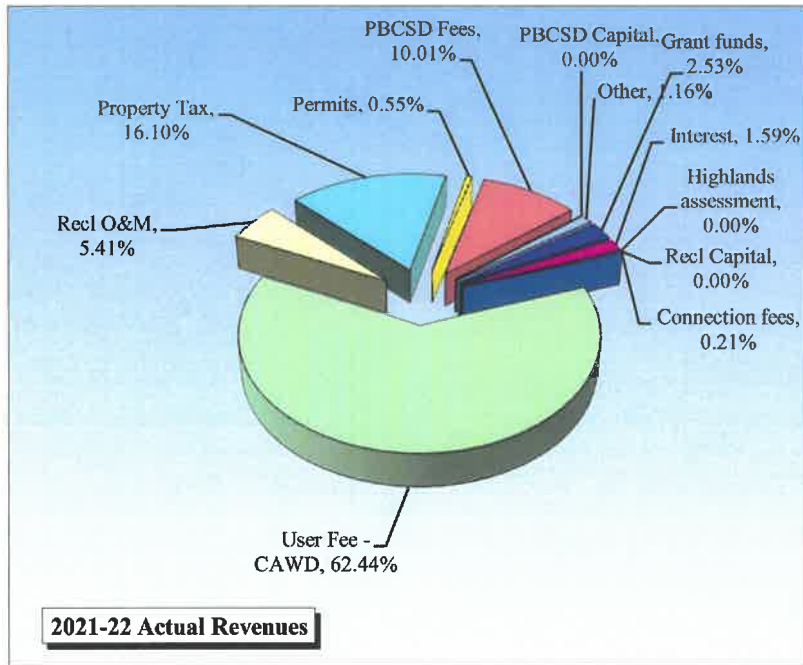
	<i>8 Months Ended February 28, 2022</i>	<i>8 Months Ended February 28, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	70,686.95	52,666.64	18,020.31	34.2 %
TOTAL Income	70,686.95	52,666.64	18,020.31	34.2 %
*****	70,686.95	52,666.64	18,020.31	34.2 %
***** OPERATING INCOME	70,686.95	52,666.64	18,020.31	34.2 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,180.79	1,076.64	(104.15)	-9.7 %
TOTAL Salaries and Payroll Taxes	1,180.79	1,076.64	(104.15)	-9.7 %
Office Expense				
Office Expense	0.00	16.64	16.64	100.0 %
TOTAL Office Expense	0.00	16.64	16.64	100.0 %
Operating Supplies				
Operating Supplies	0.00	800.00	800.00	100.0 %
TOTAL Operating Supplies	0.00	800.00	800.00	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	820.31	1,666.72	846.41	50.8 %
TOTAL Repairs and Maintenance	820.31	1,666.72	846.41	50.8 %
TOTAL Operating Expenses	2,001.10	3,560.00	1,558.90	43.8 %
***** OPERATING INCOME (LOSS)	68,685.85	49,106.64	19,579.21	39.9 %
***** NET INCOME (LOSS)	68,685.85	49,106.64	19,579.21	39.9 %
***** NET INCOME (LOSS)	68,685.85	49,106.64	19,579.21	39.9 %

Assets - February 28, 2022

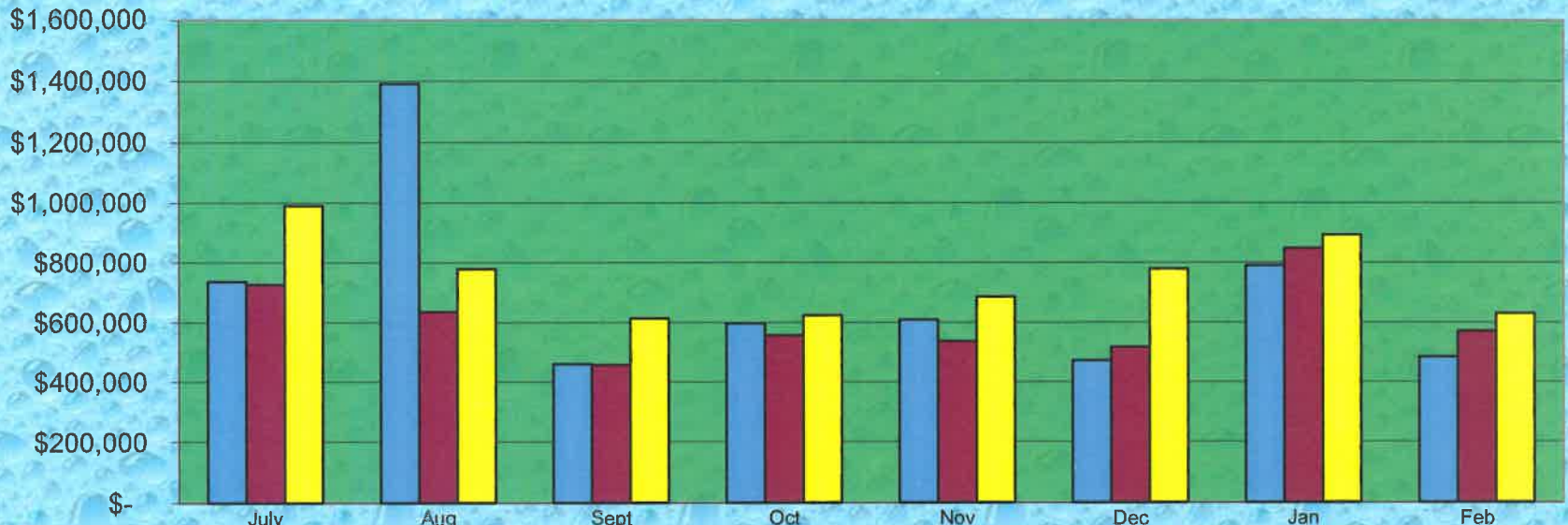


Liabilities - February 28, 2022





Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
■ FY 20-21	\$736,364	\$1,391,166	\$459,665	\$597,145	\$600,524	\$472,000	\$790,837	\$484,440
■ FY 21-22	\$726,464	\$636,022	\$457,080	\$557,531	\$537,313	\$518,130	\$848,165	\$571,858
■ CY Budget	\$990,490	\$779,712	\$614,378	\$623,848	\$685,836	\$779,103	\$891,642	\$630,061

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

	BEG BAL	FEB	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>		0	0	0	0	NA
		0	0	0	0	NA
<u>Treatment</u>		0	0	0	0	NA
		0	0	0	0	NA
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<i>Total Capital Purchases 21-22</i>		0	0	0	0	NA

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

	BEG BAL	FEB	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	364,551	11,236	101,212	465,763	150,000	67.47%
Upper Rancho Canada Pipe Relocation	188,587	24,652	1,553,227	1,741,815	1,760,000	88.25%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	80,276	0	81,125	161,402	1,200,000	6.76%
Bay/Scenic Pump Station Rehab	6,727	2,654	23,685	30,412	250,000	9.47%
Pescadero Creek Area Pipe Rehab	0	24,401	62,823	62,823	450,000	13.96%
<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 21-22</i>	640,321	62,943	1,822,072	2,462,393	3,810,000	47.82%

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

	BEG BAL	FEB	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Microturbine/Gas Conditioning System	55,115	0	0	55,115	150,000	NA
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 4%)	896,671	37,794	1,928,736	2,825,407	5,000,000	38.57%
WWTP Perimeter Tree Planting	2,897	0	2,123	5,020	60,000	3.54%
Critical Process Flood Adaptations (RECL 30%)	21,788	0	0	21,788	50,000	NA
Aeration Basin Improvements	9,030	0	8,302	17,332	0	NA
Ops Building Basement Bathroom	8,245	0	10,505	18,749	0	NA
RECL share	(39,135)	(1,512)	(77,150)	(116,285)	(200,000)	38.58%
PBCSD share (1/3 of cost)	(318,204)	(12,094)	(624,172)	(942,375)	(1,686,667)	37.01%
<i>Total Long Term CIP Projects 21-22</i>	636,407	24,188	1,248,343	1,884,750	3,373,333	37.01%
Total Capital (net of RECL and PBCSD)	1,276,728	87,131	3,070,415	4,347,143	7,183,333	42.74%

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

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

Office Expense	-142.60%	Office supplies underbudgeted. Furniture and fixtures unbudgeted. Small dollar amounts.
Permits and Fees	-29.50%	Mo. Bay Air Resources District permits underbudgeted. Small dollar amounts.
Safety	-70.70%	Safety supplies underbudgeted. Timing of boots, gear and training.

Collections

Salaries and Payroll Taxes	-8.20%	Slightly underbudgeted.
Truck and Auto Expenses	-71.60%	Gas, diesel and vehicle accessories underbudgeted.
Office Expense	-51.50%	Computers and equipment underbudgeted.
Permits and Fees	-13.00%	Slightly underbudgeted. Small dollar amounts.
Safety	-18.70%	Timing of training.

Administration

Salaries and Payroll Taxes	-7.90%	Slightly underbudgeted.
Office Expense	-34.00%	District codifications unbudgeted. Furnishings underbudgeted. Timing of office supplies.

Waste to Energy

Salaries and Payroll Taxes	-51.60%	Timing of salaries. Small dollar amounts.
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Brine Disposal

Salaries and Payroll Taxes	-9.70%	Timing of salaries. Small dollar amounts.
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District Obligations:

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

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

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

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: March 31, 2022
 SUBJECT: Monthly Report – February

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in February	20
Total Fees	\$3,480.00

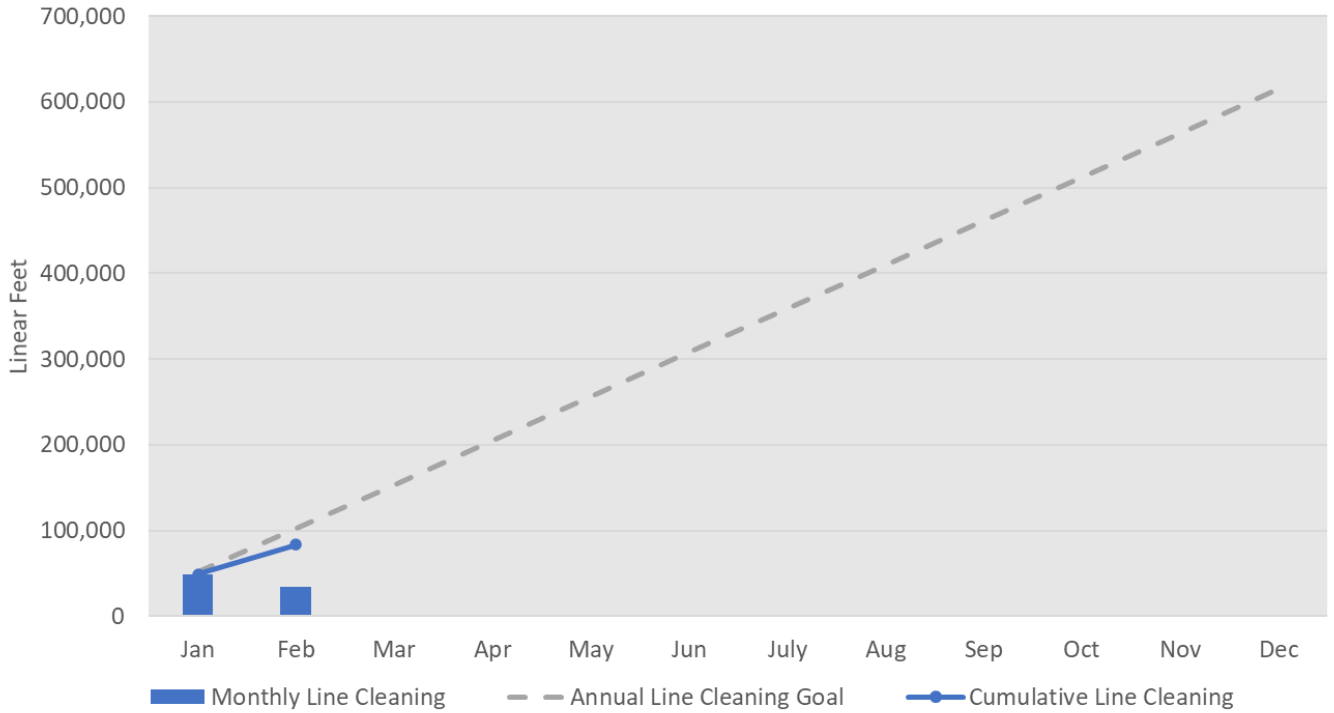
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 36,470 feet of sewer lines cleaned, 11,627 feet of CCTV inspections, and 3 manhole inspections were performed during the month of February.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
February	36,470 ft.	8.87%	6 – 12 inches
January	48,711 ft.	11.84%	6 – 27 inches
December	43,024 ft.	10.46%	6 – 10 inches

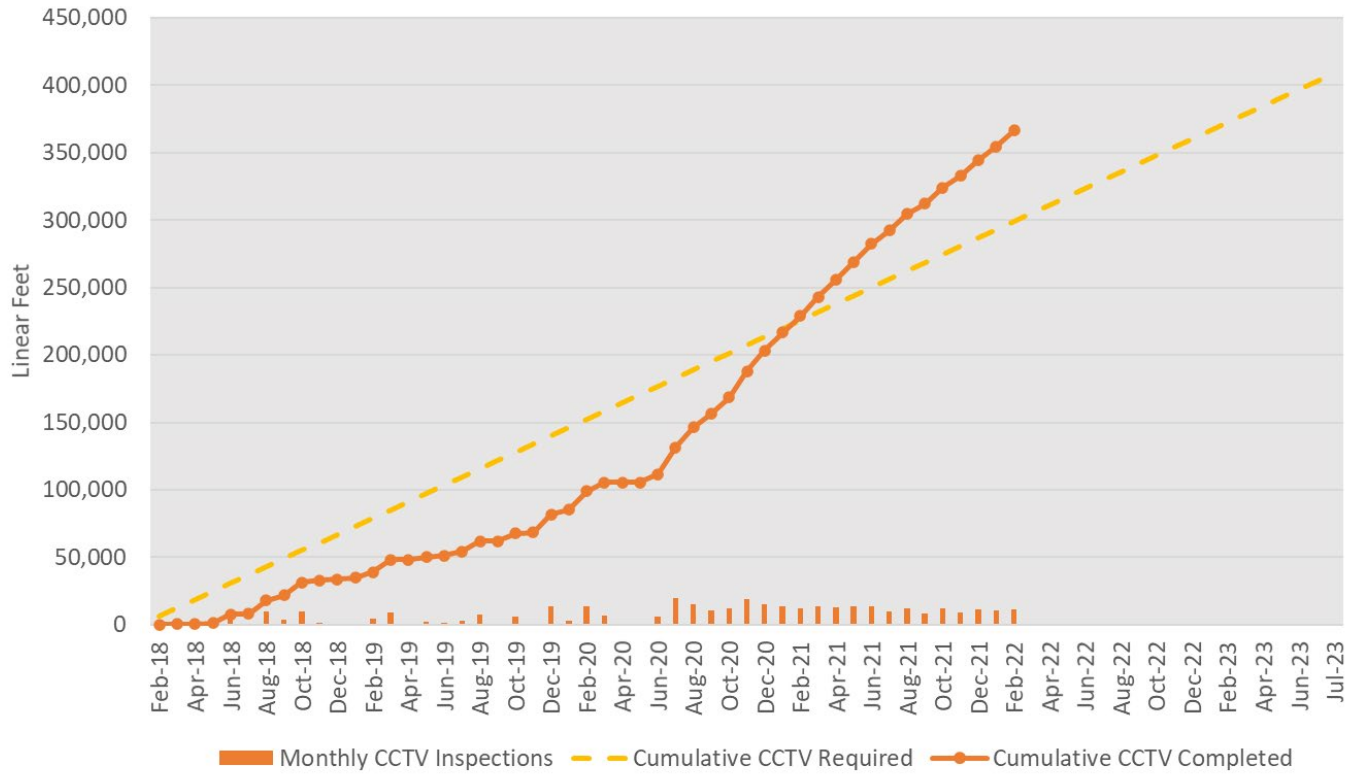
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	85,181	529,819

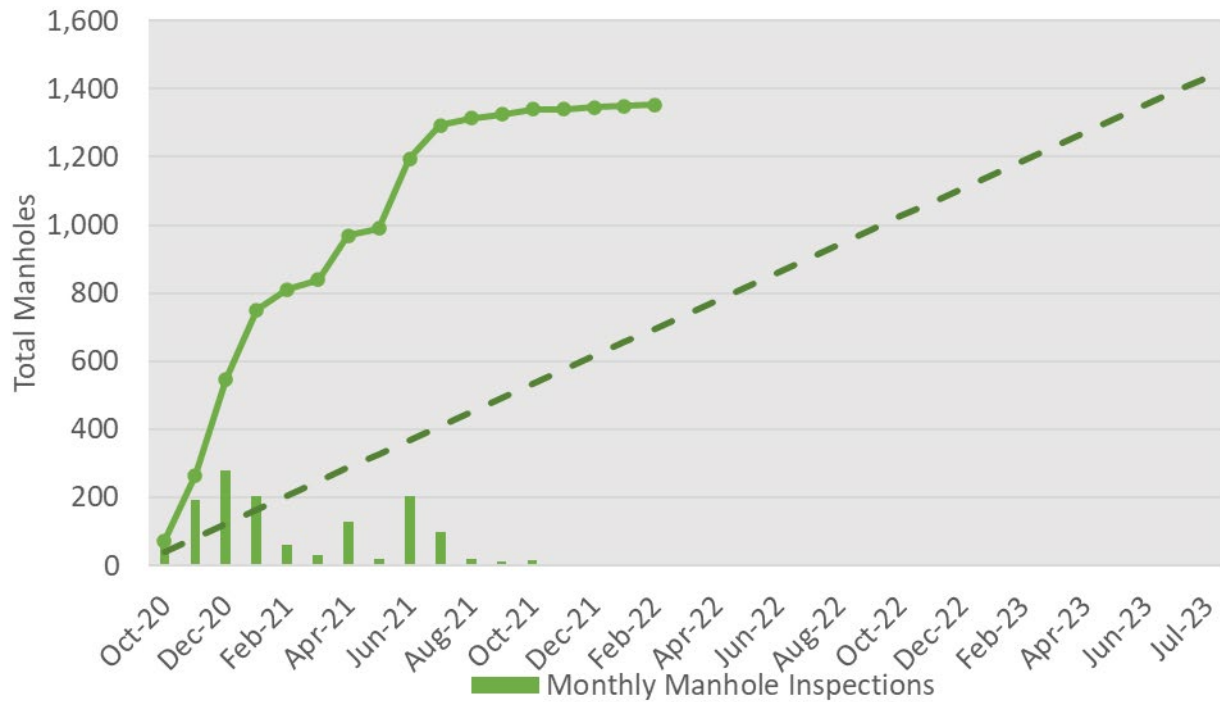
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	366,278	42,394

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

Total Required Amount (Manholes)	Actual Complete (Manholes)	Remaining (Manholes)
1428	1353	75

Construction Activities

- Project 19-13 the Upper Rancho Cañada Pipe Relocation field work was completed on January 3, 2022.

Staff Development

- Staff completed several in-person tail gate trainings.

General Comments

- N/A

Service calls responded to by crew

Date	Time	Callout	Resolution
2/13/2022	1:00 PM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned District main line and found no problems in District's line. Staff informed owner to call a plumber of their choice.
2/16/2022	2:45 PM	Water Leak	Called by homeowner for standing water in front yard. Staff found no problem in the sewer system and informed homeowner to call the water company.
2/22/2022	2:40 PM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned District main line and found no problems in District's line. Staff informed owner to call a plumber of their choice.

USA Location Requests – 151

Plumbing permit inspections – 34

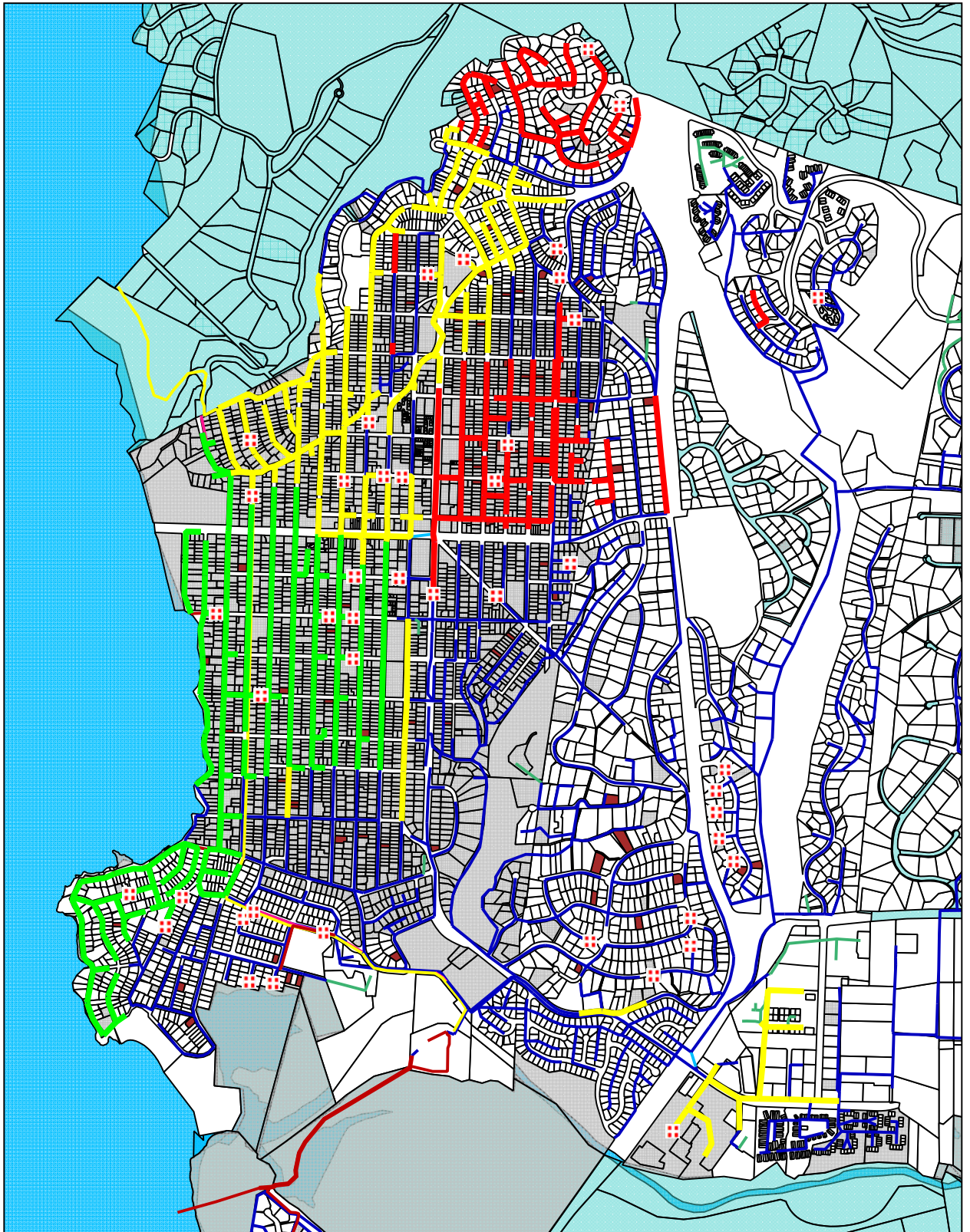
Private Sewer Lateral Compliance Certificates Issued – 24

FUNDING

N/A

February (Red) 36,470 feet
January (Yellow) 48,711 feet
December (Green) 43,024 feet

Monthly Cleaning Map



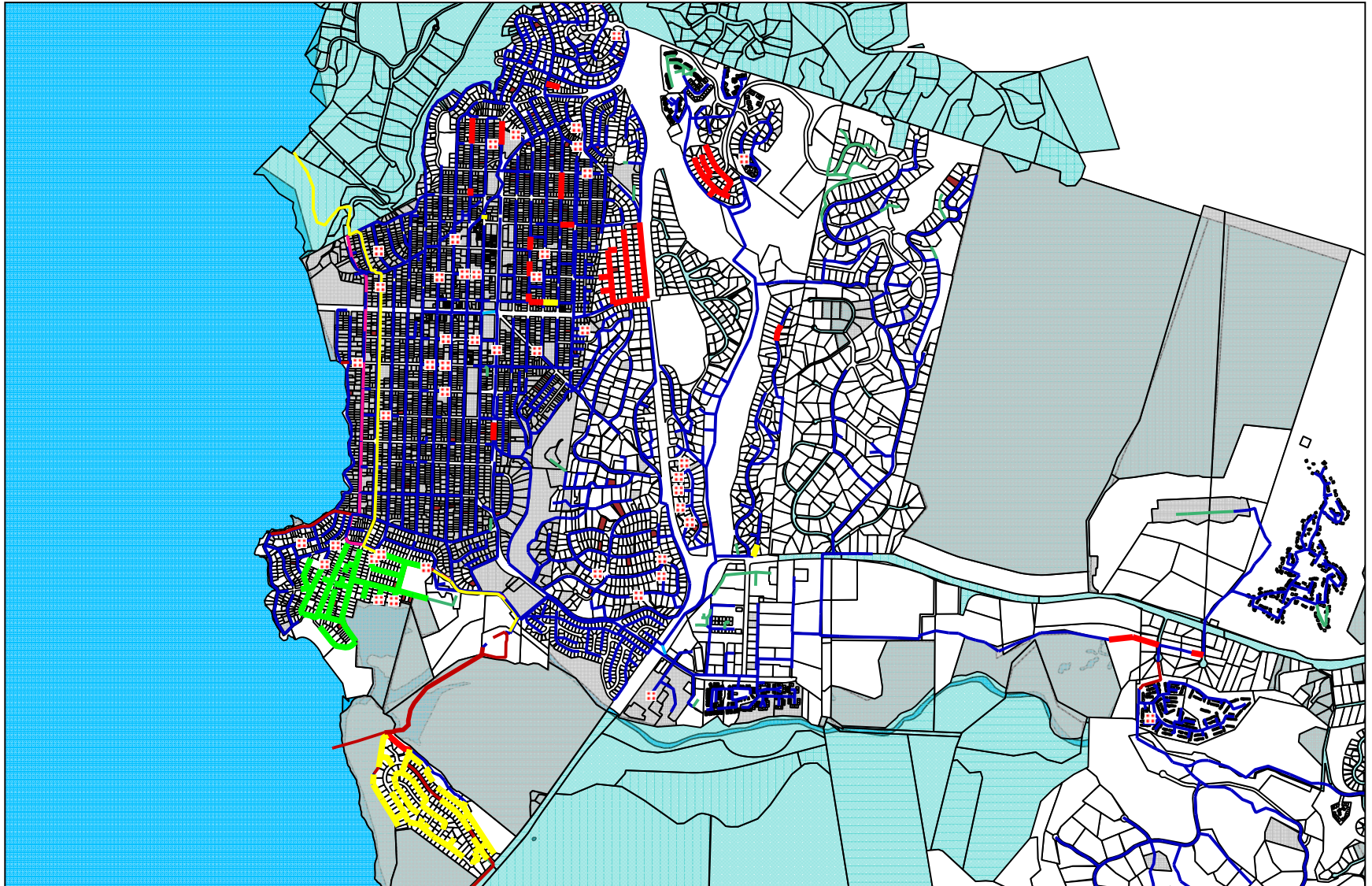
RedZone[®]
ROBOTICS

3/7/2022



February (Red) 11,627 feet
January (Yellow) 10,382 feet
December (Green) 11,349 feet

Monthly CCTV Map



RedZone
ROBOTICS

3/7/2022



STAFF REPORT

To: Board of Directors

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

Date: March 31, 2022

Subject: Monthly Safety Report (for February 2022)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **Feb 2- Eyewear Personal Protective Equipment (PPE).** S/C Admin Dias gave a presentation on the need to always have eye protection available at selected areas of the plant. After the potassium hydroxide exposure on the reclamation pad in December, eye protection became mandatory at that location. Also, activities in the maintenance shop include cutting, grinding, hammering, blowing and welding. High quality eyewear had been ordered and each employee was issued their own pair of safety glasses.
- **Feb 9- Secondary Chemical Container Labeling.** Fanny Mui, Lab Analyst/Environmental Inspector, gave a presentation on the requirement to label containers containing hazardous chemicals. All original chemical packaging includes chemical warnings. However, some tasks require transfer to a smaller container. These smaller “secondary” containers must, by law, be properly labeled to prevent accidental ingestion, or mixing with other chemicals. This also identifies the chemical for proper storage and disposal.
- **Feb 16- Burn First Aid.** Karla Cristi, Plant Administrative Coordinator, gave a presentation on burn first aid for all three degrees of burns. It was emphasized that for second degree burns that medical attention would be needed including a tetanus shot.

- **Feb 23- COVID-19 Health Benefits.** S/C Admin Dias gave a presentation on COVID-19 Supplemental Paid Sick Leave. Effective February 19, the California Department of Industrial Relations promulgated regulations stating that employees, in both the public and private sectors, who work for employers with 26 or more employees are entitled to up to 80 hours of 2022 COVID-19 related paid sick leave from January 1, 2022 through September 30, 2022. Benefits are available immediately upon written request to the employer. This includes time for vaccine related symptoms, caring for themselves, quarantine/isolation, or caring for positive family members. Regulations require that employees are informed of any/all available COVID-19 health benefits.

Ongoing Safety Improvements

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

- **Update of Injury Illness Prevention Program (IIPP).** California Occupational Health and Safety Administration (Cal/OSHA) mandates that an IIPP be used as the umbrella document that covers all Cal/OSHA required policies and programs. Examples include programs for respiratory protection, hearing, PPE, fall safety, chemical handling, confined spaces, Hazard Communication, etc. CAWD's previous version of the IIPP, while functional, used an outdated format. Cal/OSHA had issued guidance on developing an IIPP and this update resulted in a more accessible and integrated document.
- **Update of Hazard Communication Policy.** Hazard Communication (Haz Comm) is closely related component of an IIPP. The Haz Comm policy states how an employer will inform employees of all/any hazards at the workplace, how/where the employee can find information on those hazards and their rights to be informed. This was updated concurrently with the IIPP to integrate the two policies.

Tours and Outreach

- **Tours.** Tours remain on hold. Carmel High School contacted the District to request a tour. After discussion it was determined that so many areas of the plant were impacted by Phase II construction activities that a meaningful tour could not be safely given.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no first aid injuries in February. There was one Workers' Compensation claim for an accident which injured a worker's foot. An employee was assisting with moving a pipe from a stacked pile of heavy plastic pipes on a low-lying horizontal rack. The stack of pipes shifted and began to roll off the rack hitting the employee's leg and foot at the same time he was turning and shifting his weight to move away. There was damage to the employee's ankle and follow up medical care will be ongoing for a few months. There was one lost work day so far for this incident. The employee is on restricted duty until the injury can be repaired and rehabilitated. Vertical steel stops were welded onto the end of the racks to prevent pipes from shifting and rolling off. The tracking matrix below reflects data up to February 28.

	Work Related Injuries and Illnesses for 2022 Reporting Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	1	1	1	15	1
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	0	0	0	0

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

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

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

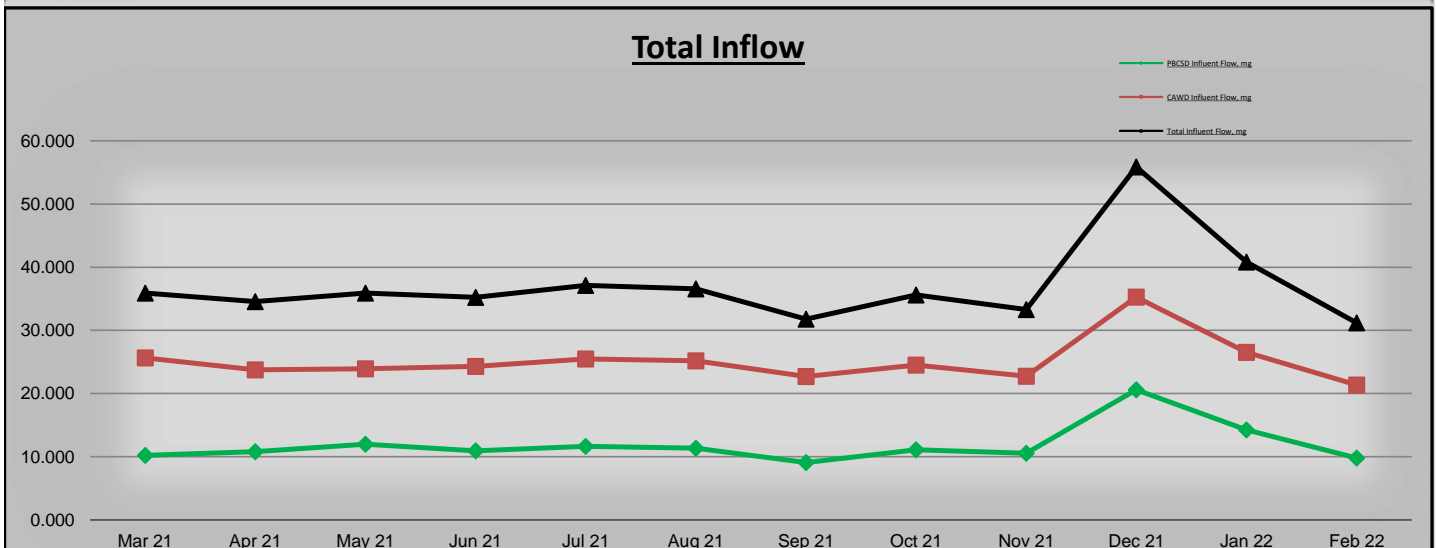
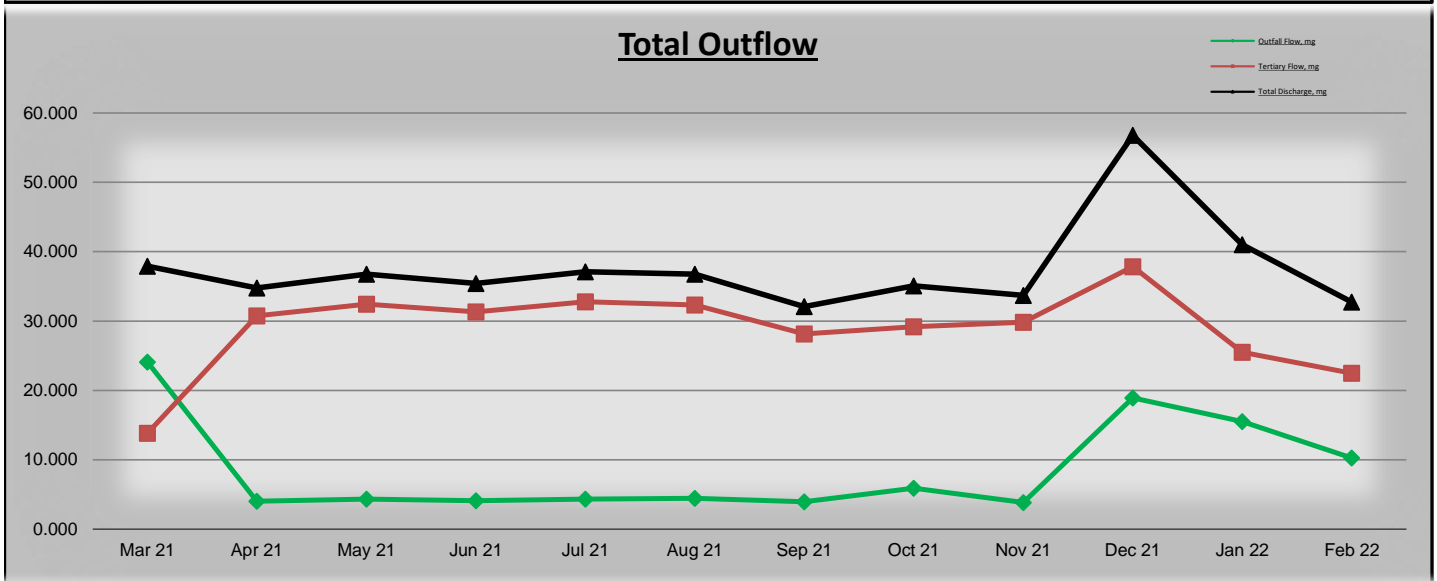
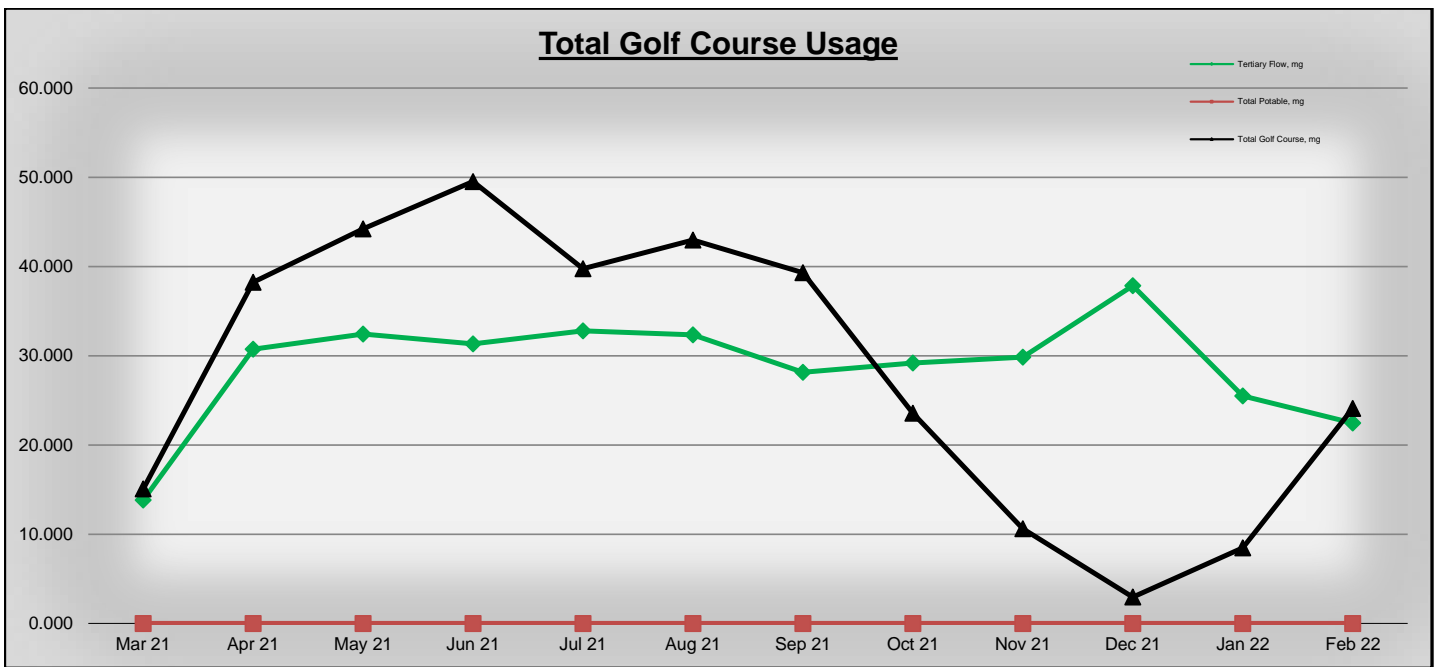
kW-h Per Acre Foot

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

MICROTURBINE SUMMARY

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

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



Wastewater Treatment Facility Operations Report

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

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

kW-h Per Acre Foot

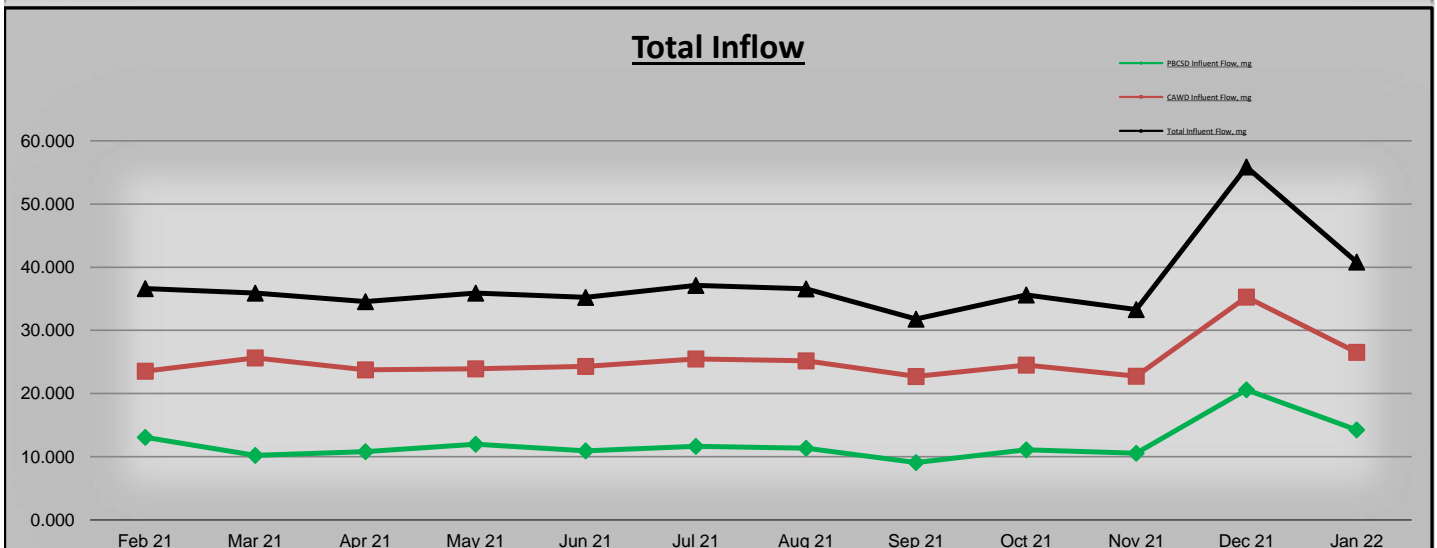
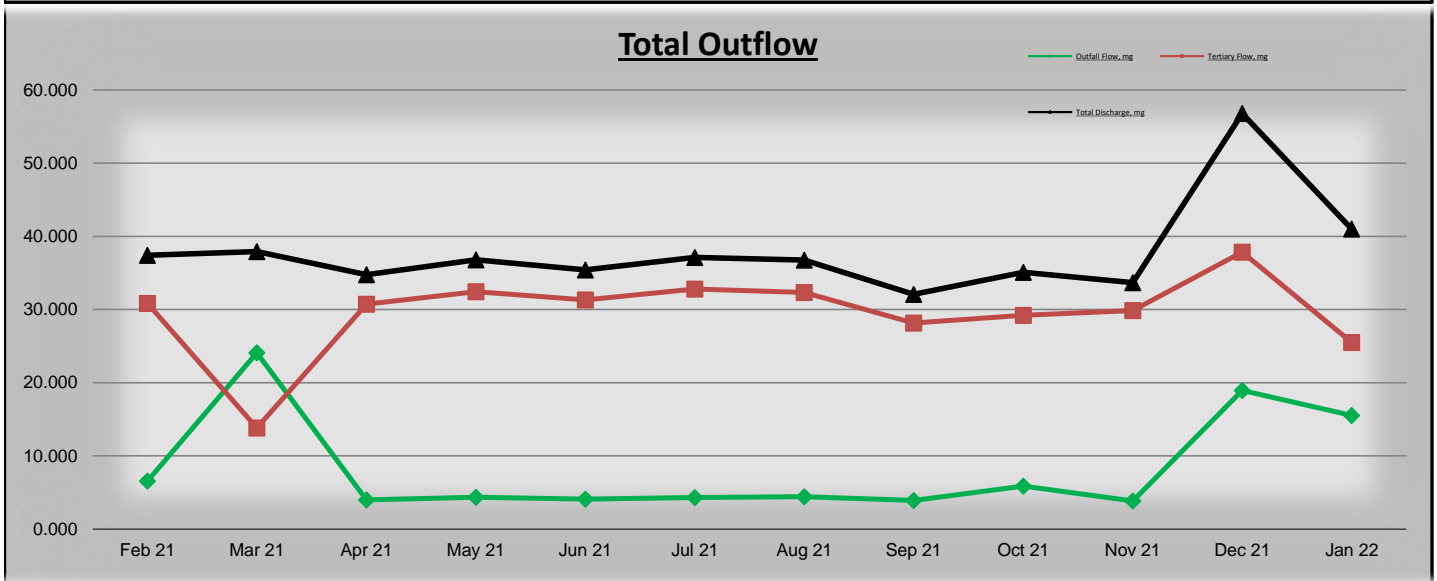
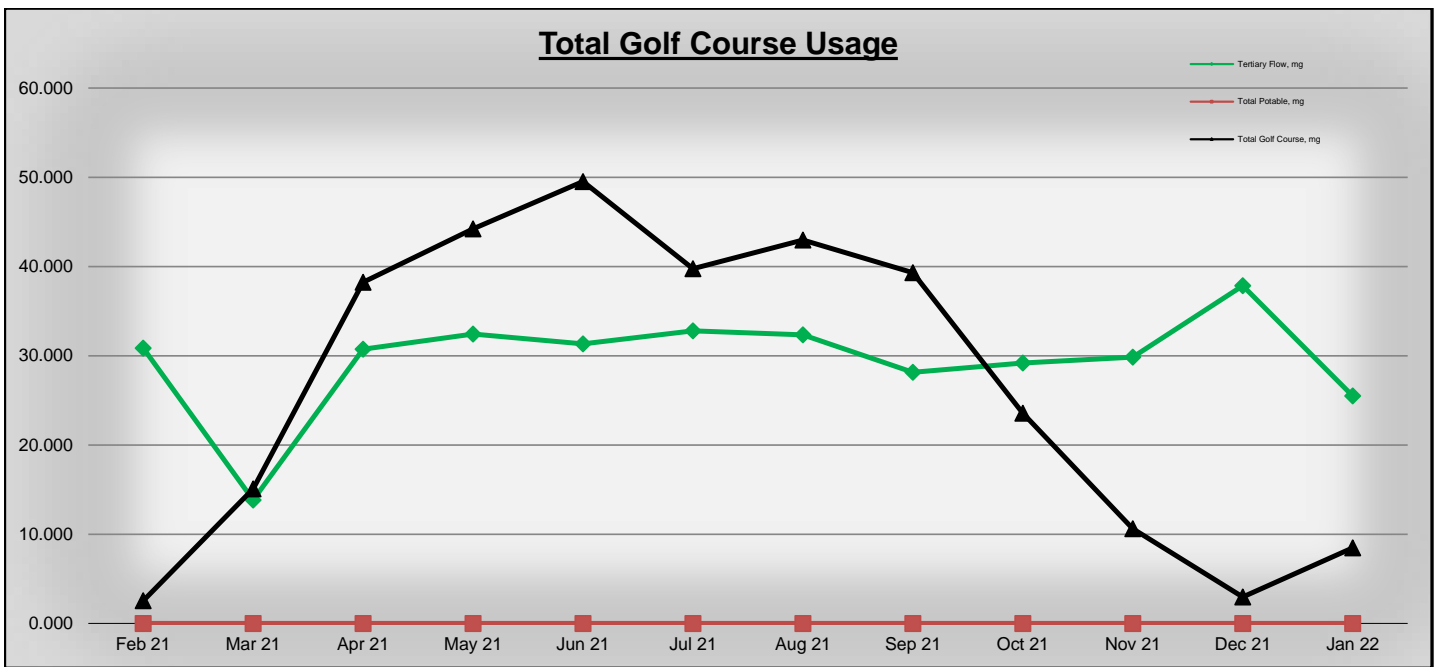
	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	N/A	N/A	N/A	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	N/A	N/A	N/A	N/A

MICROTURBINE SUMMARY

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

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

(2) Micro turbines returned to service on 1/11/2022



Wastewater Treatment Facility Operations Report

Report for: December 2021	HYDRAULIC LOADINGS					2021 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	35.261	1.137	0.681	2.056	63.123	303.62	931.34
PBCSD Flow	20.600	0.665	0.297	1.302	36.877	142.66	437.62
Total Plant Flow	55.861	1.802	0.978	3.358	100.00	446.28	1368.96
Tertiary Flow	37.845	1.221	0.853	1.568	67.749	356.82	1094.52
Ocean Discharge	18.934	0.611	0.111	2.220	33.895	95.67	293.47
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	356.82MG (1094.53acre-ft.)
Total Lifetime Reclamation Production (94-21)	8.90 BG (27.30 K acre-ft.)
12 Month Rolling Total Reclamation Production	356.82 MG (1095.07 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Dec'21 kWh	Price per kWh	Dec'21	Nov'21	Oct'21	Sep'21
Secondary (3)	235,653.00	\$ 0.072	\$ 16,980.55	\$ 11,680.56	\$ 20,518.21	\$ 21,332.92
Blowers	55,870.88	\$ 0.165	\$ 9,227.58	\$ 10,158.54	\$ 8,284.66	\$ 10,156.05
CAWD Total	291,523.88		\$ 26,208.13	\$ 21,839.10	\$ 28,802.87	\$ 31,488.97
Tertiary	88,954.56	\$ 0.168	\$ 14,959.99	\$ 15,275.57	\$ 15,233.92	\$ 22,625.98
MF/RO	123,417.00	\$ 0.203	\$ 25,021.75	\$ 19,507.16	\$ 17,530.97	\$ 19,544.63
Reclaim Total	212,371.56		\$ 39,981.74	\$ 34,782.73	\$ 32,764.89	\$ 42,170.61
Adjusted Monthly Totals (1)	CAWD Total		\$ 16,081.11	Reclamation Total		\$ 50,108.76

kW-h Per Acre Foot

	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	1453.87	1327.64	1298.73	1681.53
Reclamation	1920.96	1852.00	1878.67	1943.44	1984.84	1939.79	1682.65	1887.92

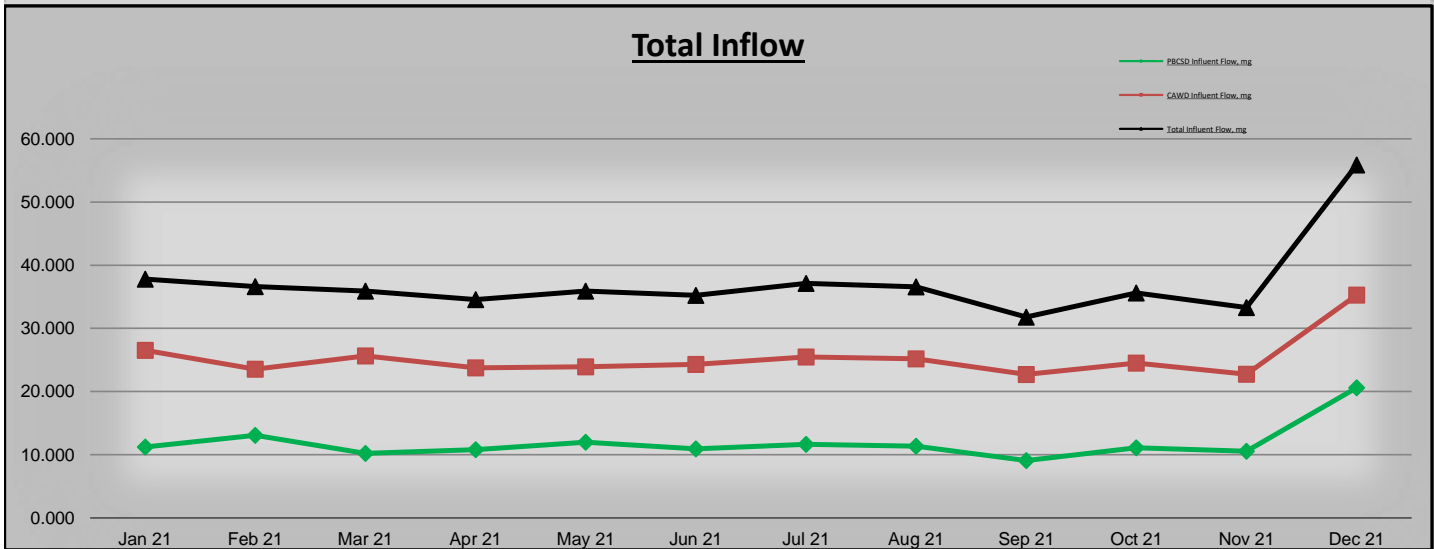
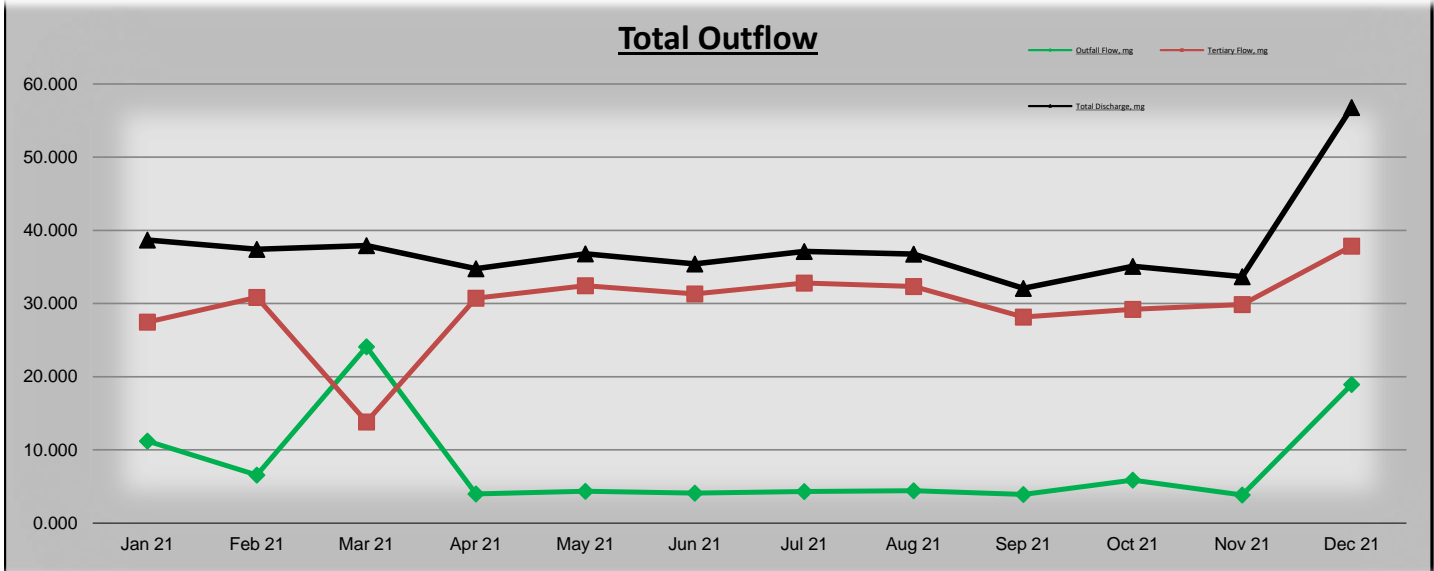
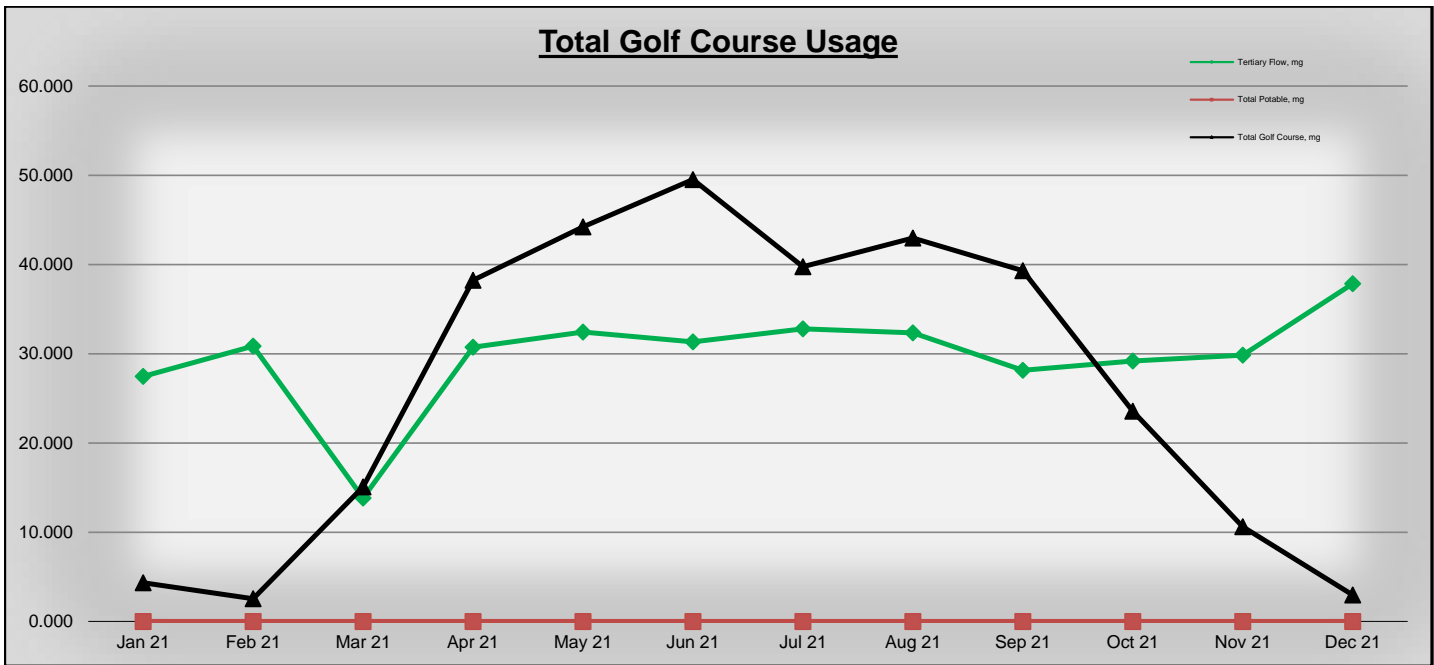
MICROTURBINE SUMMARY

Month	Dec '21 kW-h	Nov '21	Oct '21	Sep '21	Accumulated Totals
Production, kW-h (2)	0	0	0	26,353	1,160,546.00

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

(2) Micro turbines off-line due to the Elec/Mech Rehab and Sludge Holding Tank Replacement Project

(3) Inflated kW-h and costs due to PG&E incorrect billing. Will be corrected at next months billing cycle.



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: March 31, 2022

Subject: Monthly Report – February 2022

RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for Carmel Area Wastewater District (CAWD) composite samples of the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the CAWD website: https://www.cawd.org/biobot-analytics-weekly-reports-of-concentration-levels-sars-cov-2#/body_file-e72defec-6488-4185-b5f3-ab45b2fe531e .
- On February 8, 2022, CAWD's final effluent and influent samples were collected for the semi-annual analysis. Samples were sent to Fruit Growers Laboratory, FGL, for analysis and data results can be viewed when the report is received.
- On February 15, 2022, final effluent sample was collected for the Quarterly Bioassay Toxicity and sent to Aquatic Bioassay Consulting Laboratory, ABC Lab, for analysis. Data results can be viewed when the report is received.
- On February 16, 2022, Kinnetics Laboratory started up the Central Coast Long-Term Environmental Assessment Network (CCLEAN) composite sampler for the wet season monitoring. The sampling period will run for approximately thirty days or until there are enough composite samples collected.

ENVIRONMENTAL COMPLIANCE REPORT

- On February 16, 2022, the Source Control Task Force met and reviewed the assigned tasks from the January meeting. Some tasks were completed, and newer ideas were discussed, and additional data will be collected from the Source Control and Collections staff for review by the engineering staff.

- Source Control staff and administration staff are working on the start of a new year with the issuance of annual discharge permits, which includes sending out reminder letters with applications and invoices that are currently due for this year for all restaurant renewals.
- Source Control staff started using the updated Fats, Oil, and Grease (FOG) Inspection form for restaurant inspections.

Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
Katy's Place	Yes		
Akaoni	Yes		
Rise and Roam	Yes		
Anton & Michel	Yes		
Pangaea Grill	Yes		
Carmel Belle	Yes		
AW Shucks	Yes		
Yafa	Yes		
The Pocket	Yes		
Dametra	Yes		
Portabella	No	Excessive Grease On 2/23/2022	Notice of Violation - warning Issued- Follow up inspection passed on 3/2/2022.
Flying Fish Grill	Yes		
The Catch	Yes		

Grocery Store/Delicatessen Inspections

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

Compliance Register

% Compliance	Maintenance	Mechanical
December 2021	100	100
January 2022	100	100
February 2022	92	100

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022		2023	
									H1	H2	H1	H2	H1	H2	H1	H2
Projects Implementation Plan Schedule																
<u>Treatment Plant Projects</u>																
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	7/25/23	\$5,000,000	\$10,946,671	In Construction	Elec/Mech Rehab and Sludge Holding Tank Replacement Project							
18-05	5858.004	PLC/SCADA Programming	Foley	10/8/18	12/31/21	\$200,000	\$455,807	Anticipated Completion Feb 2022	PLC/SCADA Programming							
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$60,000	\$237,897	Planning Stakeholder Meeting	Perimeter Tree Plan and Implementation							
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	11/30/23	\$0	\$0	Design/Permitting/Developing Funding Agreement	Carmel River FREE Mitigation							
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	6/30/22	\$0	\$9,030	Planning Installation for 2022	Aeration Basin Improvements							
19-18	1593.000	Perimeter Fencing	Treanor	7/1/22	6/29/23	\$200,000	\$200,000	Inactive	Perimeter Fencing							
<u>Reclamation Projects</u>																
18-26	14777	Sulfuric Acid and Citric Acid Storage and Feed Systems	Treanor	1/1/19	7/29/22	\$370,000	\$438,743	In Construction	Sulfuric Acid and Citric Acid Storage and Feed Systems							
21-09		SCADA Migration	Foley	11/1/21	10/31/22	\$140,000	\$140,000	In Progress 25%	SCADA Migration							
21-10		Fiber Wrap PVC Pipe	Foley	4/1/22	6/30/22	\$25,000	\$25,000	Pending	Fiber Wrap PVC Pipe							
<u>Reclamation Studies</u>																
	69200	Trussell MF/RO Performance Review	Treanor	7/2/18	6/30/22	\$32,000	\$115,000	In Study Phase	Trussell MF/RO Performance Review							
		Reclamation 15-Year Asset Management Assessment	Treanor	7/1/21	6/1/22	\$50,000	\$50,000	Request Qualifications from Consultants	Reclamation 15-Year Asset Management Assessment							
<u>Collections Projects</u>																
19-03	1586.000	Carmel Meadows Sewer Replacement	Lather	8/1/19	1/19/23	\$150,000	\$2,014,551	In Design / CEQA	Carmel Meadows Sewer Replacement							
19-13	1625.000	Upper Rancho Canada Pipe Relocation	Lather	7/1/19	12/17/21	\$1,760,000	\$1,912,475	Construction Complete	Upper Rancho Canada Pipe Relocation							
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	6/30/22	\$0	\$0	Re-Design In Progress	Carmel Valley Manor Pipeline and Pump Station							
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	6/30/23	\$250,000	\$756,726	In Design	Bay/Scenic Pump Station Rehabilitation							
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Lather	2/5/21	6/30/23	\$1,200,000	\$1,280,276	In Design / CEQA	Scenic Rd Pipe Bursting - Ocean to Bay							
21-02	6130.005	2021 Pipeline Spot Repairs	Lather	7/1/21	7/1/22	\$150,000	\$150,000	In Construction	2021 Pipeline Spot Repairs							
21-06	6140.005	Manhole Rehabilitation	Lather	1/1/22	1/3/23	\$150,000	\$150,000	Design In House	Manhole Rehabilitation							
21-05	1637.000	Pescadero Creek Area Pipe Relocation	Lather	7/1/21	6/30/23	\$450,000	\$1,700,000	In Design	Pescadero Creek Area Pipe Relocation							
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress	River Watch Agreement							
20-06		Collections 15-Year CIP	Lather	7/1/20	7/1/40	\$0	\$29,489,616	Work In Progress	Collections 15-Year CIP							
<u>Administration</u>																
21-08		Administration Access Control and Security Cameras	Foley	1/1/22	4/1/22	\$19,291	\$19,291	Complete	Administration Access Control and Security Cameras							

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022		2023	
									H1	H2	H1	H2	H1	H2	H1	H2
		Other Non-Capital Projects														
		Workforce Now	Ingram			\$0	\$0	Implementation								
		Employee Contract Negotiations	Buikema			\$0	\$0	In Progress								
		Real Property Investigation	Buikema			\$75,000	\$75,000	Evaluation in Progress								
		Cyber Security	Foley			\$17,000	\$17,000	Ongoing								
		Lean Six Sigma	Buikema			\$0	\$0	Green Belt Level Training and Certification								
22-01	5500.006	Long Term SLR Planning	Treanor	5/3/21	2/29/40	\$100,000	\$1,400,000	In Progress								
		Assessment Districts/Annexations	Lather	8/2/18	3/1/23											
19-09	5500.005	2020 Sphere of Influence Amendment and Annexation Proposal	Lather	3/15/19	3/1/22	\$0	\$50,000	In process of obtaining CDP Ammdement for annexations in coastal zone								
18-21	1631.000/ 2505.000	Corona Road Assessment District	Lather	8/2/18	12/2/22	\$0	\$0	In Design / CEQA								
19-04	2510.000	Carmel Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove	Lather	3/11/21	3/1/23	\$0	\$0	Study Complete - In Review by Stakeholders								

Treatment Plant Capital Project Summaries



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

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:	Treanor	
Status:	In Construction	
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:
	\$10,946,671	\$2,825,407
Financial:	FY Budget:	FY Spent:
	\$5,000,000	\$1,890,942
Reclamation Share:	Estimated at 4.0% of project cost.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Cutover Coordination; Steel tank vs concrete design to code	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY21/22 into FY22/23 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros. Inc.	

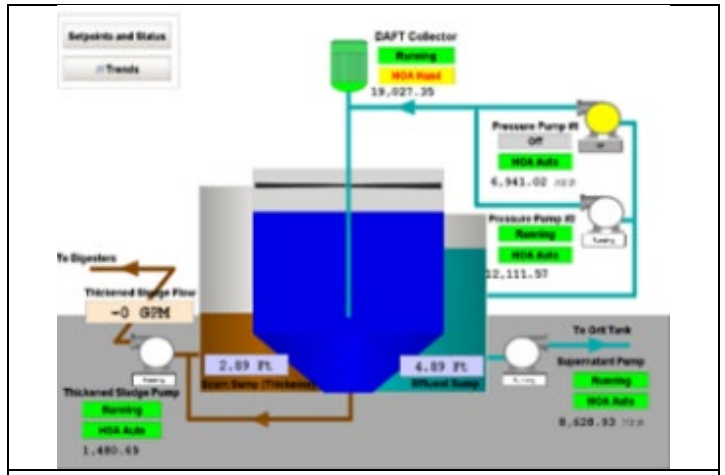


Photo: DAFT SCADA Overview

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



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:	Treanor	
Status:	Planning Stakeholder Meeting	
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 different type of tree screening. The purpose is to improve security around plant perimeter.	
Department:	Treatment	
Financial:	Cumulative Budget: \$237,897	Cumulative Spent: \$5,020
	FY Budget: \$60,000	FY Spent: \$2,123
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 2022; anticipate completion 06-30-26 	
Consultants:	Scott Hall Landscape Design	
Contractor:	TBD	

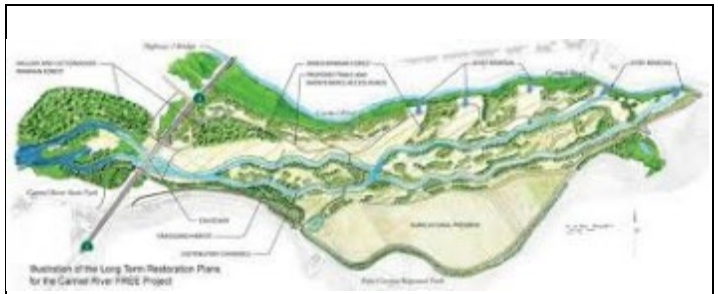


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	Design/Permitting/Developing Funding Agreement	
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: \$750,000	Cumulative Spent: \$453,217 FY Spent: \$133,290
** 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, Reginal 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 Summer 2023 	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	Pending	



Photo: Existing air diffuser system

Project Number:		19-19	
Project Name:		WWTP – Aeration Basin Improvements	
Project Location:		Wastewater Treatment Plant	
Project Manager:		Waggoner	
Status:		Planning Installation for 2022	
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:	
	\$9,030	\$17,332	
Financial:	FY Budget:	FY Spent:	
	\$0	\$8,302	
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 anticipated for 2022 		
Consultants:	N/A		
Contractor:	N/A		

Reclamation Capital Project Summaries



Photo: Existing totes used for Sulfuric Acid storage and Feed

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

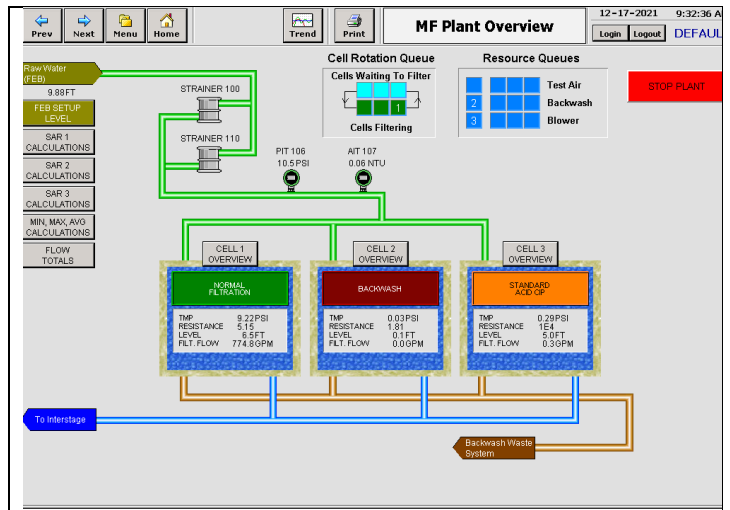


Photo: Microfiltration SCADA Overview

Project Number:		21-09	
Project Name:		Reclamation Supervisory Control and Data Acquisition (SCADA) Migration Project	
Project Location:		Reclamation Plant	
Project Manager:		Foley	
Status:		In Progress 25%	
Project Description:		Migration of reclamation legacy from RSView32 SCADA screens, alarms and trending to Ignition SCADA platform utilized by the treatment plant and collections pump stations. The legacy system software is no longer supported and poses a cybersecurity risk. It has been in service for 14+ years and the hardware is past its useful life. The new system will be more secure and installed on modern, reliable hardware.	
Department:		Reclamation	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$140,000	\$99,075	
Financial:	FY Budget:	FY Spent:	
	\$140,000	\$30,827	
Reclamation Share:	100%		
Other Entities:	Reclamation Project		
Permits Required:	None		
Challenges:	Structure of old Programming		
Schedule:	Work started in December 2021		
Consultants:	Frisch Engineering		

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: Lather		
Status: In Design / California Environmental Quality Act (CEQA)		
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:
	\$2,014,551	\$465,763
Financial:	FY Budget:	FY Spent:
	\$150,000	\$89,977
Permits Required:	Coastal Permit and Environmental Review	
Challenges:	Redirecting the sewer to the pump station without requiring booster pumps for individual houses.	
Schedule:	Design and Environmental Review completed by 5/26/22. Construction to begin FY22/23.	
Consultants:	SRT Consultants, WRA Environmental	
Contractor:	TBD	



Photo: View of proposed sewer line realignment

Project Number: 19-13		
Project Name: Upper Rancho Cañada Pipe Relocation		
Project Location: Collection System		
Project Manager: Lather		
Status: Construction Complete		
Project Description: This project relocates an existing sewer trunk line that serves the eastern most assets of the District and is located within the proposed County Park at Rancho Cañada. The trunk line varies in size from a 12-inch to 8-inch diameter and is made of Truss pipe material that was installed in the early 1970's. The pipe is damaged in many locations, has capacity issues, and was identified as a priority in the Asset Management Plan.		
Department: Collection		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,912,475	\$1,741,815
Financial:	FY Budget:	FY Spent:
	\$1,760,000	\$1,528,575
Other Entities:	Monterey Regional Park District	
Permits Required:	Environmental Review	
Challenges:	Providing a design that allows CAWD access to assets and is acceptable to the Park District.	
Schedule:	Construct August-December 2021 Final completion March 31,2022 after receiving Graniterock change order request.	
Consultants:	MNS Engineering Rincon Environmental	
Contractor:	Graniterock	

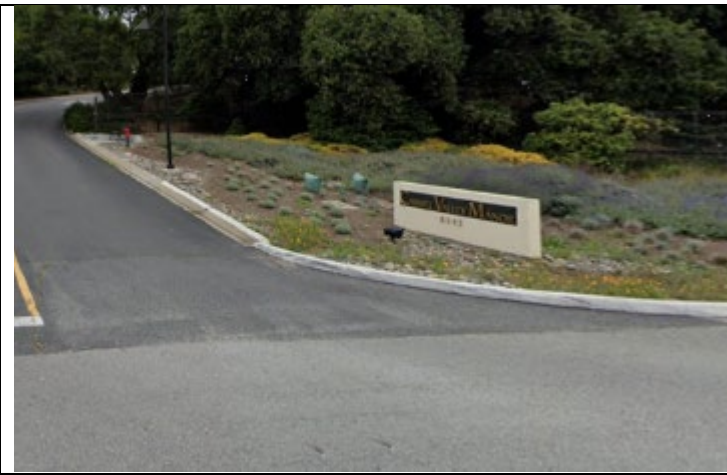


Photo: Entrance to Carmel Valley Manor

Project Number:	19-08	
Project Name:	Carmel Valley Manor Pipeline and Pump Station	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Re-Design in Progress	
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	Cumulative Budget: \$0	Cumulative Spent: \$180
	FY Budget: \$0	FY Spent: \$180
Reclamation Share:	0%	
Other Entities:	The prospect of a pipeline has given rise to a plethora of potential additional connections	
Permits Required:	County Encroachment Permit, Environmental Review completed.	
Challenges:	Funding, Repayment Agreement, easement agreements LAFCO annexation	
Schedule:	3-22-21 LAFCO hearing. Approved without protest.	
Consultants:	MNS and Rincon are working for Carmel Valley Manor to permit and design the project.	
Contractor:	N/A	



Photo: Looking at Pump Station Exterior

Project Number:	20-07	
Project Name:	Bay/Scenic Pump Station Rehabilitation	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design	
Project Description:	Remodel the interior of the pump station and update SCADA panel to remove from areas prone to flooding.	
Department:	Collections	
Financial:	Cumulative Budget: \$756,726	Cumulative Spent: \$30,412
	FY Budget: \$250,000	FY Spent: \$21,031
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	Exemptions from CEQA & Coastal Commission	
Challenges:	Traffic Control	
Schedule:	Design 2021, Construct 2022, completed by 06-23	
Consultants:	SRT	
Contractor:	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:		Lather
Status:		In Design / CEQA
Project Description:		Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.
Department:		Collections
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,280,276	\$161,402
Financial:	FY Budget:	FY Spent:
	\$1,200,000	\$81,125
Reclamation Share:		0%
Other Entities:		Carmel-by-the-Sea, Coastal
Permits Required:		CEQA & Coastal Commission permit required.
Challenges:		Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.
Schedule:		Design 2021, Construct 2023, completed 06-23
Consultants:		MNS, Rincon
Contractor:		Pending



Photo: Sewer Line Repair

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

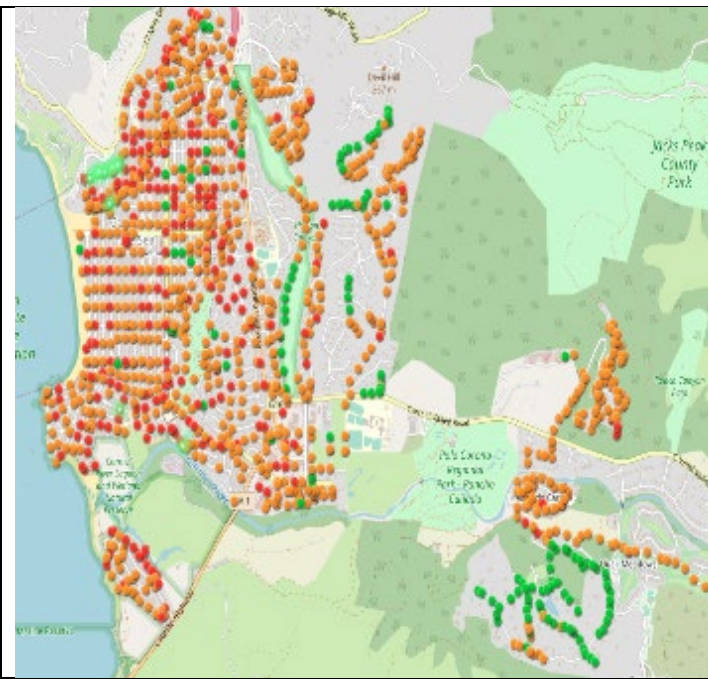


Photo: Manhole Inspection Map

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

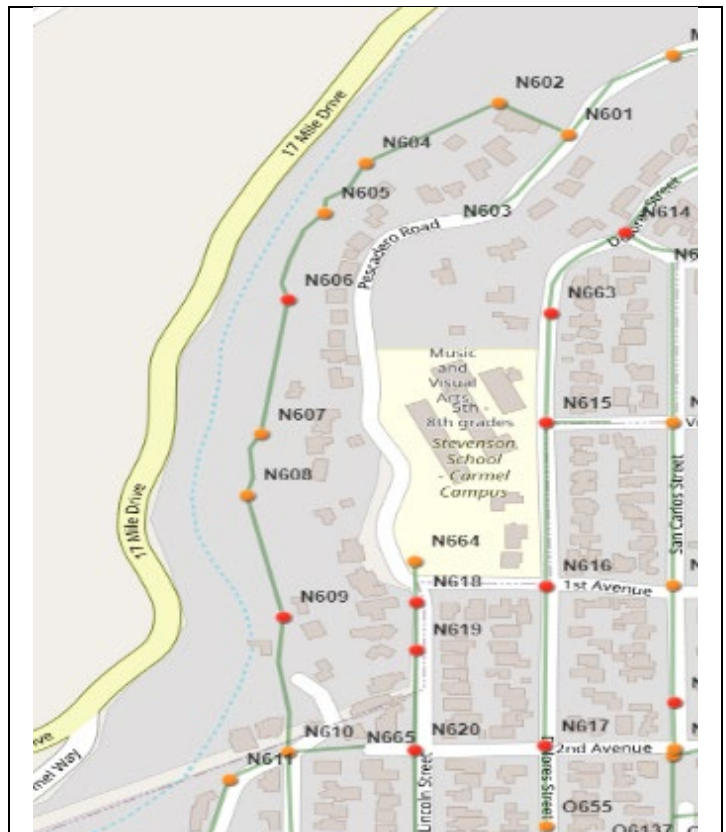


Photo: Sewer Line at Pescadero Creek

Project Number:			21-05
Project Name:			Pescadero Creek Area Pipe Relocation
Project Location:			Collection System
Project Manager:			Lather
Status:			In Design
Project Description:			Relocate damaged pipe from creek slope to roadway
Department:			Collections
Financial: O&M	Cumulative Budget:	Cumulative Spent:	
	\$1,700,000	\$62,823	
Financial: O&M	FY Budget:	FY Spent:	
	\$450,000 (FY21-22)	\$38,421	
Reclamation Share:		0%	
Other Entities:		N/A	
Permits Required:		Environmental Review	
Challenges:		Narrow road, depth of manhole, houses to be placed on individual pumps	
Schedule:		Start design, public outreach, & Environmental (?) in Winter 2021/22	
Consultants:		MNS, Denise Duffy	
Contractor:		TBD	



Photo: River Watch logo

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

Photo: LT Capital Schedule

Project Number: 20-06		
Project Name: Collections 15 -Year CIP		
Project Location: Collection System		
Project Manager: Lather		
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-20-Yr \$60M	Construction Costs: \$50M	Administration Costs: \$10M (20% engineering, legal, admin.)
Financial:	Cumulative 15YR Budget: EST \$30M	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch-see project #20-05	
Permits Required:	none	
Challenges:	Need all pipeline CCTV results to be completed to develop plan.	
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	

Admin Capital Project Summaries

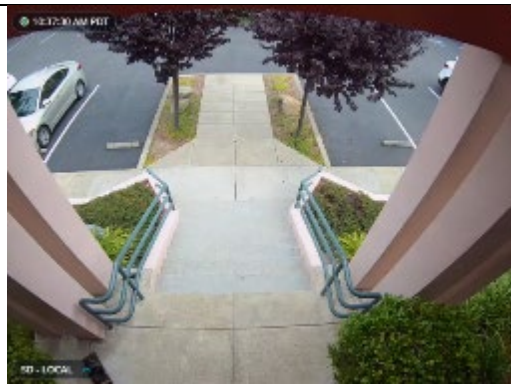


Photo: Security Cameras – Admin View

Project Number:		21-08	
Project Name:		Administration Access Control and Security Cameras	
Project Location:		3945 Rio Road	
Project Manager:		Chris Foley	
Status:		Cancelled	
Project Description:		Install one security camera to provide better coverage of parking lot. Decided to cancel project – not necessary	
Department:		Administration	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$19,291	\$ 0	
Financial:	FY Budget:	FY Spent:	
	\$19,291	\$0	
Other Entities:		None	
Permits Required:		None	
Challenges:		Adequate Coverage with minimal hardware.	
Schedule:		Construction to begin in early 2022	
Consultants:		Verkada Security Systems	
Contractor:		Johnson Electronics	

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:	Beth Ingram	
Status:	Implementation	
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:
	\$0	\$2,520 (annual fee)
Financial:	FY Budget:	FY Spent:
	\$0	\$2,520 (annual fee)
Challenges:	Technical issues need to be resolved & employee training	
Schedule:	Anticipate implementation in the Spring 2022	
Consultants:	ADP	



Photo: Handshake

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



Photo: Real Estate Clip Art

Project Number:			N/A		
Project Name:			Real Property Investigation		
Project Location:			Carmel Valley		
Project Manager:			Barbara Buikema		
Status:			Evaluation in Progress		
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 requirement to move facilities within 30 years.		
Department:			Administration		
Financial:	Cumulative Budget:		Cumulative Spent:		
	\$75,000		\$0		
Financial:	FY Budget:		FY Spent:		
	\$75,000		\$0		
Permits Required:		None – at this time			
Challenges:		Limited land possibilities, regulatory hurdles, and zoning			
Schedule:		12 months			
Consultants:		Mahoney & Associates			



Photo: Cyber Security Clip Art

Project Number:			N/A		
Project Name:			Cyber Security		
Project Location:			District-wide		
Project Manager:			Chris 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 is planned for March 2022.		
Department:			All		
Financial:	Cumulative Budget:		Cumulative Spent:		
	\$0		\$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: Six Sigma Clip Art

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



Photo: California coastline

Project Number:		22-01	
Project Name:		Long-Term Sea Level Rise Planning	
Project Location:		Treatment Plant	
Project Manager:		Barbara Buikema/Patrick Treanor	
Status:		Long Term Coastal Hazards Plan submitted. Currently working on plan for WWTP alternatives (see March 2022 agenda)	
Project Description:		As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Long-Term Coastal Hazards Plan on 03-03-22. Bringing a Wastewater Treatment Plant Alternatives Planning Assistance consultant services contract to the Board in March 2022.	
Department:		Administration	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$1,400,00	\$ 0	
Financial:	FY Budget:	FY Spent:	
	\$300,000	\$0	
Permits Required:		In response to California Coastal Commission	
Challenges:		Establishing focus on long term objectives and committing to follow through items.	
Schedule:		WWTP Relocation Alternatives on March 2022 agenda	
Consultants:		Greeley & Hansen	

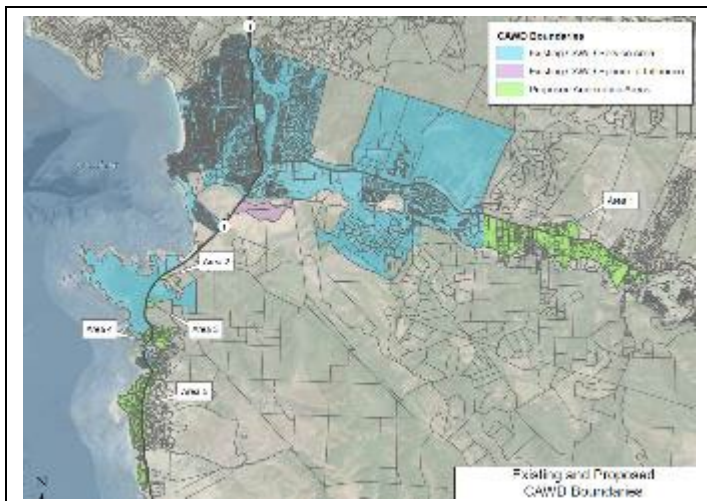


Photo: Areas of Potential Annexation

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



Photo: WWTP Aerial Showing Eucalyptus Trees Around Perimeter

Project Number:	21-01	
Project Name:	WWTP Eucalyptus Pruning	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	Complete	
Project Description:	Trim Eucalyptus Trees around WWTP to control overgrowth of trees and mitigate spread of non-native tree.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$150,376	\$137,493
Financial:	FY Budget:	FY Spent:
	\$130,000	\$137,493
Reclamation Share:	0%	
Other Entities:	N/A	
Permits Required:	Coastal Commission Notification, County Tree Cutting Permit	
Challenges:	Environmental	
Schedule:	Tree Trimming anticipated during non-nesting season (fall-winter 21/22).	
Consultants:	Burlson Consulting (Environmental Monitoring) Frank Ono (Arborist)	
Contractor:	Tope's Tree Service	

STAFF REPORT

To: Board of Directors

From: Ed Waggoner
Operations Superintendent

Date: March 31, 2022

Subject: Monthly Operations Report – February 2022



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

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

Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration and Reverse Osmosis Systems.
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration (MF) Cells 1, 2 and 3. All cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 6.5 pounds per square inch (psi).

Training:

- Staff continues to complete online training at the treatment facility from Target Solutions as CAWD implements its new safety policies for the Exposure Control Plan updates for the COVID-19 virus.
- Staff continues to participate in scheduled tailgate safety meetings with Collections leading the way by holding the meetings in the truck bays to meet CAWD's social distancing policy.

Capital Improvement:

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

Meetings Attended

- On February 1, attended a Zoom meeting with the Technical Advisory Committee for the Wastewater Reclamation Project.
- On February 2, 2022, Operations staff attended a quarterly conference call with Trussell Technologies reviewing the operational performance of the Microfiltration and Reverse Osmosis Systems.
- On February 1, attended the Wastewater Reclamation Project Management Committee Meeting via Zoom.
- Attended weekly Teams Meeting on construction progress for Project #18-01, the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

Discharge Permit Violations

- There were no Reclamation Permit 93-72 discharge violations for the month of January 2022.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of January 2022.
- Submitted Fourth Quarter Effluent Report for Dichloro-diphenyl-trichloroethane (DDT) for National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012. Report submitted contained no permit violations.
- Submitted Fourth Quarter Total Dissolved Solids for Reclamation Permit 93-72. The report contained no permit violations.
- Submitted the 2022 Annual Recycle Flows Report to GeoTracker for the California State Water Board.
- Staff has not received feedback from Central Coast Regional Water Quality Control Board on the submitted Toxicity Reduction Evaluation (TRE) Work Plan for Order No. RCA0047996 as set forth in Section V.2.a. Toxic Reduction Requirements. This plan is currently under review by the Central Coast Executive Officer for certification.

FUNDING

N/A-Informational item only

STAFF REPORT

To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: March 31, 2022
Subject: Monthly Maintenance Report – February 2022



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- New eyewash stations have been installed next to the potassium hydroxide containment at the reclamation facility. A plumbing tee was added so the new sulfuric acid eyewash can be easily connected to the water system as part of the Sulfuric Acid Tank project.
- (Project 18-26) Work continues on replacement of the chemical piping at the reclamation facility. The plant engineer has been working with maintenance and operations staff on procuring new tubing and secondary containment that will eliminate potential leak points and remove piping that is no longer in use.
- (Project 18-01) The programmable logic controller (PLC) chassis for the influent station was replaced with a larger chassis in preparation for the new influent pumps.
- (Project 18-01) The input wiring for the OPS building PLC was updated and audited to match the drawings for the new headworks equipment.
- The microfiltration air compressor was rebuilt and both compressors are back in operation. Staff is working on a replacement plan for the 2022-2023 budget. The compressors are critical equipment and nearing the end of their useful life.
- Mathews Mechanical is scheduled to be onsite to complete the backlog of work due to the staffing shortage in maintenance from injury. The technicians will be completing preventative maintenance and the replacement of the remainder of the original headworks plumbing valves.

Upcoming Maintenance Projects

- Bryan Mailey electric is replacing multiple faulty photocells at the treatment plant that are allowing lights to turn on during the day and replacing the minimal number of remaining fluorescent and incandescent light fixtures.

Staff Development

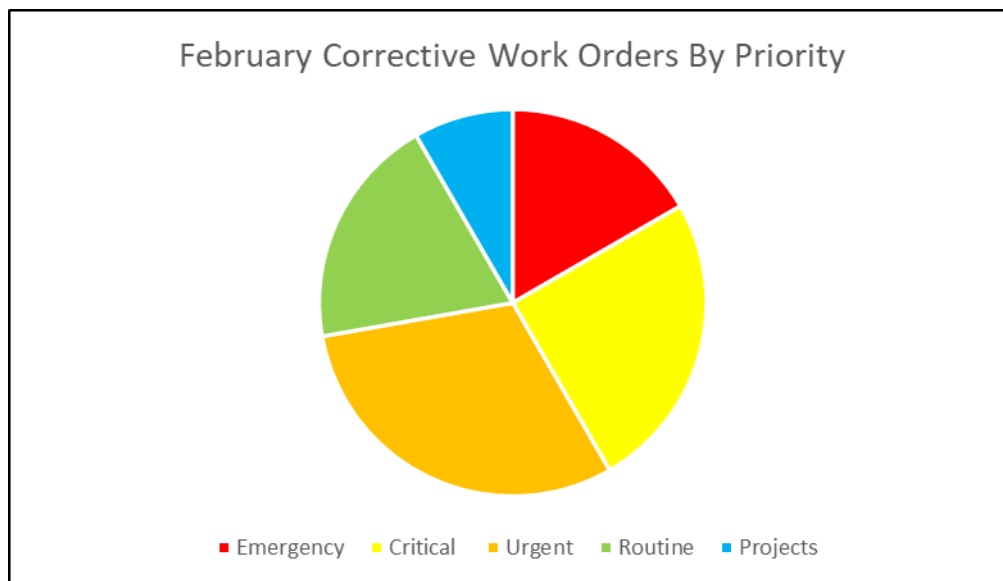
- A training script for the new purchaser/asset coordinator was created as a starting point for training. A development plan will be created in the ADP Workforce Now software module after the module is implemented in the next few months. The ADP Workforce software module will be implemented over the next few months.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	416
Total Work Orders Closed/Done	382
Total Work Orders Still Open	34
Percentage of Work Orders Completed	91.83%

Corrective Maintenance



Emergency	6
Critical	9
Urgent	11
Routine	7
Projects	3

FUNDING: N/A- Informational item only

STAFF REPORT

To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: March 31, 2022
Subject: General Engineering



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

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

General Engineering

The Principal Engineer continues to work on projects related to the 2021 Annexation, including Yankee Point, Carmel Valley Manor and Corona Road. The Corona Road project engineer, Monterey Bay Engineers, Inc., has completed surveying the project site and the environmental/permitting process has begun. The engineer is also moving forward with completing a draft assessment engineer report.

Carmel Valley Manor (CVM) is continuing to work on their project to connect to the District and have delayed their project in order to work with Cañada Woods to utilize another pipeline alignment that will benefit the District and CVM. Previously, CVM met with the Principal Engineer, General Manager and Counsel to discuss how to determine the repayment fee for other properties that will benefit from the constructed project. We have not heard from them since that time.

The project engineer for the Corona Road Sewer Assessment District project has provided a preliminary report that provides a cost estimate and preliminary design that will be used to initiate the assessment district formation process. The project engineer is suggesting that the easements needed for the pump station location should be added to the scope of work for an additional fee of \$4,500. The Principal Engineer is discussing this with the stakeholders. Denise Duffy and Associates have begun working on the environmental documents now that the preliminary plans are finalized.

FUNDING

N/A- Informational item only

Resolutions

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: March 31, 2022
Subject: 2022 Manhole Frame & Lid Replacement
Project at Various Locations

RECOMMENDATION

It is recommended that the Board of Directors approve Resolution 2022-11 authorizing the General Manager to bid and award the construction contract for the 2022 Manhole Frame & Lid Replacement Project at Various Locations and return to your Board on April 28, 2022 with results of the bidding.

DISCUSSION

As part of the ongoing efforts to reduce inflow and flooding of the District's low lying sewer manholes, the Collections Department has determined that specific manhole frames and lids need to be replaced this fiscal year. This will prevent sewage overflows during rain events in areas that are near water bodies and is part of the efforts to satisfy the River Watch agreement.

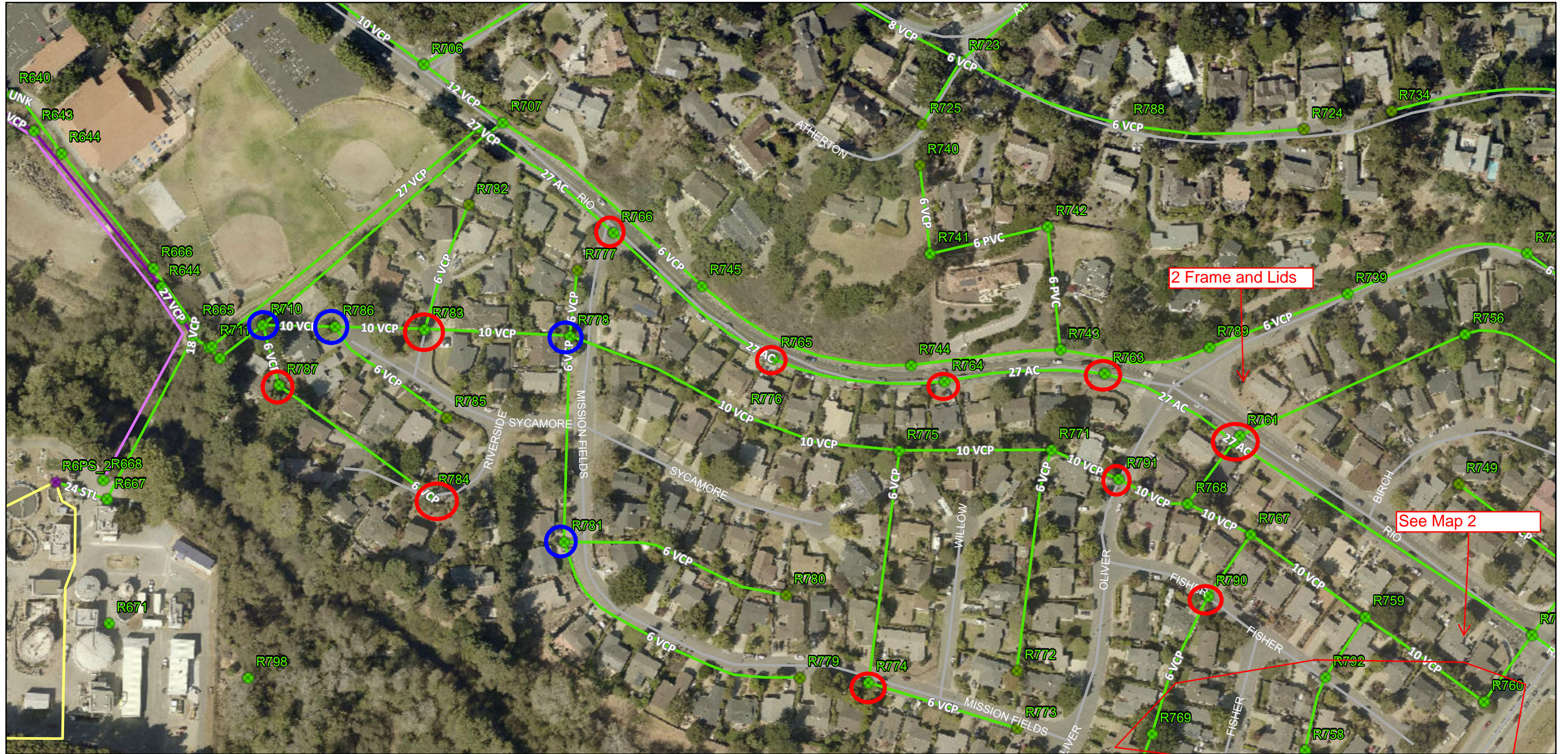
In order to reduce the impact of flooding that can overwhelm the sewer collection system, staff is recommending that bolt down manholes be installed at 29 locations that historically are flooded. Sealed manhole covers and new frames are anticipated to provide a barrier for inflow from heavy rains. Twenty-two of the manholes are located in the Mission Fields area and the remaining manholes are at various other locations within the District (see attached maps). Manhole covers and frames have been purchased by staff in anticipation of completing this project.

In order to proceed with bidding the projects, your Board will need to approve the attached resolution authorizing the General Manager to invite bids for the project and return on April 28, 2022, to recommend award of the contract.

FUNDING

Funding is available in the Collections Operating Budget for Repairs & Maintenance of sewer lines and manholes of \$200,000. The Engineer's Estimate is \$45,000.

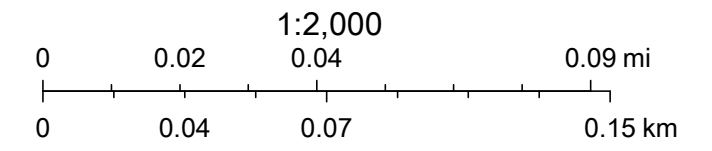
Attachments: Maps #1-7 show location of Project
Resolution 2022-11



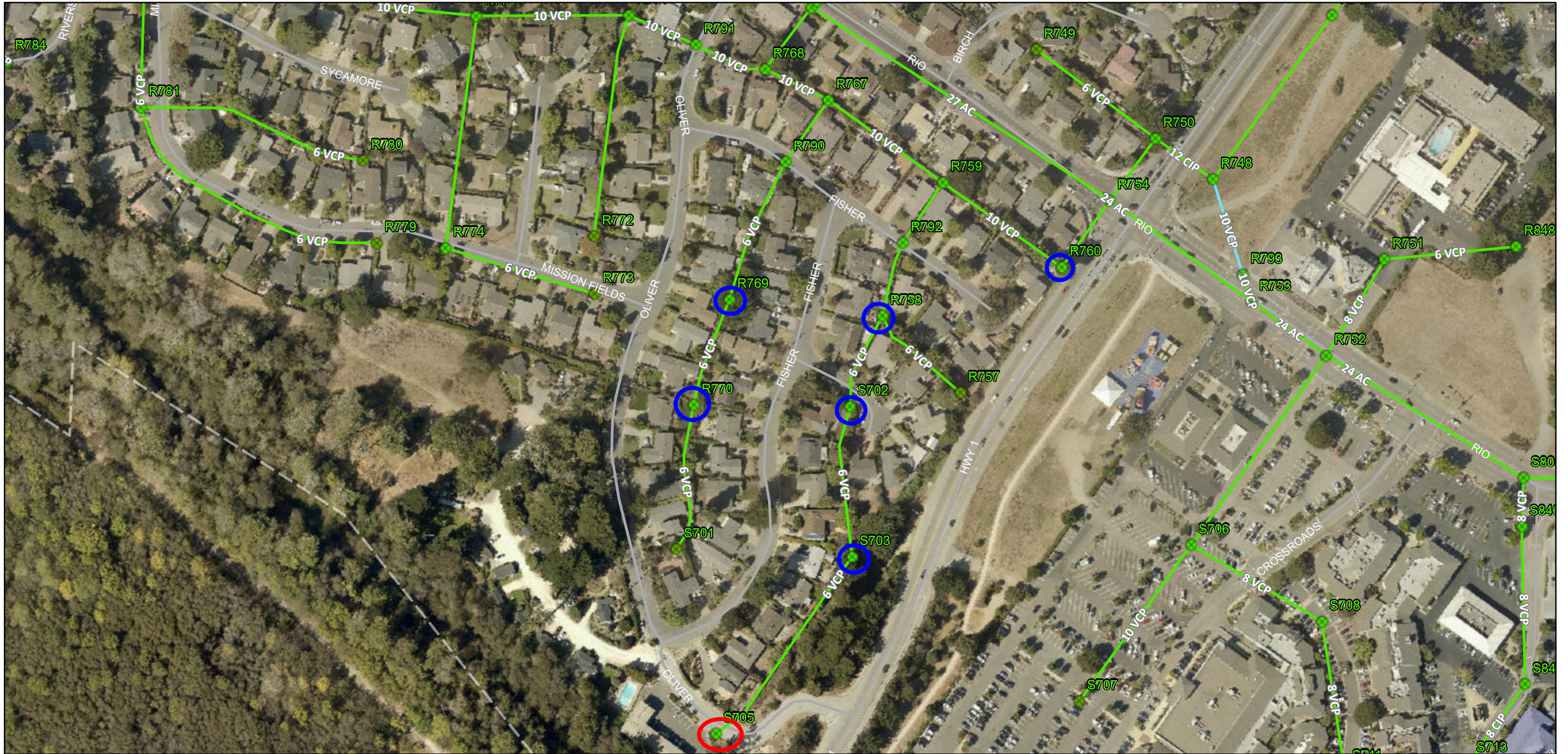
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- | | | |
|----------------------|-----------|---------------|
| CAWD Service Area | PS | RECLAMATION |
| Maintenance Holes v5 | Mains | Forced Mains |
| ● FI | — GRAVITY | — FORCED MAIN |
| ● MH | — PBCSD | — Streets |

4 (Blue) Frame and Lids on Private Property (homeowners to be noticed)
 12 (Red) Frame and Lids in street



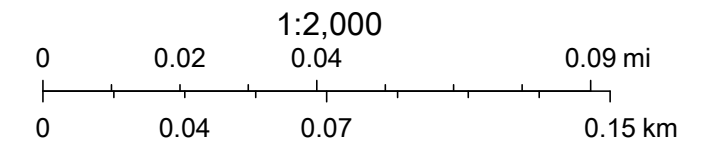
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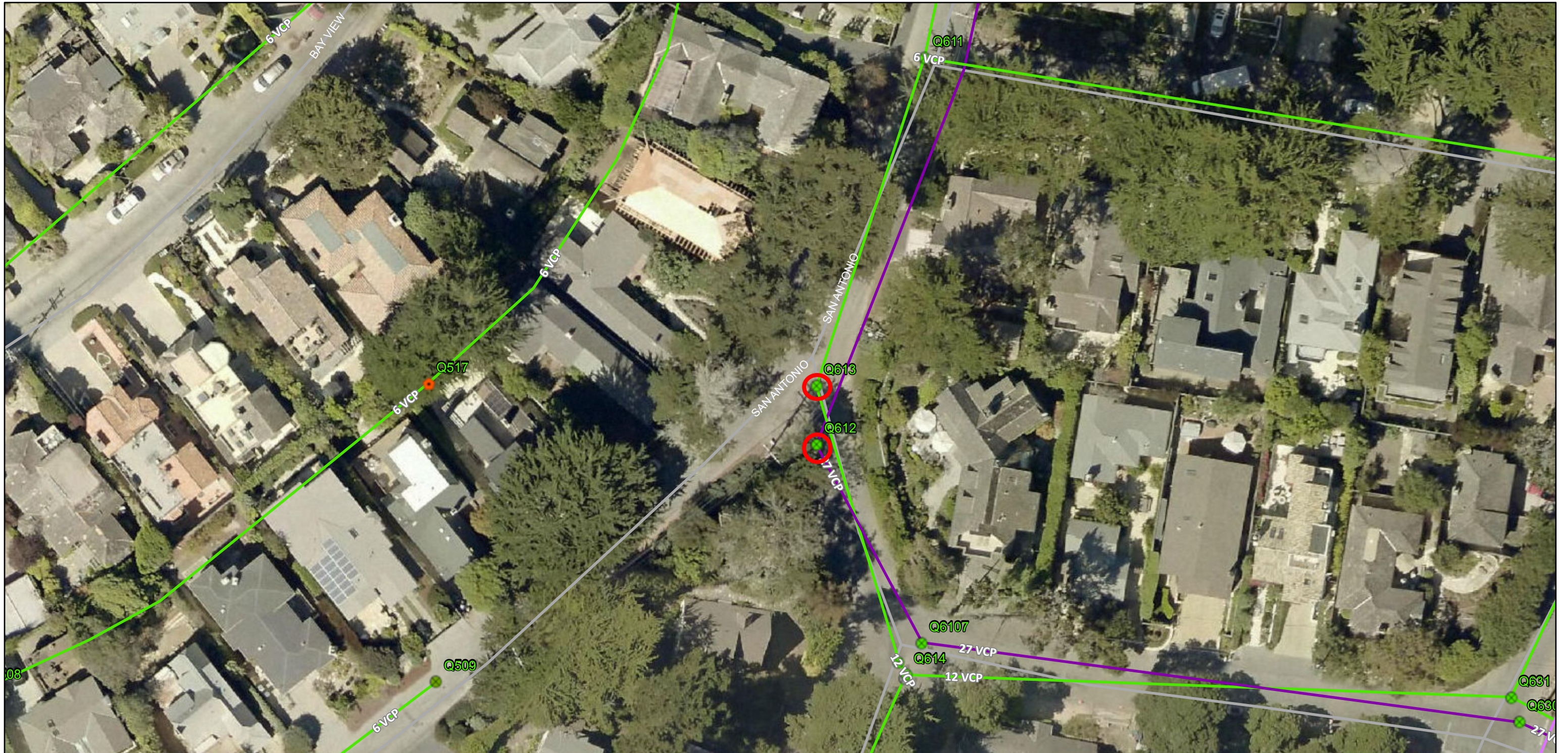
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- CAWD Service Area
- Maintenance Holes v5
- FI
- MH
- Mains
- GRAVITY
- OFW
- PRIVATE
- Streets

6 (Blue) Frame and Lids on private property (Property owner to be notified)
 1 Frame and lid on street.



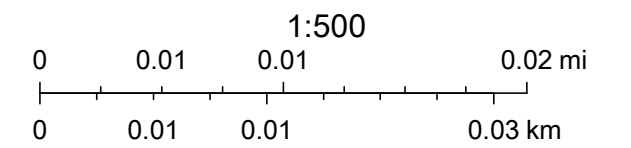
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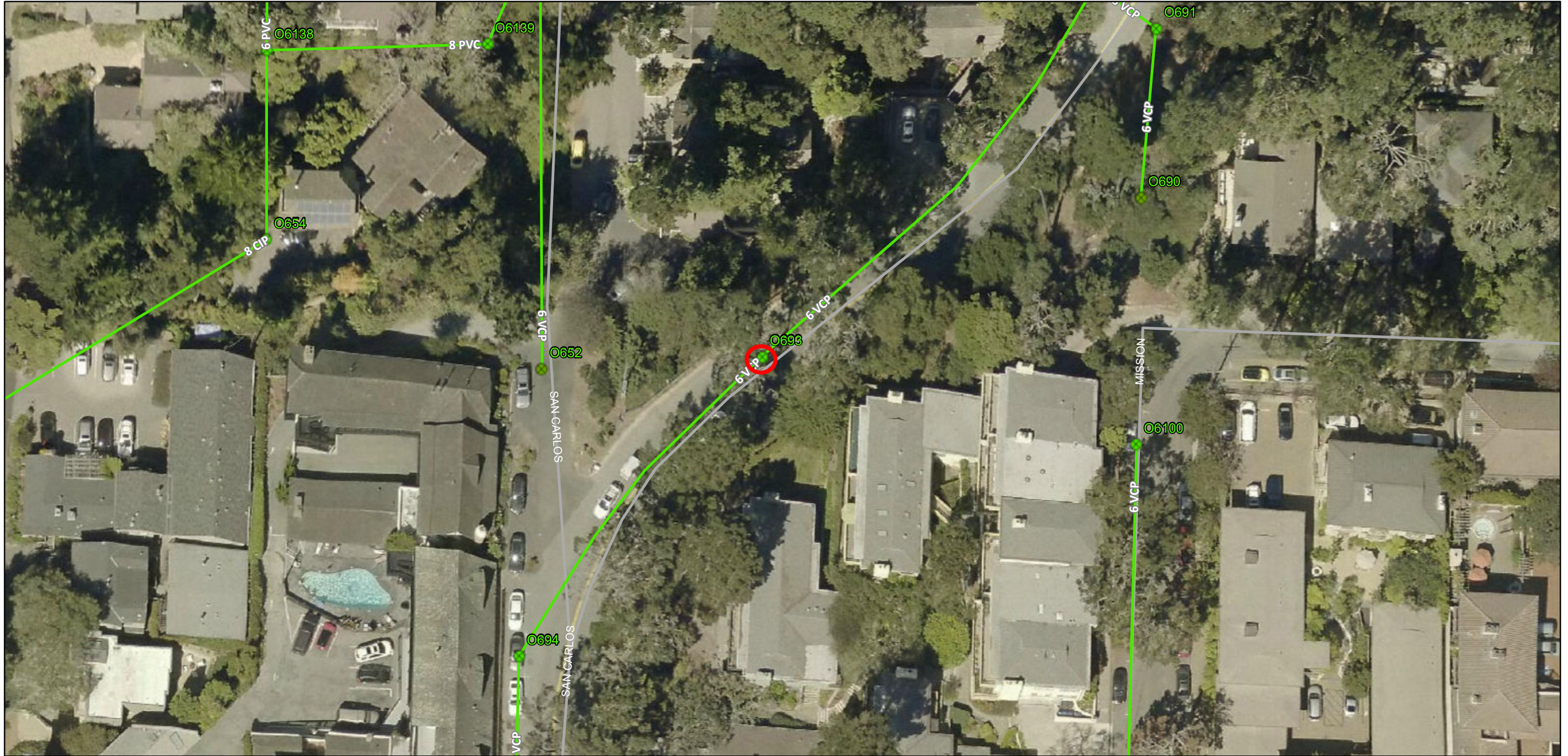
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- | | | | |
|----------------------|--------|-----------|---------------|
| CAWD Service Area | ● FI | Mains | — RECLAMATION |
| Maintenance Holes v5 | ● MH | — GRAVITY | — Streets |
| DCO | ● PLUG | — PBCSD | |

2 Frame and Lids in street



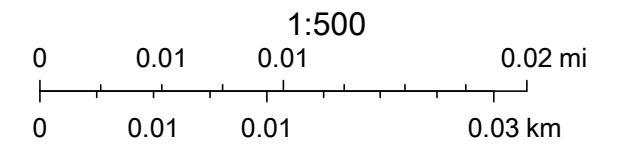
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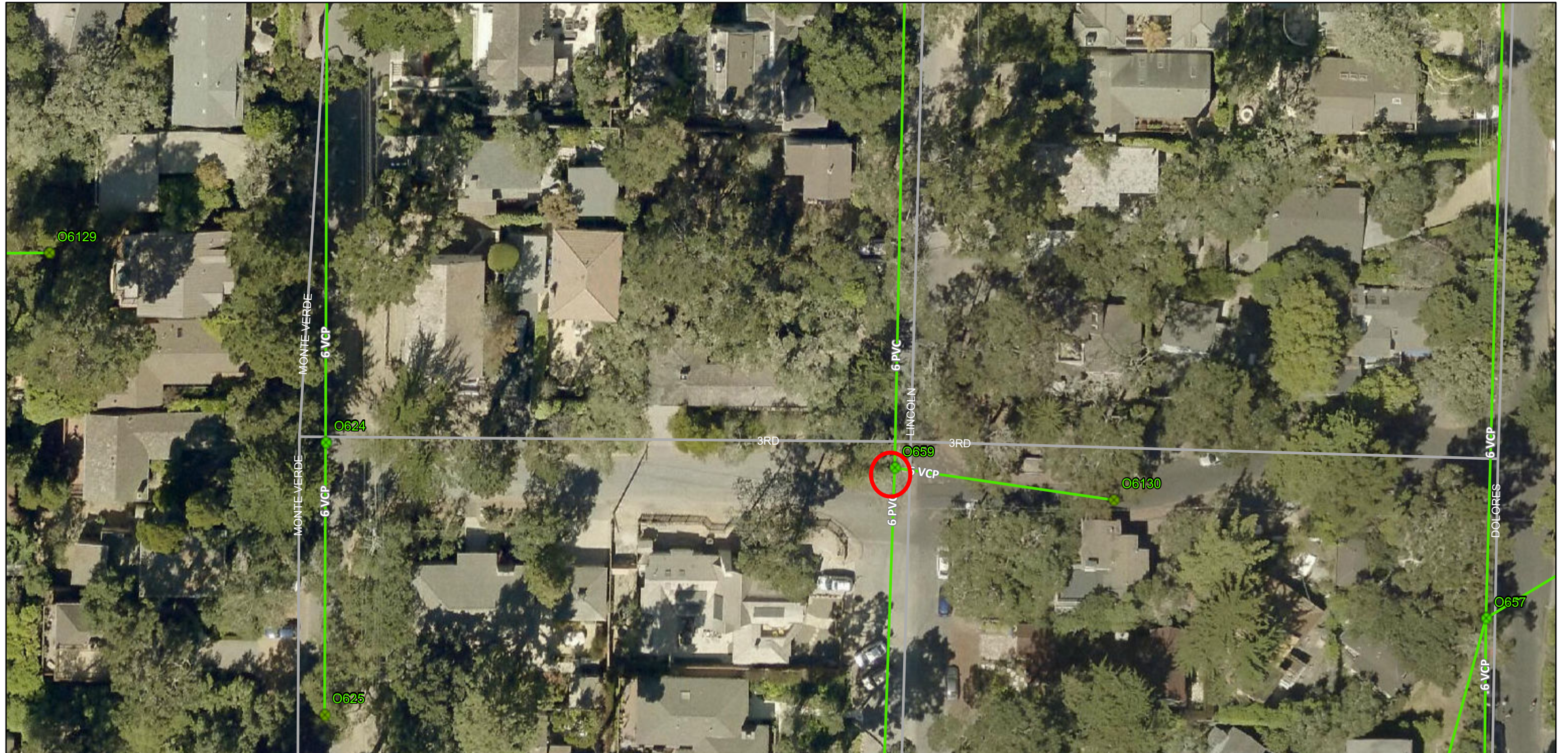
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- CAWD Service Area
- Maintenance Holes v5
- FI
- MH
- Mains
- GRAVITY
- Streets

Frame and Lid to be raised to street grade



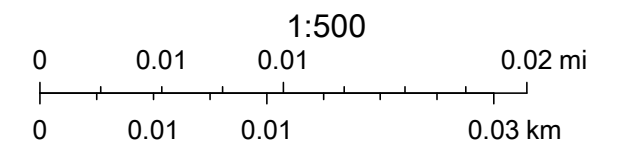
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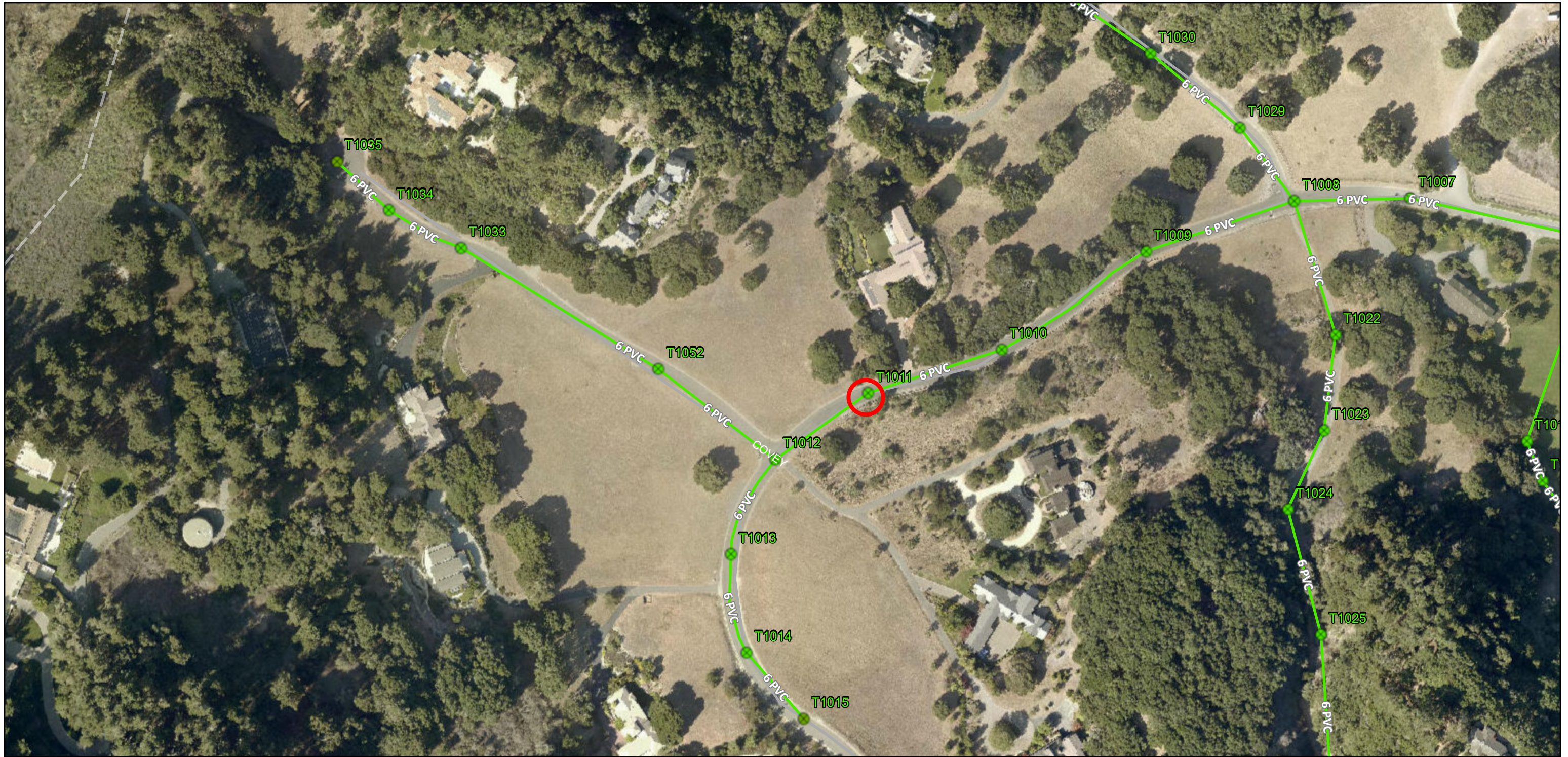
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- CAWD Service Area
- Maintenance Holes v5
- FI
- MH
- Mains
- GRAVITY
- Streets

Frame & Lid to be raised to street grade



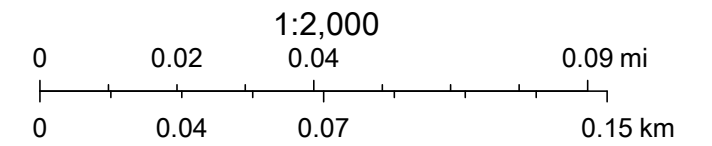
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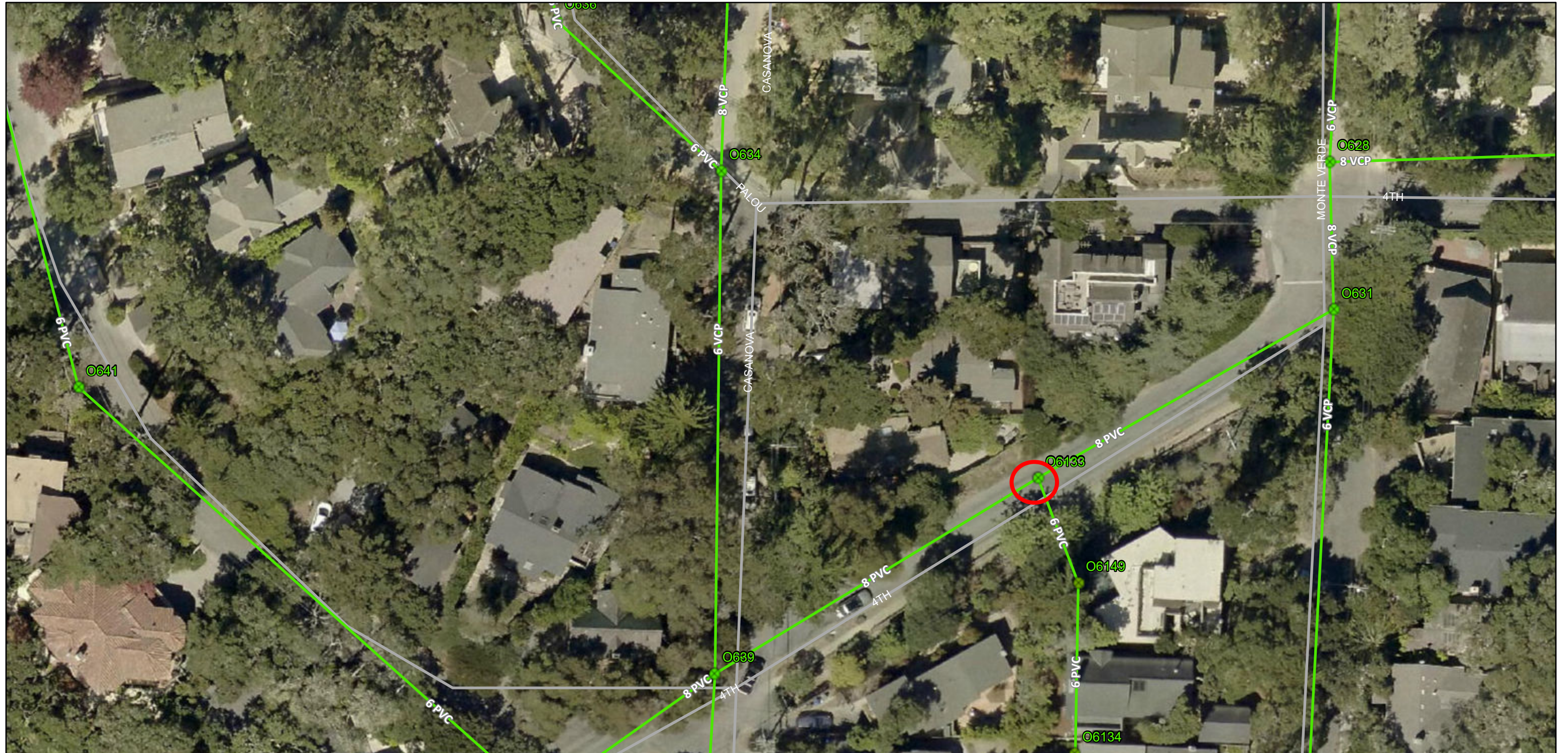
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- CAWD Service Area
- Maintenance Holes v5
- FI
- MH
- Mains
- GRAVITY
- Streets

Frame and Lid to be raised to street grade.



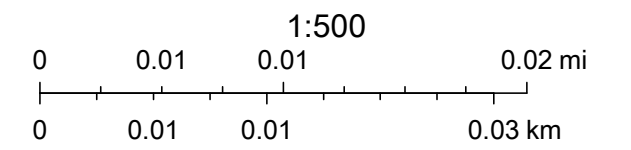
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- CAWD Service Area
- Maintenance Holes v5
- FI
- MH
- Mains
- GRAVITY
- Streets

Frame & Lid to be raised to street grade.



TIGEO

Notice is hereby given that sealed proposals will be received by the District Board, Carmel Area Wastewater District, at the District office, 3945 Rio Road, until

2:00 P.M., Wednesday, April 20, 2022

at which time they will be publicly opened and read for performing the work as follows:

**2022 MANHOLE FRAME & LID REPLACEMENT PROJECT
AT VARIOUS LOCATIONS**

The results of the bidding will be reported to the District Board within thirty (30) days of the date of the bid opening at which time if bids are found to be acceptable by the District Board, written notice of award will be given to the lowest responsive and responsible Bidder. However, said District Board reserves its right to reject any or all bids, to waive irregularities of any bids or to re-advertise for all or any part of the work contemplated.

No bidder shall withdraw his bid for a period of thirty (30) calendar days after the date set by the Board for the opening thereof.

Specifications and proposal forms may be secured at no charge by emailing the District's Principal Engineer at downstream@cawd.org and requesting the documents.

Post April 8th & 15th

RESOLUTION NO. 2022-11

RESOLUTION AUTHORIZING THE GENERAL MANAGER TO INVITE BIDS FOR
CONSTRUCTION OF THE 2022 MANHOLE FRAME & LID REPLACEMENT
PROJECT, AT VARIOUS LOCATIONS

-oOo-

WHEREAS, the Board of Directors has received and reviewed staff's report regarding the 2022 Manhole Frame & Lid Replacement Project (Project) invitation for bids; and

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

1. That the 2022 Manhole Frame & Lid Replacement Project plans and specifications are hereby authorized for bidding.

2. That sealed proposals or bids are hereby called for with regard to the aforesaid Project.

3. That the Secretary of the Board of Directors of the District is hereby directed to publish a notice requesting bids for the aforesaid Project once a week for two (2) consecutive weeks in a newspaper of general circulation published in the District. Said publications shall not be less than five (5) days apart and the first publication shall be at least ten (10) days before the date fixed for the opening of bids. Said notice shall refer to the plans and specifications on file in the office of the District Secretary.

4. Sealed proposals or bids shall be delivered to the Secretary of the Board of the Carmel Area Wastewater District on or before the time and date specified in the published notice, at the office of the District, 3945 Rio Road, Carmel, California, 93923, said time being not less than ten (10) days from the time of the first publication of the notice. Bids will be publicly opened and examined on said date and hour by the District Secretary and will be referred to and considered by the Carmel Area Wastewater District Board at its next regular meeting following the opening of the bids in the Board Room of the District office, 3945 Rio Road, Carmel, California.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 31, 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: March 31, 2022

Subject: Acceptance of Final Notice of Completion of Work by Graniterock and Ratifying Extra Work Needed During Construction of the Upper Rancho Cañada Pipeline Replacement Project #19-13

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution 2022-12 ratifying the amended contract with Graniterock in an amount not to exceed \$207,223 for additional work completed during construction of the Upper Rancho Cañada Pipeline Replacement Project #19-13, accepting the completed project and directing the General Manager to file a Notice of Completion for the subject project.

DISCUSSION

The Upper Rancho Cañada sewer is located within the Palo Corona Regional Park (Park) and has been included in the Carmel Area Wastewater District's (CAWD) Collections Department five-year Capital Improvement Plan for sewer line replacement. The project consists of relocating approximately 4,280 feet of pipeline within portions of the Park, property owned by the Santa Lucia Preserve, and backyard easements for private residences. Ten new manholes were installed and thirteen manholes were abandoned.

Graniterock was awarded the contract on May 25, 2021, for \$1,069,069. Project construction began on July 12, 2021 and the project was deemed completed on January 3, 2022.

Due to unforeseen circumstances additional work was required and/or delays occurred. These circumstances included a California American Water Company water line conflict requiring project alignment changes. Unmarked utilities were encountered in the open trench within the golf course property due to the Parks personnel not having good documentation of their utilities. Other issues included the lack of availability of tribal monitors causing delays, unstable soil conditions, the need for open cut sag repairs and additional manhole work. This additional work was not included in the contract with Graniterock and in order to reduce costly delays, they were directed to do the work on a time and materials basis and provide a contract amendment request to the District once the work was completed.

The additional work was completed on a time and materials basis and after negotiations and thorough reviews of the claims were completed between our Construction Manager, PSOMAS and Graniterock the costs added up to an increase of \$207,223 to the contract for a total contract amount of \$1,276,292. This is still substantially less than the engineer's estimate for the project construction of \$1,640,000.

All work by the contractor, Graniterock, was inspected by PSOMAS' construction management staff. The CAWD Principal Engineer and PSOMAS have determined that the work was completed in conformance with the project plans and specifications.

Staff recommends that the Board of Directors approve the project change orders, accept the project as complete and direct the General Manager to file a Notice of Completion with the Monterey County Recorder's Office.

FUNDING

The FY21/22 CAWD Collections Capital Budget includes \$1.76 million for this project. Due to the change orders a transfer of funds from Capital Reserves of \$207,223 is required to finalize the project.

Attachments: Change Order Cost Summary
 Resolution 2022-11
 District Engineer's signed Notice of Completion

CHANGE ORDER COST SUMMARY

BID ITEM	DESCRIPTION	Unit	ORIG. QTY.	BID UNIT PRICE (\$)	TOTAL (\$)	FINAL QUANTITY	FINAL CONTRACT AMOUNT (\$)	CHANGE (\$)
1	MOBILIZATION - DEMOBILIZATION (10%)	LS	1	50,000	50,000	1	50,000	-
2	UTILITY POTHOLING	LS	1	14,000	14,000	1	14,000	-
3	ENVIRONMENTAL PROTECTIONS	LS	1	60,000	60,000	1	60,000	-
4	DEWATER & ADEQUATE SIZED BYPASS	LS	1	20,000	20,000	1	20,000	-
5	SHEETING, SHORING, BRACING & EXC.	LS	1	15,000	15,000	1	15,000	-
6	ABANDON 10" PVC TRUSS GRAVITY	LF	3000	16	46,500	3,000	46,500	-
7	ABANDON MANHOLE	EA	7	2,200	15,400	6	13,200	(2,200)
8	REMOVE MANHOLE	EA	6	3,270	19,620	6	19,620	-
9	15" PVC SEWER, 3'-15' OPEN TRENCH	LF	1640	135	221,400	1,657	223,695	2,295
10	15" PVC SEWER, 2'-3' OPEN, SLURRY	LF	920	110	101,200	729	80,190	(21,010)
11	15" PVC SEWER, 0'-2' OPEN, PCC ENCASED	LF	425	130	55,250	764	99,320	44,070
12	15" HDPE GRAVITY SEWER, OPEN TRENCH	LF	130	150	19,500	-	-	(19,500)
13	15" HDPE SEWER, PIPE BURSTING	LF	350	141	49,350	350	49,350	-
14	8" HDPE SEWER, PIPE BURSTING	LF	770	85	65,450	730	62,050	(3,400)
15	FUTURE RESTROOM CONNECTION	LS	1	1,429	1,429	1	1,429	-
16	RECONNECT SEWER LATERAL- STA 19+37	LS	1	17,700	17,700	1	17,700	-
17	RECONNECT SEWER LATERAL- STA 21+80	LS	1	9,520	9,520	1	9,520	-
18	RECONNECT RESIDENTIAL LATERAL	EA	7	400	2,800	3	1,200	(1,600)
19	PRECAST 48" FLAT TOP POLYMER MH	EA	2	15,600	31,200	8	124,800	93,600
20	PRECAST 48" POLYMER MH, 4'-8' DEEP	EA	5	15,100	75,500	1	15,100	(60,400)
21	PRECAST 48" POLYMER MH, 8'-12' DEEP	EA	3	24,000	72,000	3	72,000	-
22	ROCK REFILL FOR PIPE TRENCH STABIL.	CY	50	125	6,250	-	-	(6,250)
23	CONTNGENCY ALLOWANCE	LS	1	100,000	100,000	1		
	BID RECONCILIATION SUBTOTAL							
CONTRACT CHANGE ORDERS								
CCO 1	Bid Item Adjustments	LS	1			1	49,646	
CCO 2	Miscellaneous Items	LS	1			1	49,953	
CCO 3	Miscellaneous Items	LS	1			1	182,019	
CCO 4	Balancing Change Order for Bid Reconciliation	LS	1			1	25,605	
23	CONTINGENCY ALLOWANCE	LS	1				(100,000)	
Total	CONTRACT INCREASE/TOTAL CONTRACT				1,069,069		207,223	1,276,292



Carmel Area Wastewater District

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

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

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

NOTICE OF COMPLETION UPPER RANCHO CAÑADA PIPELINE REPLACEMENT PROJECT #19-13

NOTICE IS HEREBY GIVEN that, I, Rachél L. Lather, Principal Engineer of the Carmel Area Wastewater District, Monterey County, California, on the 15th day of March, 2022 did file with the Secretary of said District my Certificate of Completion of the work described in the Contract awarded to and entered into with Graniterock, on May 25, 2021 in accordance with the Plans and Specifications for said work filed with the Secretary and approved by the Board of Directors of said District.

That said work was completed on January 3, 2022 and that acceptance of said work is recommended for approval by resolution of the Board of Directors of said District to be adopted on March 31, 2022.

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

Dated: March 15, 2022

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

Exempt from recording fees as it benefits a government agency

Recording requested by and when recorded mail to:

Carmel Area Wastewater District
Attention: Rachél Lather
3945 Rio Road
Carmel, California 93923

No fee document pursuant to Government Code Section 27383

NOTICE OF COMPLETION

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

NOTICE IS HEREBY GIVEN by the Carmel Area Wastewater District (CAWD), that a certain project for a public works improvement consisting of the Replacement of 4,280 feet of pipeline in Carmel, California, has been completed pursuant to plans and specifications therefor entitled "Upper Rancho Cañada Pipeline Relocation Project" and has been completed by the contractor, Graniterock. Final Completion and Contract Acceptance by CAWD occurred March 31, 2022. The name and address of the contractor's surety is: Western Surety Company, 555 Mission Street, Suite 200, San Francisco, California 94105.

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

Date: March 31, 2022

Barbara Buikema, CAWD General Manager

VERIFICATION

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

Executed on March 31, 2022, at Carmel, California.

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

Barbara Buikema, CAWD General Manager

Rancho Canada Pipeline Relocation #19-13

Contractor	Resolution	Original Contract	Additions	Revised Contract	Total
MNS Engineers		\$18,820.00			
	Res #2021-45		\$10,965.00	\$29,785.00	
	Res #2021-59		\$15,215.00	\$45,000.00	\$45,000.00
PSOMAS	Res #2020-76	\$175,465.00			
	Res #2022-04		\$60,000.00	\$235,465.00	\$235,465.00
Rincon Consulting	Res #2021-05	\$281,846.00			
	Res #2022-03		\$87,398.00	\$369,244.00	\$369,244.00
GraniteRock	Res #2021-09	\$1,069,069.00			
	Res #2022-12		\$207,223.00	\$1,276,292.00	\$1,276,292.00
			Project Total		\$1,926,001.00
			2021-22 Budget		\$1,760,000.00
				difference	\$166,001.00
					9.43%

RESOLUTION NO. 2022-12

A RESOLUTION ACCEPTING THE COMPLETED PROJECT AND
DIRECTING THE GENERAL MANAGER TO FILE A NOTICE OF COMPLETION FOR
THE UPPER RANCHO CAÑADA PIPELINE RELOCATION PROJECT #19-13

-oOo-

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

WHEREAS, during the course of construction of the Upper Rancho Cañada Pipeline Relocation Project (the "Project") additional construction items were added that were outside the original project scope and are detailed in the staff report dated March 31, 2022 and presented to the Board as part of this resolution; and

WHEREAS, the Board is convinced that this work was necessary and reasonable and ratifies the actions of the General Manager in approving the additional costs in an amount not to exceed \$207,223; and

WHEREAS, the Principal Engineer has provided the Board an accounting of the cost of changes to the Project with a change order in the amount of \$207,223, making the total cost of the project \$1,276,292; and

WHEREAS, on March 15, 2022, the Principal Engineer of said District has filed with the Secretary of said District an Engineer's Certificate regarding completion of the construction of the Project done under and pursuant to the contract between said District and Graniterock; and

WHEREAS, it appears to the satisfaction of this Board that said project provided for under said contract has been completed as provided in said contract and the plans and specifications therein referred to and that the work was completed on January 3, 2022.

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

1. That it ratifies the amended contract amount and approves the actions of the General Manager in approving said amendment with Graniterock in an amount not to exceed \$207,223 for additional items completed during the construction of the Upper Rancho Cañada Pipeline Relocation Project;

2. That said Upper Rancho Cañada Pipeline Replacement Project be accepted, and it is hereby made and ordered in accordance with California Civil Code §9200(a);

3. That in accordance with California Civil Code Section §9204 the General Manager is directed to file for record with the County Recorder of the County of Monterey a notice of completion as of the date of acceptance by the District of Ranch Cañada Pipeline Relocation Project as required by law.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 31, 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: March 31, 2022

Subject: Carmel Meadows Lift Station and Sewer Replacement Project (proposed project) AKA Carmel Meadows Sewer Replacement Initial Study/ Mitigated Negative Declaration (IS/MND) pursuant to the California Environmental Quality Act (CEQA) Project #19-03

RECOMMENDATION

It is recommended that the Board of Directors approve filing a notice of intent and circulation of an IS/MND for public comment for the replacement of a sewer main within the Carmel Meadows subdivision of Carmel pursuant to the CEQA Guidelines.

DISCUSSION

Carmel Area Wastewater District (CAWD) proposes to use a small lift station and a series of four small residential scale sewage pumps to enable the use/reuse of accessible, and less environmentally damaging, pipeline alignments through the backyards of the residences being served (APNs 243-031-017 through 243-031-034, and 243-051-001 through 243-051-008, and APNs 243-051-020 through 243-051-022). A 12-inch-wide trench would be dug with a small excavator to about three-feet deep, typically (maximum depth is five feet). Impacts to residential landscaping would be avoided where possible and/or restored to original or better condition. In areas where the alignment is beyond the fenced parcel, native vegetation would also be restored with native seeding and erosion best management practices installed on steeper slopes as needed. There is no expansion of sewer capacity and the new sewer line would continue to serve the same residents in the Carmel Meadows neighborhood as are served by the existing system. The existing cast iron aerial supports and pipeline would be removed as part of the project.

District staff have worked with WRA Environmental Consultants, Inc. (WRA) to complete the IS/MND in conformance with CEQA requirements. CAWD is acting as the Lead Agency pursuant to CEQA Guidelines §15050.

In addition, required approvals from Monterey County include an Encroachment Permit for Work in the Public Right-of-Way, Environmental Health Permit, and Erosion Control Plan; the State Water Resources Control Board would approve coverage under the National Pollutant Discharge Elimination System (NPDES) Construction General Permit, and a Coastal Development Permit from Monterey County.

A copy of the IS/MND is available to review upon request at the District's Principal Engineer's office and will be posted on the District's website.

In order to initiate public and regulatory review of the proposed project, as required by CEQA, a Notice of Intent to adopt a Mitigated Negative Declaration and circulation of the IS/MND for a 30-day public comment and regulatory review period is required. The 30-day public review period is proposed from April 15, 2022 to May 15, 2022 during which time comments concerning the project and analysis contained in the document will be solicited.

NEXT STEPS

During the review period, staff will meet with the homeowners directly affected by the construction and provide them with information regarding the design decisions and impact on their property. After the public review period is completed, any comments will be addressed and/or incorporated into the IS/MND and a Final IS/MND will be completed and brought to the Board for consideration of approval and adoption.

Staff will return to the Board in June with a proposed policy regarding injection pumps.

FUNDING

The Carmel Meadows Sewer Replacement Project is provided for in the 2021-22 budget in the amount of \$150,000.



NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION

In accordance with Section 15072 of the California Environmental Quality Act (CEQA) Guidelines, this notice is to inform the general public that the Carmel Area Wastewater District (CAWD) has completed an Initial Study and Mitigated Negative Declaration (IS/MND) for the replacement of sewer pipeline in the Carmel Meadows Subdivision and intends to adopt the Mitigated Negative Declaration for the project:

Project Title: Carmel Meadows Lift Station and Sewer Replacement Project
Project Location: Carmel Meadows Subdivision, between Carmel River and Carmel Bay, North of Ribera Road.
APNs 243-031-017 through 243-031-034, and 243-051-001 through 243-051-008, and APNs 243-051-020 through 243-051-022

Comment Period: April 15, 2022 to May 16, 2022
Contact Person: Rachél Lather, MS, PE, District Engineer
Carmel Area Wastewater District
3945 Rio Road
PO Box 221428
Carmel, CA 93922
downstream@cawd.org

CAWD proposes to use a small lift station and a series of four small residential scale sewage pumps to enable the use/reuse of accessible, and less environmentally damaging, pipeline alignments through the backyards of the residences being served. A 12-inch-wide trench would be dug with a small excavator to about three-feet deep, typically (maximum depth is five feet). Impacts to residential landscaping would be avoided where possible and/or restored to original or better condition. In areas where the alignment is beyond the fenced parcel, native vegetation would also be restored with native seeding and erosion best management practices installed on steeper slopes as needed. There is no expansion of sewer capacity and the new sewer line would continue to serve the same residents in the Carmel Meadows neighborhood as are served by the existing system.

The IS/MND, as well as all plans and specifications for construction, and technical memoranda shall be made available for public review at the CAWD website at www.cawd.org and at the following location:

Carmel Area Wastewater District
Administrative Offices
3945 Rio Road
Carmel, CA 93923

Please submit any comments on the IS/MND to Attn: Rachél Lather via email, hand delivery or postal carrier to the above noted contact before 5:00 PM on May 16, 2022.

A public hearing to approve said IS/MND before the CAWD Board has been scheduled for 9:00 AM on May 26, 2022 at the CAWD Board Chambers located at 3945 Rio Road, Carmel, CA 93923.

RESOLUTION NO. 2022-13

A RESOLUTION APPROVING A NOTICE OF INTENT TO ADOPT A
MITIGATED NEGATIVE DECLARATION FOR THE
CARMEL MEADOWS SEWER REPLACEMENT PROJECT NO. 19-03

-oOo-

WHEREAS, pursuant to Article 6 (Section 15072) of the California Environmental Quality Act (CEQA) guidelines, The Carmel Area Wastewater District (CAWD), as Lead Agency, intends to adopt a Mitigated Negative Declaration for the Carmel Meadows Sewer Replacement Project; and

WHEREAS the Notice of Intent to Adopt a Mitigated Negative Declaration will be published in the Carmel Pine Cone, filed with the Monterey County Clerk’s office, and noticed in additional ways as required; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Carmel Area Wastewater District, does hereby approve issuing a Notice of Intent to Adopt a Mitigated Negative Declaration for the Carmel Meadows Sewer Replacement Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 31, 2022 by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: March 31, 2022

Subject: Acceptance of final completion of the Dougherty Place Emergency Pipe Bursting Project

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution 2022-14 accepting the completed project and directing the General Manager to file a Notice of Completion for the subject project.

DISCUSSION

On Tuesday January 18, 2022, the Collections Superintendent was informed by the property owner at 26095 Dougherty Place that a large sinkhole had developed in the area of the District's collection line that traverses between two homes above Carmel Valley Road. A hole was noted in the 6-inch pipeline and due to the size and location of the sink hole, it was determined that this is an emergency. On January 27, 2022, the project was awarded by the Board of Directors to MOCON Corporation for the amount of \$86,434.80 under resolution 2022-07.

The project consisted of pipe bursting 200 feet of 6-inch pipeline from a manhole in the street through the side yard easement along 26095 Dougherty Place. The work also included re-connecting three laterals to the pipeline. The work began on January 31, 2022 and was completed on February 2, 2022.

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

FUNDING

The FY 21/22 CAWD Collections Capital Budget includes \$150,000 for sewer line repair and maintenance.

Attachments: Resolution 2022-14-District Engineer Signed Notice of Completion



Carmel Area Wastewater District

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

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

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

NOTICE OF COMPLETION

DOUGHERTY PLACE EMERGENCY PIPE BURSTING PROJECT

NOTICE IS HEREBY GIVEN that, I, Rachél L. Lather, Principal Engineer of the Carmel Area Wastewater District, Monterey County, California, on the 15th day of March, 2022 did file with the Secretary of said District my Certificate of Completion of the work described in the Contract awarded to and entered into with MOCON Corporation on January 27, 2022 in accordance with the Plans and Specifications for said work filed with the Secretary and approved by the Board of Directors of said District.

That said work was completed on February 2, 2022 and that acceptance of said work is recommended for approval by resolution of the Board of Directors of said District to be adopted on March 31, 2022.

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

Dated: March 15, 2022

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

Exempt from recording fees as it benefits a government agency

Recording requested by and when recorded mail to:

Carmel Area Wastewater District
Attention: Rachél Lather
3945 Rio Road
Carmel, California 93923

No fee document pursuant to Government Code Section 27383

NOTICE OF COMPLETION

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

NOTICE IS HEREBY GIVEN by the Carmel Area Wastewater District (CAWD), that a certain project for a public works improvement consisting of the replacement of 200 feet of pipeline in Carmel, California, has been completed pursuant to plans and specifications therefor entitled "Dougherty Place Emergency Pipe Bursting Project" and has been completed by the contractor, MOCON Corporation. Final completion and contract acceptance by CAWD occurred March 31, 2022.

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

Date: March 31, 2022

Barbara Buikema, CAWD General Manager

VERIFICATION

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

Executed on March 31, 2022, at Carmel, California.

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

Barbara Buikema, CAWD General Manager

RESOLUTION NO. 2022-14

A RESOLUTION ACCEPTING THE COMPLETED PROJECT AND
DIRECTING THE GENERAL MANAGER TO FILE A NOTICE OF COMPLETION
FOR THE DOUGHERTY PLACE EMERGENCY PIPE BURSTING PROJECT

-oOo-

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

WHEREAS, the Principal Engineer has provided the Board an accounting of the cost of the Dougherty Place Emergency Pipe Bursting Project (the "Project") in the amount of \$86,434.80. This amount is within the amount the Board previously authorized the General Manager to approve, making the total cost of the project \$86,434.80; and

WHEREAS, the Principal Engineer of said District has filed with the Secretary of said District an Engineer's Certificate regarding completion of the construction of the Project done under and pursuant to the contract between said District and MOCON Corporation dated January 27, 2022; and

WHEREAS, it appears to the satisfaction of this Board that said project provided for under said contract has been completed as provided in said contract and the plans and specifications therein referred to and that the work was completed on February 2, 2022.

NOW, THEREFORE, BE IT ORDERED as follows:

1. That acceptance of said Dougherty Place Emergency Pipe Bursting Project be, and it is hereby made and ordered in accordance with California Civil Code §9200(a).

2. That in accordance with California Civil Code Section §9204 the General Manager is directed to file for record with the County Recorder of the County of Monterey a notice of completion as of the date of acceptance by the District of Dougherty Place Emergency Pipe Bursting Project as required by law.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 31, 2022 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: March 31, 2022

Subject: Project #22-01 – Long-Term Sea Level Rise Planning – Wastewater Treatment Plant (WWTP) Relocation Alternatives Planning – Greeley and Hansen

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a Professional Services Agreement with Greeley and Hansen for an alternatives analysis study for potential future relocation of the WWTP due to sea level rise. The study would be prepared for a not to exceed price of \$251,705.09.

DISCUSSION

On March 2nd Carmel Area Wastewater District (CAWD) submitted a Long-Term Coastal Hazards Planning Roadmap to the Coastal Commission as required in Special Condition 9 of the WWTP Coastal Development Permit. Before submittal to the Coastal Commission the report was presented to the CAWD Sea Level Rise Committee.

The planning roadmap submitted to the Coastal Commission commits CAWD to completing a wide range of studies. Per Special Condition 9 of the WWTP Coastal Development Permit, CAWD must *“address the specific manner in which the Permittee intends to plan, develop, consider, and implement a long-term solution to address flooding and related coastal hazards threats to the WWTP (including as these threats may be exacerbated by climate change) in a manner with the least amount of coastal resource impacts...*

The Plan shall at a minimum identify capital costs, long-term life-cycle cost analyses, wastewater rate effects, environmental analysis, land use analysis, and impacts to current water resources and water recycling activities for a range of alternatives, including adaptation in place, relocation of the WWTP away from coastal hazards, consolidation with Monterey One Water, and other potential alternatives.”

This relocation alternatives study will develop conceptual designs for relocation of the WWTP to lower Carmel Valley and will also develop a novel alternative approach which would involve about 5 small “package plants” that could provide decentralized wastewater treatment in the CAWD service area.

The current effort will develop conceptual details for these wastewater treatment relocation alternatives and will include architectural renderings of potential future facilities that can be used for public outreach.

The current effort is just a start to what will be a decades long planning effort aimed at better positioning CAWD’s critical infrastructure for potential future climate change hazards. Many unforeseen challenges will emerge during the planning process, and a simple path to a solution is not clear at this time. Ongoing studies of alternatives will support CAWD in finding the best path forward.

The proposal from Greeley and Hansen is attached.

FUNDING

The CAWD Operation & Maintenance Budget for Treatment and Disposal includes \$300,000 in FY21/22 for engineering studies related to sea level rise planning (Acct 5500.006).

Attachment:

1. Proposal – Greeley and Hansen

CARMEL AREA WASTEWATER DISTRICT



WWTP RELOCATION ALTERNATIVES PLANNING ASSISTANCE

March, 2022



GREELEY AND HANSEN

INTRODUCTION

Thank you for the opportunity to provide this proposal in response to your request for Greeley and Hansen to provide the Carmel Area Wastewater District (CAWD) with a Proposal to perform Consulting Engineering Services on an Alternatives Analysis to relocate the Wastewater Treatment Plant (WWTP) due to climate change and sea level rise. Based on our conversations with you, it is our understanding that the goal of this project is to develop plant relocation concepts for the CAWD WWTP. The benefits of this project will be development of concepts for the future, using the most advanced technologies to serve the local community and accomplish resources recovery (such as water, biosolids and energy).

BACKGROUND

The CAWD Wastewater Treatment Plant is a 3.0 million gallons per day (MGD) average annual permitted discharge flow facility that uses activated sludge for secondary treatment. The WWTP treats predominantly domestic wastewater. Current average dry weather flow (ADWF) is approximately 1.2 MGD which represents 40% of the permitted capacity. CAWD has an agreement with the Pebble Beach Community Services District (PBCSD) whereby PBCSD has access rights to one-third of the CAWD's WWTP capacity. Of the 1.2 MGD ADWF, approximately 0.8 MGD (67%) is from CAWD and 0.4 MGD from PBCSD (33%).

Currently CAWD is preparing a WWTP long-term coastal hazards planning roadmap, which includes alternatives analysis of relocating the WWTP to address sea level rise for the next 40 years. The option to relocate the WWTP is the subject of this proposal.

The modeling presented by CAWD in the 2018 Sea Level Rise Study indicated that the worst-case estimate of the timeline for major impacts to WWTP operations could be 60 years in the future (around 2080). At that time the greatest effects would occur during extreme precipitation events that have a low probability of occurring in any given year. While the modeling indicates a timeline of 60-years before major impacts, to be conservative CAWD proposes a plan that will work towards achieving hazard mitigation in 40-years. CAWD proposed a three phase effort to plan and implement the ultimate solution as shown below. This is a simplified framework that will need to be re-evaluated at 5-year intervals based on new information as it arises from ongoing coastal hazards monitoring and/or planning efforts.

Planning for a major infrastructure project such as moving a wastewater treatment plant is a complex endeavor and feasibility is a subject for this project.

CAWD is considering options for continuing to provide wastewater treatment and recycled water to the constituents with facilities located within the immediate geographic area of the Carmel River watershed. This approach is an opportunity to develop next generation infrastructure local to the community. The proposed feasibility study will develop conceptual plans of new local WWTP treatment infrastructure alternatives for centralized and decentralized concepts. Furthermore, CAWD intends to conduct ongoing Real Property Investigations to identify and potentially secure land for future development. Visual Aesthetics of new facilities for Public Outreach is important part of the study.

The vision is from Wastewater Treatment Plant (WWTP) to Water Resource Recovery Facility (WRRF).

The proposed tasks to respond to CAWD's inquiry are listed as follow.

PROPOSED SCOPE OF SERVICES

Task 1 - Data Collection

Under this Task Greeley and Hansen will review existing Monthly Operating Report (MOR) data (or similar) for the existing WWTP and as-built information. WWTP data of interest includes influent flows and loads, existing permits, etc. A data request will be submitted by Greeley and Hansen to CAWD for this information. It is anticipated that the three most recent years of MOR data would be sufficient for modeling purposes.

Key Deliverables:

- Data request letter (via email)
- Data review summary in PDF format

Schedule:

- Data request within 5 days of Notice to Proceed
- Data review summary within 3 weeks of receipt of available data

Task 2 – Centralized Wastewater Treatment Plant Conceptual Design

Task 2.1 – Conceptual Design of Proposed Wastewater and Treated Water Conveyance Systems

This Task includes development of one alternative for the conceptual design of proposed wastewater and treated water conveyance systems for the new Centralized Wastewater Treatment Plant (described in Task 2.2). The major components of the wastewater conveyance system will include conceptual layout and sizing for major components:

- Pumping Station (located at the site of the current WWTP)
- Conveyance Piping between Pumping Station and New Water Resource Recovery Facility (WRRF) Location (site located at Carmel Valley Road and Canada Way)
- Wastewater Treatment Plant (further described in Task 2.2)
- Brine Discharge Piping/Outfall
- Connection Piping to existing Recycled Water Transmission Line

Key Deliverables:

- Draft and Final Technical Memorandum of Conceptual Design of Proposed Wastewater and Treated Water Conveyance in PDF format
- Conceptual Pipe alignment maps with pipe sizes in PDF format

Schedule:

- 4 weeks delivery of task

Task 2.2 – Conceptual Design of Centralized WRRF

This Task includes the conceptual design and evaluation of a state-of-the-art centralized WRRF located at Carmel Valley Road and Canada Way. Two flow scenarios will be used to determine the appropriate sizing of WRRF:

- CAWD + Pebble Beach Community Services District (PBCSD) Flows
- 1.2 million gallons per day (MGD) Average Dry Weather Flow (ADWF)/3.6 MGD Average Wet Weather Flow (AWWF)

(expandable to 1.5 MGD ADFW)

- CAWD Flow
- 0.8 MGD ADFW/2.4 MGD AWWF (expandable to 1.1 MGD ADFW)

Under each flow scenario, it will be assumed that at least 90% of the water will be recycled for either irrigation at Pebble Beach Golf courses or potable reuse/river supply water (i.e., injection in the Carmel Valley Alluvial Aquifer). Brine discharge is anticipated to remain through CAWD's existing outfall. The major components of the conceptual design of a new Centralized WRRF will include at a minimum:

- Headworks
- Review/discussion of at least 2 different approaches for the primary and secondary biological treatment process and recommendation of the preferred process that will be used in the Conceptual Design. It is assumed that Membrane Bioreactor technology will be part of one of the 2 processes reviewed
- Tertiary Pretreatment and Reverse Osmosis treatment with at least 90% recovery
- Biosolids Treatment (digestion/dewatering) with methane capture renewable energy component (microturbines) and waste gas burner. Dewatered solids will be trucked to offsite disposal
- Advanced Disinfection treatment steps for Recycled Water Stream to achieve Potable Reuse standards
- Treatment of Ocean Effluent/Brine Waste Stream prior to disposal (disinfection step)
- Centralized Power Distribution Equipment and Standby Power Generator

One alternative (1) will be evaluated to manage biosolids as part of the processes. It will include centralized biosolids treatment process for the option of a centralized WRRFS' approach. Currently, the CAWD WWTP uses a belt filter press or a screw press to dewater digested sludge. The dewatered sludge is hauled by truck to Kern County where it is used as a compost amendment for non-food crops. It is assumed that the same sludge management concept applies to the plant. It will be evaluated Biosolids Treatment (digestion/dewatering) with methane capture renewable energy component (microturbines) and waste gas burner. Dewatered solids will be trucked to offsite disposal.

Conceptual design shall include buildings to house new treatment facilities as necessary to mitigate visual impacts and blend into the architectural style developed in Task 2.3., and will be reflected in the technical memorandum, including conceptual site plan and process flow diagram.

Key Deliverables:

- Technical Memorandum of Conceptual Design of Centralized WRRF (including Task 2.1 Conveyance infrastructure). Total summary of concepts of conveyance and treatment shall be provided for conveyance and treatment infrastructure. (draft and final) in PDF format
- Conceptual Site Plan for the two (2) alternatives in PDF format
- Process Flow Diagrams for each of the two (2) alternatives in PDF format

Schedule:

- 6 weeks delivery of task

Task 2.3 – Centralized WRRF Architectural Approach and Renderings

Visual impacts associated with a WRRF need to be mitigated by design of the facility to blend into the surrounding Carmel Valley community. Develop conceptual 3D architectural renderings to visualize the style and character of the new facilities. Buildings will have a barn style that melds modern and rustic stylistic elements, and landscape will resemble a ranch located in an oak woodland environment. The 3D architectural renderings will only be developed for the CAWD + Pebble Beach Community Services District (PBCSD) Flows

Key Deliverables:

- Technical Memorandum of WRRF Architectural Style, including three (3) Architectural 3D renderings in PDF format.

Schedule:

- 4 weeks delivery of task

Task 2.4 – Centralized WRRF Opinion of Probable Construction Cost (OPCC)

Conceptual level OPCC will be developed at a Class 4 level for system rehabilitation per the Association for the Advancement of Cost Engineering (AACE) International standard for the alternatives described in Task 2 and included in the respective Technical Memoranda (Tasks 2.1 through 2.3) and Report (Task 2.5). This class represents a “study or feasibility” maturity level and has an expected accuracy range of -15% to -30% and +20% to +50%.

Key Deliverables:

- Class 4 Level OPCCs for Each Conceptual Design Component in PDF format

Schedule:

- Provided with each Technical Memorandum and Report deliverable

Task 2.5 – Conceptual Centralized WRRF Report

This task includes development of a Conceptual Centralized WRRF Report which summarizes the proposed wastewater and treated water conveyance systems; conceptual design of a Centralized WRRF; and Centralized WRRF architectural approach Tasks 2.1 through 2.3). The Report shall include an Executive Summary that describes the report contents in a condensed section. Report shall be submitted to the County in electronic format.

Key Deliverables:

- Report (including Executive Summary) of Centralized biosolids treatment approach evaluation in PDF format

Schedule:

- 3 weeks delivery of task

Task 3 – Decentralized Wastewater Treatment Plants Conceptual Design

Task 3.1 – Determine Sub-Basins within CAWD Collection System for Locations of Decentralized Facilities

Review CAWD service area and develop a general sub basin delineation for multiple satellite treatment facilities with capacity of about 0.25 MGD ADWF. Approximately 5 sub basins within the District boundaries should be assumed generally as follows. CAWD will assist with GIS data on flow load in each basin:

- Carmel By the Sea
- Carmel Point
- Carmel Unincorporated South of Carmel River
- Rio Rd & Area East of Hwy 1
- Carmel Highlands

The CAWD will provide collection system maps that will highlight the areas above.

Key Deliverables:

- Technical Memorandum of Conceptual Design of Proposed Collection System for Locations of Decentralized Facilities PDF format
- Map showing each sub basin selected and approximation of flows to be treated in each sub basin. Resizing of sub basin boundaries as necessary to keep flows within about 0.25 MGD in PDF format.
- Conceptual Diagram of the system in PDF format

Schedule:

- 5 weeks delivery of task

Task 3.2 – Evaluation of Biosolids Treatment for Decentralized Approach

One (1) alternative will be evaluated to manage biosolids as part of the processes. It will include centralized biosolids treatment process for the option of a decentralized WRRFS' approach. Currently, the CAWD WWTP uses a belt filter press or a screw press to dewater digested sludge. The dewatered sludge is hauled by truck to Kern County where it is used as a compost amendment for non-food crops. It is assumed that the same sludge management concept applies to the plant. A centralized biosolids treatment facility at one of the satellite facilities to handle all the biosolids with evaluation of transport by either truck or pipelines will be considered.

Key Deliverables:

- Technical Memorandum of Conceptual Design of decentralized biosolids treatment approach evaluation in PDF format

Schedule:

- 3 weeks delivery of task

Task 3.3 – Conceptual Design of Decentralized WRRFs

A satellite package treatment plant option consisting of multiple small treatment facilities will be evaluated during this task. One flow scenario will be used to determine the appropriate sizing and number of satellite package treatment plants:

- CAWD Flow
- 0.8 MGD ADWF/2.4 MGD AWWF

The size of each treatment plant is projected to be approximately 0.25 MGD dry weather flow and placed in multiple small locations about the Carmel Area. Each site is projected to be under one (1) acre in area. Specific locations of each decentralized plant will not be defined as part of this Task, however general sub-basins will be defined within the collection system that each individual satellite plant will serve (see Task 3.1). As with the centralized WRRF options (Task 2), it will be assumed 90% recycle of water for either irrigation or potable reuse/river supply water (i.e., injection in the Carmel Valley Alluvial Aquifer). Brine discharge is anticipated remain through CAWD's existing outfall. Components to include in the decentralized WRRF conceptual design includes:

- Conceptual overview of New Conveyance Pipelines needed for each location to connect to Brine Discharge Outfall, Recycled Water Transmission Piping, and Biosolids Conveyance Piping (if applicable)
- Small footprint MBR facility with 90% recycling capability
- Electrical equipment including Standby Power

Key Deliverables:

- Technical Memorandum of Conceptual Design of Decentralized WRRFs (draft and final) in PDF format. Total summary of concepts of conveyance and treatment (including preferred biosolids treatment approach determined in Task 3.2) shall be

- provided including costs for conveyance and treatment infrastructure in PDF format
- Process Flow Diagrams of decentralized treatment plant in PDF format
- 3 Architectural 3D renderings of decentralized packaged plant in PDF format

Schedule:

- 6 weeks delivery of task

Task 3.4 – Decentralized WRRF Opinion of Probable Construction Cost (OPCC)

Conceptual level OPCC will be developed at a Class 4 level for system rehabilitation per the Association for the Advancement of Cost Engineering (AACE) International standard for the alternatives described in Task 3 and included in the respective Technical Memoranda (Tasks 3.1 through 3.3) and Report (Task 3.5). This class represents a “study or feasibility” maturity level and has an expected accuracy range of -15% to -30% and +20% to +50%.

Key Deliverables:

- Class 4 Level OPCCs for Each Conceptual Design Component in PDF format

Schedule:

- Provided with each Technical Memorandum and Report deliverable

Task 3.5 – Conceptual Decentralized WRRFs Report

This task includes development of a Conceptual Decentralized WRRF Report which summarizes the sub-basins within the CAWD Collection System for locations of Decentralized Facilities; conceptual Biosolids Treatment for Decentralized Approach; and conceptual design of a Decentralized WRRF. The Report shall include an Executive Summary that describes the report contents in a condensed section. Report shall be submitted to the County in electronic format.

Key Deliverables:

- Report (including Executive Summary) of Decentralized biosolids treatment approach evaluation in PDF format

Schedule:

- 3 weeks delivery of task

Task 4 – Project Management, Site Visits, Meetings, Workshops

At the start of the evaluation, the Greeley and Hansen team will visit with the WPCP staff to discuss the project and anticipated outcomes and discuss the available information that is available. At the conclusion of the project, a final workshop to discuss the findings and recommendations will be presented to CAWD staff. A total of six (8) in-person meetings are included in this scope of work. Project management tasks will include project management, monthly project invoicing and budget management

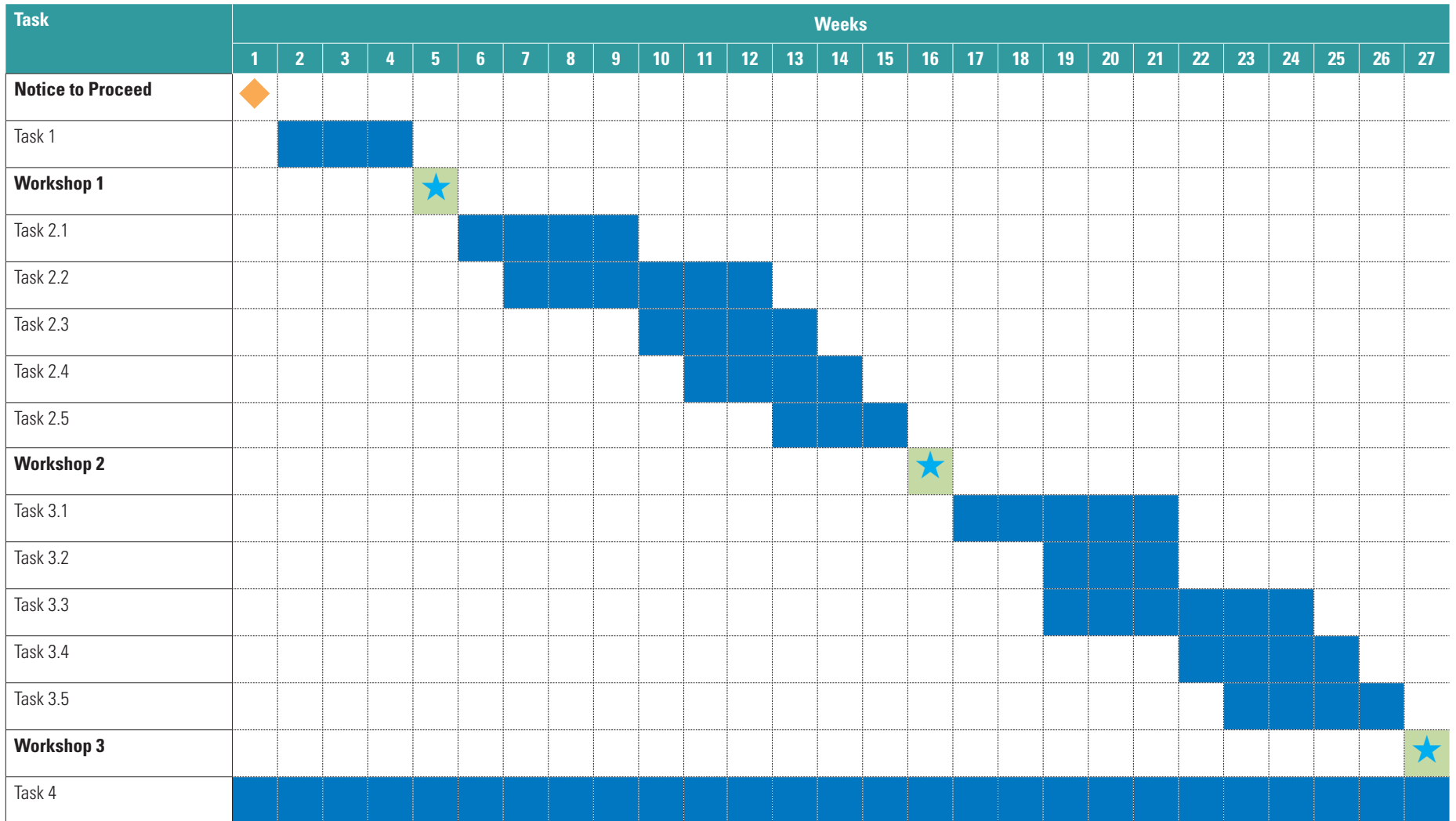
Key Deliverables:

- Agendas, Notes, Meeting/Workshop as per Schedule shown below
- Monthly invoices

CAWD’s Responsibility:

- Attendance at meetings and workshops

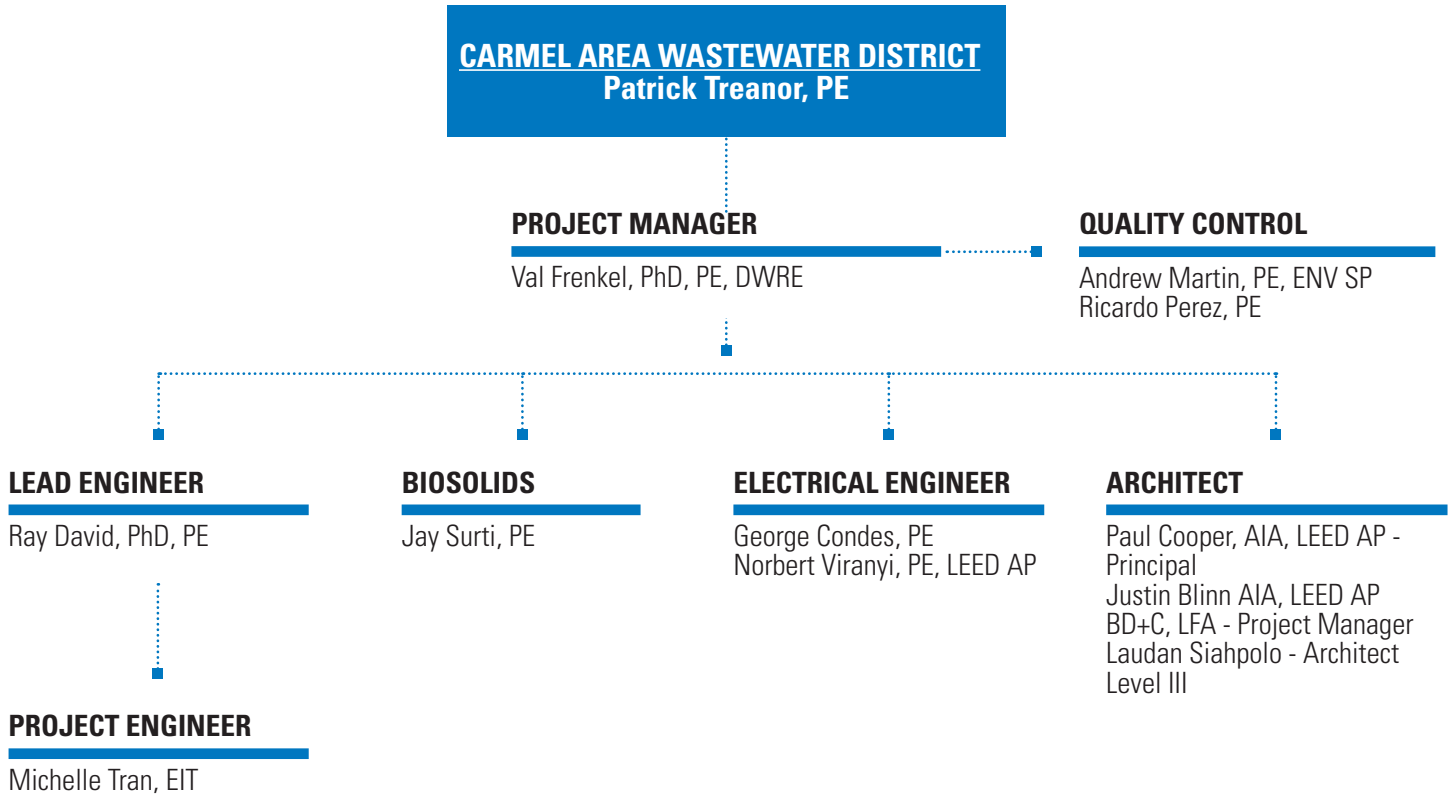
Schedule:



- KEY:**
- ◆ Kickoff Meeting
 - ★ Workshop

PROJECT TEAM

ORGANIZATIONAL CHART



TEAM MEMBER	PROFESSIONAL ENGINEER REGISTRATION	FIRM
Val Frenkel, PhD, PE, DWRE	California , Michigan, New York	Greeley and Hansen
Andrew Martin, PE, ENV SP	Illinois, Indiana, Kentucky, Michigan, Mississippi, New Jersey, New York, Ohio, Oklahoma, South Carolina, Virginia and Wisconsin	Greeley and Hansen
Ricardo Perez, PE	California , Nevada, Indiana	Greeley and Hansen
Ray David, PhD, PE	Illinois, New York, Texas, and Oklahoma	Greeley and Hansen
Jay Surti, PE	New Jersey	Greeley and Hansen
George Condes, PE	Illinois	Greeley and Hansen
Norbert Viranyi, PE, LEED AP	California , Indiana, Arizona, Florida, Illinois, Maryland, Michigan, Nevada, New York, Ohio, Oklahoma, Virginia, Wisconsin, and District of Columbia	Greeley and Hansen
Michelle Tran, EIT	Engineer-in-Training: Arizona	Greeley and Hansen
Paul Cooper, AIA, LEED AP	Licensed Architect No. C28490; Issuer: California Board of Architects	TEF Architecture & Interior Design
Justin Blinn AIA, LEED AP BD+C, LFA	Licensed Architect No. 036920; Issuer: NY Board of Architects	TEF Architecture & Interior Design
Laudan Siahpolo	Licensed Architect No. C 37372; Issuer: California Board of Architects	TEF Architecture & Interior Design



Val Frenkel, PhD, PE, DWRE
 Project Manager

Firm: Greeley and Hansen

Years of Experience: 44

Education:

- Ph.D. Water and Ecology Science, Lviv Polytechnic University, 1983
- M.Sc. Civil Engineering, Water and Wastewater, Lviv Polytechnic University, 1978

Professional Registrations:

Professional Engineer: California, Michigan, New York
 Professional Engineer (P.Eng.): Ontario, Canada
 Diplomate, Water Resource Engineering (D.WRE)
 Fellow WEF
 Fellow IWA
 Fellow ASCE/EWRI
 IDA Outstanding Professional in Water Reuse 2018

Professional Experience:

Dr. Val Frenkel is a well-recognized expert with 44 years of experience and a proven record of building from the ground up for various markets including water, wastewater, water reuse, salinity management, desalination, and membrane technologies. Dr. Frenkel has a successful record of applying technological approaches to provide project cost savings, often via development of new technologies and applications used worldwide for treating water and wastewater. He also serves as overall project manager responsible for the delivery of complete treatment systems including coordination of permitting and ancillary design disciplines. Dr. Frenkel's expertise includes all aspects of water/wastewater business including, but not limited to: business development, program and project management, process design based on conventional and advanced technologies; membrane-based processes including MF, UF, NF, RO, ED, EDR, EDI, and MBR; potable water and wastewater treatment; water reuse; desalination; and salt management for industrial and municipal applications, food, power, semiconductor, oil and gas industries.

Project Experience:

Program Manager for the Design of a Submerged Membrane Bioreactor for the City of Lathrop, CA.

Design of submerged membrane bioreactor up to capacity 2.5 MGD and expansion up to 9.0 MGD. Process design, BNR and MBR design, and equipment selection

Project Manager for the Advanced Water Treatment System Evaluation for a Major National Dairy Processing Plant, CA. The proposed advanced water treatment system is based on the previous recommendations to condition source well water supplied to the plant, which is rich with calcium, chloride bicarbonate and silica. The tasks include detailed process and technological design; selection of equipment, pumps, and energy recovery devices; development of reverse osmosis specifications; and development of design documents.

Project Manager for the Development and Validation of Water Pollution Control Plant Process Model for the Carmel Area Wastewater District, Carmel-by-the-Sea, CA.

The Carmel Area Wastewater District (CAWD) Water Pollution Control Plant (WPCP) is a 3.0 million gallons per day (MGD) average annual permitted discharge flow facility that uses activated sludge for secondary treatment. Greeley and Hansen will utilize the CAWD WPCP's data for model development. Existing Monthly Operating Report (MOR) data (or similar) for the WPCP and as-built information will be the basis for the preliminary data analysis. WPCP data of interest includes influent flows and loads, as well as operating data such as mixed liquor suspended solids (MLSS) concentration, return activated sludge (RAS) concentration and flow rate, and other parameters as requested. It is anticipated that three years of MOR data would be sufficient for modeling purposes. The data collected from the MORs will be plotted, categorized into dry weather and wet weather data, and subsequently analyzed. A process model (BioWin) was used to model the WPCP and run seasonal simulations (four simulations total) of the WPCP. Analyses may include, but are not limited to oxygen uptake rates, growth rates, and decay rates. The data collected from a sampling program will allow the model to be refined, calibrated, and validated based on the actual plant specific parameters.

Technical Advisor for the Morris Forman Water Quality Treatment Center (MFWQTC) Primary Sedimentation Basin Technology Evaluation and Design for Louisville and Jefferson County Metropolitan Sewer District, KY.

Val Frenkel, PhD, PE, DWRE
Project Manager

The Morris Forman Water Quality Treatment Center (MFWQTC) Primary Sedimentation Basins (primary clarifiers) were constructed in 1958 and were rehabilitated in the 1970s when secondary treatment was added to the facility. The equipment in the clarifiers has exceeded the anticipated service life and performance is unreliable. The peak wet weather capacity of MFWQTC is 350 MGD. The 2012 Integrated Overflow and Abatement Plan (IOAP) increased retention of wet weather flows in the collection system which will result in longer sustained peak flows to the clarifiers. The IOAP was developed utilizing a sustained peak capacity of 330 MGD through the clarifiers. The MFWQTC Primary Sedimentation Basin Rehabilitation Project includes the design of the following components influent aerated channel, new bypass channel and blower room; primary sedimentation basins; north and south pump station equipment; chemically enhanced primary clarification (CEPT); and odor controls. Dr. Frenkel served as technical advisor and supported the design of the CEPT system (including creating jar testing protocol) and optimization of the existing biological odor control units for the purposes of treating air from the primary sedimentation basins and other nearby odorous areas.

Design Lead and Process Engineer for the Membrane Bioreactor (MBR) Design for the City of Santa Paula Ventura County, CA.

Design Lead and Process Engineer for the design of a 4.2 MGD submerged membrane bioreactor recycled water treatment and distribution system. Process design, BNR and MBR design, and equipment selection.

Process Engineer for the Membrane Bioreactor (MBR) Design for the City of Fillmore, Ventura County, CA.

Process Engineer for the design of a submerged MBR based on GE Water - ZENON hollow-fiber membranes, plus recycled water treatment and distribution systems. Process design, BNR and MBR design, equipment selection, start-up, and commissioning.

Process Engineer for the Crescent City Membrane Bioreactor (MBR) Design, Crescent City, CA.

Process Engineer for the design of submerged MBR based on SIEMENS hollow-fiber membranes, plus recycled water treatment and distribution systems. Start-up and commissioning.

Process Engineer for the Membrane Bioreactor (MBR) Design for the City of Lake of the Pines, CA.

Process Engineer for the design of submerged MBR based on KUBOTA flat-plate membranes, including recycled water

treatment and distribution systems. Process design, BNR and MBR design, and equipment selection, start-up and commissioning.

Process Engineer for the Membrane Bioreactor (MBR) Design for the City of Coburg, OR.

Process Engineer for the design of submerged MBR based on SIEMENS hollow-fiber membranes, along with recycled water treatment and distribution systems. Process design, BNR and MBR design, and equipment selection.

Process Engineer for the Membrane Bioreactor (MBR) Design, City of La Center, WA.

Process Engineer for the design of submerged membrane bioreactor and recycled water treatment and distribution systems. Process design, BNR and MBR design, and equipment selection.

Process/Project Engineer for the Membrane Bioreactor (MBR) and Reverse Osmosis (RO) Pilot Study and Conceptual Project Design for a Confidential Food Processor Client Tracy, CA.

Dr. Frenkel served as the Process/Project Engineer for the pilot study and conceptual design of a 0.2-MGD capacity MBR and RO systems to treat olive production waste streams, creating an effluent suitable for recycling and reuse. He developed a flexible model to optimize and reduce the size of the treatment system, and evaluated and established design parameters for the MBR and RO systems.

Process Engineer for the Membrane Bio-reactor (MBR) Design, City of Arlington, WA.

Dr. Frenkel served as the Process Engineer for the design of submerged MBR based on KUBOTA flat-plate membranes, plus recycled water treatment and distribution systems. Process design, BNR and MBR design, equipment selection, and start-up and commissioning.

Principal Project Manager and Technology and Process Lead Engineer for Ashghal IDRIS Terminal Pumping Station and Sewage Treatment Works for the City of Doha, State of Qatar.

The advanced membrane technologies had a capacity of 130 MGD and an expansion of up to 260 MGD. Responsibilities included program management, project management and process design.



Andrew Martin, PE, ENV SP
 Quality Control

Firm:	Greeley and Hansen
Years of Experience:	23
Education:	- B.S. Civil Engineering, University of Illinois at Urbana-Champaign, 1998
Professional Registrations:	Professional Engineer: Illinois, Indiana, Kentucky, Michigan, Mississippi, New Jersey, New York, Ohio, Oklahoma, South Carolina, Virginia and Wisconsin Envision™ Sustainability Professional (ENV SP) National Council of Examiners for Engineering and Surveying (NCEES) Record
Professional Experience:	Mr. Andrew Martin has over 23 years of experience managing multi-disciplinary teams in the study, pilot testing, design, and construction for complex multi-million dollar water and wastewater projects and multi-billion dollar programs that rehabilitate and optimize infrastructure and facilities. He has been involved as Project Director and Engineer providing the following services associated with distribution systems, collection system, stormwater management, water treatment, and wastewater treatment plant improvement projects: conditions assessments, master planning, strategic planning, detailed hydraulics, preliminary and final design, construction sequencing and phasing, green infrastructure, pilot testing, preparation of opinions of probable construction cost, design review workshops, risk mitigation, permitting, and office services during construction. Mr. Martin is a Greeley and Hansen Principal and serves as the firm's Technical Services & Innovation Center Managing Director.

Project Experience:

Quality Manager for the Bay Park Conveyance Project, Nassau County, NY.

The Nassau County Department of Public Works (NCDPW) and the New York State Department of Environmental Conservation (NYSDEC) is implementing the Bay Park Conveyance Project to improve water quality and storm resiliency in Long Island's Western Bays by conveying highly treated wastewater effluent from the South Shore Water Reclamation Facility located in Nassau County, New York to the Cedar Creek Water Pollution Control Plant for ultimate discharge miles offshore through an ocean outfall pipe. Greeley and Hansen is engaged as part of a design-build team lead by Western Bay Constructors. The design-build project is being designed, constructed and commissioned in a four-year schedule and includes the design of a new 75 MGD effluent diversion pumping station; a 14-mile conveyance system consisting of two new 72-inch microtunnels and a 60-inch slip lined repurposed aqueduct; a new receiving tank; replacement of effluent pumps at the Cedar Creek Water Pollution Control Plant, and an existing ocean outfall. Mr. Martin's responsibilities included quality management reviews and technical guidance and support to the preparation of Contract Documents. The Project will be completed in fall of 2024 with a forecasted cost of \$500 million.

Program Director for the Great Water Alliance Program, Waukesha Water Utility, WI.

The Waukesha Water Utility (WWU) Great Water Alliance (Program) is an historic program to transition from groundwater wells to a surface water supply for the City of Waukesha, which is home to more than 71,000 residents. The St. Peter Sandstone aquifer, which has been the primary source of drinking water for not only Waukesha, but for communities throughout the Midwest, is being depleted in Southeast Wisconsin. Depletion of the St. Peter Sandstone aquifer has caused radium and other contaminants to become more concentrated. As a result, Waukesha needs a long-term, sustainable alternative to its existing water supply to protect public health and support future growth. The Great Lakes Compact Council unanimously approved Waukesha's application to source water from Lake Michigan. WWU subsequently commissioned Greeley and Hansen and their team of consultants to implement the Program to transition Waukesha's water supply from groundwater to Lake Michigan water. The purpose of the Program is to plan, design, and construct infrastructure with a 100-year useful life necessary

Andrew Martin, PE, ENV SP

Quality Control

to transition Waukesha's water supply. The Program is the first of its kind to access Great Lakes water through the Great Lakes Compact. Successful implementation of the Program will set industry precedence for solving water quality and water scarcity challenges for at-risk water supplies in other Great Lakes communities. As part of the Program, approximately 13 miles of transmission main (referred to as the "Water Supply Pipeline") with pumping facilities, storage, and chemical treatment will deliver potable water to Waukesha from a connection to a water system supplied with Lake Michigan water. Approximately 13 miles of pressure main (referred to as the "Return Flow Pipeline") with pumping facilities located at Waukesha's Clean Water Plant (CWP) are required to achieve a net zero water balance in the Great Lakes–St. Lawrence River Basin by discharging highly treated effluent to the Root River, which ultimately discharges into Lake Michigan. As Program Director, Mr. Martin's responsibilities included strategic and technical guidance, managing quality of deliverables and contract documents, financing and funding support, supporting the successful securing of over 80 permits, and overseeing the Program schedule and individual elements to meet multiple consent decree milestones.

The Program is currently in construction and approximately 50% complete. In addition to Program responsibilities, office services during construction are being provided and include overall project management and coordination for five contract packages, coordination between WWU, Construction Manager, and contractors, review of submittals, preparation of RFI responses, and development of as needed RFQs, supplemental drawings, and change orders.

Project Manager for the Consent Decree Negotiation and Regulatory Assistance Project, Greater Peoria Sanitary and Sewage Disposal District, Peoria, IL.

Project Manager for negotiations related to the consent decree proposed to address the GPSD's wet weather control program improvement program. The project includes negotiation of CD and permitting issues with USEPA (Region 5 and headquarters) and Illinois EPA. The negotiation program includes coordination of technical evaluations of the District's collection system, remote wet weather treatment facilities, and wastewater treatment facility (60 MGD secondary treatment capacity and 94 MGD wet weather treatment capacity). The negotiations address the District's compliance with state and federal CSO control program

requirements and the modifications needed to incorporate the final requirements into the Districts NPDES permit. Other project tasks included wastewater treatment plant flow maximization, future process/nutrient control needs, financial assessment and affordability analysis, and incorporation of sustainable design elements.

Project Engineer for the Regional Optimization Master Plan (ROMP) for Pima County, AZ.

The program included review of existing county-wide infrastructure facilities and systems, review of future regulatory requirements, development of wastewater technology alternatives for meeting future needs, and preparation of the 25-year master plan. The County wastewater service area covers nearly 500 square miles and includes two major and nine subregional treatment facilities. The major facilities require upgrades to meet the future regulations, and the subregional facilities need to be expanded to meet rapid growth. The capital improvement program (CIP) costs were forecast to be over \$500 million in 2006 construction costs.



Ricardo Perez, PE
 Quality Control

Firm: Greeley and Hansen

Years of Experience: 20

Education: - B.S. Civil Engineering, **California** Polytechnic University, 2012

Professional Registrations: Professional Engineer: California, Nevada, Indiana

Professional Experience: Mr. Ricardo Perez is a Civil Engineer and Project Manager at Greeley and Hansen with over 20 years of experience in the planning, design, and construction of water, wastewater and stormwater infrastructure. His experience includes planning and design of water distribution and transmission mains, sewer collection systems including local collection systems, large trunk sewers, force mains, and brine waste disposal pipelines. Mr. Perez also has experience with assistance in the design of well sites and booster stations, subsurface utility engineering, rough grading and fine grading design, wet weather water collection systems including channel and water storage facilities, recreational facility design of public parks, sport complexes, and bicycle trails adjacent to storm water facilities. Ricardo has also contributed to services for hydraulic modeling, preparation of cost opinions, alternative analyses, life-cycle cost assessments, and providing engineering services during construction. In addition, he has assisted the City of Ontario and Jurupa Community Services District (both in California) in developing and updating their standards for water and wastewater applications.

Project Experience:

Project Engineer for the Verrado Z5S Booster Station for EPCOR Water, Buckhead, AZ.

An increase in growth and development in the Verrado community of Buckeye, Arizona prompted EPCOR Water to initiate the development of a new Booster Pump Station (BPS) to provide water services to two new pressure zones. This project was for the development of the Zone 5 S Booster Station (Z5S BPS). The new Z5S BPS was designed for a peak flow of 560 gpm. The new booster station included the design of a brand-new site for the booster station, hydropneumatic tank, sodium hypochlorite on-site generation system, standby generator, new building for process and electrical equipment, and tying into the existing Zone 4 BPS. Mr. Perez provided design for the civil and site layout for the project and provided support in the process and mechanical design as well.

Project Manager for the Geist Water Treatment Plant Storage Tank Expansion Project for Citizens Energy Group, Indianapolis, IN.

The Geist Water Treatment Plant had existing 0.78 MG of clean water storage. The Geist area, an area North of Indianapolis, is expected to continue growing in the near and distant future. Citizens Energy Group estimates a total of 2 MG gallons of clean water storage will be required in the future. As a part of this project an additional 1MG storage tank was designed and built to supplement the existing on-site storage. The tank is a clear well type, rectangular concrete tank built into the hillside to reduce visibility from neighbors of the area. The design of the new tank included supply mains, drain lines, level sensor, new electronic slide gate, new security camera and flexibility to isolate the new tank from the existing system for future maintenance and expansion.

Project Manager for the Merom and Mecca Comprehensive Planning Studies for Indiana American Water, IN.

Indiana American Water (INAW) provides approximately 110 million gallons per day (MGD) of high-quality, affordable water to nearly 300,000 customers in twenty-eight operating districts throughout Indiana. INAW has expressed its need for a Comprehensive Planning Study (CPS) for their Merom and Mecca districts with the goal of completing the CPS on a 15-year cycle. Both systems were acquired by INAW within the last ten years and currently do not have an existing CPS. The purpose of this CPS is to develop a fiscally sustainable

Ricardo Perez, PE

Quality Control

water management plan for each district to support and justify capital investments needed for rate adjustments to be approved by the Indiana Utility Regulatory Commission (IURC). The CPS were developed with the assistance from INAW. The Merom district has an average production of 20,000 GPD and obtains its water supply from 2 wells both sourced from a single well field. The system has a single elevated storage tank and an IDEM groundwater assessment has determined that the groundwater is highly susceptible to contamination. The Mecca district has an average production of 80,000 GPD and obtains its water supply from 2 wells both sourced from a single well field. The system has a single elevated storage tank and an IDEM groundwater assessment has determined that the groundwater is highly susceptible to contamination.

Key Aspects that were included in the CPS documents:

- Develop customer and demand forecasts for each customer category for the target years of 2023, 2028, 2033.
- Develop a calibrated distribution system hydraulic model for current year and future target years 2023 and 2033.
- Assess the adequacy of sources of supply, treatment facilities, and distribution system piping, distributive pumping, and distribution system storage capacity in their ability to meet current and projected demands and to provide adequate levels of service and reliability.
- Assess the adequacy of the treatment facilities in meeting current and proposed primary and secondary drinking water quality regulations, and American Water system water quality goals.
- Identify system hydraulic deficiencies based on pressure and fire flow guidelines.
- Development of a prioritized list of supply, treatment, pumping and distribution system capital Improvements.
- Development of a prioritized list of operational changes, where applicable, that could defer or eliminate the need for capital improvements.
- Development of recommended capital improvement projects to address system deficiencies.

Project Manager for the Aqueduct Intake Screen Immediate Improvements Study Phase and Final Design Phase for Citizens Energy Group, IN.

The Fall Creek Intake serves as an emergency water supply for Citizen's White River Treatment Plant. The project consisted of developing alternative low maintenance design

options and cost opinions for the replacement of the existing 40 MGD Coanda Screens that were not functioning as designed and were being limited due to sediment accumulation and algae growth. Mr. Perez worked closely with Citizens Energy Group and coordinated with subconsultants, the project team, and IDEM to evaluate the conditions of the existing intake screen of the Fall Creek Intake and provided a technical memorandum as a part of the study phase with recommendations for optimizing the existing intake system. In the design phase Mr. Perez used the recommendations from the technical memorandum to develop construction drawings for modifying the existing intake. Challenges included incorporating the existing infrastructure to the final design; developing hydraulic calculations for each alternative to assure that the required flow of 40 MGD could be provided to the treatment plant; developing a unique design that took advantage of the existing Coanda Screen framework and working with IDEM to review and revise permitting for construction.

Project Manager for the 9th Street Storm Water Pump Station for Lafayette Renew in the City of Lafayette.

As a part of the ongoing clean water efforts and storm water management, Lafayette Renew implemented storm water improvement projects at two locations to address street flooding and improve drainage in the project areas. Storm water from the two projects is collected and conveyed to the new 4 MGD Pump Station. The Pump Station will deliver storm water previously carried by the City's combined sewer system, to reduce wet weather CSO discharge to the Wabash River. The Pump Station also serves as a community amenity by providing green space with passive educational activities focused on water and the environment. Key aspects of the project included design of the 4 MGD pump station, optimizing use of an existing 108-inch sewer pipe to maximize storage volume and provide overflow during high level storms, design of approximately 4,000 feet of gravity storm sewer, and design of 400 feet of storm water force main. Coordination with the Certificate of Appropriateness Committee, Historic Preservation Commission, and the 9th Street Hill Neighborhood Association was a critical element of the project to assure that the pump station provided an education and beneficial element to the neighborhood.



Ray David, PhD, PE
 Lead Engineer

Firm: Greeley and Hansen

Years of Experience: 15

- Education:**
- Ph.D. Civil and Environmental Engineering, Virginia Tech, 2016
 - M.S. Civil Engineering, Purdue University, 2010
 - B.S. Civil Engineering, Purdue University, 2007

Professional Registrations: Professional Engineer: Illinois, New York, Texas, and Oklahoma

Professional Experience: Dr. Ray David is an Associate of Greeley and Hansen with over 15 years of experience in the design and construction wastewater engineering. His time at Greeley and Hansen includes planning, evaluation, design, and construction services of headworks facilities, odor control systems, air quality improvements, and solids handling system. His experience includes sludge handling and sludge disposal. He has served as project manager on master planning projects which include evaluation of biosolids management programs and alternatives to evolve those programs, including centralized treatment strategies. His experience includes sludge processes such as digestions and composting. He serves as the odor control and air quality lead in Greeley and Hansen's Process Engineering Group. His experience with air quality and odor control includes both academic research while obtaining his PhD on the topic as well as practical applications. He has planned and designed numerous air quality and odor control systems from biological systems to chemical amendment systems to carbon columns.

Project Experience:

Project Manager for the San Francisco Flood Resilience Programmatic Strategies for the San Francisco Public Utilities Commission, San Francisco, CA.

The purpose of the study is to engage stakeholders within the City to determine potential additional programmatic strategies for flood resilience. Specifically, the utilization of property modifications and other related programs that provide alternatives for private property owners was considered. Key decisions and development of consensus was determined through a facilitated workshop process. As these and additional programmatic strategies are developed, the following long-term challenges facing the San Francisco area will be considered: the effects of climate change and new storm patterns as it relates to precipitation intensity and duration; reasonable expectations of the public regarding flooding; and the highest return on investment for expenditures. Dr. David worked on and participated in the various study workshops and meetings, identified floodproofing technologies and modifications applicable for the City and County of San Francisco, assisted in the development of an Implementation Plan to achieve the goals identified during the workshops, and developed new and updated documentation for related programs.

Project Engineer for the Advanced Water Treatment System Evaluation for a Major National Dairy Processing Plant, CA.

This Major National Dairy Company is a leading producer of wholesale dairy products that has been committed to sustainability. This pledge towards innovation and sustainability has resulted in the construction of state-of-the-art production facilities. The proposed advanced water treatment system is based on the previous recommendations to condition source well water supplied to the plant, which is rich with calcium, chloride bicarbonate and silica. High concentrations of calcium hardness and silica in the source water require excessive use of the chemicals for production processes at the plant, excessive use of chemicals and water for CIP cleanings. At the same time excessive calcium and hardness in source water are carried over through the plant ending up in the industrial wastewater requiring intensive chemicals use, intensive cleanings of the treatment equipment and generating challenges with waste and produced brine (high strength salt) disposals. The tasks include detailed process and technological design; selection of equipment, pumps, and energy recovery devices; development of reverse osmosis specifications; and development of design documents.

Ray David, PhD, PE
 Lead Engineer

Technical Advisor for the 30th and Sutherland Odor Control Study for Citizen Energy Group, Indianapolis, IN.

The area near 30th Street and Sutherland Avenue has documented complaints of odors emerging from the collection system. This study will sample and quantify the level and location of these odors and develop alternatives to address these complaints. The project includes performing a hydraulic evaluation of the collection system, conducting a field investigation to sample odorous gas in the collection system, reviewing data, identifying and conducting an alternative analysis, and creating a technical memorandum. Tasks included participation in progress meetings and workshop, development of a sampling plan, reviewing data, and evaluating alternatives.

Deputy Project Manager for the Department of Public Utilities Water and Sewer Facilities Plan Update Project, County of Henrico, VA.

The County's current Water and Sewer Facilities Plan was completed in 2007 and updated in 2011 to include the Innsbrook Small Area Plan. The County desires to update the current Water and Sewer Facilities Plan which will require evaluating the adequacy of existing water and wastewater systems, projecting future demands for residential and economic development, developing a prioritized facilities improvement plan to meet the County's needs through the year 2050, and include recommendations for long-term system concepts through build-out. The updated Water and Sewer Facilities Plan (the "Updated Facilities Plan") will reflect current facility requirements and will incorporate land use changes proposed in the 2040 Comprehensive Plan, which is an update to the County's Planning Department 2026 Comprehensive Plan. When it is completed, the Updated Facilities Plan will be added as an element of the 2040 Comprehensive Plan. The Updated Facilities Plan will be the principal planning document for future improvements to the County's water and wastewater system. The Updated Facilities Plan will be used to define DPU's 10-year Capital Improvement Plan and to document the plan for development of the water and wastewater facilities needed to accommodate projected growth within the County and certain areas of Hanover and Goochland Counties. The major project tasks to update the Public Utilities Water and Sewer Facilities Plan include the tasks: Data Collection and Compilation (Water and Sewer Facilities Plan Report and related technical memoranda; Water sales data; Water and Sewer System Flow Data; Rainfall Data at Sewage Pumping Stations; County's Geographic Information System (GIS) Mapping; Existing and Projected Future Land Use Data; Capital Improvement Program (CIP); and Project Data Management

System); Population and Customer Projections (Existing land use development, customer, and population projections); Water Facilities Planning (Evaluate Existing Water Use; Update Unit Water Demand Rates; Update Existing Water Model; Develop Existing Demand Distribution; Water Model Operational Verification; Field Tests based on model verification; Develop Water System Planning Criteria; Develop Water Demand Projections; Evaluate Hydraulic Model of Water System; Evaluate Water System Improvement; Evaluate Facility Improvements Phasing; Develop Water Storage Tank Maintenance Program; Update Pressure Contour Layers; Develop Hydraulic Model Maintenance Plan); Sewer Facilities Planning (Evaluate Existing Wastewater Flow; Evaluate Sewer System Renewal Needs; Update Wet Weather Peak Flow Planning Criteria; Sewer Rainfall Derived Infiltration and Inflow (RDII) Volumes and Sewer Modeling; Identify Potential Redevelopment Areas and Expected Development Density Level; Develop Updated Sewer Model; Develop Wastewater Flow Projections; Calibrate Sewer Model; Run Preliminary Sewer Model; Run Final Sewer Model; Conduct Sewer Modeling Studies; Evaluate Sewer System Improvement; Evaluate Facility Improvement Phasing; Final 2030, 2040, 2050, and Build-Out Sewer Models); CIP Project Descriptions (Develop Technical Description for CIP projects); Cost Estimates (Develop Planning-Level Construction and Total Project Cost Estimate); Projected Capital Improvement Schedule (Develop Projected Schedule); Comprehensive Plan Coordination (Meet with County Planning Staff; Evaluate Water and Sewer Utility Impacts; Develop Technical Memoranda; Develop Water and Sewer Descriptions and Future Improvement Needs); Water and Sewer Model User Guide and Training (Develop Water and Sewer User Guides and Provide training in Water and Sewer Models); Treatment Facility Capacity Analysis (Conduct Current Facility Plans Review); Technical Memoranda (Studies Conducted); Reports (Water and Sewer Facilities Planning Studies Results); Project Meetings and Workshops (Develop Project Plan, Schedule, Workshops, Progress Meetings, and Coordination with County Staff); and Regulatory Assistance (Approval from Virginia Department of Health (VDH) and Department of Environmental Quality (DEQ)). Tasks included leading development of sewer model evaluation, population projections, storm size study, RDII evaluation, and CIP development. Dr. David managed project budget and schedule of the project, managed the project team, and managed subconsultant.



Jay Surti, PE
 Biosolids

Firm: Greeley and Hansen

Years of Experience: 19

Education:

- M.E. Environmental Engineering, Stevens Institute of Technology, 2008
- B.E. Environmental Engineering, Stevens Institute of Technology, 2003

Professional Registrations: Professional Engineer: New Jersey

Professional Experience: Mr. Jay Surti is a seasoned leader with more than 19 years of experience in project management, facility and master planning, and detailed design and construction for a wide range of complex water and wastewater projects, with specific expertise in biosolids handling and treatment systems. Mr. Surti has provided wastewater and residuals centric technical services that optimize existing operations and spearhead capital improvements to help achieve operational efficiency and realize reduction in electricity and chemicals consumption for numerous clients. Mr. Surti serves as Greeley and Hansen's Global Biosolids Practice Leader, using his in-depth expertise to develop regional biosolids management solutions for large wastewater treatment plants, improvements related to thickening and dewatering processes, solids stabilization processes, management of FOG and HSW including co-digestion, bioenergy recovery systems, thermal processes and biosolids end use. He is an expert on EPA Part 503 regulations and emerging issues (e.g., PFAS), that could potentially impact biosolids management approaches nationally.

Project Experience:

Technical Advisor for North WPCF Dewatering Expansion for Ocean County Utilities Authority, Ocean County, NJ. Assisting OCUA implement dewatering improvements at the North WPCF to meet processing capacity. Dewatered cake produced by the North WPCF is imported to the Central WPCF and dried in a centralized drying facility to produce Class A biosolids pellets. Class A biosolids are beneficially utilized for land application.

Technical Advisor, Biogas Storage Facilities, Newtown Creek Water Pollution Control Plant, New York City Department of Environmental Protection, New York City, NY.

Provide technical direction and QA/QC for the design of a new membrane gas storage system at the Newtown Creek Water Pollution Control Plant. Evaluate gas storage requirements based on existing and future biogas production, taking into consideration expansion of food waste co-digestion, a renewable natural gas (RNG) production facility and use of biogas in boilers to produce heat for digester heating.

Project Director, Homestead Wastewater Treatment Plant Improvements, New Jersey American Water, Columbus, NJ.

Serve as a Project Director and provide technical direction for improvements to the Homestead Wastewater Treatment Plant. Lead an alternatives evaluation to achieve permit compliance for ammonia during cold weather conditions. Design improvements include breakpoint chlorination, upgrade of chemical storage and feed facilities, pump station upgrades, and process monitoring and control upgrades.

Project Manager for the Biosolids Program Capital Improvements Plan, Department of Public Work, Westchester County, NY.

Developed a Capital Improvements Plan of solids processing improvements to the Peekskill WWTP and Yonkers WWTP. Assisted the County develop a plan to achieve its goal for reducing solids/sludge transportation costs, optimize inter-WWTP transfer by semi-regionalizing the County's solids processing operations and advance its goal to produce Class A biosolids. Planning level evaluation of a new dewatering system at the Peekskill WWTP to reduce transportation costs.*

Jay Surti, PE

Biosolids

Project Engineer for the Piscataway 30 MGD WWTP Bio-Energy Project, Washington Suburban Sanitary Commission, Accokeek, MD.

Complete design for a new biogas storage facility, dewatered cake pumping system and utility water pump station upgrades. Class A (thermally hydrolysis followed by mesophilic anaerobic digestion) dewatered biosolids produced by belt filter presses.*

Project Engineer for the 100+ MGD Central Treatment Plant, Middlesex County Utilities Authority, NJ.

Professional engineering advisory services to evaluate a Public Private Partnership (PPP) to implement advanced anaerobic digestion, thickening and dewatering processes to produce Class A biosolids for beneficial use. Provided review of basis of design for new gravity belt thickeners, enzymatic anaerobic digestion and centrifuge dewatering to produce Class A biosolids.*

Professional Engineer for the Biosolids Conceptual Design Project, South Central Wastewater Authority, Petersburg, VA.

Complete alternatives evaluation and conceptual design of new GBT thickening and dewatering systems. Conceptual design of sludge and dewatered cake conveyance, storage and pumping systems. Solids dewatering alternatives evaluated included belt filter presses, centrifuges and screw presses. Plant rated at 23 MGD.*

Project Engineer for the Springfield Regional 67 MGD Wastewater Treatment Facility, Springfield, MA.

Wastewater solids thickening and dewatering optimization to improve solids concentration and reduce trucking costs*

Project Engineer for the Holyoke Wastewater Treatment Plant, Holyoke, MA.

Wastewater solids thickening and dewatering optimization to improve solids concentration and reduce trucking costs*

Senior Technologist for the Waste-to-Energy Project, Hay Road 50+ MGD WWTP, City of Wilmington, DE.

Completed preliminary design to produce renewable electric power using digester gas and landfill gas, and use waste heat from the power generation process to produce dried biosolids. Completed a qualitative and carbon footprint comparison of the above-described project concept with other beneficial use biosolids processing technologies.*

Senior Technologist for the DAFT and Cake Bin Improvements, Metropolitan District Commission, Hartford, CT.

Design improvements to the dissolved air flotation thickeners

(DAFTs) and dewatered cake storage bins at the Hartford WPCF. Develop contract documents for improvements.*

Senior Technologist for the Master Plan, Central Contra Costa Sanitation District, CA.

Lead master planning of solids treatment and resource recovery at the Facility. Solids treatment process consists of dissolved air flotation thickening, centrifuge dewatering and incineration. The goal of the master plan was to achieve energy neutrality. A combined cycle power generation facility producing electricity from incinerator off-gas and heat recovered from existing gas turbine would provide adequate energy to achieve net neutrality. New anaerobic digestion facilities was proposed. Improvements to dewatering processes proposed to reduce supplemental fuel consumption for incineration.*

Senior Technologist for the Solids, Project Definition Project, North Wastewater Treatment Plant, Baton Rouge, LA.

Develop the overall scheme of solids treatment and processing system to meet regulatory requirements and the City's short-term and long-term treatment goals. Complete project definition level design for thickening (gravity thickening and gravity belt thickening), anaerobic digestion and dewatering (belt filter press) systems for treating primary sludge and secondary sludge.*

Project Technologist for the Standard Operating Protocols, North Wastewater Treatment Plant and South Wastewater Treatment Plant, Baton Rouge, LA.

Worked with the treatment plant operations staff to develop Standard Operating Protocols (SOPs) for all liquid and solids treatment processes. Treatment processes include preliminary treatment (screenings and grit removal), primary treatment, trickling filters, solids contact basins, secondary clarifiers, sludge thickening systems, anaerobic digestion and energy recovery system, sludge dewatering system and major in-plant pump stations.*

Project Technologist for the Sludge Thickening Improvements, 50+ MGD Central Water Pollution Control Facility, Ocean County, NJ.

Complete planning level process design and develop improvement recommendations to enhance sludge handling and processing at the Ocean County Utilities Authority Central WPCF.*

* Indicates experience with previous firm



George Condes, PE
 Electrical Engineer

Firm:	Greeley and Hansen
Years of Experience:	18
Education:	<ul style="list-style-type: none"> - B.S. Electrical Engineering, University of Illinois at Chicago, 2003 - MBA specializing in Management, DePaul University, 2020

Professional Registrations: Professional Engineer: Illinois

Professional Experience: Mr. George Condes is the Electrical Group Head of Greeley and Hansen with more than 18 years of experience in the Design and Construction Industry. His experience includes design, feasibility studies, evaluation of existing facilities, and project management of large, multi-disciplined projects requiring the coordination of multiple subcontractors. His responsibilities involved the management of multi-firm teams and complex project issues. Mr. Condes has served as project manager and design engineer on numerous multi-million dollar projects, including Light and Heavy Industrial Manufacturing facilities, and Mission critical operation facilities. He has proven successes in establishing and utilizing highly effective project communication procedures and controls to optimize adherence to project goals, budget and schedule. As the Electrical Group Head and member of the Firm's Global Mechanical, Electrical, Plumbing, and Instrumentation & Controls (MEP/IC) Organization, he is responsible for the leadership, business management, and technical development of the Firm's Electrical Group.

Project Experience:

Technical Advisor for the Central Park Pumping Station Electrification for the Chicago Department of Water Management, Chicago, IL.

This potable water pumping station, originally built in the 1890's, was converted from steam turbine driven pumps to electric motor driven pumps. The existing 60 MGD and 80 MGD pumps were refurbished to "like new" condition; and new vacuum priming, lube oil, and hydraulic valve actuator power water systems were installed. Medium-voltage VFD's were installed to control the new 2000 HP and 3250 HP, 4.16 kV induction motors driving the pumps. A completely new power distribution system was installed, consisting of 12.47 kV main switchgear with two incoming utility feeders, 12.47 kV generator paralleling switchgear and four 2.5 MW, 12.47 kV generators, double-ended 12.47 kV-480 V unit substation, and 480 V power distribution. Five existing 25,000 lbs/hr high pressure steam boilers and associated steam piping were demolished. A fully automated SCADA system was installed to operate the pumping station based on distribution system pressures and flow demands. The design was performed entirely in 3D using Autodesk Revit and AutoCAD Civil 3D. Construction was phased to maintain full pumping station operation during conversion of the pumps, using temporary generators while the permanent standby power system is installed.

Technical Advisor and Quality Control Reviewer for City of Richmond, VA Task Orders.

Planning, Design, and Construction Services for electrical, instrumentation and control, mechanical, HVAC, fire protection, plumbing, fire alarm systems, and civil process engineering. Work under this Contract included the MIS Phase II Improvements, McCloy Pumping Station Improvements, Thickening and Dewatering Facility Upgrades, Electrical Hazard Assessments, and the Douglasdale Pump Station Improvements.

Technical Advisor for the Jones Island Water Reclamation Facility Motor Control Center Replacements Phase 1 for the Milwaukee Metropolitan Sewerage District (MMSD), Milwaukee, WI.

The project will replace 31 motor control centers and two unit substations at various process units within this 390 MGD plant. The existing equipment is nearing the end of its service life.

George Condes, PE
Electrical Engineer

Technical Advisor for Contract BB-215 for the Power Distribution Improvements at the Bowery Bay Water Resource Recovery Facility (WRRF) in Queens, NY.

This project involves Facility Planning Services, Design Services, Procurement Services, Design Service during Construction, and CM Services for the conversion or elimination of all 208V electrical loads to 480V loads throughout the plant. This project involves intensive field investigations, review of numerous record drawings, coordination with numerous ongoing and upcoming projects, and improvement in reliability and safety for the Plant's power distribution system. Project objectives include the elimination of numerous 4160V/208V oil filled switches and transformers and 208V motor control centers (MCCs) throughout the plant, consolidation of new 480V loads into the existing 480V infrastructure, the addition of 4 new double ended MCCs, the redevelopment of old electrical spaces into new NEC and NFPA 820 compliant electrical spaces, and a new digester complex electrical building to isolate new equipment from hazardous environment. This project also includes the refurbishment of the main substation 4 – 4160V reactors and synchronous bus for the incoming 4 utility services and the installation of new 4160V breaker mimic panels, a local mimic panel in the main substation and a remote mimic panel in the Plant Main Control Room.

Technical Advisor for the Reconstruction of Power Distribution at Wards Island Water Resource Recovery Facility (WRRF), Contract WI-292, NY.

This project involves the Facility Planning Services, Design Services, Procurement Services, and Design Service during Construction for the replacement and possible relocation of existing electrical equipment which make up a large portion of the 4160V and 480V power distribution system throughout the plant. This work includes evaluating the electrical distribution equipment and associated conductors for replacement and relocation; replacing existing or adding new HVAC equipment; and modifications and repairs to existing building components. This project will replace, refurbish, and/or relocate existing equipment. The Power Distribution Improvements at the Wards Island WWTP Project No. WI-292-DES will improve the reliability of the WWTP's power distribution system and treatment processes through the replacement or relocation of existing aging electrical distribution equipment throughout the plant.

Technical Advisor for the Piscataway WWTP Electrical Upgrades for the Washington Suburban Sanitary Commission, Accokeek, MD.

This project includes the site-wide replacement of medium and low voltage electrical distribution equipment including switchgear, motor control centers, and transformers. To facilitate the replacements and new site-wide underground ductbank system will be designed, that when completed will allow plant personnel to more easily and safely isolate and maintain the equipment. New equipment will feature the latest safety and communications technology to provide a safe work environment for plant personnel and a breadth of power usage data which can be analyzed to improve the operation of the plant. Responsibilities include the Quality Control review of the electrical design contract documents.

Technical Advisor, NYCDEP TI-169 for the Power Distribution Improvements at the Tallman Island WRRF, Queens, NY.

For the New York City Department of Environmental Protection Contract TI-169. All existing 208V loads will be converted to 480V operation or removed entirely. Project involves field investigation, coordination with various ongoing projects, and general improvements to the plants distribution system. This project also includes the elimination of several 4160V/208V substations and 208V motor control centers.

Technical Advisor for Various Types of Consulting Services for All Facilities Located within the Jurisdiction of MWRDGC on a Three-year Retainer Basis.

Electrical services include, but are not limited to design work, construction support services, estimating services, and inspection services.

Technical Advisor for North Shore Water Reclamation District (NSWRD) Electrical Condition Assessment and Electrical Master Plan.

The project assessed all electrical power distribution equipment at NSWRD's three Water Reclamation Facilities and ten Wastewater Pumping Stations. Surveys were conducted, and each component was scored on several parameters relating to condition and potential impact to operations. A ranking and Phase 1 master plan report was prepared to assist NSWRD in planning capital improvements. Responsible for leading the field surveys at all facilities and developing the report.



Norbert Viranyi, PE, LEED AP
 Electrical Engineer

Firm:	Greeley and Hansen
Years of Experience:	31
Education:	- B.S. Electrical Engineering, Purdue University, 1991
Professional Registrations:	Professional Engineer: Indiana, Arizona, California, Florida, Illinois, Maryland, Michigan, Nevada, New York, Ohio, Oklahoma, Virginia, Wisconsin, and District of Columbia LEED Accredited Professional

Professional Experience: As Project Engineer, he performs detailed design of water and wastewater facility electrical systems involving complex and unusual engineering challenges. He directs the preparation of designs, plans, specifications and invitations for bids. Mr. Viranyi ensures compliance with applicable standards (NFPA, UL, IEEE, ANSI, NEMA, ASTM), inspects work in progress and approves contractors' invoices. He supervises appropriate acceptance tests, releases projects for operation, and prepares operating procedures. He also prepares capital and maintenance budget estimates and prepares and presents technical reports for senior management and government entities. As the Senior Electrical Associate, he serves as the electrical technical lead for large and complex project assignments across the firm and is responsible for advancing and guiding the electrical group's technical and quality control efforts and technical advisor.

Project Experience:

Project Manager and Technical Advisor for the Central Park Pumping Station Electrification for the Chicago Department of Water Management, Chicago, IL.

This potable water pumping station, originally built in the 1890's, was converted from steam turbine driven pumps to electric motor driven pumps. The existing 60 MGD and 80 MGD pumps were refurbished to "like new" condition; and new vacuum priming, lube oil, and hydraulic valve actuator power water systems were installed. Medium-voltage VFD's were installed to control the new 2000 HP and 3250 HP, 4.16 kV induction motors driving the pumps. A completely new power distribution system was installed, consisting of 12.47 kV main switchgear with two incoming utility feeders, 12.47 kV generator paralleling switchgear and four 2.5 MW, 12.47 kV generators, double-ended 12.47 kV-480 V unit substation, and 480 V power distribution. Five existing 25,000 lbs/hr high pressure steam boilers and associated steam piping were demolished. A fully automated SCADA system was installed to operate the pumping station based on distribution system pressures and flow demands. The design was performed entirely in 3D using Autodesk Revit and AutoCAD Civil 3D. Construction was phased to maintain full pumping station operation during conversion of the pumps, using temporary generators while the permanent standby power system is installed. Responsibilities included overall project management to deliver high quality contract documents within budget and schedule, as well as conceptual design of the electrical distribution system. Project management responsibilities also included coordination of permit reviews, zoning application, public outreach, and low-interest Illinois EPA loan application.

Project Manager for the Power Distribution Improvements at Wards Island WRRF for the New York City Department of Environmental Protection, Manhattan, NY.

This project involves the Facility Planning Services, Design Services, Procurement Services, and Design Service during Construction for the large scale replacement of the plant power distribution system. This replacement and improvements project includes the 13.8kV/4160V main substation with 5 – 13.8kV utility services, 4 – 4160V switchgear, 5 – 4160V/480V unit substations, and 25 – 480V motor control centers. The project involves intensive field investigations, review of numerous record drawings, coordination with numerous ongoing and upcoming projects, and improvement in reliability and safety for the Plant's

power distribution system. Additional objectives are the redevelopment of old electrical spaces into new NEC and NFPA 820 compliant electrical spaces, and a new digester complex electrical building to isolate new equipment from hazardous environment.

Project Manager for the Piscataway WWTP Electrical Upgrades for the Washington Suburban Sanitary Commission, Accokeek, MD.

This project includes the site-wide replacement of medium and low voltage electrical distribution equipment including switchgear, motor control centers, and transformers. To facilitate the replacements and new site-wide underground ductbank system will be designed, that when completed will allow plant personnel to more easily and safely isolate and maintain the equipment. New equipment will feature the latest safety and communications technology to provide a safe work environment for plant personnel and a breadth of power usage data which can be analyzed to improve the operation of the plant. Responsibilities include the Quality Control review of the electrical design contract documents.

Technical Advisor for the Resiliency Program at the Hunts Point WRRF for the New York City Department of Environmental Protection, Bronx, NY.

This project involves the Facility Planning Services, Design Services, Procurement Services, and Design Service during Construction for the design and implementation of an assortment of storm mitigation strategies to provide a flood resilient design to a 100yr plus 40" storm event. These projects involve intensive field investigations, review of numerous record drawings, coordination with numerous ongoing and upcoming projects, and improvement in reliability for the Plant's process and power distribution system. Project scope include design for over 30 buildings/ areas onsite.

Electrical Project Engineer for the Terrence J. O'Brien Water Reclamation Plant UV Disinfection Project for the Metropolitan Water Reclamation District of Greater Chicago, Skokie, IL.

Scope of the project includes major medium voltage utility extensions, a new main electrical distribution station, and a complex process building housing the ultraviolet disinfection processes. Technical details include producing the design completely in 3D design software, the use of water-source heat pumps, LED lighting, and arc-flash mitigation strategies.

Challenges of this project include providing extremely reliable power to the UV processes to maintain permit compliance and coordinating many disciplines in a tight and complex space. This assignment also required detailed coordination with ComEd for utility relocations and verification of adequate supply to the facility.

Electrical Project Manager for the new Water Reclamation Facility for the City of North Las Vegas, NV.

Project elements included design and construction of a new 50 MGD membrane bioreactor WRF. The facility uses Adjustable Frequency Drives in most processes. Active harmonic filters were used to mitigate the effects of harmonics produced by numerous 6-pulse AFDs. The project requirements included a comprehensive electrical power system analysis with an arc flash study.



Michelle Tran, EIT
Project Engineer

Firm:	Greeley and Hansen
Years of Experience:	4
Education:	<ul style="list-style-type: none"> - M.S. Civil, Environmental and Sustainable Engineering, Arizona State University, 2018 - B.S.E. Civil Engineering, Arizona State University, 2017
Professional Registrations:	Engineer-in-Training: Arizona Professional Engineer: Nevada (Pending)

Professional Experience: Ms. Michelle Tran is a Civil Engineer with Greeley and Hansen with 4 years of experience in the water and wastewater field. She has provided aid to professional engineers in order to meet various project requirements and deadlines. Some tasks include design, evaluation of existing facilities, the development of an operations and maintenance manual, cataloguing and organizing client comments, and development of diagrams for use in reports. After graduating from Arizona State University, Ms. Tran was in charge of a water sampling project for the Arizona Department of Environmental Quality, as well as supported colleagues by performing literature reviews and technical reviews.

Project Experience:

Project Engineer for the SPA 1 Water Reclamation Facility (WRF) Original Wet Well Overflow Study in Surprise, AZ.

The project scope includes the assessment of existing sanitary sewer collection system conditions and evaluation of alternatives to resolve sanitary sewer overflow (SSO) issues experienced at the SPA 1 WRF Original Wet Well. Tasks includes hydraulic modeling and analysis of the SPA 1 WRF Original Wet Well and existing sanitary sewer collection system, development of alternatives to reduce SSO issues, development of a design report, and coordination with the client.

Project Engineer for the Lift Station 60 Decommissioning Project in Phoenix, AZ.

The project scope included development of a flow monitoring plan and a flow monitoring study of the Lift Station 60 sewer shed, and the downstream Lift Station 42 sewer shed. The flow monitoring data is used to appropriately design the Lift Station 60 bypass sanitary sewer and evaluate the receiving downstream lift station capacity to receive the bypassed Lift Station 60 flows. Additionally, abandonment of the wet well, influent gravity sewer mains, and force main are included as part of the project scope, as are a thorough inventory of equipment to salvage requiring specific specifications and details and coordination with the client and contractor. Decommissioning of all electrical facilities and equipment, on-site odor control system, and coordination for decommissioning of commercial utilities to the site were also part of the decommissioning scope and design.

Project Engineer for the Southside Wastewater Treatment Plant Peak Wet Weather Flow Optimization Project in Tulsa, OK.

The project scope included developing a Peak Wet Weather Strategy and Operation Manual to be used by Plant Staff for optimizing wet weather operations at the Southside Wastewater Treatment Plant. Various tasks included: defined modes of operation for controlling wet well and process control valves throughout the system, created flow diagrams for each mode of operation, and created a visual aid of SCADA screen controls for wet weather operations. The manual and technical memorandum are to be used for training plant staff, as well as providing guidance for pump station operations.

Michelle Tran, EIT
Project Engineer

Project Engineer for the Lake Las Vegas Lift Station 19 (LS19) and Lift Station 25 (LS25) Improvements Project for the City of Henderson in Henderson, NV.

The project scope included the decommissioning of LS25, diverting LS25 flows to LS19, and improvements to LS19 to increase capacity in order to handle higher flows and improve overall operations and maintenance. Tasks included coordination with the client, assistance during construction phase, and development of as-built drawings.

Project Engineer for the 11 MGD Reclaimed Water Pump Station Improvements Project in Las Vegas, NV.

The project scope includes the planning, design and engineering services during construction of a new reclaimed water pump station as a redundancy to the existing reclaimed water pump station. The project includes three 5.5 MGD pumps and interconnecting above-grade and below-grade piping systems. Responsible for the coordination of submittal review and request for information between Greeley and Hansen and the client during the construction phase.

Project Engineer for the Sludge Cake Conveyance Design Project in Las Vegas, NV.

The project scope includes evaluation of the existing sludge cake conveyance system and design of a new sludge cake conveyance system to improve sludge transfer process efficiency and overall operation and maintenance. Tasks included coordination with the client and contractor and assistance during construction.



Paul Cooper, AIA, LEED AP
Architecture - Principal

Firm: TEF Architecture & Interior Design

Education: - Bachelor of Architecture, University of Oregon, Eugene, OR

Professional Registrations: Licensed Architect No. C28490; Issuer: CA Board of Architects

Professional Experience: Paul leads TEF's infrastructure work and brings significant experience in the management of public sector contracts and integrated teams. A skilled and proactive leader he is adept in facilitating team communication and moving projects forward.

Paul's recent experience includes a wide range of infrastructure assignments as well as expertise in managing local government and other public sector and institutional projects. He has been instrumental to elevating the design and delivery of electrical infrastructure programs for PG&E that have garnered award-winning recognition, most recently for the Larkin Street Substation Expansion, the first Net-Zero electrical switchgear building in the US certified by the International Living Future Institute's (ILFI) Zero Energy Building (ZEB) Certification™ of the Living Building Challenge.

Project Experience:

- 10,500 Sq Ft | PG&E Net Zero Energy Larkin Street Substation Expansion San Francisco, CA
- 29,000 Sq Ft | PG&E Hunters Point Substation, San Francisco, CA
- 4,000 Sq Ft | PG&E Mission Substation, San Francisco, CA
- 4,800 Sq Ft | PG&E San Mateo Substation, San Francisco, CA
- San Francisco International Airport, Terminal 3
- 595,000 Sq Ft | West Modernization, San Francisco, CA (with Gensler)
- Fire Boat Station 35, Piers 22-1/2 + 24,
- 15,0000 Sq Ft | Design Competition, San Francisco, CA
- 35,000 Sq Ft | UCSF Rock Hall Refresh, San Francisco, CA
- 9,300 Sq Ft | Bayview Opera House Renovation, San Francisco, CA
- 18,448 Sq Ft | Garfield Park + Pool Rehabilitation
- 40,000 Sq Ft | Live Oak School Expansion, San Francisco, CA
- 35,000 Sq Ft | Bay Area Metro Center, 5th Floor and Ground Floor
- Build Out, San Francisco, CA
- 155,000 Sq Ft | Bay Area Metro Center Regional Agency
- Headquarters, San Francisco, CA
- 27,000 Sq Ft | Swissnex/Swiss Consulate at Pier 17, San Francisco, CA



Justin Blinn AIA, LEED AP BD+C, LFA
Architecture - Project Manager

Firm: TEF Architecture & Interior Design

Education: - Bachelor of Architecture, Rensselaer Polytechnic Institute, Troy, New York

Professional Registrations: Licensed Architect No. 036920; Issuer: NY Board of Architects

Professional Experience: Justin’s thoughtful, honest approach to project leadership puts clients first. With 11 years of experience, he brings design acumen and technical precision to all stages of a project.

Justin has led a number of infrastructure projects, including utility enclosures and substations for PG&E, most notably the award-winning Larkin Street Substation Expansion and the San Mateo Substation enclosure. His knowledge and experience leading a wide range of assignments for public sector and institutional clients will also be an asset to the team.

Project Experience:

- 10,500 Sq Ft | PG&E Net Zero Energy Larkin Street Substation Expansion San Francisco, CA
- 29,000 Sq Ft | PG&E Hunters Point Substation, San Francisco, CA
- 4,800 Sq Ft | PG&E San Mateo Substation, San Francisco, CA
- 97,000 Sq Ft | Pier 70, Building 2, Multi-Family Residential Core + Shell Renovation, San Francisco, CA
- 47,500 Sq Ft | 915 North Point Apartments, San Francisco, CA
- 196,000 Sq Ft | Mission Armory, Core + Shell Renovation, San Francisco, CA
- 120,000 Sq Ft | 55/60 Francisco, San Francisco, CA
- 25,000 Sq Ft | 170 9th Street Renovation, San Francisco, CA
- Presidio Trust, San Francisco, CA
 - 41,000 Sq Ft | Gorgas Warehouse Renovation
 - 5,500 Sq Ft | Building 103 Tenant Improvement, San Francisco, CA
 - 4,500 Sq Ft | Building 1230 Tenant Improvement
 - 5,000 Sq Ft | Building 222
 - 5,500 Sq Ft | Building 103 Tenant Improvement
 - Commissary Design Analysis Studies
 - 3,000 Sq Ft | Chapel Upgrades Building 130
- 54,221 Sq Ft | University of California, San Francisco, Millberry Union, Improvement Plan & Event Center, San Francisco, CA



Laudan Siahpolo
Architecture - Architect Level III

Firm: TEF Architecture & Interior Design

Education: - Bachelor of Architecture, California Polytechnic State, University, San Luis Obispo, CA

Professional Registrations: Licensed Architect No. C 37372; Issuer: California Board of Architects

Professional Experience: Laudan has provided technical and design leadership to diverse projects at TEF, including institutional, public, and developer led assignments. Her experience ranges from large scale residential high rises to modest interventions requiring considerable technical precision.

Laudan has been crucial to the success of several major infrastructure projects including TEF's Project Manager for the SFO Terminal 3 West project, a design/build joint venture with Gensler, led by Turner Construction, as well as PG&E's Hunters Point Substation. She is also actively engaged in the application of LEAN and integrated design strategies as part of her management approach and brings diverse experience to inform smart design solutions across market sectors.

Project Experience:

- 29,000 Sq Ft | PG&E Hunters Point Substation, San Francisco, CA
- San Francisco International Airport, Terminal 3
 - 595,000 Sq Ft | West Modernization, San Francisco, CA (with Gensler)
- Fire Boat Station 35, Piers 22-1/2 + 24,
 - 15,000 Sq Ft | Design Competition, San Francisco, CA
- 1,300 Sq Ft | Kaiser Oakland Pediatric Cardiovascular OR Renovation, Oakland, CA
- Stanford Health Care
 - 15,000 Sq Ft | Almaden Ranch Clinic, San Jose, CA
 - 42,000 Sq Ft | Burlingame Clinic, Burlingame, CA
- 183,000 Sq Ft | UC Berkeley David Blackwell Hall, Berkeley, CA*
- 857,400 Sq Ft | Anaha Tower, Block K, Ward Village, Honolulu, HI*
- 353,000 Sq Ft | Solaire, Transbay Block 6, San Francisco, CA*
- 392,500 Sq Ft | One Ala Moana, Residential Tower, Honolulu, HI*
- 113,000 Sq Ft | ASU Gymnasium Expansion and Renovation, Tempe, AZ*

FEE



Task	Project Manager	Lead Project Engineer	Project Engineer	Electrical Engineer	Biosolids Engineer	QA/QC	QA/QC	Admin	Architect - TEF	Architect - TEF	Architect - TEF	TEF Hours	GH Hours	Total Labor Hours	TEF Fee	GH Fee	Total Fee			
	Val Frenkel	Ray David	Michelle Tran	George Condes	Jay Surti	Andy Martin	Ricardo Perez		Principal	Project Manager	Architect Level III									
Task 1 - Data Collection	8	30	40	0	0	0	0	0	0	2	2	4	78	82	\$760.00	\$15,864.20	\$16,624.20			
1-100 Data Collection	8	30	40							2	2	4	78	82	\$760.00	\$15,864.20	\$16,624.20			
Task 2 - Centralized Wastewater Treatment Plant Conceptual Design	44	100	140	15	30	0	4	0	2	3	27	32	333	365	\$5,990.00	\$73,617.75	\$79,607.75			
2-100 Conceptual Design of Proposed Wastewater and Treated Water Conveyance Systems	12	20	40				4					0	76	76	\$-	\$15,192.00	\$15,192.00			
2-200 Conceptual Design of Centralized WWTP	12	30	40		30							0	112	112	\$-	\$26,895.50	\$26,895.50			
2-300 Centralized WWTP Architectural Renderings	4								2	3	27	32	4	36	\$5,990.00	\$1,297.80	\$7,287.80			
2-400 Centralized WRRF Opinion of Probable Construction Cost (OPCC)	8	30	30	15								0	83	83	\$-	\$18,376.35	\$18,376.35			
2-500 Conceptual Centralized WRRF Report	8	20	30									0	58	58	\$-	\$11,856.10	\$11,856.10			
Task 3 - Decentralized Wastewater Treatment Plants Conceptual Design	32	90	150	30	20	0	0	0	1	2	27	30	322	352	\$5,460.00	\$67,923.00	\$73,383.00			
3-100 Determine Sub-Basins within CAWD Collection System for Locations of Decentralized Facilities	8	20	40	20								0	88	88	\$-	\$18,109.00	\$18,109.00			
3-200 Evaluation of Biosolids Treatment for Decentralized Approach	4	10	30		20							0	64	64	\$-	\$14,283.50	\$14,283.50			
3-300 Conceptual Design of Decentralized WWTPs	4	20	20						1	2	27	30	44	74	\$5,460.00	\$9,314.00	\$14,774.00			
3-400 Decentralized WWTP 0.25 MGD	8	20	20	10								0	58	58	\$-	\$13,116.10	\$13,116.10			
3-500 Conceptual Decentralized WRRFs Report	8	20	40									0	68	68	\$-	\$13,100.40	\$13,100.40			
Task 4 - Project Management, Site Visits, Meetings, Workshops	102	68	30	0	0	20	10	50	4	9	3	16	280	296	\$3,670.00	\$70,394.14	\$74,064.14			
Project Management, Coordination	30											0	30	30	\$-	\$9,733.50	\$9,733.50			
Reporting	20	20										0	40	40	\$-	\$12,016.60	\$12,016.60			
QA/QC	8					20	10					0	38	38	\$-	\$11,069.10	\$11,069.10			
Workshops and Meetings - Total 8	28	28							4	9	3	16	56	72	\$3,670.00	\$16,823.24	\$20,493.24			
Report, Draft and Final	16	20	30					50				0	116	116	\$-	\$20,751.70	\$20,751.70			
Total Hours	186	288	360	45	50	20	14	50	7	16	59	82	1013	1095	\$15,880.00	227,799.09	\$243,679.09			
Billing Rate	\$324.45	\$276.38	\$124.43	\$250.43	\$324.45	\$324.45	\$198.45	\$126.00	\$325.00	\$205.00	\$175.00									
Total	\$60,347.70	\$79,597.44	\$44,794.80	\$11,269.35	\$16,222.50	\$6,489.00	\$2,778.30	\$6,300.00	\$2,275.00	\$3,280.00	\$10,325.00									
																	Total GH Labor Cost	\$227,799.09		
																		Subconsultant Cost	\$15,880.00	
																			ODC Cost	\$7,232.00
																			GH Management Fee for Subconsultant - 5%	\$794.00
																			TOTAL PROPOSAL COST	\$251,705.09



GREELEY AND HANSEN

50 California Street, Suite 1500
San Francisco, California 94111
(800) 837-9779
greeley-hansen.com



RESOLUTION NO. 2022-15

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH GREELEY AND HANSEN IN AN AMOUNT NOT TO EXCEED \$251,705.09 FOR WASTEWATER TREATMENT PLANT (WWTP) RELOCATION ALTERNATIVES PLANNING ASSISTANCE FOR LONG-TERM SEA LEVEL RISE MITIGATION PLANNING (PROJECT #22-01)

-oOo-

WHEREAS, Special Condition 9 of the Carmel Area Wastewater District (CAWD) WWTP Coastal Development Permit requires planning for relocation of the WWTP as a potential alternative to mitigate impacts of sea level rise; and

WHEREAS, Greeley and Hansen has submitted an acceptable proposal and is well qualified to provide conceptual wastewater treatment planning services at a competitive rate;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement, with a not to exceed amount of \$251,705.09, with Greeley and Hansen for WWTP Relocation Alternatives Planning.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 31, 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 31, 2022

Subject: Approval of Job Description For A Full-Time
Collection/Maintenance Utility Worker I-Grade 6

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the amended job description for a Full-Time Collection/Maintenance Utility Worker I at Range 6.

DISCUSSION

The existing Collection/Maintenance Utility Worker I position was created to help the District fulfill the requirements of the River Watch Settlement Agreement and to provide additional entry level maintenance skills in the Maintenance and Collections departments versus outsourcing. Unfortunately for the District, the employee, Alex Quintero, will be moving to Cal Water in Salinas for a full-time position. The original position was term limited, but at the regular February 2022 meeting the Board agreed to hire a full-time employee with a permanent status.

After discussion with both the Maintenance and Collections Superintendents staff they determined that three changes should be made to the job description prior to recruitment.

As follows:

1. Amendment date changed from June 2020 to February 2022
2. Eliminate "Limited 3 Year Term" under job title
3. Change "Possession of a valid California driver's license" to "Possession of, or ability to obtain within 18 months of hire, a Class B driver's license."

FUNDING

No cost to amend the job description.

Attachment: Full-time Collections & Maintenance Utility Work I (redline version)



June 2February 2022020
FLSA: NON-EXEMPT

COLLECTION/MAINTENANCE UTILITY WORKER I LIMITED 3 YEAR TERM

DEFINITION

Under direct and general supervision, performs a broad range of semi-skilled duties associated with the completion of Closed-Circuit Television (CCTV) 3 year inspection, operation, maintenance and repair of collections system, wastewater and reclamation facilities; inspects, maintains, and repairs lift stations; performs maintenance work at the District's wastewater treatment and reclamation facility; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direct and general supervision from the Collections and Maintenance Superintendents and Collections and Maintenance Lead Workers. No supervision of staff is exercised.

CLASS CHARACTERISTICS

Collection/Maintenance Worker I:

This is the entry-level class in the Maintenance and Collection department. Initially under close supervision, incumbents with basic maintenance experience learn District systems, operations, practices, and procedures. As experience is gained, assignments become more varied and are performed with greater independence. Assignments may vary with the skill and training of the incumbent.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative only)

Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

When performing collections system assignment:

- Completion of 5-year CCTV inspection plan.
- Assists with maintenance and repairs, in a safe and sanitary manner, sewer lines, manholes, pressure hoses, mains, parts, and other related facilities and equipment to ensure compliance with established codes; methods include smoke testing, CCTV work, packing, and sealing.
- Assists with inspections and tests of underground wastewater collection pipes, lateral connections, storm drain interceptors, and associated appurtenances using closed-circuit television devices and other specialized testing equipment to locate leaks, breaks, infiltration and the buildup of dirt, debris, roots, and other materials on a scheduled preventative maintenance basis.
- Tests and monitors manholes for dangerous gases and uses proper safety precautions when entering underground areas; builds and cleans out manholes and other collection facilities.

- Provides installation, maintenance, and repair of wastewater mains and laterals; digs up and repairs damaged sections of pipe; cuts, installs, threads, and assembles new pipe.
- Assists in the maintenance of sewer lines utilizes a combination hydro-cleaning/vacuuming truck on a scheduled or emergency basis.
- Operates specialized vehicles and a variety of light, medium, and heavy equipment including forklifts, aerial lifts, vibrators, jackhammers, tampers, and cutters appropriate for the construction, maintenance, and repair of the District's water/wastewater infrastructure system.
- Assists with the setup of traffic control and safety equipment when using vehicles on a street or other roadway; and uses safety equipment and observes all safety procedures as specified by the District.

When performing plant maintenance assignment:

- Maintains, installs, inspects and repairs piping systems of [Polyvinyl Chloride \(PVC\)](#), black or cast iron, stainless steel, and copper tubing; install, removes and repairs larger pipes and valves; modify existing piping system and welded steel pipes, such as nozzles and saddles; taps, cuts and threads pipes.
- Assists in the overhaul, maintenance, installation, inspection, adjusts and repairs a wide variety of pneumatic systems and compressors; repairs a variety of pumps, such as centrifugal, positive displacement, and screw; services, lubricates and adjusts chemical feed and processing equipment.
- Follows proper [Occupational Safety and Health Act \(OSHA\) guidelines](#), safety and personal protective equipment practices, precautions and procedures, such as confined space entry and using correct lockout and tag out procedures

When performing all assignments:

- Notifies supervisor of the need for repair or additional maintenance as found during routine inspection and cleaning activities; and prepares work orders or notes service requirements.
- Performs routine mechanical maintenance activities on automotive vehicles and portable equipment.
- Assists with the inspection, repairs, cleaning and rebuilding of pumps, compressors and motors including replacement of bearings, shafts, sleeves, and seals.
- Uses [CMMS](#) (Computerized Maintenance Management Software [\(CMMS\)](#)) and maintains accurate records of completed tasks.
- Performs basic preventative maintenance on equipment including pumps, generators, and devices.
- Builds and maintains positive working relationships with co-workers, other District employees, and the public. Being a team player is essential and willingness to learn and share knowledge is paramount.
- Maintains work areas in a clean and orderly condition, including securing equipment at the close of the workday.
- May assist other collections, operations and mechanical maintenance crews in emergency or relief situations.
- Operates standard office equipment, including job-related computer hardware and software applications, facsimile equipment, and multi-line telephones; may operate other department-specific equipment.
- Performs basic building and grounds maintenance.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices, tools, equipment, and supplies required to maintain and repair wastewater collection systems, including underground wastewater collection lines and pump/lift stations.
- Basic principles and practices of mobile equipment servicing and repair.
- Basic safety practices related to the work, including confined space entry.
- Basic mechanical, electrical and hydraulic principles.
- Basic operational and maintenance practices of electrical motors, pumps, and circuitry.

- Electrical diagnostic tools and predictive equipment such as: multimeters, ammeters, vibration meters, etc.
- State and Federal water quality and residuals disposal standards.
- Basic safety practices related to the work, including confined space entry.
- Applicable Federal and State laws; District and Division regulations, codes, policies, and procedures.
- Record keeping principles and procedures.
- Computer applications related to the work.
- Shop arithmetic.
- Techniques for providing a high level of customer service to public and District staff, in person and over the telephone.

Ability to:

- Perform semi-skilled work related to the installation, inspection, maintenance, and repair, of underground wastewater collection lines, pump, and lift stations.
- Safely use hand and power tools related to the work and drive and operate trucks and hydrovactor equipment.
- Read meters and gauges efficiently and record accurate consumption information.
- Interpret and explain regulations, policies and procedures.
- Read maps, manuals and specifications.
- Perform process adjustments based on technical decisions to maintain process performance criteria.
- Paint all types of surfaces and equipment.
- Perform routine housekeeping.
- Wear personal protective equipment.
- Perform manual and strenuous physical labor and heavy lifting.
- Wear a negative fit respirator and self-contained breathing apparatus and demonstrate that the employee can obtain proper face piece-to-face fit in accordance with the manufacturer's fitting instructions, in accordance with CFR 1910.134 (a) 5 (I).
- Perform work in a confined space, following required confined space entry procedures.
- Work overtime, weekends, holidays, and shift work assigned.
- Promote a safe work environment with team members.
- Follow directions from a supervisor and accept constructive criticism.
- Maintain clear and accurate records.
- Make accurate arithmetic computations.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Identify and take appropriate action when operating problems occur.
- Maintain attention to detail and accuracy.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy and legal guidelines.
- Establish and maintain effective working relationships with those contacted in the course of the work.

EDUCATION AND EXPERIENCE:

Any combination of training and experience which would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Maintenance Worker I: Equivalent to the completion of the twelfth (12th) grade.

Maintenance Worker I: One (1) year of mechanical maintenance experience. Experience in water/wastewater treatment facilities is desired.

Licenses and Certifications:

Collection/Maintenance Worker I

~~— Possession of, or ability to obtain within 18 months of hire, a Class B driver's license.~~

~~➤ Possession of valid California's driver's license.~~

- Possession of a Mechanical Technologist I and Collections System Maintenance I Certificate issued by the California Water Environment Association is desirable. If candidate does not possess Mechanical Technologist I or Collections System Maintenance I certificate, he/she must be able to obtain within 24 months of hire.
- Possession of a Cardiopulmonary Resuscitation and Emergency Cardiac Care Provider certificate and First Aid certificate is required within one (1) year of employment.
- Confined space awareness training within one (1) year of employment.
- 8-hour HAZWOPER awareness certificate within one (1) year of employment.
- Must pass a respiratory fit test within 2 months of employment and adhere to District facial hair requirements.

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DISASTER SERVICE WORKER

All Carmel Area Wastewater District employees are, by State and Federal law, Disaster Service Workers. The roles and responsibilities for Disaster Service Workers are authorized by the California Emergency Services Act and are defined in the California Labor Code. In the event of a declaration of emergency, any employee of the District may be assigned to perform activities which promote the protection of public health and safety or the preservation of lives and property. Such assignments may require service at locations, times, and under conditions that are significantly different than the normal work assignments and may continue into the recovery phase of the emergency. If a "Local Emergency" is declared during the employee's shift, employees will be expected to remain at work to respond to the emergency needs of the community. If a "Local Emergency" is declared outside of the employee's shift, employees must make every effort to contact their direct supervisor or department head to obtain reporting instructions as Disaster Service Workers.

The physical demands and work environment described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ENVIRONMENTAL ELEMENTS

Employee is frequently exposed to outside weather conditions.

Employee is occasionally exposed to high, precarious places.

Employee is exposed to confined spaces; fumes or airborne particles; toxic or caustic chemicals.

Employee is exposed to unpleasant smells and odors.

Employee is exposed to moderate cold; moderate heat.

Employee is exposed to risk of electrical shock or mechanical hazards.

Employees in this classification may perform duties that involve a potential risk of exposure to blood-borne pathogens.

The noise level in the work environment is usually loud.

Employee, as needed, works indoors, office setting, climate controlled.

PHYSICAL DEMANDS

STANDING

Average Frequency: 2 ½ to 4 hours.

Duration: Seconds to less than 15 minutes at a time.

Maximum Frequency: Average frequency is consistent.

Duration: N/A

Surfaces: Office – carpet, tile; field/plant – concrete, asphalt, dirt, gravel, mud, metal grating, grass, sloped terrain.

Description: Performs while utilizing a variety of basic hand or power tools, utilizing a shovel, pick or digging bar, sledgehammer, grinders, chop saw, presses, skill saw, operating a jackhammer, performing a variety of semi-skilled work including carpentry, electrical, plumbing, painting, landscaping, custodial, and heating.

WALKING

Average Frequency: 2 ½ to 4 hours.

Duration: Seconds to less than 15 minutes at a time.

Maximum Frequency: Average frequency is consistent.

Duration: N/A

Surfaces: Office – carpet, tile; field/plant – concrete, asphalt, dirt, gravel, mud, metal grating, grass, sloped terrain.

Description: Performs while relocating tools, equipment, parts, walking within the plant, to and from field sites, operating a jackhammer, shoveling, inspecting equipment, painting, vacuuming, sweeping, mopping, maintaining landscaping and during traffic safety setups.

SITTING

Average Frequency: Up to 2 hours.

Duration: Less than ½ hour to 1 hour at a time.

Maximum Frequency: Up to 7 hours.

Duration: Up to 1 hour at a time.

Surfaces: Cushioned vehicle seat, office chair.

Description: Performs while working at a desk station, during trainings, operating equipment including a forklift, golf cart, tractor, backhoe, pickup truck.

KNEELING/CROUCHING/SQUATTING

Average Frequency: 10 to 20 minutes.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: Up to 2 hours.

Duration: Seconds to less than 15 minutes at a time.

Surfaces: Office – carpet, tile; field/plant – concrete, asphalt, dirt, gravel, mud, metal grating, sloped terrain.

Description: Performs while repairing and servicing equipment, retrieving and setting items on and off lower shelves or the ground, retrieving trash, cleaning toilets, urinals, cleaning windows, polishing furniture, painting in conjunction with utilizing rollers or brushes, performing carpentry duties, electrical, plumbing, greasing or lubing equipment, remodeling and assembling cabinets, counters, drawers, sanding, texturing and repairing walls, repairing and installing building hardware including door handles, accessing pipes, fixtures, valves, clearing clogged plumbing fixtures.

CRAWLING

Average Frequency: 10 to 20 minutes.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: Up to 2 hours.

Duration: Seconds to less than 5 minutes at a time.

Surfaces: Office – carpet, tile; field/plant – concrete, asphalt, dirt, gravel, mud, metal grating, sloped terrain.

Description: Performs while accessing restricted areas including plumbing/pipes, inspecting equipment, performing carpentry tasks, accessing mechanical equipment or during plumbing tasks.

LAYING ON BACK/STOMACH

Average Frequency: 5 to 10 minutes.

Duration: Seconds to less than 2 minutes at a time.

Maximum Frequency: Up to 2 hours.

Duration: Seconds to less than 5 minutes at a time.

Surfaces: Office – carpet, tile; field/plant – concrete, asphalt, dirt, gravel, mud, metal grating, sloped terrain.

Description: Performs while inspecting and repairing equipment including plumbing and mechanical.

CLIMBING/BALANCING

Average Frequency: 4 to 10 times.

Duration: Seconds to less than 2 minutes at a time.

Maximum Frequency: 10 to 20 times.

Duration: Seconds to less than 2 minutes at a time.

Surfaces: Ladder or stair steps, vehicle floorboards.

Description: Performs while ascending or descending extension ladders up to 40 feet, stepladders 10 to 12 feet, stair steps at plant sites, accessing vehicle cab 1 to 3 steps.

REACHING

Above Shoulder Level:

Average Frequency: 15 to 20 minutes.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: Up to 2 hours.

Duration: Seconds to less than 5 minutes at a time.

Description: Performs while repairing and servicing equipment including plumbing in conjunction with utilizing a variety of hand or power tools, replacing lamps or lights, retrieving equipment over railing, painting in conjunction with utilizing rollers or brushes, polishing, carpentry work including assembling cabinets, counters, sanding, texturing or repairing walls. Unilateral or bilateral upper extremities from a less than full-to-full extensions at each occurrence.

Between Waist and Shoulder Level:

Average Frequency: 6 to 7 hours.

Duration: Seconds to less than ½ hour at a time.

Maximum Frequency: Average frequency is consistent.

Duration: N/A

Description: Performs while operating a variety of equipment including forklift, truck, golf cart, tractor, backhoe, man lift in conjunction with maneuvering levers and a steering wheel, retrieving and relocating tools, supplies, equipment, inspecting, troubleshooting and repairing equipment, utilizing a variety of basic or power tools including a shovel, pick, digging bar, sledgehammer, grinders, chop saw, presses, skill saw, operating a jackhammer, maintaining plumbing, painting in conjunction with utilizing brushes or rollers, performing custodial tasks including sweeping, vacuuming, utilizing a squeegee, shampooer, extractor to clean floors, performing a variety of carpentry work including remodeling and assembling of cabinets, counters, drawers, renovating, relocating, altering workstations, sanding, texturing and repairing walls, repairing and installing building hardware including door handles, repairing plumbing systems, during traffic setup. Unilateral or bilateral upper extremities from a less than full-to-full extensions on each occurrence.

Below Waist Level:

Average Frequency: 10 to 20 minutes.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: Up to 2 hours.

Duration: Seconds to less than 15 minutes at a time.

Description: Performs while repairing and servicing equipment, retrieving or setting items on and off lower shelves or the ground, painting in conjunction with utilizing rollers or brushes, landscaping including utilizing basic hand tools to repair irrigation systems, custodial tasks including polishing furniture, utilizing a squeegee to clean windows, cleaning toilets, urinals, wiping walls, retrieving trash or debris, lubricating equipment, installing water meters, performing a variety of carpentry work including remodeling and assembling cabinets,

counters, drawers, sanding, texturing and repairing walls, installing building hardware, marking utilities. Unilateral or bilateral upper extremities from a less than full-to-full extensions on each occurrence.

PUSHING/PULLING

Average Frequency: 1 to 2 hours.

Duration: Seconds to less than 15 minutes at a time.

Maximum Frequency: Up to 4 hours.

Duration: Seconds to less than 15 minutes at a time.

Description: Performs while utilizing a shovel, digging bar or pick while digging, operating a jackhammer a combination of pushing, pulling, partial lifting and guiding, utilizing wrenches to remove and secure bolts, pry bar to secure equipment, dollies or carts to relocate supplies, pallet jacks, relocating hoses, utilizing grinders, electric skill saws, chop saws, a press, drills, chain saw, utilizing a metal hook to remove or replace a manhole lid, mopping, sweeping, vacuuming, utilizing a squeegee to clean windows or mirrors, utilizing rollers or brushes to paint, utilizing saws, installing cabinetry. Unilateral or bilateral arm use.

TWISTING/ROTATING

Waist:

Average Frequency: 1 to 2 hours.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: 2 to 3 hours.

Duration: Seconds to less than 5 minutes at a time.

Description: Performs while accessing restricted areas, equipment, inspecting equipment, shoveling, repairing, servicing and maintaining equipment in conjunction with utilizing a variety of tools, driving. The motion is from center to right back to center or center to left back to center up to 20-degrees.

Neck:

Average Frequency: 3 to 4 hours.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: 4 to 5 hours.

Duration: Seconds to less than 5 minutes at a time.

Description: Performs while aiding visually, operating equipment including a forklift, truck, golf cart, tractors, backhoes, man lifts, servicing and repairing and maintaining a variety of equipment including plumbing, electrical, while painting, heating and ventilation, custodial tasks, performing carpentry duties, during normal body mechanics. The motion is from center to right back to center or center to left back to center up to 45-degrees.

Wrists:

Average Frequency: 1 to 2 hours.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: 3 to 4 hours.

Duration: Seconds to less than 5 minutes at a time.

Description: Performs while utilizing a variety of tools including drills, pliers, ratchets, screwdrivers, saws, digging tools, Alan wrenches, manipulating nuts, bolts, screws, small parts, shoveling, utilizing rollers or brushes while painting, utilizing a vacuum, sweeping, mopping, utilizing a metal hook to remove or replace a manhole lid. Unilateral or bilateral hand use.

BENDING

Waist:

Average Frequency: 15 minutes to 1 hour.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: Up to 2 hours.

Duration: Seconds to less than 5 minutes at a time.

Description: Performs while repairing and servicing equipment, retrieving and setting items on and off lower shelves or the ground, painting in conjunction with utilizing rollers or brushes, landscaping including utilizing basic hand tools to repair irrigation systems, custodial tasks including polishing furniture, utilizing a squeegee to

clean windows, cleaning toilets, urinals, wiping walls, retrieving trash or debris, lubricating equipment, performing a variety of carpentry work including remodeling and assembling cabinets, counters, drawers, sanding, texturing and repairing walls, installing building hardware, marking utilities. The motion is in a forward direction up to 5 to 65-degrees.

Head/Neck:

Average Frequency: 4 to 5 hours.

Duration: Seconds to less than 15 minutes at a time.

Maximum Frequency: 5 to 6 hours.

Duration: Seconds to less than 15 minutes at a time.

Description: Performs while utilizing a variety of basic hand or power tools, utilizing a shovel, pick or digging bar, sledgehammer, grinders, chop saw, presses, skill saw, operating a jackhammer, performing a variety of semi-skilled work including carpentry, electrical, plumbing, painting, landscaping, custodial, and heating and ventilation tasks, installing water meters, cleaning floors, restrooms, toilets, windows, general office space areas, meeting rooms, performing a variety of carpentry work including remodeling and assembling cabinets, counters, drawers, renovates, relocates and alters employee workstations while sanding, during traffic setup, during normal body mechanics.

Wrists:

Average Frequency: 4 to 5 hours.

Duration: Seconds to less than 15 minutes at a time.

Maximum Frequency: 5 to 6 hours.

Duration: Seconds to less than 15 minutes at a time.

Description: Performs while utilizing a variety of tools including drills, wire cutters, wire strippers, tape measures, sockets, socket adapters, ratchets, tape measures, wrenches, screwdrivers, hammers, Alan wrenches, shovel, pick, digging bar, manipulating bolts, nuts, small parts, screws, operating a jackhammer, operating equipment including maneuvering a steering wheel and levers, sweeping, mopping, vacuuming, utilizing rollers or brushes while painting, utilizing carpentry tools, utilizing a metal hook to remove or replace a manhole lid, during normal body mechanics. Unilateral or bilateral hand use.

LIFTING/CARRYING

0 to 10 lbs.

Objects: Drills, pliers, tape measures, socket adapters, ratchets, wrenches, screwdrivers, drills, reciprocating saws, hammers, diagnostic tools, Alan wrenches, shovel, digging bar, pick, bolts, nuts, screws, small parts, wiring, telephone handset, writing utensil, paperwork, manuals, sledgehammers, grinders, air tools, grease gun, skill saw, levels, pneumatic nail gun, wire strippers, spray can, nails, miscellaneous parts, rollers, brushes, PVC cutters, mop, broom, squeegee, grease gun, nails, screws.

Average Frequency: 6 to 7 hours.

Maximum Frequency: Average frequency is consistent.

Duration: Seconds to less than 15 minutes at a time.

Distance: Less than 100 feet.

Height: Ground to shoulder or above.

Description: Performs while utilizing a variety of basic or power tools to perform a variety of tasks including performing carpentry, electrical, plumbing, painting, landscaping, custodial, heating and ventilation tasks, utilizing a writing utensil, handling paperwork, manuals, handling bolts, screws, nuts, small parts, utilizing rollers or brushes while painting.

11 to 25 lbs.

Objects: 8" PVC fitting, 2-gallon gas can, pneumatic pipe plug, shovel with dirt.

Average Frequency: Less than ½ hour to 1 hour.

Maximum Frequency: 1 to 2 hours.

Duration: Seconds to less than 15 minutes at a time.

Distance: Less than 100 feet.

Height: Ground to shoulder or above.

Description: Performs while retrieving and relocating a valve battery or while digging.

26 to 50 lbs.

Objects: Valve box lid, 3/8" chain, 5-gallon gas can, electric motor, 20' extension ladder, jack hammer, concrete debris, confined space winch, traffic signage, full wheelbarrow.

Average Frequency: 5 to 10 times.

Maximum Frequency: 20 to 30 times.

Duration: Seconds at a time.

Distance: Less than 25 feet.

Height: Ground to shoulder or above.

Description: Performs while retrieving and relocating equipment, tools and supplies including an impeller, band saw with case, electric motor, 12' ladder, trash pump, flange, pipe vice, oil bucket, blower, shaft, threader, portable head, toilet paper case

51 to 75 lbs.

Objects: Step/extension ladder, sandbag, jackhammer, 2' submersible pump.

Average Frequency: 2 to 3 times.

Maximum Frequency: Up to 10 times.

Duration: Seconds at a time.

Distance: Less than 10 feet.

Height: Ground to waist level.

Description: Performs while retrieving and relocating a step/extension ladder, jack stand, bucket of chain, utilizing a jackhammer includes pushing, pulling, partial lifting, lifting and guiding.

76 to 100 lbs.

Objects: Pump, 90 lb jack hammer, vault lid, confined space winch, confined space base tripod, bollards.

Average Frequency: 1 to 2 times.

Maximum Frequency: Up to 10 times.

Duration: Seconds at a time.

Distance: Less than 25 feet.

Height: Ground to shoulder or above.

Description: Performs while retrieving and relocating a pump, pipe and setting up for confined space entry.

100+ lbs.

Objects: Manhole lid, generator, 8" x 20' pipe, 4" plug valve.

Average Frequency: Up to 2 times.

Maximum Frequency: Up to 10 times.

Duration: Seconds at a time.

Distance: Less than 5 feet.

Height: Ground to waist level.

Description: Performs while utilizing a metal hook to remove or replace a manhole lid, a combination of pushing, pulling and partial lifting, and as needed loading and unloading a pressure washer, generator and 4 plug valves, with assistance.

SIMPLE GRASPING

Average Frequency: 5 to 6 hours.

Duration: Seconds to less than 15 minutes at a time.

Maximum Frequency: Average frequency is consistent.

Duration: N/A

Description: Performs while operating a variety of equipment including forklifts, truck, golf cart, tractor, backhoe in conjunction with maneuvering a steering wheel or levers, retrieving and relocating miscellaneous tools, parts, utilizing a telephone handset, handling paperwork, utilizing a grease gun to lubricate parts, a spray can to mark locations, painting in conjunction with utilizing rollers or brushes, mopping, sweeping, vacuuming, utilizing a squeegee to clean mirrors or windows, performing landscaping duties in conjunction with utilizing basic hand tools. Unilateral or bilateral hand use.

POWER GRASPING

Average Frequency: 2 to 3 hours.

Duration: Seconds to less than 15 minutes at a time.

Maximum Frequency: Up to 4 hours.

Duration: Seconds to less than 15 minutes at a time.

Description: Performs while utilizing a shovel, digging bar or pick while digging, operating a jackhammer in conjunction with pushing, pulling, partial lifting and guiding, utilizing wrenches to remove or secure bolts, pry bars to secure equipment, dollies or carts to relocate supplies, relocating hoses, utilizing grinders, electric chop saw, presses, drills, chainsaw, installing cabinetry including repairing walls. Unilateral or bilateral hand use.

FINE MANIPULATION

Average Frequency: 1 to 2 hours.

Duration: Seconds to less than 5 minutes at a time.

Maximum Frequency: 2 to 3 hours.

Duration: Seconds to less than 10 minutes at a time.

Description: Performs while utilizing a writing utensil, computer keyboard, mouse to enter or retrieve data, handling bolts, nuts, screws, nails, small parts, components, pressing telephone buttons to make outgoing calls. Unilateral or bilateral hand use.

• Drills

MACHINES/TOOLS

• Drills

- Pneumatic nail gun
- Pliers
- Tape measures
- Sockets
- Socket adapters
- Ratchets
- Wrenches
- Screwdrivers
- Reciprocating saws
- Hammers
- Diagnostic tools
- Alan wrenches
- Digging bar
- Pick
- Writing utensil
- Telephone handset
- Sledgehammer
- Grinders
- Air tools
- Grease gun
- Skill saw
- Levels
- Square
- Rollers
- Vacuum
- Broom
- Mop
- Squeegee

- Wire strippers
- Spray can
- Roto hammer
- Jackhammer
- Pipe wrenches
- Presses
- Chop saw
- Computer keyboard, mouse, monitor
- Band saw
- Cut off saw
- Forklift
- 28-ton truck
- Golf cart
- Tractor
- Backhoe
- Aerial lift
- Dollies
- 4-wheeled cart
- Wrenches
- Motors
- Ladders
- Valves
- Generators
- Electric snakes
- Blowers
- Paint brushes

PERSONAL PROTECTIVE EQUIPMENT

- Depending on the exposure, the employee is required to wear head, hearing, eye, foot, face, and hand protection.

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- The employee is required to wear fall protection and respiratory protection.

WEIGHTS AND MEASURES

Items Weighed:

- 4" C-900 pipe fitting – 6 lbs.
- 6" C-900 pipe fitting – 12 lbs.
- Gas Can (2 gallon) – 13 lbs.
- Suction hose (2" x 20' Green PVC) – 16 lbs.
- 6" x 4" I-beam – 20 lbs.
- Flow thru plug 6-8" – 20 lbs.
- 8" C-900 – 23 lbs.
- Pneumatic plug 10-18" – 25 lbs.
- Pipe (4" x 20' SDR 35) – 27 lbs.
- 3/8" chain – 28 lbs.
- Valve box lid (B12) – 28 lbs.
- Shoring (2' x 24-36" cylinder) – 30 lbs.
- Discharge hose (2" x 50' blue PVC) – 30 lbs.
- Cut off saw (hot saw) – 32 lbs.
- Jack hammer (30 pound) – 33 lbs.
- Gas can (5 gallon) – 33 lbs.
- Firehose (2.5" x 50') – 34 lbs.
- Confined space blower – 35 lbs.
- Electric motor (1 HP) – 35 lbs.
- Ventilation Blower (12V) – 36 lbs.
- Confined space winch – 41 lbs.
- Confined space base (tripod) – 95 lbs.
- Valve box (B12) – 96 lbs.
- Jack hammer (90 pound) – 97 lbs.
- Move furniture – 100 lbs.
- 2" Trash Pump (187 GPM) – 104 lbs.
- Pipe (8"x20' SDR 35) – 110 lbs.
- 4" gate valve – 114 lbs.
- 6" gate valve – 194 lbs.
- Manhole lid (36" diameter) – 229 lbs.
- Storm drain inlet (2x2) – 42 lbs.
- 20' extension ladder – 42 lbs.
- Concrete/Asphalt debris – 50 lbs.
- 6' plug hand crank – 50 lbs.
- Standard wheelbarrow (full) – 50 lbs.
- Metering vault lid (open) – 52 lbs.
- 28' extension ladder – 57 lbs.
- Traffic valve box (G5) – 58 lbs.
- Sandbags – 60 lbs.
- Pipe (4"x6' mission clay) – 60 lbs.
- Perma-Patch sack (60 pound) – 60 lbs.
- Concrete sack (60 pound) – 60 lbs.
- 2" Submersible sump pump – 60 lbs.
- Pipe (6"x20' SDR 35) – 61 lbs.
- Bumper crane assembly – 62 lbs.
- Lumber boards (2"x12"x16') – 64 lbs.
- Jack Hammer (60 pound) – 65 lbs.
- 2x4 grate – 71 lbs.
- Jet hose (pulling) – 71 lbs.
- Bollards (remove and replace) – 72 lbs.
- 32' extension ladder – 72 lbs.
- 4" plug valve – 75 lbs.
- 24" Manhole lid (open/lift) – 75 lbs.
- Concrete Sack (90 pound) – 90 lbs.
- Plywood (4'x8' x 1 1/8") – 94 lbs.

NOTICE: The Examples of Functions, responsibilities, work environment, physical demands etc. listed in this Job Analysis are representative only, and not exhaustive of the tasks that an employee may be required to perform.

RESOLUTION No. 2022-16

A RESOLUTION APPROVING THE AMENDED JOB DESCRIPTION FOR A FULL-TIME COLLECTION/MAINTENANCE UTILITY WORKER I AT RANGE 6

-oOo-

WHEREAS, the District has the need for a full-time Collection Maintenance Utility Worker I to assist with entry level maintenance functions and collection system tasks; and

WHEREAS, the Board of Directors approved said position at their regular February 2022 meeting and staff has determined after further review that three modifications should be made to the job description; and

WHEREAS, it is District policy to have the Board of Directors approve all job description changes.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is in agreement with the staff recommendations hereby authorizes the changes as follows: (1) change amendment date to February 2022, (2) delete "Limited 3 Year Term" and (3) change driver's license requirements to read "Possession of, or ability to obtain within 18 months of hire, a Class B driver's license."

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 31, 2022 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, GM

Date: March 31, 2022

Subject: Authorizing Continued Remote Teleconference Meetings Through April 20, 2022

RECOMMENDATION

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

DISCUSSION

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

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

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

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

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

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

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

FUNDING – No Impact

RESOLUTION NO. 2022-17

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PASSED AND ADOPTED by the Board of Directors of Carmel Area Wastewater District, this 31st day of March 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

Domine Barringer, Secretary to the Board

Other Items & Information/Discussion

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 31, 2022

Subject: 2022-23 Preliminary Budget

RECOMMENDATION

Staff recommends the Board pass a motion accepting the fiscal year (FY) 2022-23 Preliminary Budget.

DISCUSSION

Attached under separate cover is the CAWD FY 2022-23 Preliminary Budget document for your review. Staff has provided a streamlined version of the Preliminary Budget and will provide the full budget with dividers inserted in the final format. The full budget in June will contain all narrative elements.

The Preliminary Budget must be accepted at this time so that we may proceed with preparation of the Prop 218 rate notice and provide 45 days of public notice as required by law. A summary of major budget items, recommended by staff, and approved by the Budget and Salary & Benefits Committee, is detailed in the Preliminary document.

A Discussion of the District Message and Budget-in-Brief may be found in the opening pages of the Preliminary Budget document.

The Budget Committee completed its review of the Operations & Maintenance Budget and Rate Model on March 15, 2022. Staff would like to acknowledge the leadership and guidance of the Budget Committee and the Salary & Benefits Committee. The Board has consistently stood behind the District's mission statement and commitment to not only protect the public health and the environment, but to do so in the most cost-effective manner possible. It is not an easy task to position a small agency to undertake and implement planning for the long term. While acknowledging both the short and long-term needs for the District, there has been a commitment to fund those needs. Ultimately, the ability to fund gives the District the ability to help determine its own future.

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: March 31, 2022

SUBJECT: 2022-23 Preliminary Rate Model

RECOMMENDATION

This is a preliminary rate model only. Final approval of proposed 2022-23 rates will occur at the June 2022 Board meeting. A motion to accept this model will permit staff to move forward with the Prop 218 notice using the proposed rates.

DISCUSSION

We have attached four rate model sheets for fiscal year 2022-23. As in the past, we continue to utilize the rate model and guidelines provided by the State Water Resources Control Board (SWRCB).

There are four options presented, in looking at the rate summary page for each option you will note:

- The left side of the spreadsheet provides historical data.
- The middle section is the result of the SWRCB model.
- The right side of the spreadsheet shows the rates approved by the Budget Committee. Because we utilize the property tax rolls all amounts must be in even numbers.

For the District's largest customer category, residential (roughly 65% of our customer base) we are proposing a **\$To Be Determined (TBD)** per month increase which is equivalent to **TBD%**.

There are certainly an infinite number of iterations that we could present. However, the Budget Committee limits this to the four scenarios as follows, focusing on residential rates:

	% Residential Increase	Ranking	Description
Attachment A	6.27%	lowest	\$2.275M Capital Replacement
Attachment B	9.15%	1.3% below average	\$2.275M Capital Replacement & \$250K Contingency
Attachment C	11.75%	1.3% above average	\$2.5M Capital Replacement & \$250K Contingency
Attachment D	14.63%	highest	\$2.5M Capital Replacement & \$500K Contingency

When we describe Ranking, we are referring only to the scenarios that the Committee examined. There are, of course, additional scenarios possible. The Budget Committee has met multiple times and has determined that the issues facing the District, as we move forward, are consequential enough to require the full Board’s ruling rather than rely solely on the committee’s recommendation.

In addition to future challenges, the committee also discussed the economic environment we find ourselves operating in. We all recognize that we are in inflationary times and that the war in Ukraine is impacting energy costs making it difficult to budget accurately. The committee recommended all budgeting be in *current* dollars and that we employ the use of a “Contingency” account to handle cost overruns due to inflation. Several of the line items we anticipate increasing include:

- Paper – there is a shortage, so as a result we are budgeting a 50% increase for the newsletter.
- Computers – we’ve not had any problem procuring parts or new machines yet, but we know that can change.
- Fuel – we are utilizing a price point of \$6.05 for regular unleaded and \$6.99 for diesel. The standby generator tank is full so we will not need to purchase immediately for that use. Liberty Farms, our sludge hauler, has indicated they are not able to say now whether they will be forced to raise prices.

- Chemicals – it seems like every order not only has an escalation in price but delivery is no longer a guarantee. We are considered a critical industry, but we are certainly not able to stockpile. It is just not available, deliveries are made literally just-in-time.
- Parts – as an example, Clark Bros. was told that the new motor control centers (MCC) are delayed until August. This is just one example, but it shows the strain on the distribution channels that are impacting everything.

This short list is just a few of the items that are impacting our ability to accurately forecast and build next year’s budget. And they are examples of how we would utilize the “Contingency” account to cover increased prices.

The future challenges we are facing revolve around the Coastal Commission mandate that we move the treatment facilities away from the coast. We acknowledge that the District will have to borrow funds to implement any move of the treatment facility, but until we reach this milestone, we believe it prudent to position the District and provide sound planning. The committee subscribes to the notion that cash is essentially freedom as it will allow us the flexibility needed to adapt/respond to the changing environment . We have spent the last two years keeping rates low because we were keenly aware of the impact of COVID on our ratepayers. Coming out of COVID-19 we recognize that we need to return to our original financing plan. The challenges we need to prepare for include as follows:

1. **Operating expenses** – regardless of what happens to the treatment facility we will continue to fund ongoing operations. Utilizing the property tax rolls we do not have the ability to react in a nimble fashion and therefore recommend that \$8-\$10M in cash be maintained for one-year for operations.
2. **Compensated Absences** – as a policy the District maintains a liability account for accrued but unpaid vacation balances. This account tends to hover around \$250K because accrual balances are capped at 320 hours per employee. If one assumes the District is no longer an ongoing operation (i.e., consolidation with M1W) we would need to pay out this liability. The recommendation is to hold \$250K.
3. **Land Purchase** – this appears to be less likely than originally thought; however, should an opportunity present itself we recommend a thorough review and move forward if appropriate to be an estimated \$8M.
4. **Sea Level Rise** – we have a dedicated reserve account with a commitment to budget \$1M annually. In twenty years, we should have \$25M. We will certainly need to borrow to move the plant, but we are making an assumption that a 20-25% local match will be required. (\$25M estimate)

5. **Return to Riparian** – one of the conditions of our Coastal permit is that when the plant relocates that the lagoon and surrounding area, is returned its natural riparian habitat. This would include the demolition of all structures and replanting native plant species. It may also include removal of any underground piping which will be more complicated. (\$4M estimate)
6. **Pump Station at current location** – our system is a gravity system, so we are planning for a pump station at our current location to move all sewage to any new location. (\$10M estimate)
7. **Collection Only District** – when the plant is moved, if it goes to M1W we will then need to convert to a Collections only district. This would require finding a location for all trucks and equipment. It would also require that we leave the much-reduced district with initial funding. (\$10M estimate)
8. **CalPERS Termination** – should the District cease to operate in its current configuration we will need to fund a “termination” plan with CalPERS. This involves the purchase of very conservative investment vehicles. This ensures that any current or prior CAWD employees are secure in their pension. Current termination estimate from CalPERS is \$12.3M. (\$10M estimate)
9. **Capital Reserve** – this is essentially what remains of cash after all the above uses have been funded. Currently Collections has \$63M in scheduled improvements for the next 15 years and Treatment has \$12M. That is \$75M in projects over the next 15 years.

Without considering the above capital needs, we anticipate \$75M to move the facility exclusive of any borrowing needs (local match 25%).

In selecting the rate model for the coming year, and all years into the future, the District needs to decide how it wants to meet its goals. The District is well enough in advance of any move date to plan thoroughly and act accordingly to reach our goals. What is critical is that the entire Board agrees on the roadmap of how and when we make each step forward.

Below is a history of Capital Replacement funding built into the District’s rate model since 2012.

Fiscal Year	Cumulative Total
2012-13	\$250,000
2013-14	\$500,000
2014-15	\$750,000
2015-16	\$750,000
2016-17	\$1,000,000
2017-18	\$1,200,000
2018-19	\$1,300,000
2019-20	\$1,650,000
2020-21	\$1,650,000
2021-22	\$2,275,000

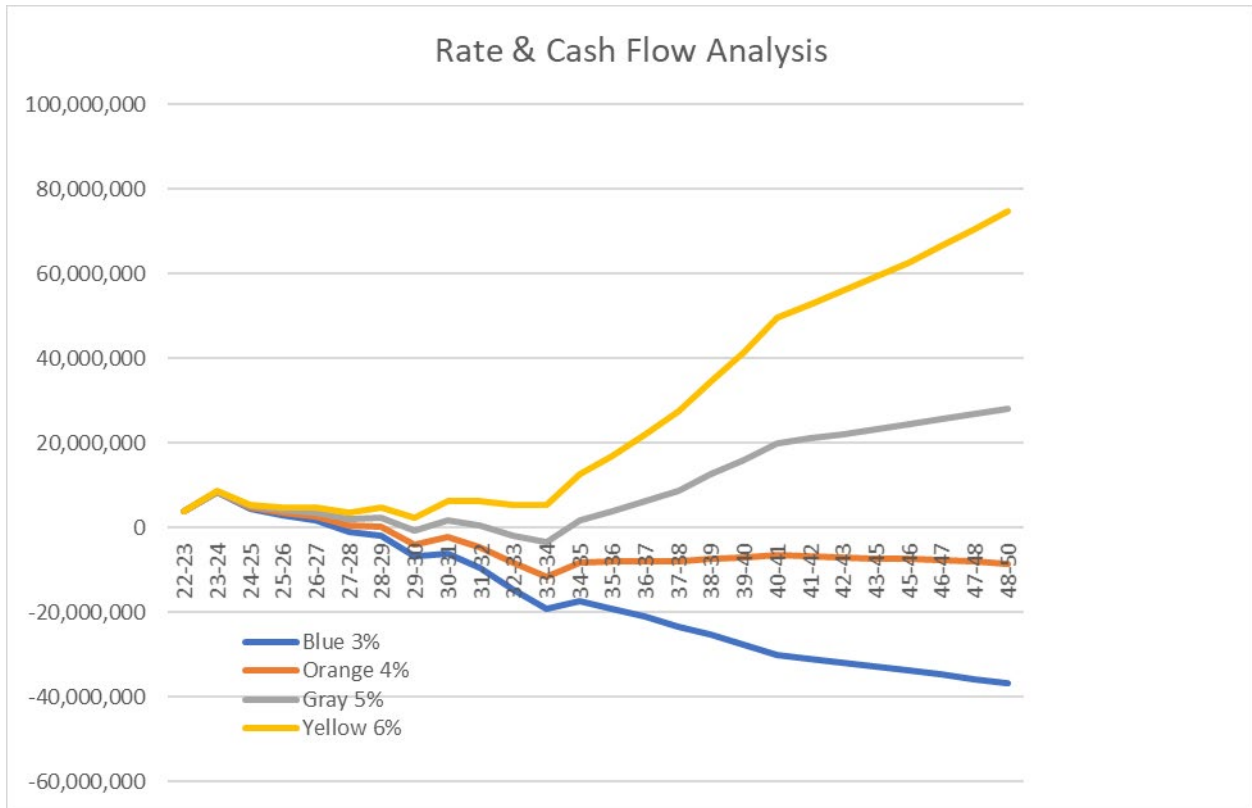
We have a range of options for 2022-23. As indicated, there are likely an infinite number of options just as there are multiple ways to manipulate the assumptions. Four options are charted in the graph below, the ideal scenario are the two lines that cross the “0” line. *NOTE: The proposed rate increase and the increase in revenues are two different terms. We need to increase rates in order to arrive at the necessary increase in revenues.*

The option with the lowest rate increase is one that continues to add \$2.275M in capital replacement. This is represented by the blue line below and represents roughly a 6.27% rate increase for 2022-23 and 3% thereafter. It does not meet the District long-range plans as detailed above.

The orange line represents 6.27% for 2022-23 and 4% thereafter. It continues to add \$2.275M in capital replacement but, like to blue line, does not meet the District’s long-range plans.

The gray line represents 6.27% for 2022-23 and 5% thereafter. This option does cross the “0” after declining and then finally crossing back over the axis in roughly 2034-35. This plan does meet the District’s long-range plans after managing through lean times.

The yellow line, like all those preceding starts at 6.27% and accelerates 6% thereafter. This line stays above the “0” axis and in 2033-34 starts to accelerate upwards to meet our long-range goals. Note that we have an aggressive capital plan for Collections that burns through \$63M over the next 15 years and the Treatment plan envisions \$12M over the same period. Those capital expenditures explain why all four of the graph lines do not start to accelerate until 2033-34.



What staff is asking the Board is two-fold, first how do we set the user rates for next year, and second, how does the Board wish to plan for the next 30 years? Answer to the first question is needed so the Prop 218 Notice can be sent out. The second questions is more complicated and certainly deserves the Board’s time and attention, which may require an additional Ad Hoc committee established. The Budget Committee suggested adding long term financing to the retreat topics.

FINANCIAL

The proposed rate model would provide \$TBD in revenues.

Attachment A: \$2.275M Capital Replacement

Attachment B: \$2.275M Capital Replacement & \$250K Contingency

Attachment C: \$2.5M Capital Replacement & \$250K Contingency

Attachment D: \$2.5M Capital Replacement & \$500K Contingency

Summary Rate Model History

03/31/22

User Group	Count	Units	Actual 2011-12	Actual 2012-13	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Actual 2021-22	% Change	Model 22-23			Proposed Rates				
														Rates	% Change	Annual Est. Revenue	Annual Rates	Monthly Rate	% Change 2022-23	Annual Est. Revenue	
Veterinrv Offices	3	each	724.00	776.80	1,242.32	1,406.20	1,496.16	1,621.48	1,748.92	1,892.64	1,938.78	2,043.50	5.40%	2,122.01	3.84%	6,366.03	2,122.02	176.84	3.84%	6,366.06	
Animal Hosp & Board	1	each	1,750.00	1,876.00	3,549.50	4,017.72	4,277.74	4,636.04	5,000.44	5,411.36	5,543.28	5,608.98	1.19%	6,037.27	7.64%	6,037.27	6,037.28	503.11	7.64%	6,037.28	
Bakery	4	each	1,170.00	1,255.00	2,198.30	2,369.08	2,487.40	2,726.44	3,002.30	3,163.94	3,339.10	3,351.22	0.36%	3,470.55	3.56%	13,882.21	3,470.56	289.21	3.56%	13,882.25	
Bar	28	each	605.82	650.50	864.82	981.04	1,049.60	1,136.96	1,225.20	1,327.44	1,358.00	1,374.58	1.22%	1,464.51	6.54%	41,006.24	1,464.52	122.04	6.54%	41,006.52	
Beauty Salon	32	each	452.00	486.00	717.46	819.78	867.32	937.98	1,012.12	1,100.86	1,121.26	1,136.28	1.34%	1,234.31	8.63%	39,497.98	1,234.32	102.86	8.63%	39,498.30	
Business/Govt/Retail	935	per 10 employees	230.42	247.70	311.50	355.02	391.92	424.10	456.10	495.42	505.36	511.94	1.30%	567.84	10.92%	530,934.82	567.84	47.32	10.92%	530,934.82	
Camera/Photo	2	each	318.92	343.00	456.96	515.96	540.98	586.62	633.34	684.52	702.20	710.04	1.12%	740.89	4.35%	1,481.79	740.90	61.74	4.35%	1,481.81	
Church/Synagogue/M	33	ERU = 150	330.00	355.80	478.50	546.72	582.88	630.36	677.20	736.58	750.24	760.26	1.34%	823.24	8.28%	27,166.91	823.24	68.60	8.28%	27,166.91	
Conv. Hospital	9	beds	182.26	196.00	260.20	295.10	309.56	335.34	361.40	391.50	400.58	405.48	1.22%	437.95	8.01%	3,941.56	437.96	36.50	8.01%	3,941.65	
Dental Office	15	each Dentist	350.00	367.16	485.80	561.02	588.36	634.78	678.92	742.66	751.60	763.14	1.54%	847.91	11.11%	12,718.61	847.92	70.66	11.11%	12,718.76	
Gym Health Spa	3	each	431.12	462.00	612.82	699.50	752.92	814.44	875.36	951.58	969.84	982.70	1.33%	1,076.87	9.58%	3,230.61	1,076.88	89.74	9.58%	3,230.64	
Hotel/Motel	1,256	room	194.78	209.40	260.68	295.60	320.50	347.20	381.48	413.22	422.82	428.08	1.24%	442.83	3.45%	556,192.90	442.84	36.90	3.45%	556,205.46	
Laundromats	29	per machine	334.60	360.00	587.30	676.40	727.10	784.92	840.48	918.06	930.62	944.46	1.49%	1,060.60	12.30%	30,757.32	1,060.60	88.38	12.30%	30,757.32	
Laundrv	3	each	1,553.00	1,666.66	2,262.74	2,514.96	2,691.76	2,929.36	3,183.98	3,411.96	3,533.92	3,564.90	0.88%	3,679.51	3.21%	11,038.52	3,679.52	306.63	3.22%	11,038.55	
Market	19	each	571.32	614.00	1,053.90	1,143.46	1,200.06	1,313.28	1,442.00	1,525.26	1,603.04	1,610.36	0.46%	1,706.07	5.94%	32,415.37	1,706.08	142.17	5.94%	32,415.56	
Medical Office	21	each Physician	196.00	202.00	247.18	283.18	299.62	318.16	334.26	364.94	364.94	359.92	-1.38%	411.89	14.44%	8,649.75	411.90	34.33	14.44%	8,649.96	
Residential	7,113	each	388.00	417.10	514.32	575.46	647.14	703.18	767.84	825.78	851.84	877.58	3.02%	932.59	6.27%	6,633,480.35	932.60	77.72	6.27%	6,633,551.48	
Restaurants	14,400	Seat/Mcal	27.54	28.90	43.36	46.98	49.36	54.02	59.36	62.74	65.98	66.32	0.52%	68.97	4.00%	993,212.29	68.98	5.75	4.02%	993,356.29	
Schools	2,500	Population	14.90	15.94	20.76	23.88	26.84	28.98	31.04	33.90	34.36	34.88	1.51%	39.15	12.24%	97,876.89	39.16	3.26	12.27%	97,901.89	
Service Stations	26	per pump	1,256.94	1,346.20	1,619.06	1,830.54	1,940.98	2,104.06	2,270.46	2,455.60	2,517.14	2,546.00	1.15%	2,732.65	7.33%	71,048.81	2,732.66	227.72	7.33%	71,049.07	
Supermarkets	2	each	12,013.78	12,918.34	14,152.08	15,350.08	16,915.86	18,513.28	20,330.52	21,500.58	21,601.64	22,703.94	5.10%	23,640.92	4.13%	47,281.84	23,640.92	1,970.08	4.13%	47,281.84	
SPECIAL	57	ERU=150	338.02	363.50	480.32	548.60	594.48	642.96	690.84	751.26	765.36	775.56	1.33%	849.42	9.52%	48,417.04	849.42	70.79	9.52%	48,417.04	
TOTALS															\$9,216,635.12			\$9,216,889.47			

Straight Rate Model - \$2.275 Capital Repa

Proposed vs. Model

254.35

	Model	Proposed
\$ Change	6.27%	6.27%
Monthly Charge	\$77.72	\$77.72
\$ increase	\$4.58	\$4.58

Attachment A

Summary Rate Model History

03/31/22

User Group	Count	Units	Actual 2011-12	Actual 2012-13	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Actual 2021-22	% Change	Model 22-23			Proposed Rates				
														Rates	% Change	Annual Est. Revenue	Annual Rates	Monthly Rate	% Change 2022-23	Annual Est. Revenue	
Veterinary Offices	3	each	724.00	776.80	1,242.32	1,406.20	1,496.16	1,621.48	1,748.92	1,892.64	1,938.78	2,043.50	5.40%	2,179.28	6.64%	6,537.84	2,179.28	181.61	6.64%	6,537.84	
Animal Hosp & Board	1	each	1,750.00	1,876.00	3,549.50	4,017.72	4,277.74	4,636.04	5,000.44	5,411.36	5,543.28	5,608.98	1.19%	6,200.20	10.54%	6,200.20	6,200.20	516.68	10.54%	6,200.20	
Bakery	4	each	1,170.00	1,255.00	2,198.30	2,369.08	2,487.40	2,726.44	3,002.30	3,163.94	3,339.10	3,351.22	0.36%	3,565.74	6.40%	14,262.96	3,565.74	297.15	6.40%	14,262.96	
Bar	28	each	605.82	650.50	864.82	981.04	1,049.60	1,136.96	1,225.20	1,327.44	1,358.00	1,374.58	1.22%	1,504.01	9.42%	42,112.24	1,504.02	125.33	9.42%	42,112.52	
Beauty Salon	32	each	452.00	486.00	717.46	819.78	867.32	937.98	1,012.12	1,100.86	1,121.26	1,136.28	1.34%	1,267.54	11.55%	40,561.13	1,267.54	105.63	11.55%	40,561.13	
Business/Govt/Retail	935	per 10 employees	230.42	247.70	311.50	355.02	391.92	424.10	456.10	495.42	505.36	511.94	1.30%	583.15	13.91%	545,241.35	583.16	48.60	13.91%	545,250.70	
Camera/Photo	2	each	318.92	343.00	456.96	515.96	540.98	586.62	633.34	684.52	702.20	710.04	1.12%	760.91	7.16%	1,521.82	760.92	63.41	7.17%	1,521.84	
Church/Synagogue/Me	33	ERU = 150	330.00	355.80	478.50	546.72	582.88	630.36	677.20	736.58	750.24	760.26	1.34%	845.40	11.20%	27,898.15	845.40	70.45	11.20%	27,898.15	
Conv. Hospital	9	beds	182.26	196.00	260.20	295.10	309.56	335.34	361.40	391.50	400.58	405.48	1.22%	449.76	10.92%	4,047.86	449.76	37.48	10.92%	4,047.86	
Dental Office	15	each Dentist	350.00	367.16	485.80	561.02	588.36	634.78	678.92	742.66	751.60	763.14	1.54%	870.66	14.09%	13,059.85	870.66	72.55	14.09%	13,059.85	
Gym/Health Spa	3	each	431.12	462.00	612.82	699.50	752.92	814.44	875.36	951.58	969.84	982.70	1.33%	1,105.86	12.53%	3,317.58	1,105.86	92.16	12.53%	3,317.58	
Hotel/Motel	1,256	room	194.78	209.40	260.68	295.60	320.50	347.20	381.48	413.22	422.82	428.08	1.24%	454.78	6.24%	571,197.86	454.78	37.90	6.24%	571,197.86	
Laundromats	29	per machine	334.60	360.00	587.30	676.40	727.10	784.92	840.48	918.06	930.62	944.46	1.49%	1,089.11	15.32%	31,584.28	1,089.12	90.76	15.32%	31,584.57	
Laundry	3	each	1,553.00	1,666.66	2,262.74	2,514.96	2,691.76	2,929.36	3,183.98	3,411.96	3,533.92	3,564.90	0.88%	3,779.36	6.02%	11,338.07	3,779.36	314.95	6.02%	11,338.07	
Market	19	each	571.32	614.00	1,053.90	1,143.46	1,200.06	1,313.28	1,442.00	1,525.26	1,603.04	1,610.36	0.46%	1,752.81	8.85%	33,303.33	1,752.82	146.07	8.85%	33,303.52	
Medical Office	21	each Physician	196.00	202.00	247.18	283.18	299.62	318.16	334.26	364.94	364.94	359.92	-1.38%	421.60	17.14%	8,853.60	421.60	35.13	17.14%	8,853.60	
Residential	7,113	each	388.00	417.10	514.32	575.46	647.14	703.18	767.84	825.78	851.84	877.58	3.02%	957.88	9.15%	6,813,383.28	957.88	79.82	9.15%	6,813,383.28	
Restaurants	14,400	Seat/M meal	27.54	28.90	43.36	46.98	49.36	54.02	59.36	62.74	65.98	66.32	0.52%	70.86	6.85%	1,020,396.11	70.86	5.91	6.85%	1,020,396.11	
Schools	2,500	Population	14.90	15.94	20.76	23.88	26.84	28.98	31.04	33.90	34.36	34.88	1.51%	40.20	15.26%	100,507.07	40.20	3.35	15.26%	100,507.07	
Service Stations	26	per pump	1,256.94	1,346.20	1,619.06	1,830.54	1,940.98	2,104.06	2,270.46	2,455.60	2,517.14	2,546.00	1.15%	2,806.43	10.23%	72,967.15	2,806.44	233.87	10.23%	72,967.41	
Supermarkets	2	each	12,013.78	12,918.34	14,152.08	15,350.08	16,915.86	18,513.28	20,330.52	21,500.58	21,601.64	22,703.94	5.10%	24,288.23	6.98%	48,576.47	24,288.24	2,024.02	6.98%	48,576.49	
SPECIAL	57	ERU=150	338.02	363.50	480.32	548.60	594.48	642.96	690.84	751.26	765.36	775.56	1.33%	872.28	12.47%	49,720.21	872.28	72.69	12.47%	49,720.21	
TOTALS															\$9,466,588.42			\$9,466,598.83			

Straight Rate Model - \$2.275M Capital Replacement
\$250K Contingency

Proposed vs. Model 10.41

	Model	Proposed
\$ Change	9.15%	9.15%
Monthly Charge	\$79.82	\$79.82
\$ increase	\$6.69	\$6.69

Attachment B

Summary Rate Model History

03/31/22

User Group	Count	Units	Actual 2011-12	Actual 2012-13	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Actual 2021-22	% Change	Model 22-23			Proposed Rates				
														Rates	% Change	Annual Est. Revenue	Annual Rates	Monthly Rate	% Change 2022-23	Annual Est. Revenue	
Veterinary Offices	3	each	724.00	776.80	1,242.32	1,406.20	1,496.16	1,621.48	1,748.92	1,892.64	1,938.78	2,043.50	5.40%	2,231.56	9.20%	6,694.67	2,231.56	185.96	9.20%	6,694.67	
Animal Hosp & Board	1	each	1,750.00	1,876.00	3,549.50	4,017.72	4,277.74	4,636.04	5,000.44	5,411.36	5,543.28	5,608.98	1.19%	6,348.94	13.19%	6,348.94	6,348.94	529.08	13.19%	6,348.94	
Bakery	4	each	1,170.00	1,255.00	2,198.30	2,169.08	2,487.40	2,726.44	3,002.30	3,163.94	3,339.10	3,351.22	0.36%	3,648.70	8.88%	14,594.79	3,648.70	304.06	8.88%	14,594.79	
Bar	28	each	605.82	650.50	864.82	981.04	1,049.60	1,136.96	1,225.20	1,327.44	1,358.00	1,374.58	1.22%	1,540.13	12.04%	43,123.57	1,540.14	128.34	12.04%	43,123.85	
Beauty Salon	32	each	452.00	486.00	717.46	819.78	867.32	937.98	1,012.12	1,100.86	1,121.26	1,136.28	1.34%	1,298.09	14.24%	41,538.89	1,298.10	108.18	14.24%	41,539.21	
Business/Govt/Retail	935	per 10 employees	230.42	247.70	311.50	355.02	391.92	424.10	456.10	495.42	505.36	511.94	1.30%	597.17	16.65%	558,358.43	597.18	49.77	16.65%	558,367.78	
Camera/Photo	2	each	318.92	343.00	456.96	515.96	540.98	586.62	633.34	684.52	702.20	710.04	1.12%	779.13	9.73%	1,558.26	779.14	64.93	9.73%	1,558.28	
Church/Synagogue/Me	33	ERU = 150	330.00	355.80	478.50	546.72	582.88	630.36	677.20	736.58	750.24	760.26	1.34%	865.78	13.88%	28,570.64	865.78	72.15	13.88%	28,570.64	
Conv. Hospital	9	beds	182.26	196.00	260.20	295.10	309.56	335.34	361.40	391.50	400.58	405.48	1.22%	460.57	13.59%	4,145.09	460.58	38.38	13.59%	4,145.18	
Dental Office	15	each Dentist	350.00	367.16	485.80	561.02	588.36	634.78	678.92	742.66	751.60	763.14	1.54%	891.77	16.86%	13,376.53	891.78	74.31	16.86%	13,376.68	
Gym/Health Spa	3	each	431.12	462.00	612.82	699.50	752.92	814.44	875.36	951.58	969.84	982.70	1.33%	1,132.51	15.24%	3,397.53	1,132.52	94.38	15.25%	3,397.56	
Hotel/Motel	1,256	room	194.78	209.40	260.68	295.60	320.50	347.20	381.48	413.22	422.82	428.08	1.24%	465.69	8.79%	584,909.23	465.70	38.81	8.79%	584,921.79	
Laundromats	29	per machine	334.60	360.00	587.30	676.40	727.10	784.92	840.48	918.06	930.62	944.46	1.49%	1,115.42	18.10%	32,347.20	1,115.42	92.95	18.10%	32,347.20	
Laundry	3	each	1,553.00	1,666.66	2,262.74	2,514.96	2,691.76	2,929.36	3,183.98	3,411.96	3,533.92	3,564.90	0.88%	3,869.09	8.53%	11,607.26	3,869.10	322.42	8.53%	11,607.29	
Market	19	each	571.32	614.00	1,053.90	1,143.46	1,200.06	1,313.28	1,442.00	1,525.26	1,603.04	1,610.36	0.46%	1,793.68	11.38%	34,080.00	1,793.68	149.47	11.38%	34,080.00	
Medical Office	21	each Physician	196.00	202.00	247.18	283.18	299.62	318.16	334.26	364.94	364.94	359.92	-1.38%	430.78	19.69%	9,046.39	430.78	35.90	19.69%	9,046.39	
Residential	7,113	each	388.00	417.10	514.32	575.46	647.14	703.18	767.84	825.78	851.84	877.58	3.02%	980.65	11.74%	6,975,337.13	980.66	81.72	11.75%	6,975,408.26	
Restaurants	14,400	Seat/Meal	27.54	28.90	43.36	46.98	49.36	54.02	59.36	62.74	65.98	66.32	0.52%	72.52	9.34%	1,044,232.36	72.52	6.04	9.34%	1,044,332.36	
Schools	2,500	Population	14.90	15.94	20.76	23.88	26.84	28.98	31.04	33.90	34.36	34.88	1.51%	41.17	18.05%	102,937.18	41.18	3.43	18.08%	102,962.18	
Service Stations	26	per pump	1,356.94	1,346.20	1,619.06	1,830.54	1,940.98	2,104.06	2,270.46	2,455.60	2,517.14	2,546.00	1.15%	2,873.69	12.87%	74,716.02	2,873.70	239.48	12.87%	74,716.28	
Supermarkets	2	each	12,013.78	12,918.34	14,152.08	15,350.08	16,915.86	18,513.28	20,330.52	21,500.58	21,601.64	22,703.94	5.10%	24,855.15	9.48%	49,710.29	24,855.16	2071.26	9.48%	49,710.31	
SPECIAL	57	ERU=150	338.02	363.50	480.32	548.60	594.48	642.96	690.84	751.26	765.36	775.56	1.33%	893.31	15.18%	50,918.83	893.32	74.44	15.18%	50,919.40	
TOTALS															\$9,691,549.24			\$9,691,669.05			

Straight Rate Model - \$2.5M Capital Replacement
\$250K Contingency

Proposed vs. Model 119.81

	Model	Proposed
\$ Change	11.74%	11.75%
Monthly Charge	\$81.72	\$81.72
\$ increase	\$8.59	\$8.59

Attachment C

Summary Rate Model History

03/31/22

User Group	Count	Units	Actual 2011-12	Actual 2012-13	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Actual 2021-22	% Change	Model 22-23			Proposed Rates			
														Rates	% Change	Annual Est. Revenue	Annual Rates	Monthly Rate	% Change 2022-23	Annual Est. Revenue
Veterinary Offices	3	each	724.00	776.80	1,242.32	1,406.20	1,496.16	1,621.48	1,748.92	1,892.64	1,938.78	2,043.50	5.40%	2,288.83	12.01%	6,866.48	2,288.84	190.74	12.01%	6,866.51
Animal Hosp & Board	1	each	1,750.00	1,876.00	3,549.50	4,017.72	4,277.74	4,636.04	5,000.44	5,411.36	5,543.28	5,608.98	1.19%	6,511.87	16.10%	6,511.87	6,511.88	542.66	16.10%	6,511.88
Bakery	4	each	1,170.00	1,255.00	2,198.30	2,369.08	2,487.40	2,726.44	3,002.30	3,163.94	3,339.10	3,351.22	0.36%	3,743.88	11.72%	14,975.53	3,743.88	311.99	11.72%	14,975.53
Bar	28	each	605.82	650.50	864.82	981.04	1,049.60	1,136.96	1,225.20	1,327.44	1,358.00	1,374.58	1.22%	1,579.63	14.92%	44,229.59	1,579.64	131.64	14.92%	44,229.87
Beauty Salon	32	each	452.00	486.00	717.46	819.78	867.32	937.98	1,012.12	1,100.86	1,121.26	1,136.28	1.34%	1,331.31	17.16%	42,602.05	1,331.32	110.94	17.17%	42,602.37
Business/Govt/Retail	935	per 10 employees	230.42	247.70	311.50	355.02	391.92	424.10	456.10	495.42	505.36	511.94	1.30%	612.48	19.64%	572,665.15	612.48	51.04	19.64%	572,665.15
Camera/Photo	2	each	318.92	343.00	456.96	515.96	540.98	586.62	633.34	684.52	702.20	710.04	1.12%	799.14	12.55%	1,598.29	799.14	66.60	12.55%	1,598.29
Church/Synagogue/M	33	ERU = 150	330.00	355.80	478.50	546.72	582.88	630.36	677.20	736.58	750.24	760.26	1.34%	887.94	16.79%	29,301.91	887.94	73.99	16.79%	29,301.91
Conv. Hospital	9	beds	182.26	196.00	260.20	295.10	309.56	335.34	361.40	391.50	400.58	405.48	1.22%	472.38	16.50%	4,251.39	472.38	39.36	16.50%	4,251.39
Dental Office	15	each Dentist	350.00	367.16	485.80	561.02	588.36	634.78	678.92	742.66	751.60	763.14	1.54%	914.52	19.84%	13,717.78	914.52	76.21	19.84%	13,717.78
Gym/Health Spa	3	each	431.12	462.00	612.82	699.50	752.92	814.44	875.36	951.58	969.84	982.70	1.33%	1,161.50	18.19%	3,484.50	1,161.50	96.79	18.19%	3,484.50
Hotel/Motel	1,256	room	194.78	209.40	260.68	295.60	320.50	347.20	381.48	413.22	422.82	428.08	1.24%	477.64	11.58%	599,914.35	477.64	39.80	11.58%	599,914.35
Laundromats	29	per machine	334.60	360.00	587.30	676.40	727.10	784.92	840.48	918.06	930.62	944.46	1.49%	1,143.94	21.12%	33,174.18	1,143.94	95.33	21.12%	33,174.18
Laundry	3	each	1,553.00	1,666.66	2,262.74	2,514.96	2,691.76	2,929.36	3,183.98	3,411.96	3,533.92	3,564.90	0.88%	3,968.94	11.33%	11,906.82	3,968.94	330.74	11.33%	11,906.82
Market	19	each	571.32	614.00	1,053.90	1,143.46	1,200.06	1,313.28	1,442.00	1,525.26	1,603.04	1,610.36	0.46%	1,840.42	14.29%	34,967.94	1,840.42	153.37	14.29%	34,967.94
Medical Office	21	each Physician	196.00	202.00	247.18	283.18	299.62	318.16	334.26	364.94	364.94	359.92	-1.38%	440.49	22.38%	9,250.25	440.50	36.71	22.39%	9,250.46
Residential	7,113	each	388.00	417.10	514.32	575.46	647.14	703.18	767.84	825.78	851.84	877.58	3.02%	1,005.94	14.63%	7,155,240.09	1,005.94	83.83	14.63%	7,155,240.09
Restaurants	14,400	Seat/Meal	27.54	28.90	43.36	46.98	49.36	54.02	59.36	62.74	65.98	66.32	0.52%	74.40	12.19%	1,071,415.66	74.40	6.20	12.19%	1,071,415.66
Schools	2,500	Population	14.90	15.94	20.76	23.88	26.84	28.98	31.04	33.90	34.36	34.88	1.51%	42.23	21.06%	105,567.42	42.24	3.52	21.09%	105,592.42
Service Stations	26	per pump	1,256.94	1,346.20	1,619.06	1,830.54	1,940.98	2,104.06	2,270.46	2,455.60	2,517.14	2,546.00	1.15%	2,947.48	15.77%	76,634.37	2,947.48	245.62	15.77%	76,634.37
Supermarkets	2	each	12,013.78	12,918.34	14,152.08	15,350.08	16,915.86	18,513.28	20,330.52	21,500.58	21,601.64	22,703.94	5.10%	25,502.45	12.33%	51,004.89	25,502.46	2125.20	12.33%	51,004.91
SPECIAL	57	ERU=150	338.02	363.50	480.32	548.60	594.48	642.96	690.84	751.26	765.36	775.56	1.33%	916.18	18.13%	52,222.03	916.18	76.35	18.13%	52,222.03
TOTALS															\$9,941,502.54			\$9,941,528.41		

Straight Rate Model - \$2.5M Capital Replacement
\$500K Contingency

Proposed vs. Model

25.87

	Model	Proposed
\$ Change	14.63%	14.63%
Monthly Charge	\$83.83	\$83.83
\$ increase	\$10.70	\$10.70

Attachment D

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 31, 2022

Subject: Ballot for Election of Independent Special District Regular Member to the Local Agency Foundation Commission (LAFCO)

RECOMMENDATION

Staff requests direction from the Board for their vote in the election of a LAFCO Special District Regular Member.

DISCUSSION

Staff is requesting direction on the upcoming ballot for the election of an Independent Special District Regular Member to serve a four-year term to the Local Agency Formation Commission. The ballot information is attached to this report. CAWD is allowed one vote. The deadline to submit the ballot is April 1, 2022.

This new Member will be seated by May 2022.

Please note there will also be a second ballot for election of one Special District Alternate Member sent to CAWD after the result of this election for a Regular Member is complete.

FUNDING

N/A

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

2022 Commissioners

Chair

Christopher Lopez
County Member

Vice Chair

Mary Ann Leffel
Special District Member

Luis Alejo

County Member

Wendy Root Askew

County Member, Alternate

Kimbley Craig
City Member

Matt Gourley
Public Member

Ian Oglesby
City Member

Warren Poitras
Special District Member

Steve Snodgrass
Public Member, Alternate

Graig R. Stephens
Special District Member, Alternate

Anna Velazquez
City Member, Alternate

Counsel

Kelly L. Donlon
General Counsel

Executive Officer

Kate McKenna, AICP

132 W. Gabilan Street, #102
Salinas, CA 93901

P. O. Box 1369
Salinas, CA 93902

Voice: 831-754-5838

www.monterey.lafco.ca.gov

MEMORANDUM

DATE: March 1, 2022

TO: Independent Special District General Managers, Fire Chiefs and CEOs

FROM: Kate McKenna, AICP,
Executive Officer

SUBJECT: Ballot for Election of LAFCO Commissioner – Special District
Regular Member (Due April 1, 2022)

This memorandum transmits a ballot, voting instructions and candidate information for the election of one Independent Special District Regular Member to serve a four-year term on the Local Agency Formation Commission of Monterey County. Please forward the ballot and information to the legislative body of your District for voting and signature by the presiding officer (Board President) or designee. Vote for one of the three candidates. The deadline to return the ballot is April 1. LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

A second ballot, for election of one Special District Alternate Member, will be issued after the election of a Regular Member. Sequential balloting is in accordance with adopted procedures to ensure diversity in representation.

Thank you for participating in the election process. Please contact me if you have any questions.

Enclosures:

Ballot and Voting Instructions
Candidate Information

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

March 1, 2022

OFFICIAL BALLOT OF THE INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

FOR ELECTION OF ONE REGULAR SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

Voting Instructions:

1. The presiding officer of the legislative body of the District or the legislative body's alternate officer is authorized to vote. Please vote for one candidate. A majority of Districts must return ballots in order to conclude the election. The candidate receiving the most votes will be elected to a Regular Member seat.
2. Please return this ballot to **LAFCO of Monterey County** at P.O. Box 1369, Salinas, CA 93902 or at 132 W. Gabilan Street, Suite 102, Salinas, CA 93901 or by email to mckennak@monterey.lafco.ca.gov.
3. **Deadline** - Ballots must be received in the LAFCO office by **April 1, 2022, at 5:00 p.m.** LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

PLEASE VOTE FOR 1 CANDIDATE (REGULAR MEMBER SEAT):

- David Kong (Greenfield Public Recreation District and Greenfield Cemetery District)
- Mary Ann Leffel (Monterey Peninsula Airport District)
- Gail Morton (Marina Coast Water District)

VOTING MEMBER SIGNATURE: _____

INDEPENDENT SPECIAL DISTRICT: _____

DATE: _____

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION AND ONE ALTERNATE POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: February 28, 2022

Nominations will be considered to fill the four-year term for one Regular seat (expiring May 2026) and the four-term for one Alternate seat (expiring May 2026) for Independent Special District Commissioners on the Local Agency Formation Commission of Monterey County.

Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by February 28, 2022 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to mckennak@monterey.lafco.ca.gov OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

Nomination Statement:

"I, David Kong, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

Name: David Kong
Address: 348 Barbera Way
Phone and e-mail: 831-682-2812 davidrkong@gmail.com
District represented: Greenfield Public Recreation District and Greenfield Cemetery District
Your position with the District: Board President
Number of years as a District Board Member or Trustee: 3 years

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

I am interested in being an elected LAFCO Commissioner because I would like to represent the South Monterey Communities on the Commission
LAFCO makes many important decisions on matters concerning South Monterey County. I have been a lifelong resident of Monterey County. I have lived in Pacific Grove, Salinas, and now have been a South County Resident for 21 years. I have served as a city planning commissioner, County Redistricting Commissioner, and School Board member and now serve on the Greenfield Public Recreation District and Greenfield Cemetery District as Board President. I am interested in having good land management of Monterey County. South Monterey County is mostly rural and agricultural. I am a good team player and I know a number of the current commissioners on LAFCO.
I would be honored to serve on the LAFCO Commission and asking for your vote.

Signed:

David Kong

Name (Print):

David Kong

Date:

02/25/2022

Thank you for your interest in serving on LAFCO of Monterey County.

LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM

TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION AND ONE ALTERNATE POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: February 28, 2022

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Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by February 28, 2022 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to mckennak@monterey.lafco.ca.gov OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

Nomination Statement:

"I, MARYANN Leffel, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

Name: MARYANN Leffel
Address: 117 Cuesta Vista Dr. Monterey Ca 93940
Phone and e-mail: 831.402.4616 MALeffel@montereyairport.com
District represented: Monterey Peninsula Airport District
Your position with the District: Board Member
Number of years as a District Board Member or Trustee: 14 years

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

Please see attached.

Signed: Mary Ann Lette

Name (Print): MARY ANN Lette

Date: 2-25-22

Thank you for your interest in serving on LAFCO of Monterey County.

To Special Districts, Monterey County

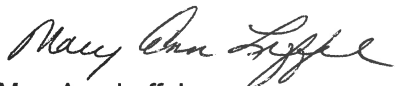
I would truly be honored to receive your vote for another term, representing the Monterey County special districts on Lafco, Monterey County.

Since moving to Monterey County in 1982, I have served in a variety of positions on numerous boards, commissions and community groups. I have chaired Natividad Hospital Bd of Trustees, Monterey Peninsula Chamber of Commerce, Monterey County Business Council, Leadership Monterey Peninsula, Chartwell School, Monterey County Special Districts and several other commissions and groups.

Currently, I serve as the Vice Chair of Monterey County Lafco, and Monterey County Workforce Development Board and Chair, Monterey County Special Districts. I also serve as an elected member of the Monterey Peninsula Airport District, and as a board member of Carmel Valley Art Association and Legal Services for Seniors. I co founded the Monterey Bay Economic Partnership, the Monterey County Business Council, Leadership Monterey County, the CSUMB Institute for Innovation and Economic Development, the Monterey Bay Defense Alliance, Competitive Clusters Monterey, the Monterey County Revolving loan fund and served on each for several years. There are many more community groups and boards, where I held positions and seats.

I strive to represent the districts, their clients and communities they serve. In doing so, there are many needs, desires and voices. Listening to the community as a whole, I intend to represent the districts and their constituents fairly and to the best of my ability. Please reelect me as your representative. I appreciate your consideration.

Best,



MaryAnn Leffel

Vice Chair

LAFCO, Monterey County

LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION AND ONE ALTERNATE POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

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Nomination Statement:

"I, GAIL MORTON, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

Name: GAIL MORTON
Address: 5 VIA JOAQUIN MONTEREY CA 93940
Phone and e-mail: 831 375-0100 gmorton@montereyfamilylaw.com or directormorton@mcwd.org
District represented: MARINA COAST WATER DISTRICT
Your position with the District: DIRECTOR
Number of years as a District Board Member or Trustee: 1 YEAR

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

Set forth on Page 2 of 2

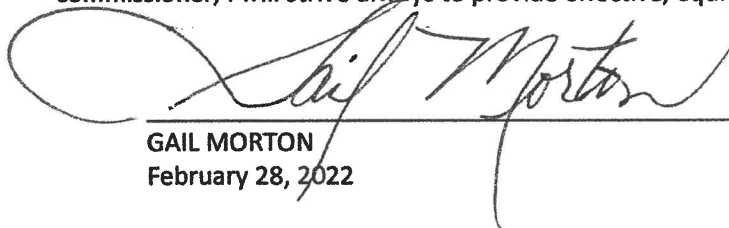
LAFCO's goal of preserving open space and agricultural land, discouraging urban sprawl, and delivering local and district services efficiently aligns well with the aims I have promoted in past decades as an activist, Marina councilmember, and a board member of Fort Ord Reuse Authority.

I currently serve as a director of the Marina Coast Water District (MCWD), the largest water district in County of Monterey. I focus on developing and implementing policies that will ensure a safe, clean, affordable water supply for current and future MCWD customers—*without* undermining affordable water for others throughout the County.

In their vital regional role, LAFCO commissioners must exercise prudence and diligence, anticipating unintended consequences, when shaping the development of local agencies advantageously for the present and future needs of our county. It is imperative that every board action reflect a holistic, countywide understanding of land and water resources; the practical demands of development in the decades to come; and the importance of protecting the County's economy, which depends on agricultural land and the attraction of open space for tourism.

I study issues carefully to bring as roundly informed a perspective to the table as possible. In my observation, cooperative, multiagency solutions with cross-jurisdictional benefit are key to successful governance. Some excellent strategies have been modeled in the past; this approach will continue to reap dividends when pursued.

LAFCO's independent and dependent special districts deserve fair and focused representation. As a leader at the city, FORA, and MCWD levels, I have a record of respect for the diverse interests of constituent groups and persons and a strong commitment to balanced, workable solutions. As a LAFCO commissioner, I will strive always to provide effective, equitable representation.



GAIL MORTON
February 28, 2022

Carmel Area Wastewater District

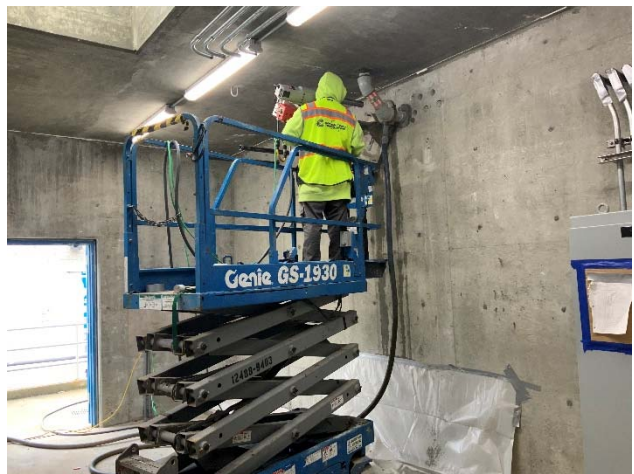
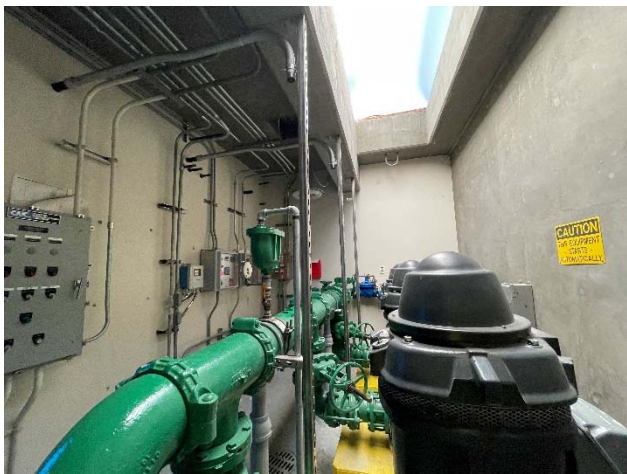
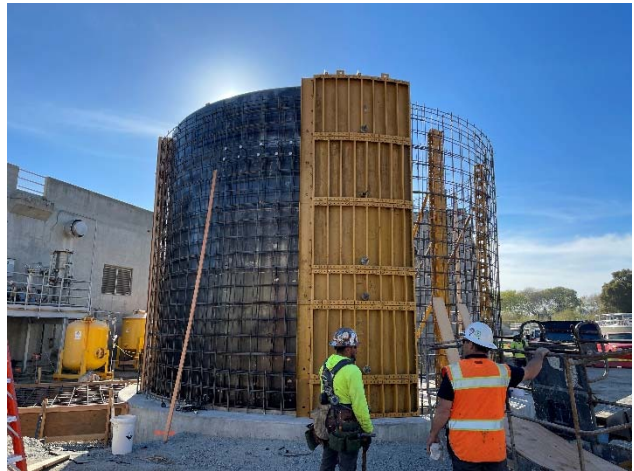
WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

Construction Progress Report

March 18th, 2022

Prepared by: Patrick Treanor, Plant Engineer

Contractor: Clark Bros Inc (CBI)



Section 1: Project Summary

Project Summary			
General Contractor		Clark Bros Inc	
Contract Value			
Contract Bid Amount		\$7,291,500	
Change Orders Issued to Date		1	
Value Added Change Order Cost ⁽¹⁾	% of Bid Amount	\$28,199.96	0.37%
Non Value Added Change Order Cost ⁽²⁾	% of Bid Amount	\$47,839.58	0.66%
Total Change Order Cost	% of Bid Amount	\$76,039.54	1.0%
Current Contract Value		\$7,367,539.54	
Open/Pending Potential Change Orders (PCO)		0	
Contract Time			
Notice To Proceed		September 7 th , 2021	
Original Contract Time		550 Calendar Days	
Calendar Days Elapsed		190 Days	
Weather Days: Accepted to Date		0 Days	
Contract Change Order(s) Time Extension		0 Days	
Current Contract Completion Date		March 3 rd , 2023	
Contract Progress Summary			
Total Project Time Expended		35%	
Total Project Cost Expended		27% (not including retention)	

Notes:

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

Section 2: Work Performed This Month

2.1 General

Work this month generally involved construction of the Sludge Holding Tank slab and electrical rough-in work throughout the various process areas.

2.1.1 Submittals

Submittals reviewed this month included pipe lay drawings, grit washer resubmittals, valve resubmittals, aluminum railings, seismic calculations for equipment anchorage, and cleanup of minor details on electrical equipment circuitry.

2.1.2 PLC Programming

PLC programming by Frisch Engineering is in progress.

2.2 Site Work

2.2.1 Potholing/Locating Existing Utilities

None.

2.3 Sludge Holding Tank Replacement

Tank construction was ongoing during the month. Concrete was placed for about half of the walls for the new tank. Underground work included pipe installation and electrical.

2.4 Influent Pump Station Rehab

Clark Bros completed demolition of the old 450 kW backup diesel generator.

2.5 Headworks Rehab

Electrical pullboxes were installed for the ductbank from the Headworks to the Ops Building.

2.6 Chlorination Building Rehab/3W System Improvements

The electrical subcontractor worked on conduit rough-in and poured the concrete equipment pad for the new motor control center.

2.7 Effluent Pump Station Rehab

Electrical pullboxes were installed on the outside of the building.

Section 3: Project Issues

Over the past month Clark Bros has notified CAWD of likely delays of major equipment procurement due to supply chain issues. Clark Bros is currently working on a revised schedule to reflect new estimates for major equipment delivery. CAWD and Clark Bros will be discussing ways in the next month to manage the work sequencing to keep progress moving forward.

Section 4: RFI and Submittals Review Summary

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

	Total Number Processed	Number Received in Current Month
RFI/Clarifications	31	8
Submittals	118	21

Section 5: Change Order Summary

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

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

Section 6: Project Schedule and Budget

6.1 Schedule

The Baseline CPM Schedule has been favorably reviewed and will be used to track progress monthly moving forward.

6.2 Budget

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

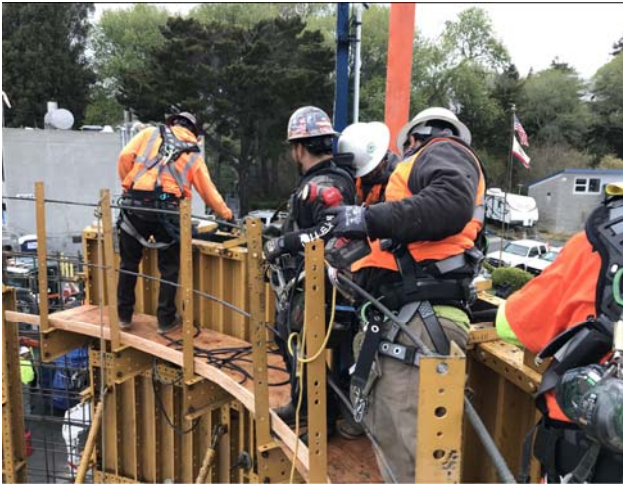
Currently the amount to be paid to CBI is 27% (not including retention) of the total approved budget (30% with retention).

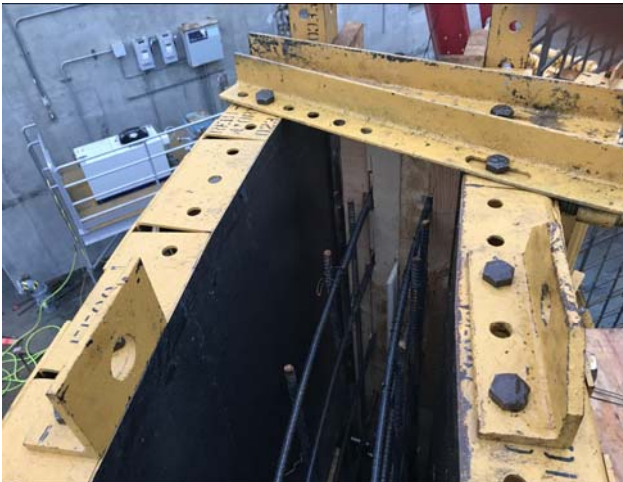
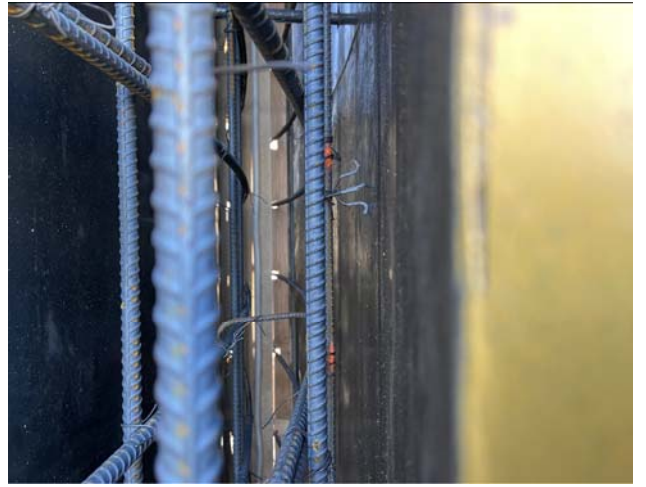
Section 7: Photos

- Sludge Holding Tank Replacement
- Influent Pump Station Rehab
- Headworks Rehab
- Chlorination Building/3W System Improvements
- Effluent Pump Station Rehab

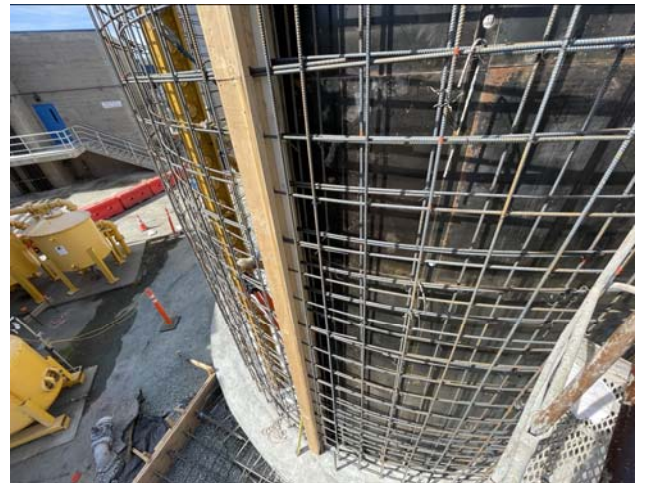
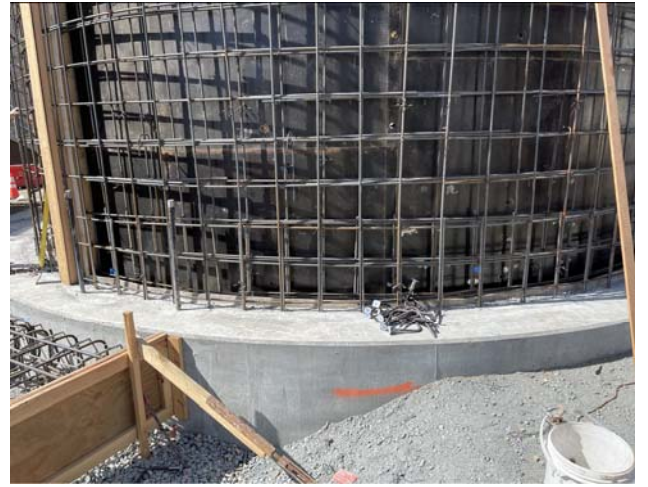
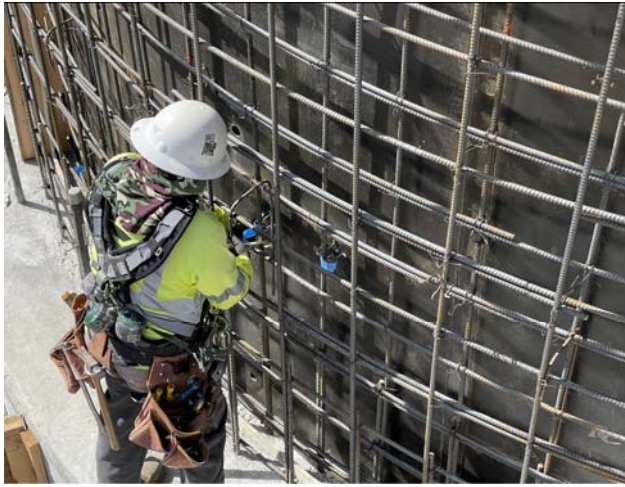
Photos:
Sludge Holding Tank
Replacement

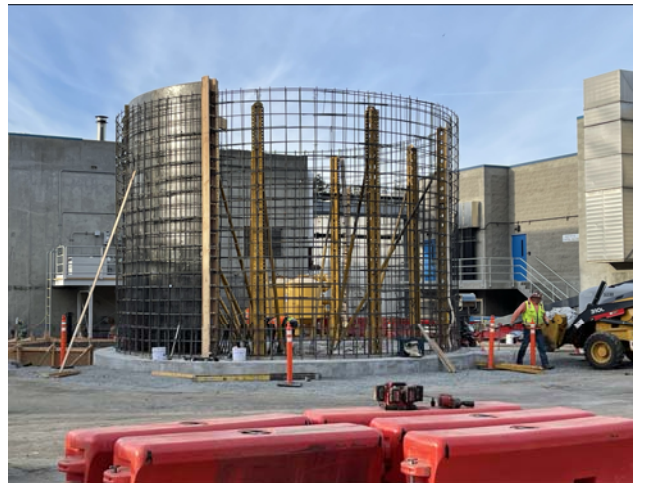














Photos:
Influent Pump Station Rehab

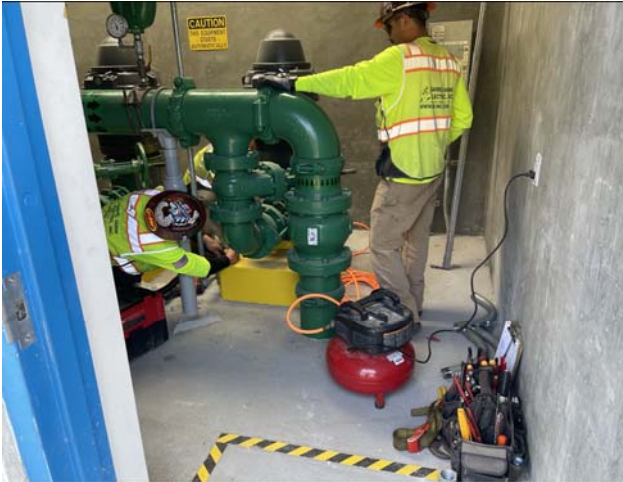


Photos:
Headworks Rehab



Photos:
Chlorination Building/3W System
Improvements





Photos:
Effluent Pump Station Rehab



STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 31, 2022

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

DISCUSSION

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

- Total cash balance at the end of January 2022 was \$29.6M; of that amount \$16.1M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The January 2022 Cash Basis Budget showed total revenues of \$15.16M year to date and total expenditures of \$8.7M.
- Forest Lake Reservoir held 114 million gallons (MG) of recycled water or 99% of permitted capacity. Current storage volume is 6% above the historic average of 108MG.
- Total irrigation water demand for the 2021 calendar year through January was 26-acre feet (AF). Total demand for the calendar year is 333% above the 5-year average of 6 AF through January. The month of January reflected a net storage increase of approximately 16MG. By comparison, a net storage increase of approximately 24MG occurred in January of last year.
- Average daily wastewater flow of 461,000 gallons per day (GPD) was measured in January at the PBCSD-Carmel gate. This represents 35% of the total flow at the Carmel Area Wastewater District (CAWD) treatment facility. The measured PBCSD flow was 12% below the five-year average of 552,000 GPD for the month of January; the CAWD total flows were 10% below the five-year average of 1,458,000 GPD for January.

- All three wells were taken out of service in/around September 1st in order to maximize the time period for ground water recovery. The 4th fairway diversion and the 18th green diversion facilities were taken out of service around December 9, 2021 prior to the onset of winter storms. Total production for the 2022 calendar year through February is approximately 78,500 gallons.
- SCADA system upgrade is tentatively scheduled to begin in April 2022.
- The Board authorized the General Manager to procure replacement mixers for the Forest Lake Reservoir for an amount not to exceed \$95K.
- The Board approved an amendment to the Master Agreement with E2 Consulting Engineers, Inc. to provide engineering design, bid-phase services, and construction support for the 2022 Sewer Replacement Project for an amount not to exceed \$130,000. The base project includes 3,954 linear feet (LF) of 6" lines and 1,622 LF of 8" lines.
- The Board approved revisions to the District Conflict of Interest Code due to changes of personnel assignments.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 21	37.117	25.481	11.636	31.350%
Aug - 21	36.578	25.206	11.372	31.090%
Sept - 21	31.800	22.717	9.083	28.563%
Oct - 21	35.625	24.518	11.107	31.177%
Nov-21	33.282	22.731	10.551	31.702%
Dec - 21	55.861	35.261	20.600	36.877%
Jan - 22	40.807	26.530	14.277	34.987%
Total	271.070	182.444	88.626	32.695%