



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

February 24, 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
Ed Waggoner
Operations Superintendent
Robert R. Wellington
Legal Counsel

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

COVID-19 Public Meeting Procedures

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

- CAWD will not make a physical location available from which members of the public may observe and offer public comment.
- All CAWD public meetings shall take place via teleconferencing and shall be posted on the District website (www.cawd.org) 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.



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., January 27, 2021
Teleconference Webinar & in-person

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:00 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)
Rachél Lather, District Engineer, CAWD
Patrick Treanor, Plant Engineer, CAWD
Ed Waggoner, Plant Superintendent, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Collections Superintendent, CAWD
Domine Barringer, Administrative Assistant/Board Clerk, CAWD
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD
Karla Cristi, CMMS & Plant Administrator, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Richard Gebhart, Board Member of Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD
Jeff Canepa, Resident of the District
Mark Stilwell, Business owner in the District
Cody Phillips, online attendee
Ryann Williams, online attendee
Mark Williams, online attendee

1. Public Comments: No public comments

2. Agenda Changes:

- An emergency item that was not a part of the Agenda was brought before the board to be placed as Item No. 26.A on the Agenda. A motion was made by Director Siegfried and Director D'Ambrosio seconded the motion and all Directors voted in favor of adding the item to the Agenda.
- Item No. 28 of the Agenda (User Fee Claim) was moved forward ahead of the Consent Calendar approval by a motion made by Director D'Ambrosio that was seconded by President White. All directors voted in favor of moving the item forward.

3. User Fee Claim

The staff report was given by Barbara Buikema. A public hearing was opened at 9:07 a.m. Both Mr. Canepa and Mr. Stilwell made brief comments.

Board Action

A motion was made by Director Siegfried and seconded by President White to reimburse all fees eligible for reimbursement charged on the ten year schedule to the fee payers that were presented during this meeting and to draft a policy change to reimburse ALL fees eligible for reimbursement. The Board agreed unanimously. Staff was directed to present the policy change at the next regular board meeting.

4. Ordinance 2022-01:

The staff report for Pretreatment Ordinance 2022-01 was given by Barbara Buikema. The Directors had brief comments/questions and moved to action. The open hearing commenced at 9:07 a.m. during the prior agenda item and was closed at the conclusion of all comments and the beginning of board action at 9:25 a.m.

Board Action

A motion was made by Director D'Ambrosio and seconded by Director Rachel to approve Ordinance No. 2022-01. Following a Roll Call vote, the Board passed Ordinance 2022-01, with one Director voting no, adopting the new pretreatment ordinance.

5. Carmel-by-the-Sea Stormwater Inspection Presentation:

Ray DeOcampo provided the Board of Directors with his presentation on the stormwater inspections that are conducted for the City of Carmel-by-the-Sea for all commercial food preparation facilities.

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 Rachel and seconded by Director D'Ambrosio. The Board unanimously received and approved the following Consent Calendar/Agenda items:

6. December 30, 2021, Regular Board Meeting Minutes, January 4, 2022, Ad Hoc Construction Committee Meeting Minutes, January 4, 2022, Salary & Benefits Committee Meeting Minutes, January 10, 2022, Salary & Benefits Committee Meeting Minutes
7. Bank Statement Review by Hayashi Wayland

8. Schedule of Cash Receipts & Disbursements
9. Register of Disbursements - Carmel Area Wastewater District
10. Register of Disbursements – CAWD/PBCSD Reclamation Project
11. Financial Statements and Supplementary Schedules
12. Collection System Superintendent’s Report
13. Collection System Annual Report
14. Safety and Regulatory Compliance Report
15. Treatment Facility Operations Report
16. Laboratory/Environmental Compliance Report
17. Capital Projects Report/Implementation Plan
18. Project Summaries
19. Plant Operations Report
20. Maintenance Projects Report
21. Principal Engineer Monthly Report

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

22. **Resolution No. 2022-01**; Report by Rachél Lather

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. The Board then unanimously passed Resolution 2022-01, authorizing the General Manager to execute a quitclaim deed relinquishing the District’s rights to a public utility easement within Tract No. 279 of Descanso Oak Estates.

23. **Resolution No. 2022-02**; Report by Rachél Lather

Board Action

A motion to approve the resolution was made by Director D’Ambrosio and seconded by Director Siegfried and the Board unanimously passed Resolution 2022-02, authorizing the General Manager to amend the contract with MNS Engineers to provide design support for additional pipeline segments to be included in the Scenic Road Pipe Bursting Ocean to Bay Project #20-08 for \$189,621.

24. **Resolution No. 2022-03**; Report by Rachél Lather

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. The Board then unanimously passed Resolution 2022-03, authorizing the General Manager to amend the contract with Rincon Consultants to provide environmental services during construction of the Upper Rancho Canada Sewer Replacement Project #19-13 for \$87,398.

- 25. Resolution No. 2022-04;** Report by Rachél Lather

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by Director Townsend. The Board then unanimously passed Resolution 2022-04, authorizing the General Manager to amend the contract with PSOMAS to provide construction management and inspection services during construction of the Upper Rancho Canada Sewer Replacement Project #19-13 for \$60,000.

- 26. Resolution No. 2022-05;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by President White and seconded by Director D'Ambrosio. The Board then unanimously passed Resolution 2022-05, authorizing an agreement with the Pun Group to provide audit services to the District for \$69,699 for Fiscal Years 2021-2024 with an option to extend for three additional years.

- 27. Resolution No. 2022-06;** 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 2022-06, authorizing an agreement with the Pun Group to provide audit services to the Carmel Area Wastewater District/Pebble Beach Community Services District (CAWD/PBCSD) Reclamation Project for \$52,081 for Fiscal Years 2021-2024 with an option to extend for three additional years.

- 28. Resolution No. 2022-07;** Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director Siegfried and seconded by Director D'Ambrosio. The Board then unanimously passed Resolution 2022-07, authorizing the General Manager to contract with MOCON Corporation for an emergency repair of sewer line at Dougherty Place for \$86,434.80.

COMMUNICATIONS

- 29. General Manager Report - oral report**

- The undergrounding of the District's pipeline under Carmel River Lagoon (CRFREE) is an issue that is moving forward with the County.

OTHER ITEMS BEFORE THE BOARD

- 30.** 2022 Special Districts Association of Monterey County Meeting Attendance – Report by Domine Barringer

Board Action

After brief discussion, President White made a motion to accept, and Director Siegfried seconded the motion, and the remaining directors approved the rotating attendance to the Special Districts Association quarterly meeting.

INFORMATION/DISCUSSION ITEMS

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

Patrick Treanor presented his report on the project. This report is for information only and no action was taken. The Board of Directors requested a tour of the project and Mr. Treanor will make the arrangements.

- 32.** Bi-Annual Wastewater Treatment Plant Electricity Usage – Report by Patrick Treanor

Patrick reported on the energy usage for the plant over the last 6 months. Of note, the usage was down to the lowest it has been in ten years. This report is for information only and no action was taken.

- 33.** Source Control Program – Report by Barbara Buikema

Brief comments were made by the Board and staff will return with updates to the program as they develop as this program is the subject of a Six-Sigma case study for the District. This report is for information only and no action was taken.

- 34.** Board of Directors Retreat Topics – Report by Barbara Buikema

Board members are to provide their topic choices to Barbara Buikema for inclusion in the to-be-scheduled Board retreat. This report is for information only and no action was taken.

- 35.** Summary of the January Special Districts Association of Monterey County Meeting – Report by Barbara Buikema

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

- 36.** Selection of Topics for CAWD's Spring 2022 Newsletter – Report by Barbara Buikema

The Directors discussed possible topics and staff will return with a draft of the newsletter at the next Board meeting for action. This report is for information only and no action was taken.

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

- President White is scheduled to attend the January 28, 2022, PBCSD Regular Board meeting and Director D'Ambrosio is scheduled to attend the February 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 February 8, 2021.

38. 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, February 24, 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)
SALARY & BENEFITS SPECIAL MEETING MINUTES
January 27, 2022, Thursday, 8:30 a.m.

Via teleconference webinar and in person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 8:30 a.m.

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

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

Information/Discussion Items:

- The committee discussed the item on the Agenda for the salary of the Purchaser/Plant Asset Coordinator position. No further action was taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 08:50 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 24, 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)
PENSION COMMITTEE MEETING MINUTES
February 8, 2022, Tuesday, 1:00 p.m.**

Via teleconference webinar and in person

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 Michael Rachel, Committee member
Barbara Buikema, General Manager
Robert Wellington, Legal Counsel
Bill Hastie, Hastie Financial Group
Haley Hitchman, Hastie Financial Group

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

The committee discussed the following agenda items:

1. Portfolio Review
2. SAM Actuarial Report
3. CalPERS Actuarial Reports
 - a. Classic
 - b. PEPRA
4. CalPERS Section 115 status

The committee decided to recommend 95% funding for the CalPERS pension.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 02:30 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 24, 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
February 16, 2022, Wednesday, 9:30 a.m.

Via teleconference webinar and in person

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 item:

- The 2022-23 Capital Budget. The committee decided to accept the draft budget and no further action was taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 10:50 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 24, 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 SEA LEVEL RISE COMMITTEE MEETING MINUTES
February 16, 2022, Wednesday, 11:00 a.m.**

Via teleconference webinar and in person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 10:50 a.m.

Present: President Pro Tem Robert Siegfried, Committee member
Director Greg D'Ambrosio, Committee member
Barbara Buikema, General Manager
Patrick Treanor, Plant Engineer
Chris Foley, Maintenance Superintendent
Mike Niccum, PBCSD General Manager

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

The committee discussed the following agenda items:

- Deliverable to Coastal Commission – CAWD WWTP Long-Term Coastal Hazards Planning Roadmap. The committee decided to approve the draft plan. No further action was taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 11:45 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 24, 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)
SALARY & BENEFITS COMMITTEE MEETING MINUTES
February 18, 2022, Monday, 9:30 a.m.**

Via teleconference webinar or in person

CALL TO ORDER - ROLL CALL:

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

Present: President Ken White, Committee member
Director Michael Rachel, Committee member
Barbara Buikema, General Manager
Chris Foley, Maintenance Superintendent

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

Closed Session:

Information/Discussion Items:

- **Purchasing/Asset Management**
- **Staffing Level**

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 10:40 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 24, 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

February 14, 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 January 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 did not reveal any differences.
- (3) We examined the payee on the check and matched it to the payee name appearing in your cash disbursements journal. This procedure did not reveal any differences.
- (4) We matched interbank account transfers. This procedure did not reveal any differences.



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

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



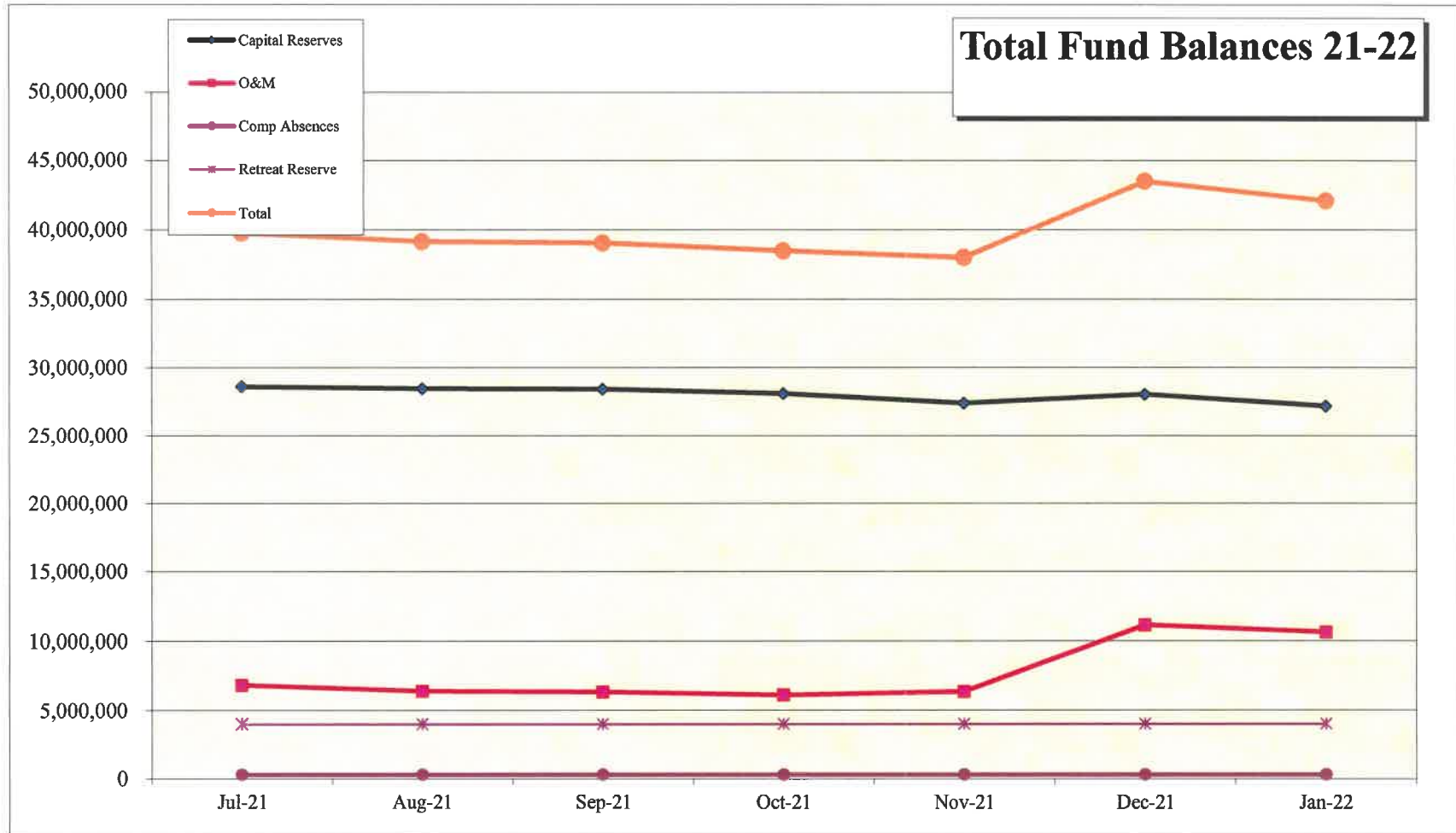
Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

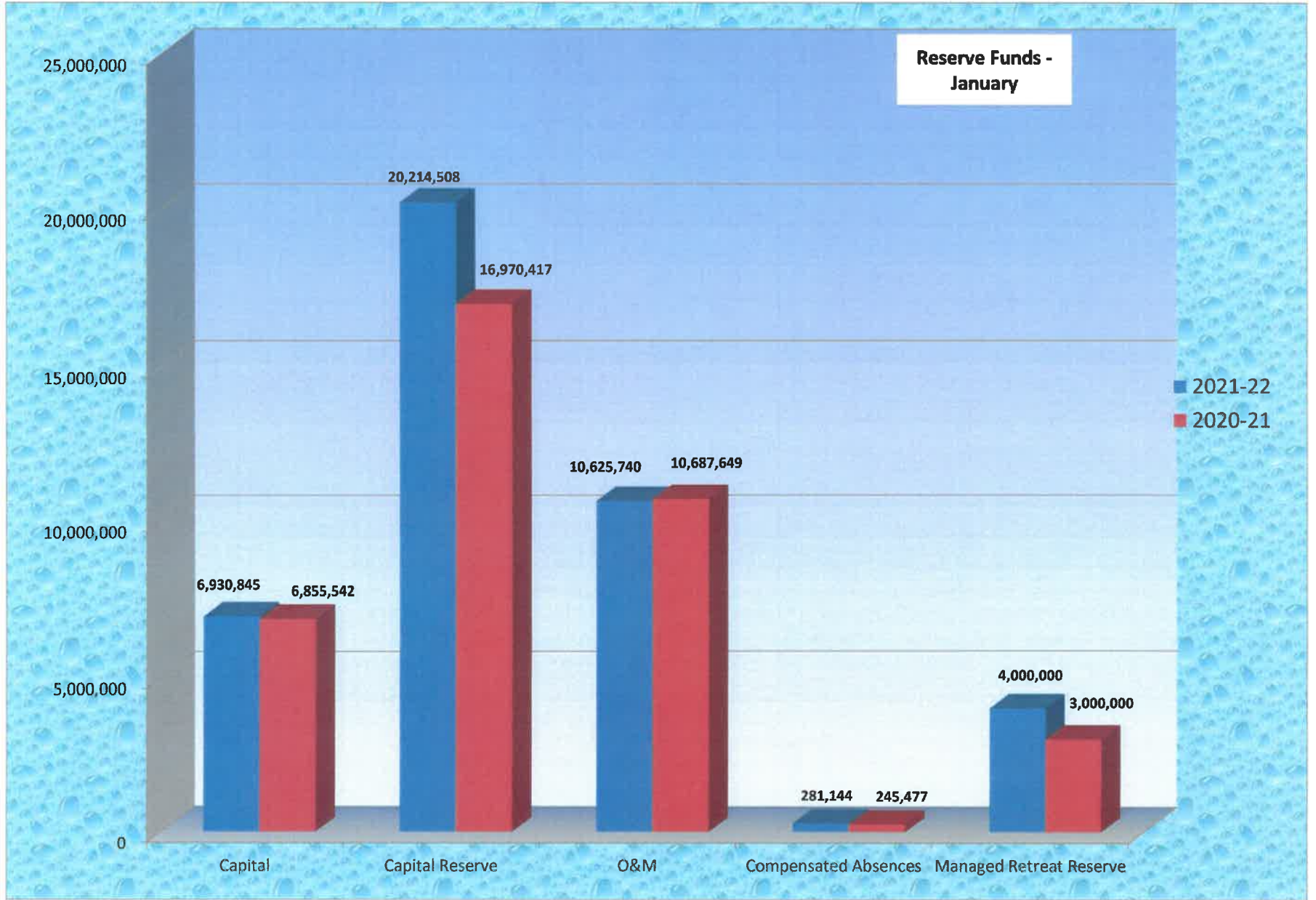


Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - JANUARY 2022

	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	\$7,828,674	\$20,188,785	\$11,160,142	\$281,144	\$4,000,000	\$43,458,745	\$525,953	\$121,709	\$1,196,596
Receipts:									
User Fees			134,048						
Property Taxes		25,723							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							54,733		
Reclamation capital billing									
Permits							6,930		
PBCSD capital billing									
Other misc. revenue							10,779		
Interest income			33,721						689
Connection Fees									
CCLEAN receipts							50,353		
CRFree Project grant funds									
Sale of dump truck									
Hatton Canyon Grant Funds									
Void checks-replace lost check									
Total Receipts	0	25,723	167,769	0	0	193,492	237,795	0	689
Fund Transfers:									
Transfers to Chase Bank O&M	(897,829)		(702,171)				1,600,000		
Transfers to Chase Bank PR							(230,000)	230,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(897,829)	0	(702,171)	0	0	(1,600,000)	1,370,000	230,000	0
Disbursements:									
Operations and capital							1,336,503		
Payroll & payroll taxes								343,009	
Employee Dental reimbursements							1,302		
CALPERS EFT							52,911		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							881		
Home Depot EFT							1,548		
US Bank EFT							5,939		
Deferred comp contributions EFT							20,054	0	
PEHP contributions EFT							3,212	0	
Bank/ADP fees							0	533	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
CALPERS CEPPT #1 & #2							500,000		
GASB 68 report fee & SSA 218 fee									
Total Disbursements	0	0	0	0	0	0	1,922,349	343,542	0
BALANCE END 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



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



Carmel Area Wastewater District
Disbursements
Jan-22

Date	Check	Vendor	Description	Amount
01/04/22	2499	Amazon Capital Services	Collection supplies	671.00
01/04/22	2500	American Fidelity Assurance	Employee insurance premiums	586.16
01/04/22	2501	AT&T CALNET 3	Admin and Plant alarms	76.05
01/04/22	2502	California Special Districts Assoc.	2022 Annual membership dues	8,195.00
01/04/22	2503	California Assn. of Sanitation Agencies	2023 Annual membership dues	13,600.00
01/04/22	2504	Cintas Corporation #63D	Laundry service	383.02
01/04/22	2505	Core & Main LP	Swing check valve	2,045.34
01/04/22	2506	CSRMA	2022 Annual Pooled Liability insurance premium	95,586.00
01/04/22	2507	Culligan Water Conditioning	C&I exchange service for the lab	17.35
01/04/22	2508	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,555.02
01/04/22	2509	First Alarm	Quarterly billing for the Plant and admin	578.25
01/04/22	2510	Grainger	Rain jacket	57.07
01/04/22	2511	Green Rubber Kennedy Ag	Collection supplies	103.66
01/04/22	2512	Johnson Associates	Sealed toggle switch	30.97
01/04/22	2513	Mission Communications LLC	Floats, mechanically activated	366.56
01/04/22	2514	Monterey Bay Analytical Services	Sample analysis	370.00
01/04/22	2515	Napa Auto Parts	Vehicle repair parts	178.49
01/04/22	2516	Scarborough Lumber & Building	Operating supplies	41.72
01/04/22	2517	Smitty's Janitorial	Monthly service	1,110.00
01/04/22	2518	Vision Service Plan	Vision insurance premium	617.40
01/14/22	2519	Amazon Capital Services	Office supplies	211.80
01/14/22	2520	American Fidelity Assurance Company	Flex accounts	196.14
01/14/22	2521	Applied Marine Sciences	July 2021 through November 2021 CCLEAN expenses	90,900.34
01/14/22	2522	AT&T CALNET 3	Plant fiber	604.24
01/14/22	2523	AT&T	Voice routing	49.53
01/14/22	2524	Barbara Buikema	Pretreatment Facility Inspection manual and DVD	225.78
01/14/22	2525	Beck's Shoes	Employee work boots	151.31
01/14/22	2526	Biobot Analytics	Influent sample testing	1,750.00
01/14/22	2527	Bryan Mailey Electric	Digester meeting room upgrades, demo old electrical from the digester control building, install new sump pump, loss of SCADA alarm at the dewatering building, fix brine tank alarm, fix grit tank, replace CAT5 connection at the gate camera, install air control valve at D-Box and demo the old radiator and wire back to the main breaker at the Ops building	6,020.00
01/14/22	2528	Budget Blinds of Monterey County	Balance due for new admin office blinds	1,053.51
01/14/22	2529	Cal-Am Water	Monthly service	864.55

Carmel Area Wastewater District
Disbursements
Jan-22

Date	Check	Vendor	Description	Amount
01/14/22	2530	Carmel Marina Corporation	Plant rolloffs	1,199.03
01/14/22	2531	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	529.17
01/14/22	2532	Christian Schmidt	CWEA annual dues	192.00
01/14/22	2533	Christopher Dinner Heating	Fix duct system	434.25
01/14/22	2534	Cintas Corporation #63D	Laundry service	790.84
01/14/22	2535	Clark Bros.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL), Progress payment #3, Mobilization and demo old digester	593,325.00
01/14/22	2536	Conte's Generator Service	Service call for ATS at the Monte Verde pump station	1,191.00
01/14/22	2537	Currie Engineers	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	19,943.00
01/14/22	2538	Datco Services Corporation	Quarterly service fees for Collections	146.25
01/14/22	2539	Edges Electrical	Electrical supplies	448.60
01/14/22	2540	EMC Planning Group	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	1,814.52
01/14/22	2541	Fanny Mui	Dental	547.00
01/14/22	2542	Fastenal Company	Operating and safety supplies	926.72
01/14/22	2543	FGL Environmental	Sample analysis	1,722.00
01/14/22	2544	Fisher Scientific	Lab supplies	1,266.01
01/14/22	2545	Grainger	Operating supplies	130.32
01/14/22	2546	GraniteRock Construction	Progress payment #4 for the Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	222,901.39
01/14/22	2547	Granite Rock Company	Baserock for the Eucalyptus Tree Pruning Project #21-01	897.65
01/14/22	2548	Green Rubber Kennedy Ag	Clarifier hoses and fittings	617.36
01/14/22	2549	Gregory Ange	CWEA annual dues and certificate renewal	302.00
01/14/22	2550	ICON Cloud Solutions	Telephone service	586.78
01/14/22	2551	Joseph A. Martinez	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)- OCEN authorized monitoring of the grounds	3,103.04
01/14/22	2552	Kemira Water Solutions	Ferric chloride PIX-311 bulk	4,921.84
01/14/22	2553	Liberty Composting	Sludge hauling	7,205.51
01/14/22	2554	M3 Environmental Consulting	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)- asbestos sampling of the generator room flues	650.00
01/14/22	2555	Marcello & Company	Audit fee	20,750.00
01/14/22	2556	MBS Business Systems	Quarterly billing for the admin copier	867.61
01/14/22	2557	McMaster-Carr	Operating supplies	56.87
01/14/22	2558	MNS Engineers	Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL)	14,777.00
01/14/22	2559	Monterey Bay Analytical Services	Sample analysis	365.00
01/14/22	2560	Monterey Bay Engineers	Corona Road Engineer's report	8,160.00

Carmel Area Wastewater District
Disbursements
Jan-22

Date	Check	Vendor	Description	Amount
01/14/22	2561	Peninsula Welding & Medical Supply	Non-liquid cylinder rentals	77.40
01/14/22	2562	Pacific Gas & Electric	Monthly service	36,310.02
01/14/22	2563	P S O M A S	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	35,703.74
01/14/22	2564	Pure Water	Monthly service	162.50
01/14/22	2565	Quill LLC	Office supplies	322.56
01/14/22	2566	Rachel Lather-Hidalgo	Dental	252.00
01/14/22	2567	Robert Siegfried	Dental	503.00
01/14/22	2568	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design (CAPITAL)	5,611.35
01/14/22	2569	State Water Resources Control Board	Annual NPDES WW Flow permit	19,835.00
01/14/22	2570	Town & Country Gardening	Monthly service	650.00
01/14/22	2571	Univar Solutions USA Inc.	Sodium bisulfate and hypochlorite	11,384.22
01/14/22	2572	USA Blue Book	CorePRO bottom section and cleaning brushes	131.19
01/14/22	2573	Weco Industries	Sewer cleaning hose, 90 degree swivel and warthog nozzle rebuild kit	428.41
01/14/22	2574	Wellington Law Offices	District legal services	3,094.00
01/14/22	2575	Wilbur-Ellis Company	CAL NIT SOL 9 for Highlands pump station	2,613.41
01/21/22	2576	Public Agency Coalition Enterprise	Health insurance premium	34,749.58
01/21/22	2577	Tope's Tree Service	Eucalyptus Tree Trimming Project #21-01 progress payment #1	46,000.00
				1,337,792.40

CAWD/PBCSD Reclamation Project
Disbursements
Jan-22

Date	Check	Vendor	Description	Amount
01/14/22	479	Brenntag Pacific	Ammonium hydroxide	4,033.20
01/14/22	480	Bryan Mailey Electric	Install VFD, wire sludge pump and repair ammonia system	3,640.00
01/14/22	481	Cal-Am Water	Hydrant Meter K monthly service	2,566.93
01/14/22	482	Carmel Area Wastewater District	Reimburse for Plant O&M and PG&E	54,732.66
01/14/22	483	Fisher Scientific	Lab supplies	1,425.83
01/14/22	484	Hach Company	USB to ethernet adapter	140.10
01/14/22	485	Inorganic Ventures	Lab supplies	530.78
01/14/22	486	Marcello & Company	Audit fee	18,450.00
01/14/22	487	Neo Water Treatment LLC	PHOS-58 chemical	14,833.04
01/14/22	488	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	265,150.50
01/14/22	489	Pacific Gas & Electric	Tertiary billing	14,959.99
01/14/22	490	Stifel Nicolaus & Company	Remarketing fees	655.34
01/14/22	491	Trussell Technologies	MF/RO Ops Support project NPDES permit renewal	2,455.60
01/14/22	492	USA Blue Book	CorePRO bottom section and cleaning brush	131.20
01/14/22	493	US Bank	Annual admin fee	3,056.66
				386,761.83



**Financial Statements
and
Supplementary Schedules**

January 2022

February 24, 2022

Carmel Area Wastewater District

Balance Sheet

January 2022

ASSETS			
Current Assets			
Cash			
Cash	43,469,087.78		
TOTAL Cash	43,469,087.78		43,469,087.78
Other Current Assets			
Other Current Assets	301,228.40		
TOTAL Other Current Assets	301,228.40		301,228.40
TOTAL Current Assets			43,770,316.18
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76		308,059.76
Treatment Structures			
Treatment Structures	70,358,452.24		
TOTAL Treatment Structures	70,358,452.24		70,358,452.24
Treatment Equipment			
Treatment Equipment	8,730,143.38		
TOTAL Treatment Equipment	8,730,143.38		8,730,143.38
Collection Structures			
Collection Structures	1,238,843.71		
TOTAL Collection Structures	1,238,843.71		1,238,843.71
Collection Equipment			
Collection Equipment	1,509,600.36		
TOTAL Collection Equipment	1,509,600.36		1,509,600.36
Sewers			13,293,350.40
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities	1,643,890.85		1,643,890.85
Other Fixed Assets			
Other Fixed Assets	4,504,051.96		
TOTAL Other Fixed Assets	4,504,051.96		4,504,051.96
Capital Improvement Projects			
Capital Improvement Projects	5,305,066.98		
TOTAL Capital Improvement Projects	5,305,066.98		5,305,066.98
Accumulated depreciation			(53,892,952.22)
TOTAL Fixed Assets			52,998,507.42
Other Assets			
Other Assets			2,514,396.52
TOTAL Other Assets			2,514,396.52
TOTAL ASSETS			99,283,220.12

Carmel Area Wastewater District

Balance Sheet

January 2022

LIABILITIES

Current Liabilities		
Current Liabilities	1,182,733.72	
TOTAL Current Liabilities	<u>1,182,733.72</u>	1,182,733.72
Long-Term Liabilities		
Long Term Liabilities	568,967.63	
TOTAL Long-Term Liabilities	<u>568,967.63</u>	<u>568,967.63</u>
TOTAL LIABILITIES		<u>1,751,701.35</u>

NET POSITION

Net Assets	93,156,112.81	
Year-to-Date Earnings	4,375,405.96	
TOTAL NET POSITION		<u>97,531,518.77</u>
TOTAL LIABILITIES & NET POSITION		<u>99,283,220.12</u>

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	6,889,518.22	6,274,974.81	614,543.41	9.8 %
TOTAL Income	6,889,518.22	6,274,974.81	614,543.41	9.8 %
Adjustments				
Discounts	41.53	0.00	41.53	
TOTAL Adjustments	41.53	0.00	41.53	
*****	6,889,559.75	6,274,974.81	614,584.94	9.8 %
***** OPERATING INCOME	6,889,559.75	6,274,974.81	614,584.94	9.8 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,192,267.48	2,142,104.51	(50,162.97)	-2.3 %
TOTAL Salaries and Payroll Taxes	2,192,267.48	2,142,104.51	(50,162.97)	-2.3 %
Employee Benefits				
Employee Benefits	398,464.41	603,863.11	205,398.70	34.0 %
TOTAL Employee Benefits	398,464.41	603,863.11	205,398.70	34.0 %
Director's Expenses				
Director's Expenses	13,456.60	19,308.00	5,851.40	30.3 %
TOTAL Director's Expenses	13,456.60	19,308.00	5,851.40	30.3 %
Truck and Auto Expenses				
Truck and Auto Expenses	49,067.21	38,995.51	(10,071.70)	-25.8 %
TOTAL Truck and Auto Expenses	49,067.21	38,995.51	(10,071.70)	-25.8 %
General and Administrative				
General and Administrative	281,724.55	501,005.00	219,280.45	43.8 %
TOTAL General and Administrative	281,724.55	501,005.00	219,280.45	43.8 %
Office Expense				
Office Expense	27,403.54	32,368.68	4,965.14	15.3 %
TOTAL Office Expense	27,403.54	32,368.68	4,965.14	15.3 %
Operating Supplies				
Operating Supplies	249,076.25	286,062.14	36,985.89	12.9 %
TOTAL Operating Supplies	249,076.25	286,062.14	36,985.89	12.9 %
Contract Services				
Contract Services	594,138.17	871,748.06	277,609.89	31.8 %
TOTAL Contract Services	594,138.17	871,748.06	277,609.89	31.8 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	146,805.97	442,437.50	295,631.53	66.8 %
TOTAL Repairs and Maintenance	146,805.97	442,437.50	295,631.53	66.8 %
Utilities				
<i>Utilities</i>	201,193.18	268,956.31	67,763.13	25.2 %
TOTAL Utilities	201,193.18	268,956.31	67,763.13	25.2 %
Travel and Meetings				
<i>Travel and Meetings</i>	6,847.55	32,045.37	25,197.82	78.6 %
TOTAL Travel and Meetings	6,847.55	32,045.37	25,197.82	78.6 %
Permits and Fees				
<i>Permits and Fees</i>	35,214.00	51,850.00	16,636.00	32.1 %
TOTAL Permits and Fees	35,214.00	51,850.00	16,636.00	32.1 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	26,835.18	30,848.31	4,013.13	13.0 %
TOTAL Memberships and Subscriptions	26,835.18	30,848.31	4,013.13	13.0 %
Safety				
<i>Safety</i>	46,325.31	28,789.26	(17,536.05)	-60.9 %
TOTAL Safety	46,325.31	28,789.26	(17,536.05)	-60.9 %
Other Expenses				
<i>Other Expense</i>	11,886.32	14,625.07	2,738.75	18.7 %
TOTAL Other Expenses	11,886.32	14,625.07	2,738.75	18.7 %
TOTAL Operating Expenses	4,280,705.72	5,365,006.83	1,084,301.11	20.2 %
***** OPERATING INCOME (LOSS)	2,608,854.03	909,967.98	1,698,886.05	186.7 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	1,766,551.93	1,474,925.00	291,626.93	19.8 %
TOTAL Other Income or Gain	1,766,551.93	1,474,925.00	291,626.93	19.8 %
TOTAL Non-op Income, Expense, Gain or Loss	1,766,551.93	1,474,925.00	291,626.93	19.8 %
***** NET INCOME (LOSS)	4,375,405.96	2,384,892.98	1,990,512.98	83.5 %
***** NET INCOME (LOSS)	4,375,405.96	2,384,892.98	1,990,512.98	83.5 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 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	304,917.42	323,187.11	18,269.69	5.7 %
TOTAL Salaries and Payroll Taxes	304,917.42	323,187.11	18,269.69	5.7 %
Employee Benefits				
Employee Benefits	71,410.29	106,608.07	35,197.78	33.0 %
TOTAL Employee Benefits	71,410.29	106,608.07	35,197.78	33.0 %
Truck and Auto Expenses				
Truck and Auto Expenses	1,303.42	4,859.19	3,555.77	73.2 %
TOTAL Truck and Auto Expenses	1,303.42	4,859.19	3,555.77	73.2 %
General and Administrative				
General and Administrative	30,346.81	32,083.31	1,736.50	5.4 %
TOTAL General and Administrative	30,346.81	32,083.31	1,736.50	5.4 %
Office Expense				
Office Expense	3,639.15	1,312.50	(2,326.65)	-177.3 %
TOTAL Office Expense	3,639.15	1,312.50	(2,326.65)	-177.3 %
Operating Supplies				
Operating Supplies	33,932.00	33,425.14	(506.86)	-1.5 %
TOTAL Operating Supplies	33,932.00	33,425.14	(506.86)	-1.5 %
Contract Services				
Contract Services	283,691.66	414,808.38	131,116.72	31.6 %
TOTAL Contract Services	283,691.66	414,808.38	131,116.72	31.6 %
Repairs and Maintenance				
Repairs and Maintenance	76,627.56	132,416.62	55,789.06	42.1 %
TOTAL Repairs and Maintenance	76,627.56	132,416.62	55,789.06	42.1 %
Utilities				
Utilities	2,620.47	2,741.69	121.22	4.4 %
TOTAL Utilities	2,620.47	2,741.69	121.22	4.4 %
Travel and Meetings				
Travel and Meetings	751.94	3,733.31	2,981.37	79.9 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	751.94	3,733.31	2,981.37	79.9 %
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	1,400.00	423.00	30.2 %
TOTAL Memberships and Subscriptions	977.00	1,400.00	423.00	30.2 %
Safety				
<i>Safety</i>	34,766.78	18,200.07	(16,566.71)	-91.0 %
TOTAL Safety	34,766.78	18,200.07	(16,566.71)	-91.0 %
Other Expenses				
<i>Other Expense</i>	290.00	0.00	(290.00)	
TOTAL Other Expenses	290.00	0.00	(290.00)	
TOTAL Operating Expenses	849,805.50	1,078,275.39	228,469.89	21.2 %
***** OPERATING INCOME (LOSS)	(849,805.50)	(1,078,275.39)	228,469.89	21.2 %
***** NET INCOME (LOSS)	(849,805.50)	(1,078,275.39)	228,469.89	21.2 %
***** NET INCOME (LOSS)	(849,805.50)	(1,078,275.39)	228,469.89	21.2 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 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>	404,518.59	373,108.32	(31,410.27)	-8.4 %
TOTAL Salaries and Payroll Taxes	404,518.59	373,108.32	(31,410.27)	-8.4 %
Employee Benefits				
<i>Employee Benefits</i>	106,289.32	127,112.18	20,822.86	16.4 %
TOTAL Employee Benefits	106,289.32	127,112.18	20,822.86	16.4 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	45,645.13	30,645.88	(14,999.25)	-48.9 %
TOTAL Truck and Auto Expenses	45,645.13	30,645.88	(14,999.25)	-48.9 %
General and Administrative				
<i>General and Administrative</i>	46,922.50	66,666.69	19,744.19	29.6 %
TOTAL General and Administrative	46,922.50	66,666.69	19,744.19	29.6 %
Office Expense				
<i>Office Expense</i>	6,927.71	5,483.31	(1,444.40)	-26.3 %
TOTAL Office Expense	6,927.71	5,483.31	(1,444.40)	-26.3 %
Operating Supplies				
<i>Operating Supplies</i>	21,275.28	22,866.62	1,591.34	7.0 %
TOTAL Operating Supplies	21,275.28	22,866.62	1,591.34	7.0 %
Contract Services				
<i>Contract Services</i>	105,750.77	139,425.00	33,674.23	24.2 %
TOTAL Contract Services	105,750.77	139,425.00	33,674.23	24.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	54,455.82	259,708.38	205,252.56	79.0 %
TOTAL Repairs and Maintenance	54,455.82	259,708.38	205,252.56	79.0 %
Utilities				
<i>Utilities</i>	22,863.79	27,008.31	4,144.52	15.3 %
TOTAL Utilities	22,863.79	27,008.31	4,144.52	15.3 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,286.87	9,569.56	8,282.69	86.6 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	1,286.87	9,569.56	8,282.69	86.6 %
Permits and Fees				
<i>Permits and Fees</i>	6,950.00	6,150.00	(800.00)	-13.0 %
TOTAL Permits and Fees	6,950.00	6,150.00	(800.00)	-13.0 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	864.00	2,321.69	1,457.69	62.8 %
TOTAL Memberships and Subscriptions	864.00	2,321.69	1,457.69	62.8 %
Safety				
<i>Safety</i>	11,066.70	8,639.19	(2,427.51)	-28.1 %
TOTAL Safety	11,066.70	8,639.19	(2,427.51)	-28.1 %
Other Expenses				
<i>Other Expense</i>	0.00	291.69	291.69	100.0 %
TOTAL Other Expenses	0.00	291.69	291.69	100.0 %
TOTAL Operating Expenses	834,816.48	1,078,996.82	244,180.34	22.6 %
***** OPERATING INCOME (LOSS)	(834,816.48)	(1,078,996.82)	244,180.34	22.6 %
***** NET INCOME (LOSS)	(834,816.48)	(1,078,996.82)	244,180.34	22.6 %
***** NET INCOME (LOSS)	(834,816.48)	(1,078,996.82)	244,180.34	22.6 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 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>	719,304.87	702,027.71	(17,277.16)	-2.5 %
TOTAL Salaries and Payroll Taxes	719,304.87	702,027.71	(17,277.16)	-2.5 %
Employee Benefits				
<i>Employee Benefits</i>	143,619.46	276,071.94	132,452.48	48.0 %
TOTAL Employee Benefits	143,619.46	276,071.94	132,452.48	48.0 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,657.52	1,600.00	(57.52)	-3.6 %
TOTAL Truck and Auto Expenses	1,657.52	1,600.00	(57.52)	-3.6 %
General and Administrative				
<i>General and Administrative</i>	117,158.04	299,916.69	182,758.65	60.9 %
TOTAL General and Administrative	117,158.04	299,916.69	182,758.65	60.9 %
Office Expense				
<i>Office Expense</i>	3,808.78	15,341.62	11,532.84	75.2 %
TOTAL Office Expense	3,808.78	15,341.62	11,532.84	75.2 %
Operating Supplies				
<i>Operating Supplies</i>	192,478.12	220,145.38	27,667.26	12.6 %
TOTAL Operating Supplies	192,478.12	220,145.38	27,667.26	12.6 %
Contract Services				
<i>Contract Services</i>	163,539.49	256,566.62	93,027.13	36.3 %
TOTAL Contract Services	163,539.49	256,566.62	93,027.13	36.3 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	10,108.09	41,679.12	31,571.03	75.7 %
TOTAL Repairs and Maintenance	10,108.09	41,679.12	31,571.03	75.7 %
Utilities				
<i>Utilities</i>	161,850.07	225,749.93	63,899.86	28.3 %
TOTAL Utilities	161,850.07	225,749.93	63,899.86	28.3 %
Travel and Meetings				
<i>Travel and Meetings</i>	2,507.57	9,000.81	6,493.24	72.1 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	2,507.57	9,000.81	6,493.24	72.1 %
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>	2,151.13	3,389.12	1,237.99	36.5 %
TOTAL Memberships and Subscriptions	2,151.13	3,389.12	1,237.99	36.5 %
Other Expenses				
<i>Other Expense</i>	0.00	1,166.69	1,166.69	100.0 %
TOTAL Other Expenses	0.00	1,166.69	1,166.69	100.0 %
TOTAL Operating Expenses	1,541,916.14	2,087,655.63	545,739.49	26.1 %
***** OPERATING INCOME (LOSS)	(1,541,916.14)	(2,087,655.63)	545,739.49	26.1 %
***** NET INCOME (LOSS)	(1,541,916.14)	(2,087,655.63)	545,739.49	26.1 %
***** NET INCOME (LOSS)	(1,541,916.14)	(2,087,655.63)	545,739.49	26.1 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 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>	405,365.80	375,374.17	(29,991.63)	-8.0 %
TOTAL Salaries and Payroll Taxes	405,365.80	375,374.17	(29,991.63)	-8.0 %
Employee Benefits				
<i>Employee Benefits</i>	77,145.34	94,070.92	16,925.58	18.0 %
TOTAL Employee Benefits	77,145.34	94,070.92	16,925.58	18.0 %
Director's Expenses				
<i>Director's Expenses</i>	13,106.60	18,975.00	5,868.40	30.9 %
TOTAL Director's Expenses	13,106.60	18,975.00	5,868.40	30.9 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	461.14	1,890.44	1,429.30	75.6 %
TOTAL Truck and Auto Expenses	461.14	1,890.44	1,429.30	75.6 %
General and Administrative				
<i>General and Administrative</i>	65,347.50	102,338.31	36,990.81	36.1 %
TOTAL General and Administrative	65,347.50	102,338.31	36,990.81	36.1 %
Office Expense				
<i>Office Expense</i>	13,027.90	10,216.69	(2,811.21)	-27.5 %
TOTAL Office Expense	13,027.90	10,216.69	(2,811.21)	-27.5 %
Operating Supplies				
<i>Operating Supplies</i>	764.82	1,050.00	285.18	27.2 %
TOTAL Operating Supplies	764.82	1,050.00	285.18	27.2 %
Contract Services				
<i>Contract Services</i>	40,490.37	60,948.06	20,457.69	33.6 %
TOTAL Contract Services	40,490.37	60,948.06	20,457.69	33.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	934.62	2,916.69	1,982.07	68.0 %
TOTAL Repairs and Maintenance	934.62	2,916.69	1,982.07	68.0 %
Utilities				
<i>Utilities</i>	13,815.19	13,456.38	(358.81)	-2.7 %

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

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	13,815.19	13,456.38	(358.81)	-2.7 %
Travel and Meetings				
Travel and Meetings	2,301.17	9,741.69	7,440.52	76.4 %
TOTAL Travel and Meetings	2,301.17	9,741.69	7,440.52	76.4 %
Memberships and Subscriptions				
Memberships and Subscriptions	22,843.05	23,737.50	894.45	3.8 %
TOTAL Memberships and Subscriptions	22,843.05	23,737.50	894.45	3.8 %
Safety				
Safety	491.83	1,075.00	583.17	54.2 %
TOTAL Safety	491.83	1,075.00	583.17	54.2 %
Other Expenses				
Other Expense	11,596.32	13,166.69	1,570.37	11.9 %
TOTAL Other Expenses	11,596.32	13,166.69	1,570.37	11.9 %
TOTAL Operating Expenses	667,691.65	728,957.54	61,265.89	8.4 %
***** OPERATING INCOME (LOSS)	(667,691.65)	(728,957.54)	61,265.89	8.4 %
***** NET INCOME (LOSS)	(667,691.65)	(728,957.54)	61,265.89	8.4 %
***** NET INCOME (LOSS)	(667,691.65)	(728,957.54)	61,265.89	8.4 %

Carmel Area Wastewater District
Operating Expenses-Reclamation
*Year-to-Date Variance, January 2022 - current month, Consolidated by
account, Department 8*

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 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>	356,049.46	366,836.89	10,787.43	2.9 %
TOTAL Salaries and Payroll Taxes	356,049.46	366,836.89	10,787.43	2.9 %
Director's Expenses				
<i>Director's Expenses</i>	350.00	333.00	(17.00)	-5.1 %
TOTAL Director's Expenses	350.00	333.00	(17.00)	-5.1 %
General and Administrative				
<i>General and Administrative</i>	21,949.70	0.00	(21,949.70)	
TOTAL General and Administrative	21,949.70	0.00	(21,949.70)	
Operating Supplies				
<i>Operating Supplies</i>	626.03	4,958.31	4,332.28	87.4 %
TOTAL Operating Supplies	626.03	4,958.31	4,332.28	87.4 %
Contract Services				
<i>Contract Services</i>	665.88	0.00	(665.88)	
TOTAL Contract Services	665.88	0.00	(665.88)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	3,019.57	2,508.31	(511.26)	-20.4 %
TOTAL Repairs and Maintenance	3,019.57	2,508.31	(511.26)	-20.4 %
Utilities				
<i>Utilities</i>	43.66	0.00	(43.66)	
TOTAL Utilities	43.66	0.00	(43.66)	
Safety				
<i>Safety</i>	0.00	875.00	875.00	100.0 %
TOTAL Safety	0.00	875.00	875.00	100.0 %
TOTAL Operating Expenses	382,704.30	375,511.51	(7,192.79)	-1.9 %
***** OPERATING INCOME (LOSS)	(382,704.30)	(375,511.51)	(7,192.79)	-1.9 %

Carmel Area Wastewater District
Operating Expenses-Reclamation
*Year-to-Date Variance, January 2022 - current month, Consolidated by
account, Department 8*

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
***** NET INCOME (LOSS)	(382,704.30)	(375,511.51)	(7,192.79)	-1.9 %
***** NET INCOME (LOSS)	(382,704.30)	(375,511.51)	(7,192.79)	-1.9 %

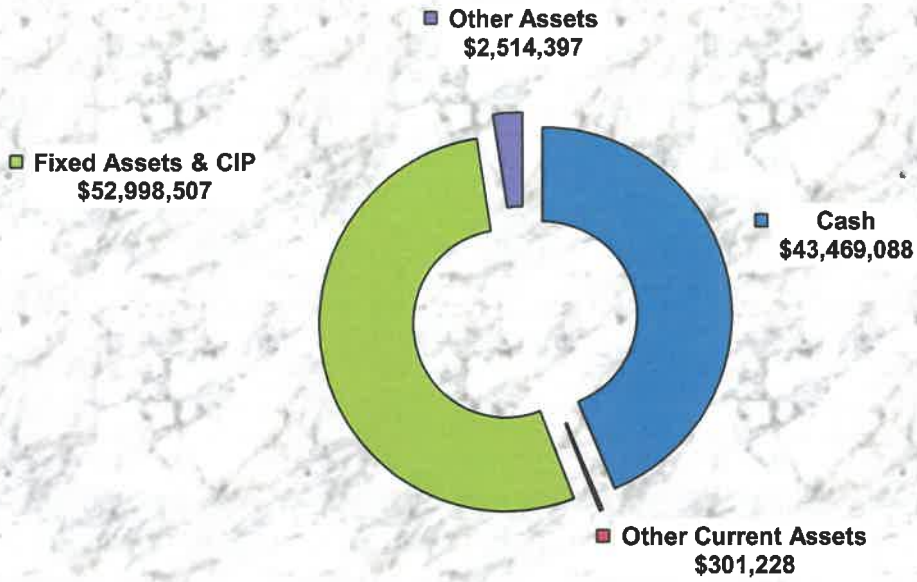
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
Year-to-Date Variance, January 2022 - current month, Consolidated by
account, Department 9

	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	2,211.20	2,916.69	(705.49)	-24.2 %
TOTAL Income	2,211.20	2,916.69	(705.49)	-24.2 %
*****	2,211.20	2,916.69	(705.49)	-24.2 %
***** OPERATING INCOME	2,211.20	2,916.69	(705.49)	-24.2 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	930.55	628.25	(302.30)	-48.1 %
TOTAL Salaries and Payroll Taxes	930.55	628.25	(302.30)	-48.1 %
Operating Supplies				
Operating Supplies	0.00	2,916.69	2,916.69	100.0 %
TOTAL Operating Supplies	0.00	2,916.69	2,916.69	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	840.00	1,750.00	910.00	52.0 %
TOTAL Repairs and Maintenance	840.00	1,750.00	910.00	52.0 %
Permits and Fees				
Permits and Fees	0.00	7,200.00	7,200.00	100.0 %
TOTAL Permits and Fees	0.00	7,200.00	7,200.00	100.0 %
TOTAL Operating Expenses	1,770.55	12,494.94	10,724.39	85.8 %
***** OPERATING INCOME (LOSS)	440.65	(9,578.25)	10,018.90	104.6 %
***** NET INCOME (LOSS)	440.65	(9,578.25)	10,018.90	104.6 %
***** NET INCOME (LOSS)	440.65	(9,578.25)	10,018.90	104.6 %

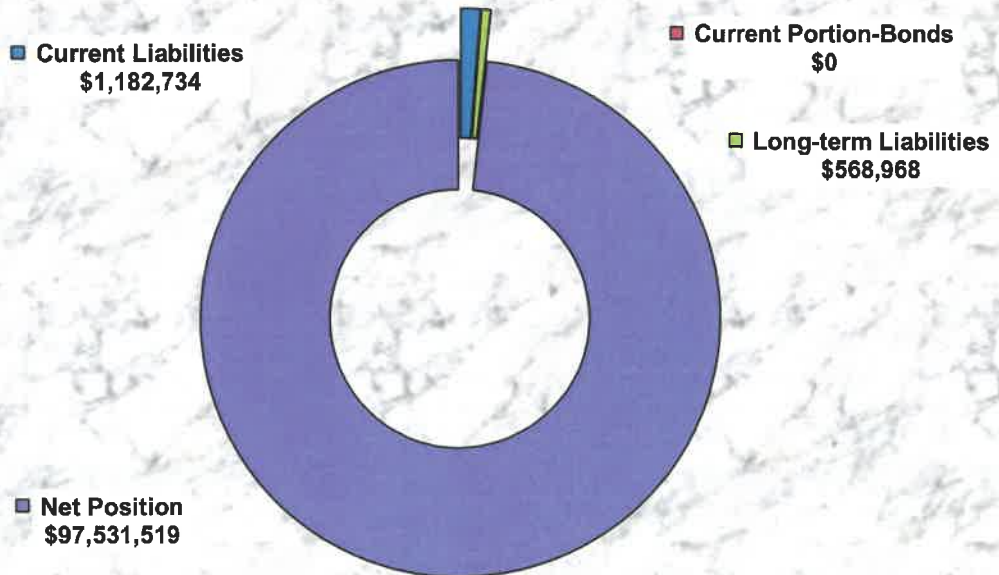
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
Year-to-Date Variance, January 2022 - current month, Consolidated by
account, Department 10

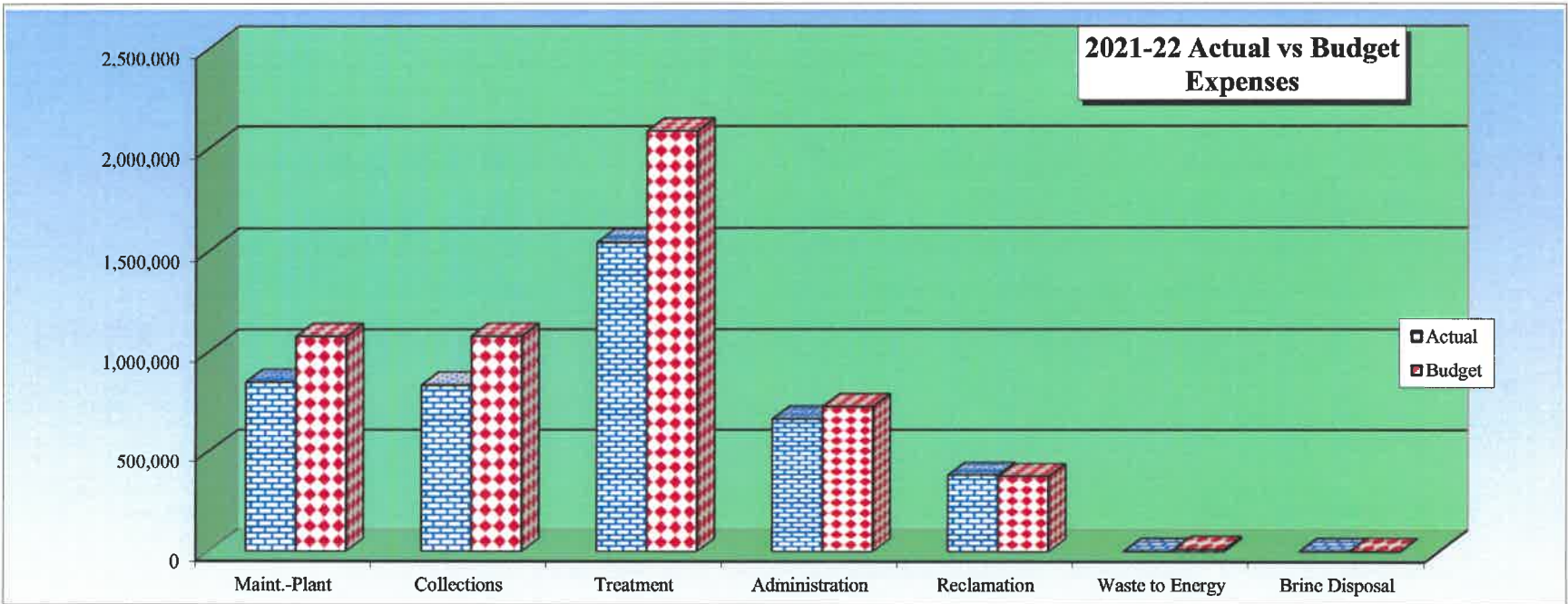
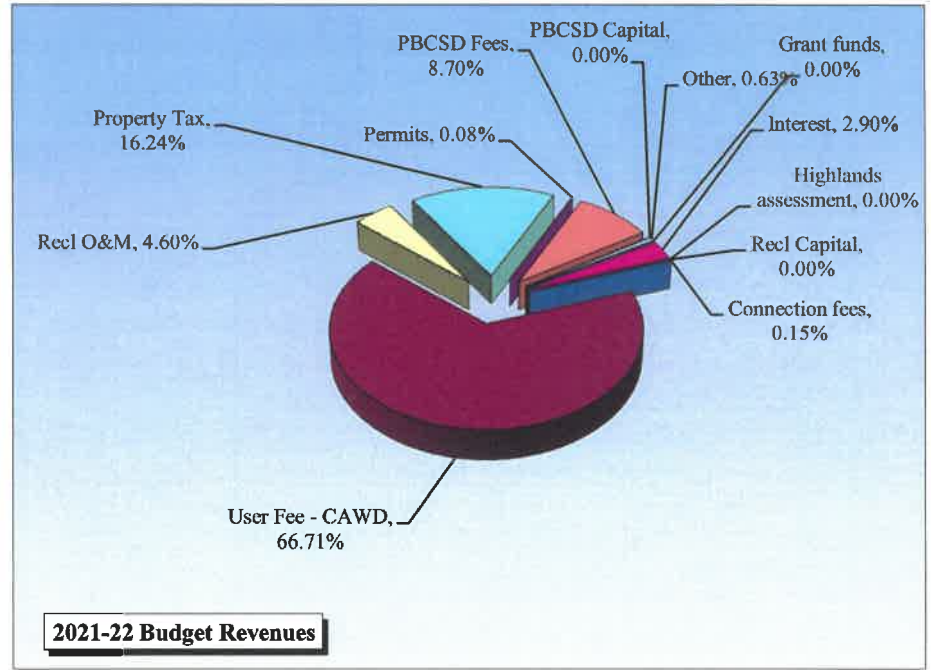
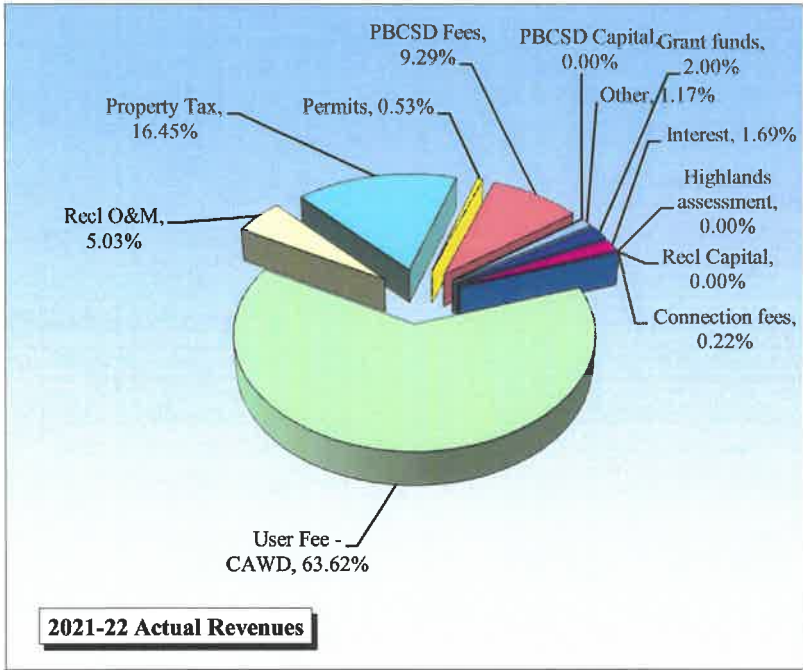
	<i>7 Months Ended January 31, 2022</i>	<i>7 Months Ended January 31, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	65,306.61	46,083.31	19,223.30	41.7 %
TOTAL Income	65,306.61	46,083.31	19,223.30	41.7 %
*****	65,306.61	46,083.31	19,223.30	41.7 %
***** OPERATING INCOME	65,306.61	46,083.31	19,223.30	41.7 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,180.79	942.06	(238.73)	-25.3 %
TOTAL Salaries and Payroll Taxes	1,180.79	942.06	(238.73)	-25.3 %
Office Expense				
Office Expense	0.00	14.56	14.56	100.0 %
TOTAL Office Expense	0.00	14.56	14.56	100.0 %
Operating Supplies				
Operating Supplies	0.00	700.00	700.00	100.0 %
TOTAL Operating Supplies	0.00	700.00	700.00	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	820.31	1,458.38	638.07	43.8 %
TOTAL Repairs and Maintenance	820.31	1,458.38	638.07	43.8 %
TOTAL Operating Expenses	2,001.10	3,115.00	1,113.90	35.8 %
***** OPERATING INCOME (LOSS)	63,305.51	42,968.31	20,337.20	47.3 %
***** NET INCOME (LOSS)	63,305.51	42,968.31	20,337.20	47.3 %
***** NET INCOME (LOSS)	63,305.51	42,968.31	20,337.20	47.3 %

Assets - January 31, 2022

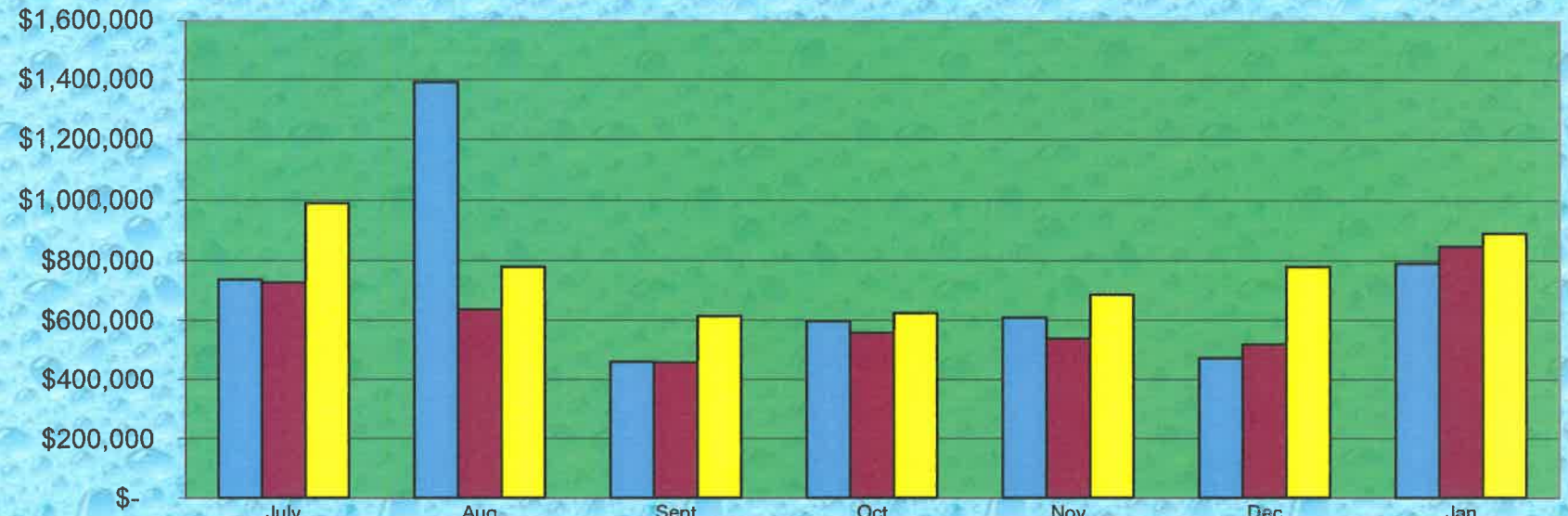


Liabilities - January 31, 2022





Operating Expenses



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

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

	BEG BAL	JAN	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
		0	0	0	0	NA
<i>Total Capital Purchases 21-22</i>						

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

	BEG BAL	JAN	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	49,990	89,977	454,528	150,000	59.98%
Upper Rancho Canada Pipe Relocation	188,587	266,206	1,528,575	1,717,163	1,760,000	86.85%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	80,276	26,250	81,125	161,402	1,200,000	6.76%
Bay/Scenic Pump Station Rehab	6,727	4,030	21,031	27,757	250,000	8.41%
Pescadero Creek Area Pipe Rehab	0	38,421	38,421	38,421	450,000	8.54%
<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	384,897	1,759,129	2,399,450	3,810,000	46.17%

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

	BEG BAL	JAN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>LONG TERM CIP PROJECTS</u>						
<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	384,253	1,890,942	2,787,613	5,000,000	37.82%
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)	(15,370)	(75,638)	(114,773)	(200,000)	37.82%
PBCSD share (1/3 of cost)	(318,204)	(122,961)	(612,078)	(930,281)	(1,686,667)	36.29%
<i>Total Long Term CIP Projects 21-22</i>	636,407	245,922	1,224,155	1,860,562	3,373,333	36.29%
Total Capital (net of RECL and PBCSD)	1,276,728	630,819	2,983,284	4,260,012	7,183,333	41.53%

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

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

Office Expense	-177.30%	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	-91.00%	Safety supplies underbudgeted. Timing of boots, gear and training.

Collections

Salaries and Payroll Taxes	-8.40%	Slightly underbudgeted.
Truck and Auto Expenses	-48.90%	Vehicle accessories underbudgeted.
Office Expense	-26.30%	Timing of computers and equipment.
Permits and Fees	-13.00%	Slightly underbudgeted. Small dollar amounts.
Safety	-28.10%	Timing of training.

Administration

Salaries and Payroll Taxes	-8.00%	Slightly underbudgeted.
Office Expense	-27.50%	District codifications unbudgeted. Furnishings underbudgeted. Timing of office supplies.

Waste to Energy

Salaries and Payroll Taxes	-48.10%	Timing of salaries. Small dollar amounts.
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Brine Disposal

Salaries and Payroll Taxes	-25.30%	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: February 24, 2022
 SUBJECT: Monthly Report – January

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in January	26
Total Fees	\$4,560.00

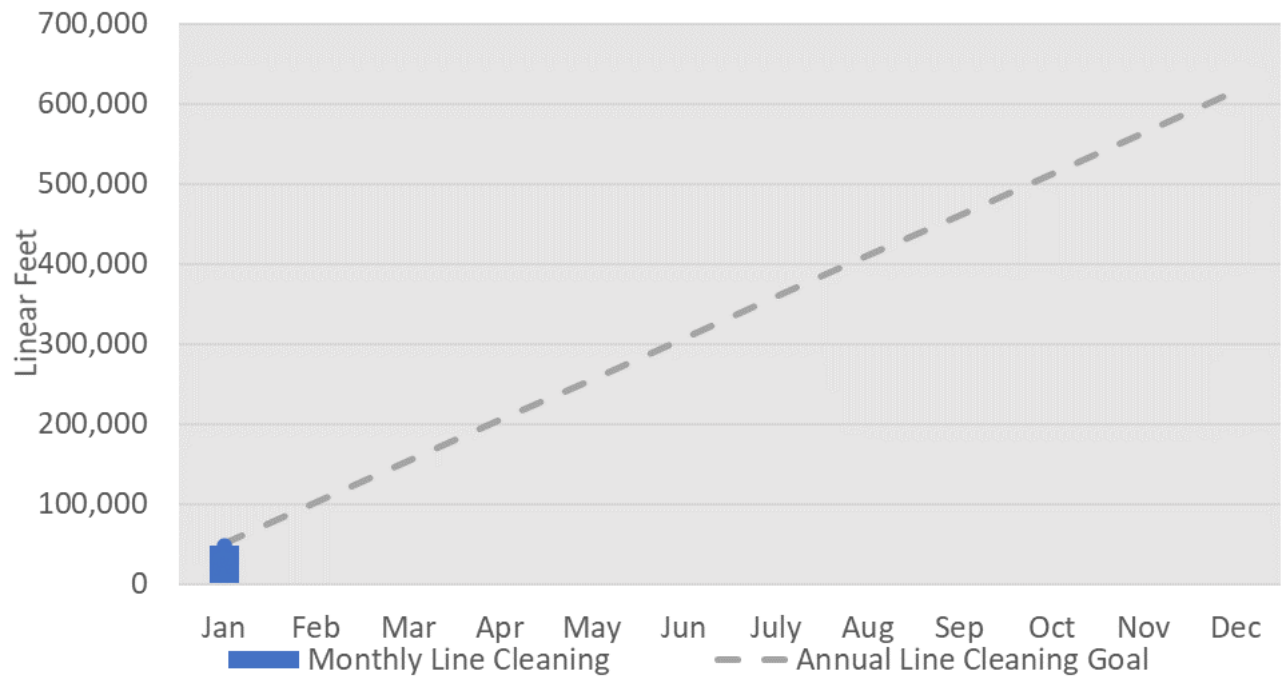
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 48,711 feet of sewer lines cleaned, 10,382 feet of CCTV inspections and 3 manhole inspections were performed during the month of January.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
January	48,711 ft.	11.84%	6 – 27 inches
December	43,024 ft.	10.46%	6 - 10 inches
November	51,014 ft.	12.40%	6 – 12 inches

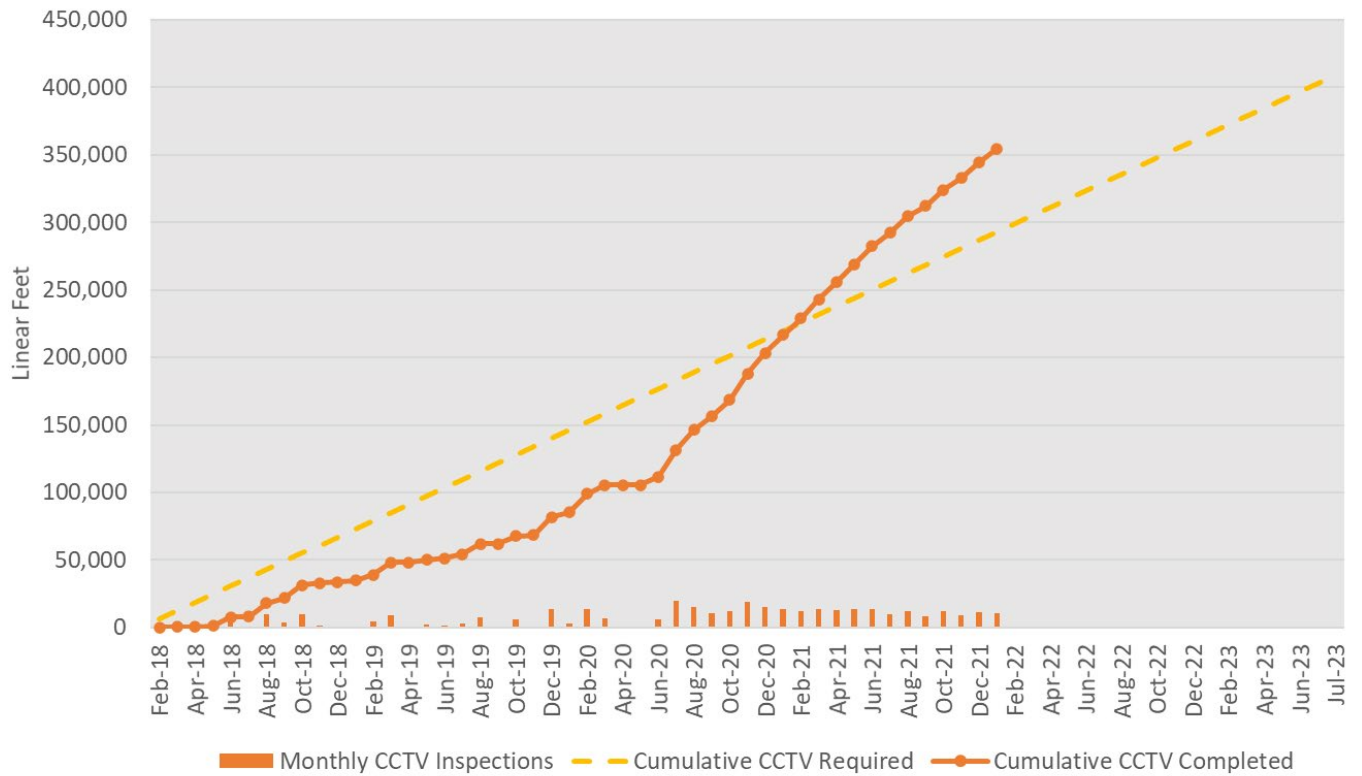
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	48,711	566,289

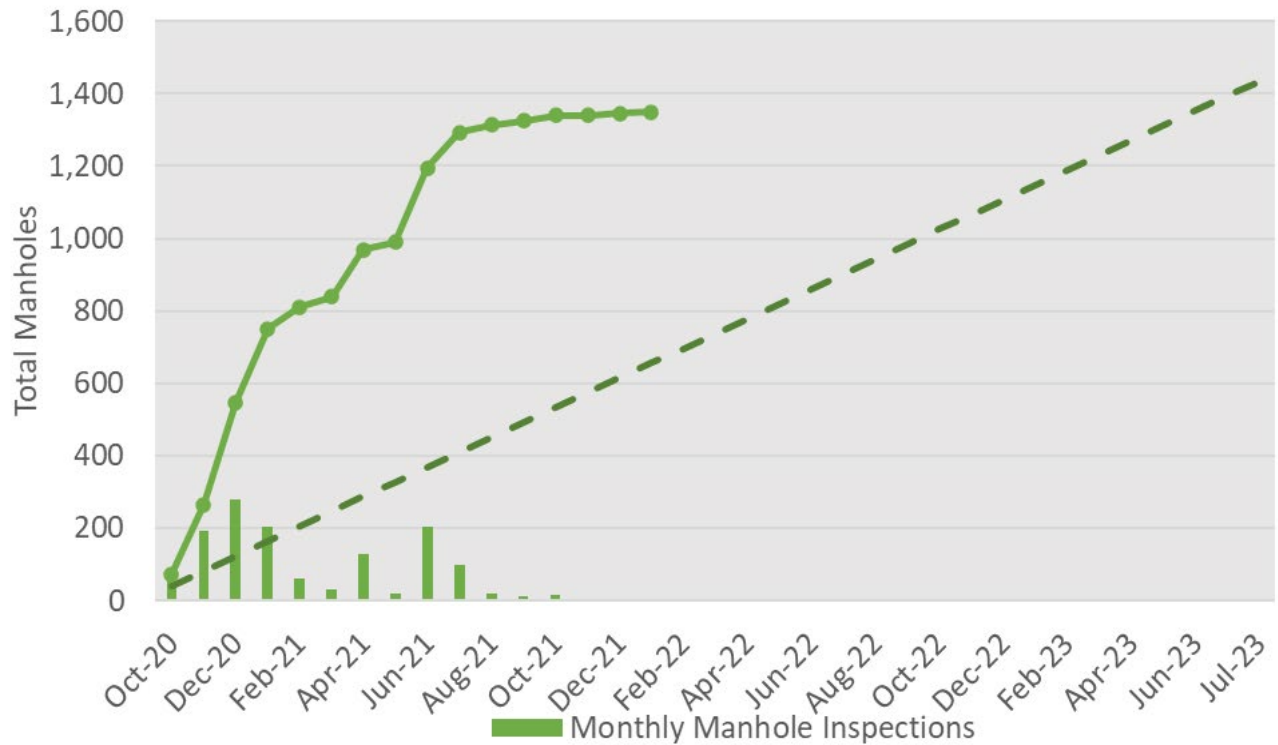
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	354,651	54,021

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

Total Required Amount (Manholes)	Actual Complete (Manholes)	Remaining (Manholes)
1434	1349	85

Construction Activities

- Project 19-13 the Upper Rancho Cañada Pipe Relocation project continued in January. The contractors completed the underground portion in Palo Colorado Regional Park and have finished the final punch list. Staff is waiting on final documents to close out this project.

- The emergency repair of the pipeline where the sink hole developed on the easement on Dougherty Place has been replaced. The contractors replaced 215 feet of pipe using the pipe bursting method. The District Engineer is working with a soil engineer for a final solution for the proper compaction of the sink hole.

Staff Development

- Staff completed several in-person tail gate trainings.

General Comments

- Staff continues to practice social distancing with other staff and contractors, driving to locations throughout the district in separate vehicles. Staff is educated on the best practices of Personal Protective Equipment (PPE) and personal hygiene. Staff continues daily cleaning and sanitizing buildings, equipment, and vehicles as part of their routine duties.

Service calls responded to by crew

Date	Time	Callout	Resolution
1/16/2022	2:54 PM	Sewage Leak	Called by Cal Fire for a report of a sewage leaking from a vault along highway one in front of Monastery Beach. Staff investigated the sewage leak and determined that the vault belonged to the State Parks force main. Staff helped to pinpoint the leak at the wye connection from the Monastery bathroom line that connected to the 2-inch State Parks force main. Staff worked with Parks in locating a contractor to repair the leak in the force main. The leak was repaired by the contractor.

Date	Time	Callout	Resolution
1/23/2022	1:37 PM	Power Failure	Power failure at Highlands and Calle La Cruz pump stations. Staff monitored the station. The likely cause was due to the Colorado fire.
1/24/2022	3:07 PM	Power Failure	Power failure at Highlands and Calle La Cruz pump stations. Staff monitored station. The likely cause was due to the Colorado fire.
1/25/2022	1:37 PM	Power Failure	Power failure at Highlands and Calle La Cruz pump stations. Staff monitored station. The likely cause was due to the Colorado fire.

USA Location Requests – 122

Plumbing permit inspections – 29

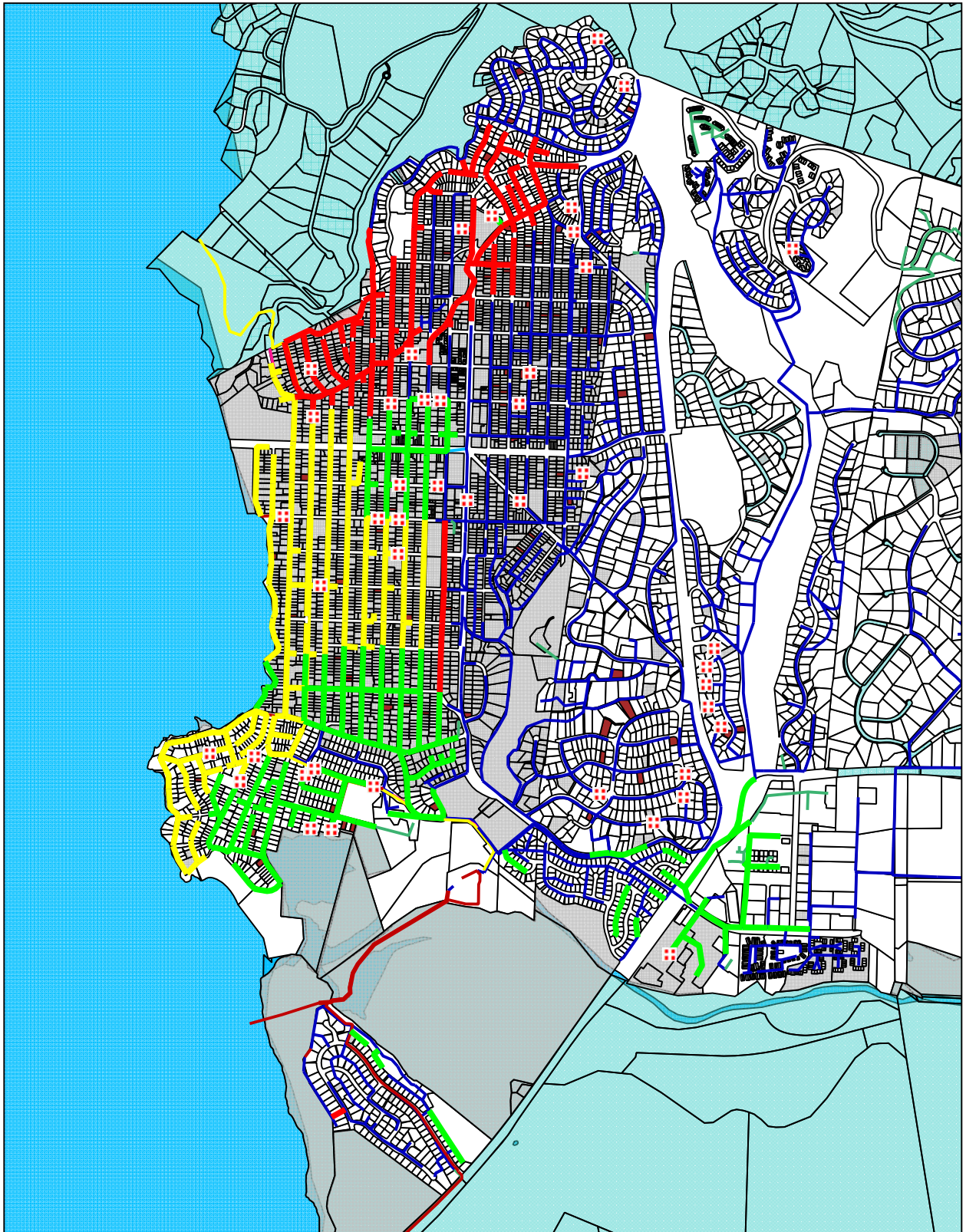
Private Sewer Lateral Compliance Certificates Issued – 21

FUNDING

N/A

January (Red) 48,711 feet
December (Yellow) 43,024 feet
November (Green) 51,014 feet

Monthly Cleaning Map

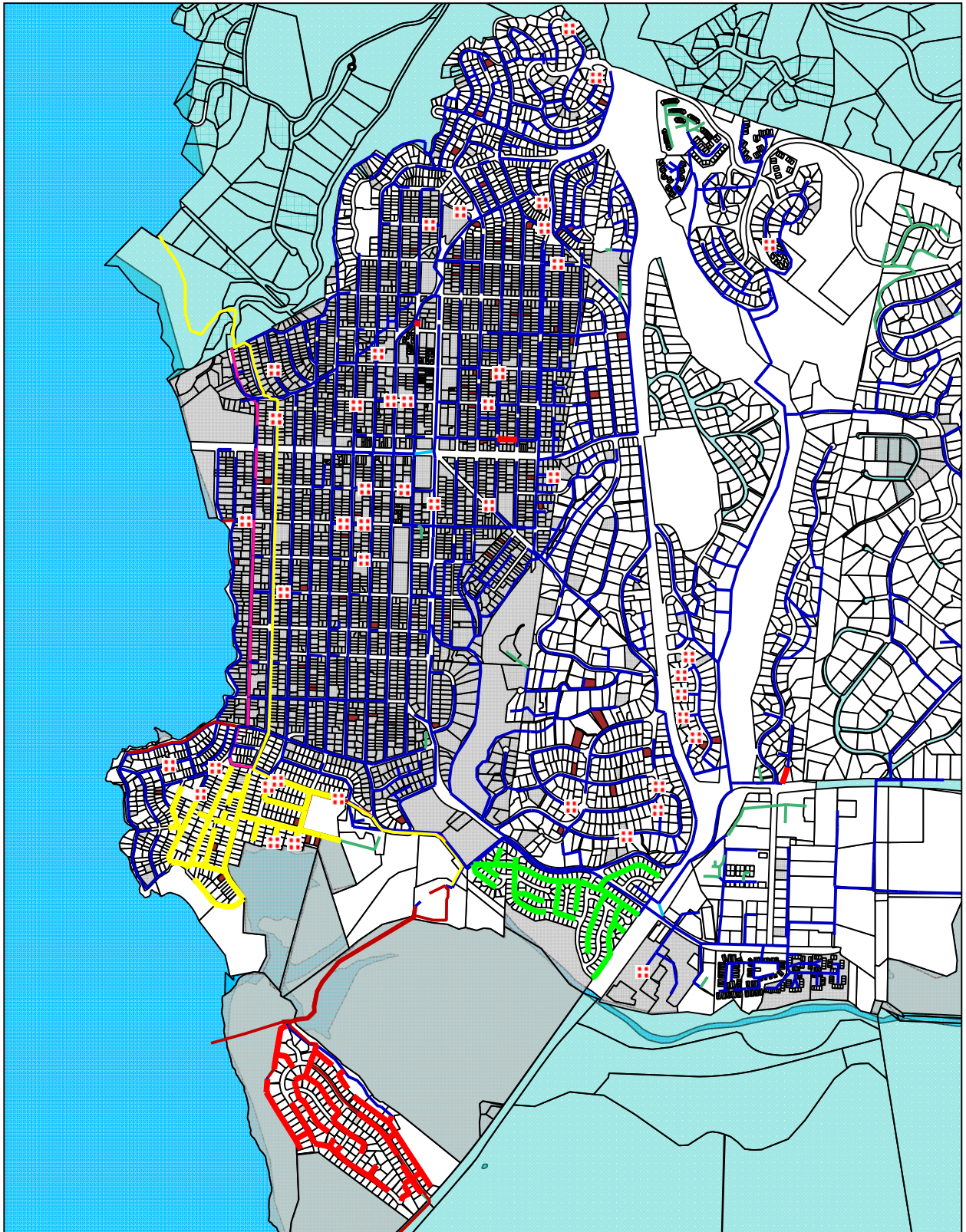


2/8/2022



January (Red) 10,382 feet
December (Yellow) 11,349 feet
November (Green) 8,725 feet

Monthly CCTV Map



RedZone[®]
ROBOTICS

2/8/2022



STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator
(S/C Admin Dias) Submitted by K. Cristi

Date: February 24, 2022

Subject: Monthly Safety Report - January 2022



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **Jan 5- Preventing Silicosis.** S/C Admin Dias gave a presentation on preventing Silicosis. In the United States alone, it is estimated that over 3 million workers are exposed to silica dust. Silica dust can be created by any activity that breaks rocks, concrete, or any other material that contains silica. Employees at risk include those who drill, sandblast, or grind cement, stone, clay or brick. S/C Admin Dias reminded CAWD employees of our prevention measures, i.e., respirators, silica dust specific vacuum cleaners, tools that evacuate dust, masks, and eyewear. All should be used when working with the above materials.
- **Jan 19- Fire Extinguisher locations.** Operator II, Charles DayEngel, championed the tail-gate safety meeting by emphasizing that all personnel need to take responsibility for knowing the locations within the plant of the Fire Extinguishers. Mr. DayEngel proactively took the group on a walk to indicate each location. The visual reinforcement was appreciated by staff.
- **Jan 26- On-site (plant) vehicle safety.** Collection Worker I, Mark Napier, advocated the need for Collections and Plant staff to be aware of the extra traffic at the plant due to construction. He emphasized reduction of speed when using carts and tricycles and to use the horn when rounding corners of buildings, especially when the fork-lift is in use. S/C Dias reminded staff that plant personnel are to set an example to guest on-site workers for vehicle safety. This includes speed reduction in and out of the main gate.

Ongoing Safety Improvements

During January, Maintenance Superintendent Chris Foley and S/C Admin Dias continued to implement safety improvements throughout the plant. Activities during January included:

- **Assessment of current eyewash safety equipment.** Maintenance Superintendent Chris Foley and S/C Admin Dias, created a spreadsheet of existing eyewash stations by location, make and chemical use. After the assessment was made 4 new units were ordered as well as flow meters and new cables. The new units are being assembled and location areas prepped.

Tours and Outreach

- **Tours.** Tours remain on hold. Schools have not been contacting the District to request any tours. Also, any future tours will need to be carefully coordinated to avoid conflicts with Phase II construction activities.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no first aid injuries in January. There were no Workers' Compensation claims for January.

There were no lost workdays in 2021. An updated tracking matrix for 2021 is below.

	Work Related Injuries and Illnesses for 2021 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	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	1	0	0	0
First Aid (non-OSHA)	0	2	0	0	0

FUNDING

N/A- Informational item only

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

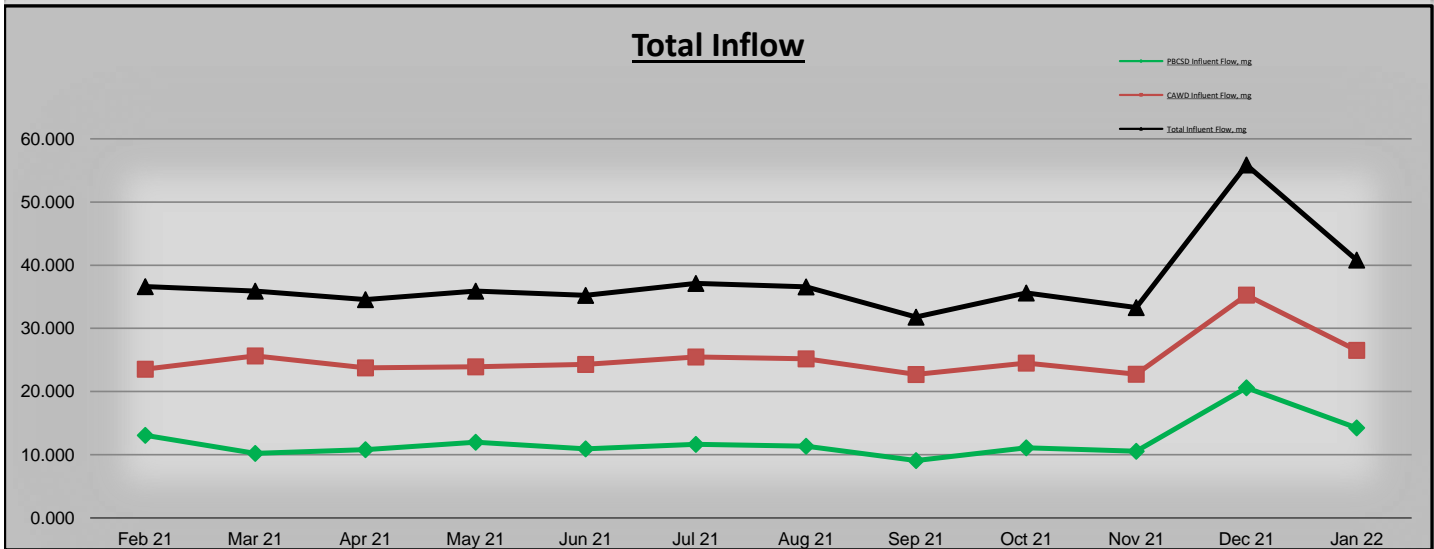
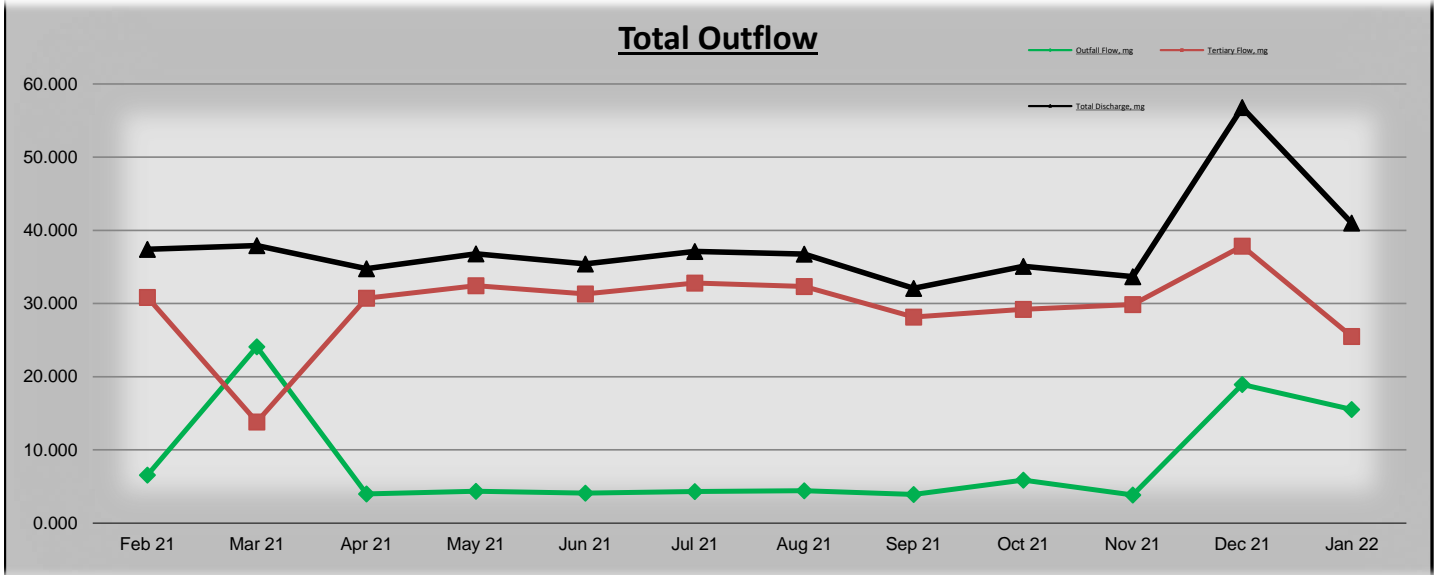
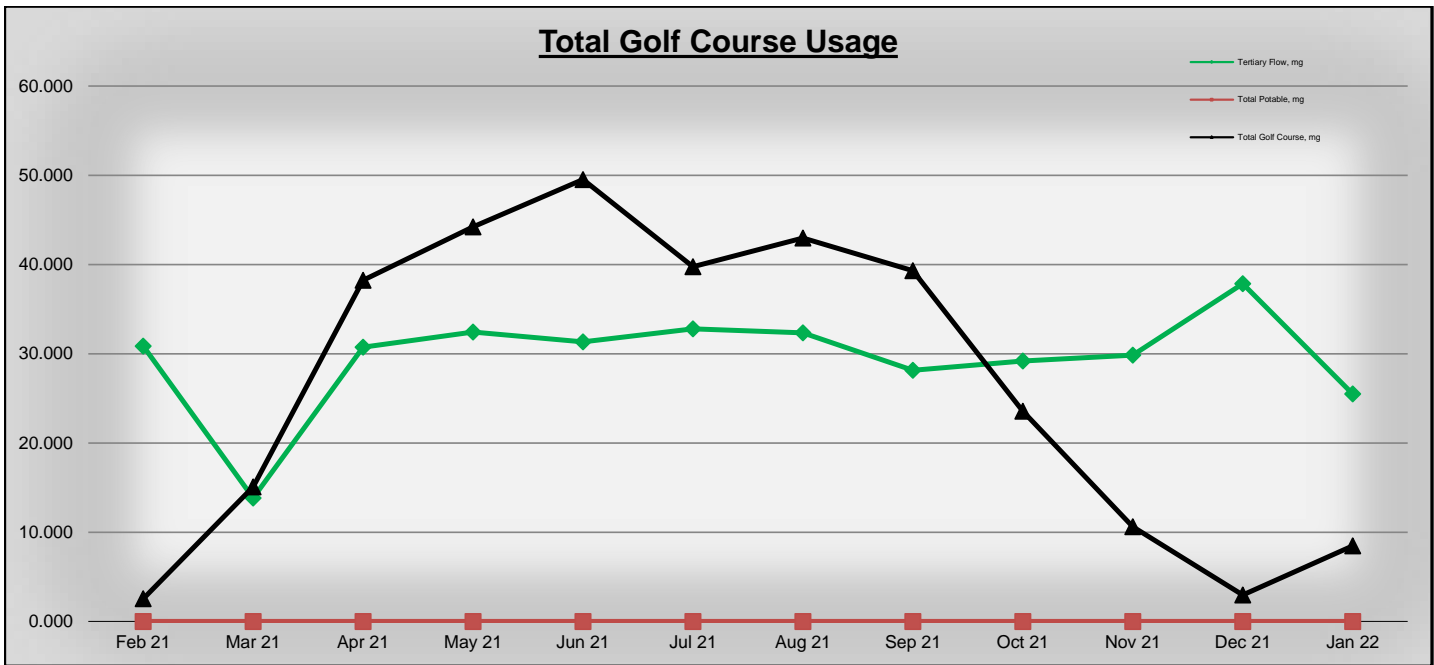
	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	N/A	N/A	N/A	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	N/A	N/A	N/A	N/A

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

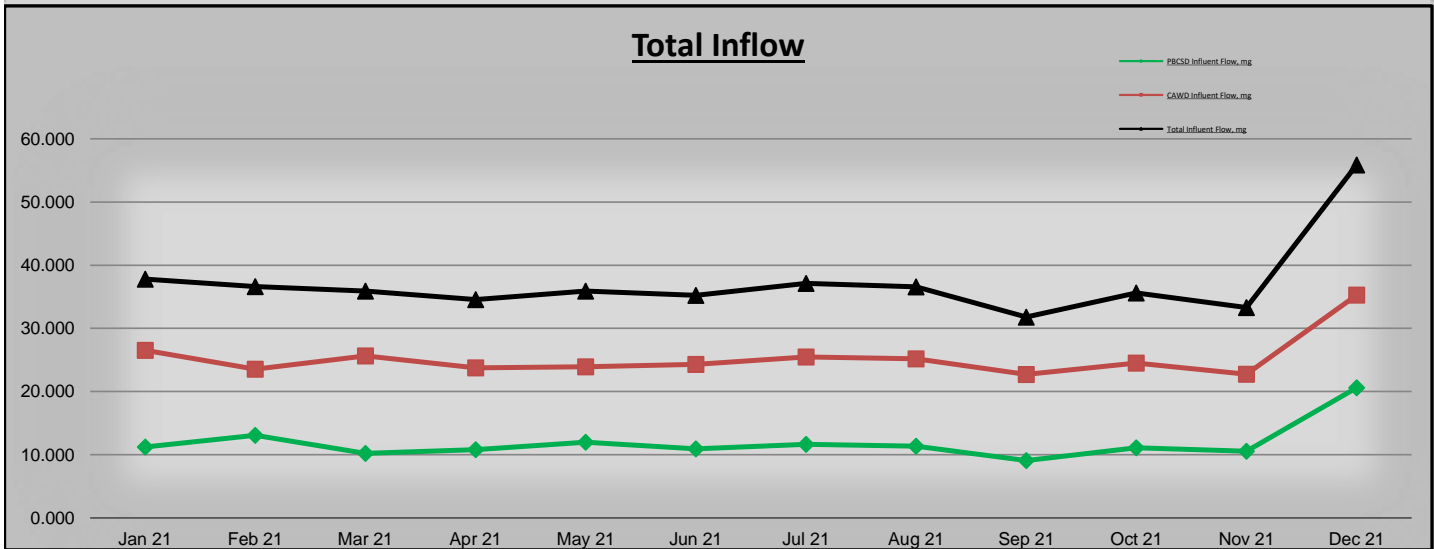
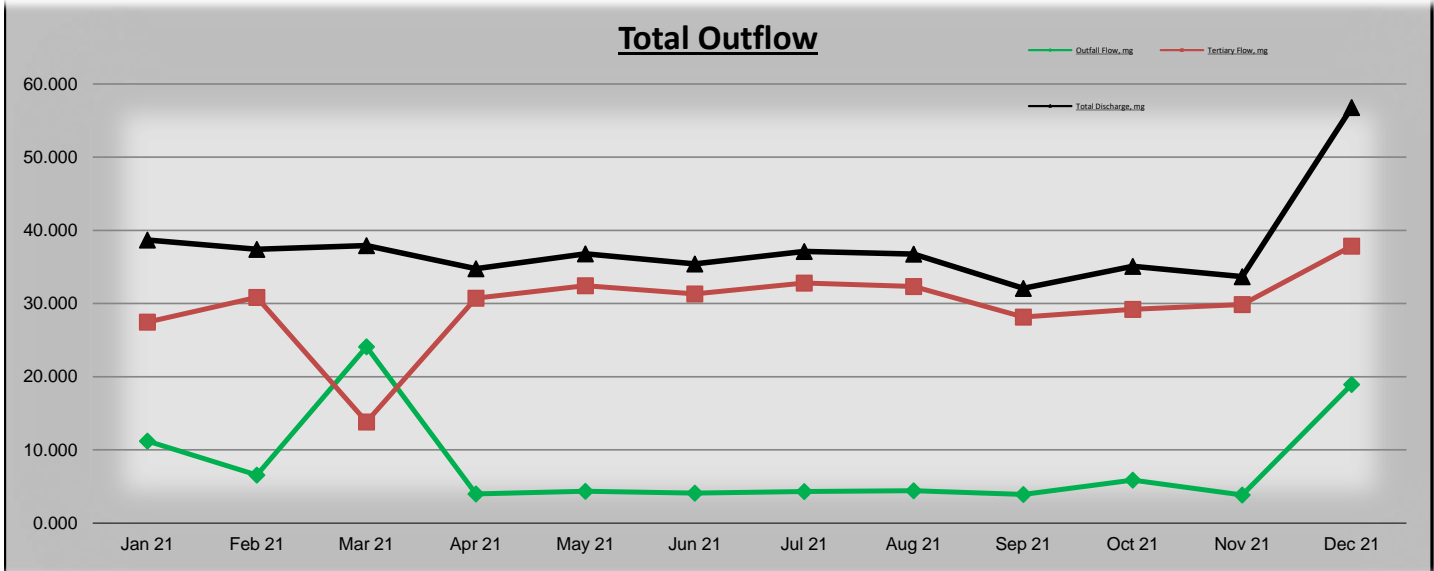
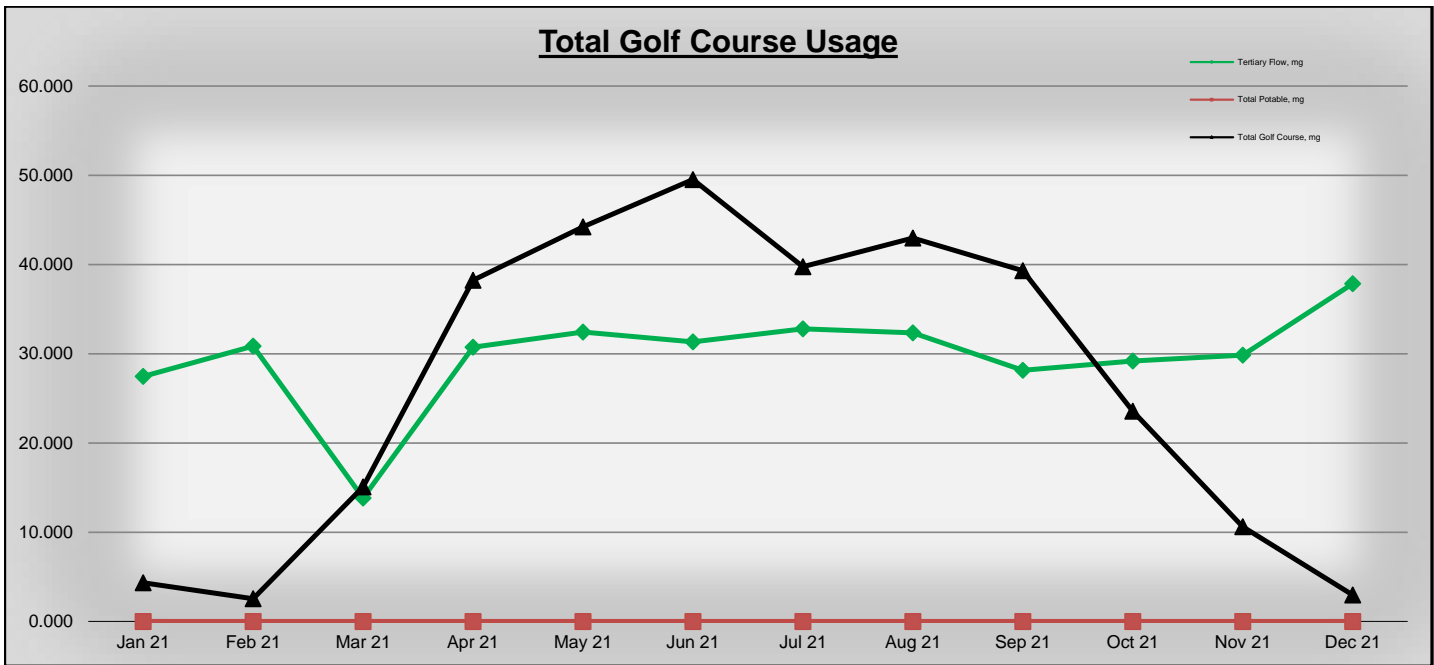
MICROTURBINE SUMMARY

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.



Wastewater Treatment Facility Operations Report

Report for: November 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	22.731	0.722	0.671	0.811	68.298	268.36	823.17
PBCSD Flow	10.551	0.352	0.301	0.413	31.702	122.06	374.43
Total Plant Flow	33.282	1.074	0.972	1.224	100.00	390.42	1197.60
Tertiary Flow	29.850	0.995	0.801	1.130	89.688	318.97	978.44
Ocean Discharge	3.843	0.128	0.113	0.153	11.547	76.74	235.39
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	318.97MG (978.44acre-ft.)
Total Lifetime Reclamation Production (94-21)	8.86 BG (27.19 K acre-ft.)
12 Month Rolling Total Reclamation Production	346.06 MG (1062.04 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Nov'21 kWh	Price per kWh	Nov'21	Oct'21	Sep'21	Aug'21
Secondary	119,345.00	\$ 0.098	\$ 11,680.56	\$ 20,518.21	\$ 21,332.92	\$ 20,112.11
Blowers	63,678.88	\$ 0.160	\$ 10,158.54	\$ 8,284.66	\$ 10,156.05	\$ 10,927.89
CAWD Total	183,023.88		\$ 21,839.10	\$ 28,802.87	\$ 31,488.97	\$ 31,040.00
Tertiary	87,146.00	\$ 0.175	\$ 15,275.57	\$ 15,233.92	\$ 22,625.98	\$ 22,551.18
MF/RO	95,097.00	\$ 0.205	\$ 19,507.16	\$ 17,530.97	\$ 19,544.63	\$ 22,485.62
Reclaim Total	182,243.00		\$ 34,782.73	\$ 32,764.89	\$ 42,170.61	\$ 45,036.80
Adjusted Monthly Totals (1)	CAWD Total		\$ 13,340.23	Reclamation Total		\$ 43,281.60

kW-h Per Acre Foot

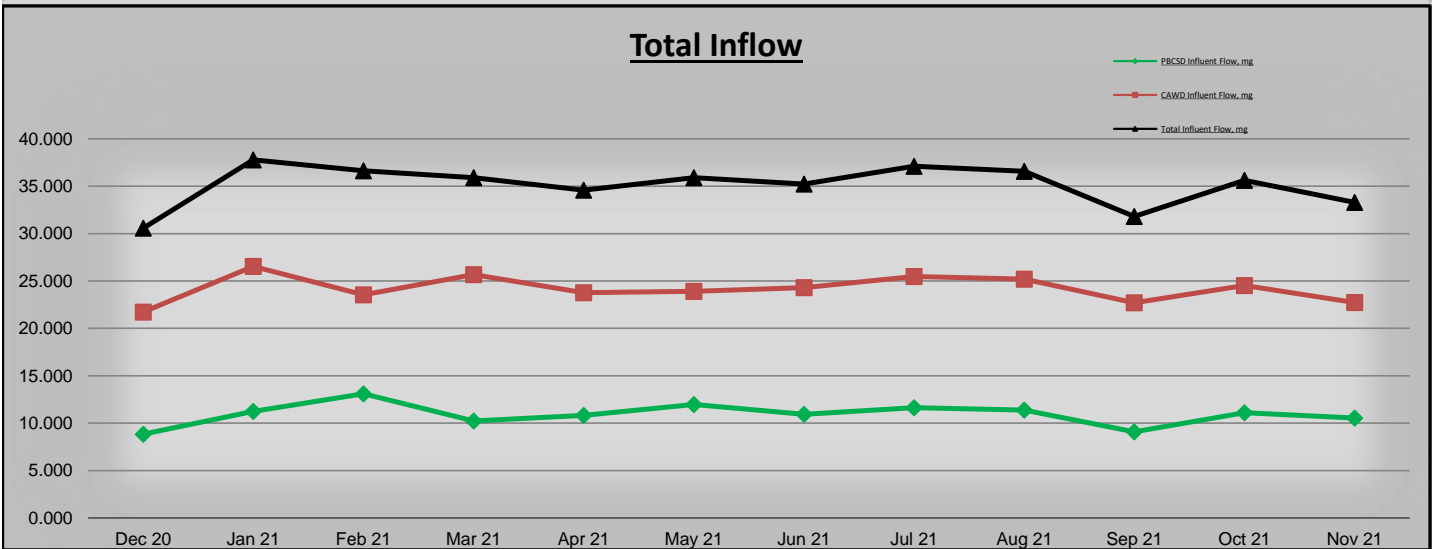
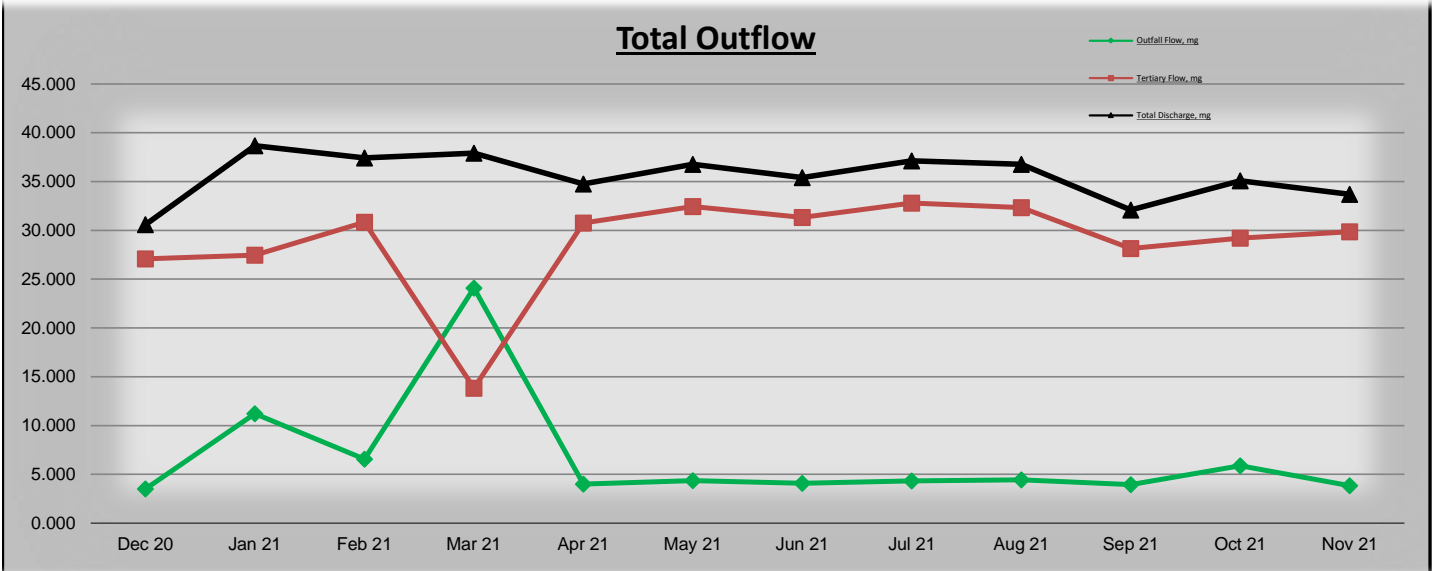
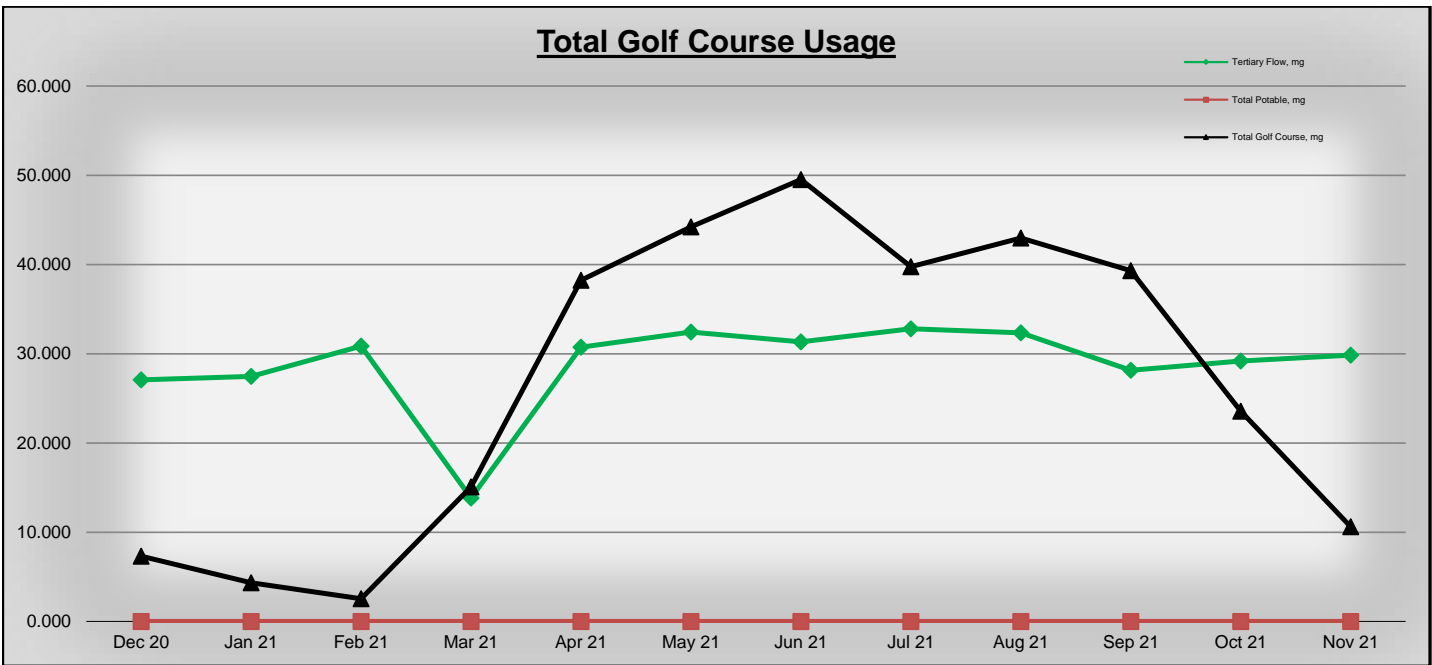
	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	1453.87	1327.64	1298.73	N/A
Reclamation	1920.96	1852.00	1878.67	1943.44	1984.84	1939.79	1682.65	N/A

MICROTURBINE SUMMARY

Month	Nov '21 kW-h	Oct '21	Sepo '21	Aug '21	Accumulated Totals
Production, kW-h (2)	0	0	26,353	32,481	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



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: February 24, 2022

Subject: Monthly Report – January 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 January 4, 2022, the CAWD quarterly final effluent samples were collected and sent to the Fruit Growers Laboratory (FGL) for analysis. Data results will be available when analysis is completed.
- On January 20, 2022, the Thermo Fisher technician performed preventative maintenance on the ThermoFisher Gallery Analyzer, there were no problems reported.

ENVIRONMENTAL COMPLIANCE REPORT

- On January 11, 2022, the first Source Control Task Force met to establish a Six Sigma solution for Fats, Oil and Grease in CAWD's collection system. The meeting started with defining the grease problem and moved towards gathering information to formulate a plan. Rachél Lather has scheduled a second meeting for February.
- On January 25, 2022, two composite samplers were set up at the Highlands Inn to collect a baseline grease sample for a total of three weeks. Upon completion the Laboratory Supervisor will submit the results to the Source Control Task Force for analysis.

Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
Carmel Foundation	Yes		
Lugano Swiss Bistro	Yes		
Robata Grill	Yes		
Allegro Pizza	Yes		
Brophy's Tavern	Yes		
Hog's Breath Inn	Yes		
La Playa Hotel	Yes		
The Treehouse Cafe	Yes		
Katy's Place	Yes		

Grocery Store/Delicatessen Inspections

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
Lucky's Supermarket	Yes		

Compliance Register

% Compliance	Maintenance	Mechanical
November 2021	100	100
December 2021	100	100
January 2022	100	100

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022		2023	
									H1	H2	H1	H2	H1	H2	H1	H2
		Projects Implementation Plan Schedule														
		Treatment Plant Projects														
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							
18-11	1611.000	Microturbine Integration Project	Treanor/Foley	6/4/19	1/31/22	\$150,000	\$205,114	Integration Complete	Microturbine Integration Project							
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							
21-01	5982.004	WWTP Eucalyptus Pruning	Treanor	7/1/20	2/1/22	\$130,000	\$150,376	Complete	WWTP Eucalyptus Pruning							
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							
		Reclamation Projects														
18-26	14777	Sulfuric Acid and Citric Acid Storage and Feed Systems	Treanor	1/1/19	7/29/22	\$370,000	\$438,743	Submittal Phase	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							
		Reclamation Studies														
	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							
		Collections Projects														
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 / Punchlist	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							
		Administration														
21-08		Administration Access Control and Security Cameras	Foley	1/1/22	4/1/22	\$19,291	\$19,291	Procurement	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								
	5500.006	Long Term SLR Planning	Treanor	5/3/21	2/29/36	\$100,000	\$1,400,000	Preparing 2022 Submittal to Coastal Commission								
		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	\$2,787,613
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.	

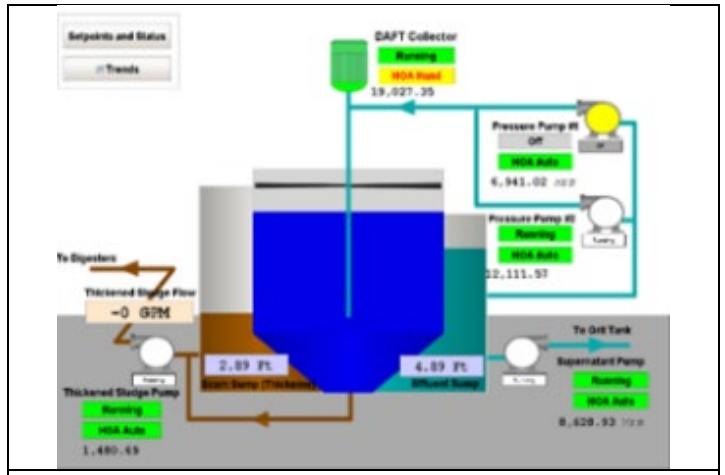


Photo: DAFT SCADA Overview

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 Feb 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 02-28-22	
Consultants:	Frisch Engineering	



Photo: Existing Gas Conditioning System

Project Number: 18-11		
Project Name: Microturbine Integration Project		
Project Location: Wastewater Treatment Plant		
Project Manager: Treanor/Foley		
Status: Integration Complete		
Project Description: Overhaul of existing gas conditioning system and controls for the microturbines. The existing gas conditioning system has been having repeated mechanical failures which reduces the amount of time the Microturbines are in service. Significant overhaul of controls is needed to integrate the new 65kW turbine. CAWD is looking into a new gas conditioning system in case the existing system is not sufficient to treat the gas after the larger 65kW turbine is placed in service.		
Department: Treatment		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$205,114	\$55,115
Financial:	FY Budget:	FY Spent:
	\$150,000	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Air Board Permit	
Challenges:	Complexity of System	
Schedule:	<ul style="list-style-type: none"> Ongoing; anticipate completion 06-30-22 	
Consultants:	Frisch Engineering (programming)	
Contractor:	N/A	



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. Purpose is to improve security around plant perimeter.		
Department: Treatment		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$237,897	\$5,020
Financial:	FY Budget:	FY Spent:
	\$60,000	\$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: WWTP Aerial Showing Eucalyptus Trees Around Perimeter

Project Number:	21-01	
Project Name:	WWTP Eucalyptus Pruning	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
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	\$36,090
Financial:	FY Budget:	FY Spent:
	\$130,000	\$16,414
Reclamation Share:	0%	
Other Entities:	N/A	
Permits Required:	Coastal Commission Notification, County Tree Cutting Permit	
Challenges:		
Schedule:	Tree Trimming anticipated during non-nesting season (fall-winter 21/22).	
Consultants:	Burleson Consulting (Environmental Monitoring) Frank Ono (Arborist)	
Contractor:	Tope's Tree Service	

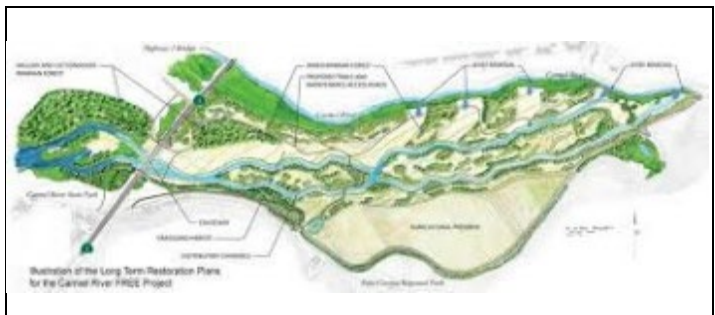


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Trenor	
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:	Cumulative Spent:
	\$750,000	\$453,217
Financial:		FY Spent:
		\$133,290
** Project is being funded by CRFREE initiated grants		
Reclamation Share:	0%	
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:	Estimated at 0% of project cost.	
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:	TBD	

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: Treanor		
Status: Submittal Phase		
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: \$438,743	Cumulative Spent: \$68,743
	FY Budget: \$370,000	FY Spent: \$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	

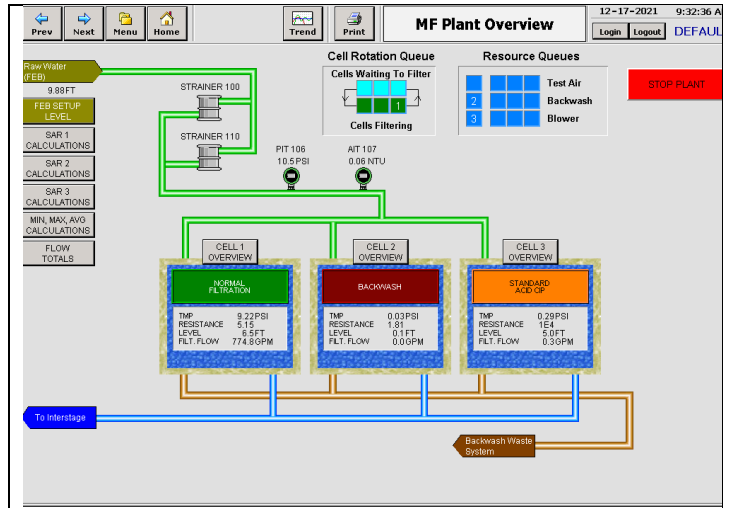


Photo: Microfiltration SCADA Overview

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: \$140,000	Cumulative Spent: \$0
	FY Budget: \$140,000	FY Spent: \$0
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	\$454,528
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 3/15/22. 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 / Punchlist		
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	\$1,717,163
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 Will finalize in March 2022		
Consultants: MNS Engineering Rincon Environmental		
Contractor: Graniterock		

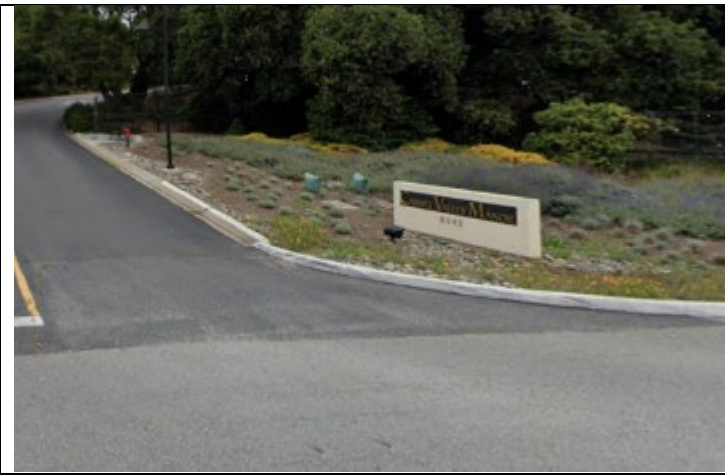


Photo: Entrance to Carmel Valley Manor

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: \$27,757
	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 4,950 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)	\$0	
Financial: O&M	FY Budget:	FY Spent:	
	\$150,000 (FY21-22)	\$0	
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. Duration 60 days.	
Consultants:		Pacific Engineering, geotechnical	
Contractor:		Rooter King	

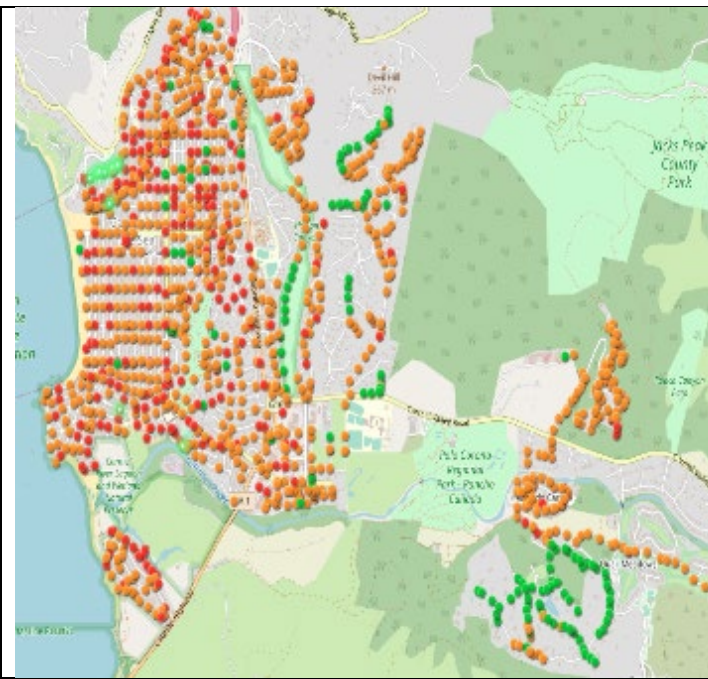


Photo: Manhole Inspection Map

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:	Pacific	
Contractor:	TBD	

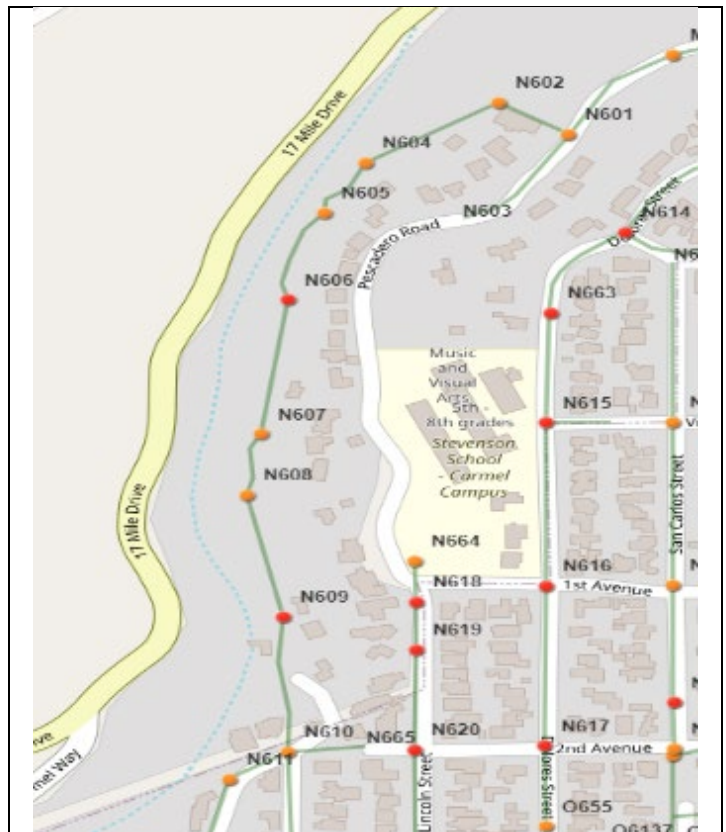


Photo: Sewer Line at Pescadero Creek

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	\$38,421
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	
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: Lathér		
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 January 2022, there are 85 remaining manholes to be inspected out of 1,434 for the FY.		
Department: Collections		
Financial:	Cumulative Budget:	Cumulative Spent:
	N/A	N/A
Financial:	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

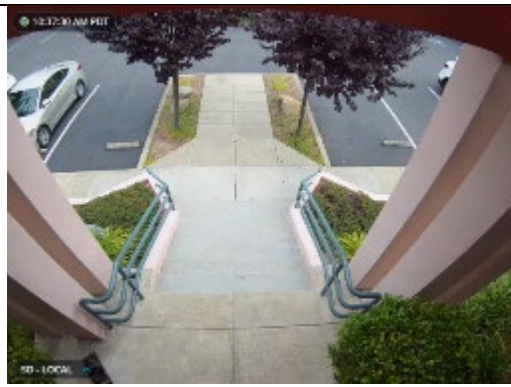


Photo: Security Cameras – Admin View

Project Number:		21-08
Project Name:		Administration Access Control and Security Cameras
Project Location:		3945 Rio Road
Project Manager:		Chris Foley
Status:		Procurement
Project Description:		Install one additional security camera to provide better coverage of parking lot.
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
Financial:	FY Budget:	FY Spent:
	\$0	\$2,520
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 03-01-22 or earlier depending on budget presentation	
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 mos.			
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:		N/A	
Project Name:		Long-Term Sea Level Rise Planning	
Project Location:		Treatment Plant	
Project Manager:		Barbara Buikema/Patrick Treanor	
Status:		Preparing 2022 Submittal to Coastal Commission	
Project Description:		As conditions of Coastal Permit #3-82-199-A8 - the District must submit a Long-Term Coastal Hazards Plan by 03-11-22. This shall describe the specifics that will be analyzed during the iterative planning process and identify triggers for when an Executive Director review is needed and when the approval is necessary. Progress reports are due at five-year intervals by 05/01/2025, 05/01/2030, etc., which must include and describe coastal hazard trends and changes since the approval of this permit and efforts to monitor and address coastal hazards over time.	
Department:		Administration	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$0	\$0	
Financial:	FY Budget:	FY Spent:	
	\$0	\$0	
Permits Required:		In response to California Coastal Commission	
Challenges:		Establishing focus on long term objectives and committing to follow through items.	
Schedule:		Draft Long-Term Coastal Hazard Plan will be complete by 01-02-22 for the submission on 03-11-22	
Consultants:		None at this time, however we anticipate and have provided for in long term coastal hazards monitoring planning budget \$75K year.	

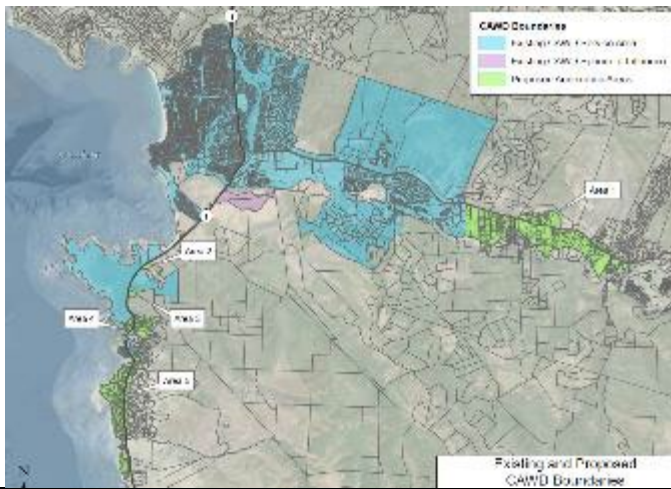


Photo: Areas of Potential Annexation

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, Riley Ranch, #19-08 Carmel Valley Manor and #19-04 Yankee Point & Otter Cove.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$105,000 (55K+50K)	\$73,675
	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:	LAFCO annexation hearing on 3-22-21. Approved with zero protests.	
Consultant:	Denise Duffy & Associates	



To: Board of Directors

From: Ed Waggoner
Operations Superintendent

Date: February 24, 2022

Subject: Monthly Operations Report – January 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 January. 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:

- On January 11, Safety Officer conducted an injury/exposure drill with Plant staff.
- On January 12, Kevin Young, Michael Hooks, Ray DeOcampo, Fanny Mui, and Trevor Holland attended a Zoom meeting with the California Water Environment Association on “Developing Your Leadership Skills”.
- On January 25, Charles DayEngel and Jason Veile attended an online training with DKF Solutions on “Electrical Low Voltage Worker 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 January 13, a Zoom meeting with WesTech Engineering to review and clarify the submittal regarding the grit tank drive unit for Project #18-01. The District staff in attendance was with the Plant Engineer, maintenance staff and operation staff.
- 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 December 2021.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of December 2021.

- Submitted Annual Report for Reclamation Permit 93-72 for 2021. This report will be posted on the District's website as soon as it is accepted by the Central Coast Water Board.
- Submitted 2021 Annual Report for National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012. This Report includes the annual outfall inspection and biosolids production. This report will be posted on the District's website as soon as it is accepted by the California State Water Board.
- Submitted 2021 Environmental Protection Agency (EPA) Biosolids Annual Report. This report will be posted on the District's website as soon as it is accepted by the EPA.
- Submitted the 2021 fourth quarter report for CalRecycle Biosolids Recycler/Composter for Class B Biosolids generated in wet tons.
- 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: February 24, 2022
Subject: Monthly Maintenance Report – January 2022



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- Shower and Eyewash safety stations are being installed. Two new stations will be located next to the chemical tanks at the microfiltration/reverse osmosis (MF/RO) pad. A new station will be added to the maintenance shop and the chlorination/dechlorination station will be replaced. The new and improved flow switch alarms will be added.
- The majority of the polyvinyl chloride glued piping at the potassium hydroxide system has been replaced with fused high density polyethylene piping. Three components are left to replace and require a shutdown of the reclamation system: the injection for the neutralization, the main blend line connection and the main tank valve. Staff is working on a plan to replace without disruption of water production.
- The 100-horsepower variable frequency drive (VFD) for Reverse Osmosis (RO) train B failed on 2/4/22. The VFD was replaced with the spare in three hours and the train was placed back online. The failed VFD will be sent in for repair and placed back on the shelf as a spare. The VFDs are close to the end of their useful life and staff is developing a replacement plan.
- Microfiltration interstage pump 920 had a bearing housing failure. After inspection the failure was due to the misplacement of the oil sight glass when the pump was rebuilt over 5 years ago. The spare pump was installed but has a vibration, so new parts were ordered and the pump will be rebuilt.

- During testing of the spare pump, the Polyvinyl Chloride (PVC) pipe failed on the discharge side causing water to spray on staff. Staff ordered replacement parts to replace the PVC with ductile iron and improved the check valve design.
- During the annual inspection of the MF air compressors the belt pulley was identified as needing replacement and the compressor air end is also noisy. The unit was taken out of service and repair parts are on order for both issues. A quote to replace the compressors was obtained and will be requested in the 2022-2023 budget. The compressors are a critical asset because they supply air to actuate all the valves for the MF system. The required coastal environment run hours and current age place them past their useful life.

Upcoming Maintenance Projects

- Staff met with Frisch Engineering to review the control descriptions and programming for the electrical/mechanical rehabilitation project. Operations, Maintenance and Engineering added comments and Frisch will update the control descriptions. Control descriptions are the basis on how the equipment will be operated and this is then converted into programming code.
- A warm standby server was installed by Exceedio. Maintenance staff and Frisch Engineering will now load software and applications, after which the failover can be tested. This server increases hardware resiliency and will be disconnected from the network. If the production Supervisory Control and Data Acquisition Servers are compromised due to cyber security incident this server can be placed in production. The target completion date is early March 2022.

Staff Development

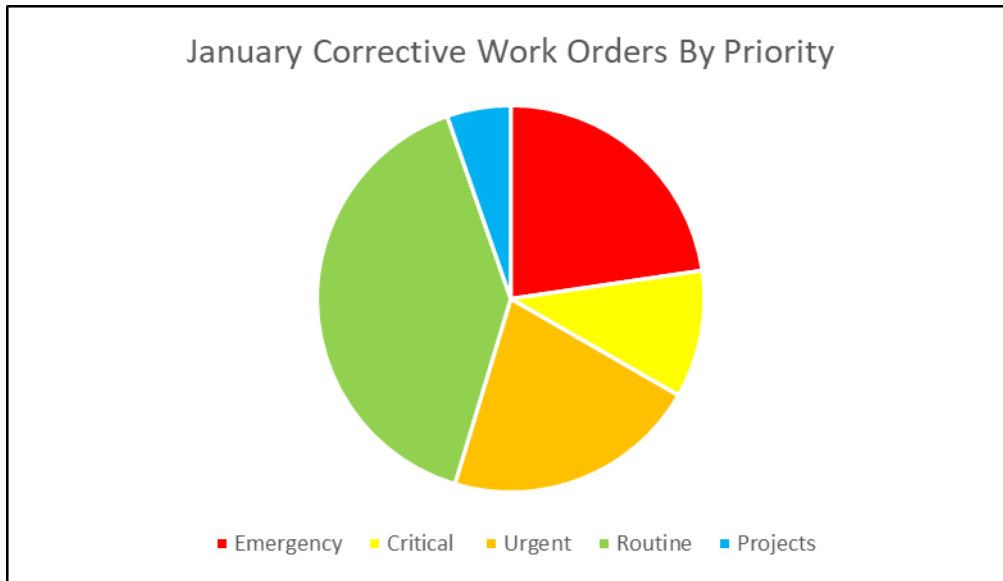
- Maintenance and collections staff held a training on pump station electrical troubleshooting. After the training, some improvements were made such as adding a magnetic meter holder, so testing is safer and more ergonomic.
- Michael Skinkle provided training on pump alignment to maintenance staff using a rental Fluke digital alignment tool.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	427
Total Work Orders Closed/Done	409
Total Work Orders Still Open	18
Percentage of Work Orders Completed	95.78%

Corrective Maintenance



Emergency	17
Critical	8
Urgent	16
Routine	30
Projects	4

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: February 24, 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 January 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. 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.

The 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. Denise Duffy and Associates has begun working on the environmental documents now that the preliminary plans are finalized. The engineer met with CAWD and bond counsel to discuss the information that needs to be added to the report in order to be ready for the assessment district proceedings.

Upper Rancho Cañada Pipe Relocation Project (19-13)

Construction of the Upper Rancho Cañada pipe relocation project has been awarded to Graniterock and the work is substantially complete with some minor work to be completed. Due to a number of field changes and unexpected conditions, there will be a final construction contract change order that will be brought to the Board for approval in March 2022. PSOMAS, the construction manager, is negotiating with Graniterock on the price and will provide the District Engineer with their recommendation.

FUNDING

N/A- Informational item only

Resolutions



To: Board of Directors

From: Ed Waggoner
Operations Superintendent

Date: February 24, 2022

Subject: Reverse Osmosis Membrane Purchase

RECOMMENDATION

It is the recommendation of staff to purchase 63 Reverse Osmosis (RO) membranes for the sum of \$32,855.13 plus freight charges from H2O Innovations.

1. The membranes will replace all 3rd and 4th stages RO membranes from trains A, B, and C. These membranes would also include the bi-directional seals for easier installation.
2. Freight charges would be added at the time of shipment due to the volatility in trucking costs because of the pandemic.
3. The RO membranes would be the Torey TMG20D-400

DISCUSSION

Replacement RO membranes for 3rd and 4th stages:

Due to the higher concentration of feed water to the 3rd and 4th stages their useful life will be shorter. It is anticipated through the design and operation of these additional stages that 3rd and 4th stage RO membranes would have to be replaced sooner than the 1st and 2nd stages just based on their feed water quality. What the actual life span maybe is greatly dependent on water quality conditions.

Staff has been working on improving the feed water quality to the RO system with the use of the sand filters and a special coagulant. Due to the pandemic receiving the cerium-based coagulant has been sporadic at best thus having a direct impact on the RO membranes performance and longevity. Staff has been reaching out to all our chemical suppliers to find a replacement and there appears to be a new product, based on jar testing, which will work well. This product is expected to be available in March or early April and will be easily available. Staff is expecting that when a constant supply of coagulant is available that the membrane life will be increased substantially.

A total of 63 membranes will be required. RO trains A and B will need to be replaced soon but RO train C is operating good at this stage. Staff feels that having enough membranes on-hand for all the trains is prudent, so when RO train C does require replacing the membranes, there is sufficient stock on-hand to not curtail production during the irrigation season. It is staff's recommendation the district purchase the Torey TMG20D-400 since they are currently installed in RO train C and are outperforming the Hydranautics in RO trains A and B.

Currently for the 3rd and 4th stages of RO trains A it has the Hydranautics ESPA2A-LD membranes, RO train B has the Hydranautics ESPA-2LD Max membranes, RO train C has the Torey TMG20D-400 membranes. Staff is recommending that the Torey TMG20D-400 be purchased to replace the Hydranautics ESPA2A-LD and ESPA2A-LD max membranes, which are currently being used in RO trains A & B due to the better overall performance of Torey TMG20D-400 membranes in RO train C.

On February 8th, the District has received the approval from the Wastewater Reclamation Project Management Committee to purchase the filters.

FUNDING

The purchase of these membranes is an unbudgeted item. Sufficient funds of \$35,000.00 will be needed to cover this purchase. These funds would be placed in general ledger account 67500 RO Membranes Elements.

Attached:
Order quote detail from H2O Innovation



H2O Innovation USA.
 8900 109th Ave N, Suite #1000
 Champlin, MN, USA
 55316
 Phone: 763-566-8961
 Fax: 763-566-8972

Quotation

Quotation Date:
 Quotation Number: W50051
 Revision No: 1
 Expiration Date: Mar 3, 2022

Delivery Address:
 Carmel Area Wastewater District
 26900 State Route 1
 Carmel - CA
 93922
 US

Document Address:
 Carmel Area Wastewater District
 PO Box 221428
 Carmel - CA
 93922
 US

Salesman: aditya.kumar	Ship Via: Bestway	Terms of Delivery: Prepay and add	Payment Terms: Net 30 days
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Quotation Notes:
 Shipping is not included in the price below.

Pos	Part No Description	Sale Qty Unit	Price Qty Unit	Price	Net Amount USD
1	TORTMG20D400 Toray 8" Brackish Water RO Membrane, #TMG20D-400	63 EA	63 EA	484.00	30,492.00
Sub Total:					30,492.00
TOTAL:					30,492.00
Tax Total					2,363.13
Gross Total					32,855.13

Visit us at www.h2oinnovation.com

Terms & Conditions : <https://www.h2oinnovation.com/terms-conditions/>

Bank Information:

Bank Name: HSBC Bank USA NA
 Bank Address: Buffalo Comm SRVC Ctr 1 HSBC Center Floor 18 Buffalo NY 14203 USA
 Swift Code: MRMDUS33
 ACH Routing : 022000020
 Account : 724004971

A RESOLUTION APPROVING A CAPITAL EXPENDITURE FOR CARMEL AREA WASTEWATER DISTRICT (CAWD)/PEBBLE BEACH COMMUNITY SERVICE DISTRICT (PBSCD) RECLAMATION PROJECT TO PURCHASE 63 REVERSE OSMOSIS (RO) MEMBRANES IN AN AMOUNT NOT TO EXCEED \$32,855 PLUS FREIGHT CHARGES

-oOo-

WHEREAS, staff is recommending the purchase of 63 Reverse Osmosis (RO) membranes because of concerns over the remaining lifespan of existing membranes; and

WHEREAS, due to the higher concentration of feed water to the 3rd and 4th stages membranes, their useful life will be shorter. In addition to the fact that during the COVID-19 pandemic it has been difficult to consistently maintain supplies of the cerium-based coagulant; and

WHEREAS, staff feels it is prudent to have enough membranes on hand for all trains to avoid any production breaks; and

WHEREAS, the Reclamation Management Committee (RMC) gave its approval to purchase the filters at their February 8, 2022 meeting and acknowledged it would be an unbudgeted purchase.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the following:

1. Purchase of 63 Reverse Osmosis membranes including the bi-directional seals needed,
2. Addition of the cost of freight to the charges as stated at the time of shipment.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on February 24, 2022, by the following vote:

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

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT

To: Board of Directors
From: Barbara Buikema, General Manager
Date: February 24, 2022
Subject: Classification of Titles & Salary Ranges



RECOMMENDATION

It is recommended that the Board of Directors approve a resolution designating the classifications titles in the District and providing for the number of positions and monthly salary ranges.

DISCUSSION

The Computerized Maintenance Management Software -Plant Administrative Coordinator will be retiring in April of this year. To replace the position we were fortunate to be able to attract the current Purchasing Officer from Monterey One Water (M1W). As part of the negotiations, the candidate asked that his salary be a lateral move from M1W. This would require the District to increase the salary from Range 16 to Range 17, or 2.5%.

Given his over twenty years of experience in purchasing (14 years at M1W) and his personal recommendations, this request was presented to the Salary & Benefits Committee on February 18, 2022. After discussion, the Committee agreed with the request.

There will be approximately 6 weeks of overlap between the current CMMS-Plant Administrative Coordinator position and the new Purchaser/Plant Asset Coordinator Position for training purposes. This Board approved an amended job description at its regular December 2021 meeting.

FUNDING

This change in classification from a Range 16 to Range 17 represents an increase of \$197.03 per month or \$2,364.36 for a year. There are adequate funds in the O&M budget to cover this increase.

RESOLUTION NO. 2022-09
DESIGNATING CLASSIFICATION TITLES IN THE
CARMEL AREA WASTEWATER DISTRICT
AND PROVIDING FOR THE NUMBER OF POSITIONS AND
MONTHLY SALARY RANGES

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

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

Positions	Range	Classification Titles	SALARY STEPS				
			A	B	C	D	E
Administration							
1	n/a	General Manager	<i>Negotiated with Board of Directors</i>				
1	26	Principal Accountant	8,300.00	8,715.00	9,150.75	9,608.28	10,088.70
2	16	Administrative Assistant/Board Clerk	6,483.94	6,808.13	7,148.54	7,505.97	7,881.27
Engineering							
1	37	Principal Engineer	10,890.31	11,434.83	12,006.57	12,606.90	13,237.24
1	37	Plant Engineer	10,890.31	11,434.83	12,006.57	12,606.90	13,237.24
Treatment Plant Operations							
1	32	Operations Superintendent	9,625.45	10,106.72	10,612.06	11,142.66	11,699.79
1	32	Maintenance Superintendent	9,625.45	10,106.72	10,612.06	11,142.66	11,699.79
0	31	Associate Engineer	9,390.68	9,860.22	10,353.23	10,870.89	11,414.43
1	26	Operations Supervisor	8,300.00	8,715.00	9,150.75	9,608.28	10,088.70
1	24	Laboratory Supervisor	7,900.06	8,295.06	8,709.81	9,145.30	9,602.57
3	20	Senior Operator	7,157.06	7,514.92	7,890.67	8,285.20	8,699.46
1	19	Safety/Regulatory Compliance Administrator I	6,982.49	7,331.61	7,698.19	8,083.10	8,487.26
2	19	Laboratory Analyst II/Environmental Inspector	6,982.49	7,331.61	7,698.19	8,083.10	8,487.26
1	18	Maintenance Mechanic III	6,812.19	7,152.80	7,510.44	7,885.96	8,280.26
3	17	Plant Operator II	6,646.04	6,978.34	7,327.26	7,693.62	8,078.30
0	16	Laboratory Analyst I/Environmental Inspector	6,483.94	6,808.14	7,148.54	7,505.97	7,881.26
1	17	Purchaser/Plant Asset Coordinator	6,646.04	6,978.34	7,327.26	7,693.62	8,078.30
1	16	CMMS-Plant Administrative Coordinator	6,483.94	6,808.14	7,148.54	7,505.97	7,881.26
1	15	Maintenance Mechanic II	6,325.80	6,642.09	6,974.19	7,322.90	7,689.04
0	14	Maintenance Worker II	6,171.51	6,480.08	6,804.09	7,144.29	7,501.51
0	12	Plant Operator I	5,874.13	6,167.84	6,476.23	6,800.04	7,140.04
0	12	Maintenance Mechanic I	5,874.13	6,167.84	6,476.23	6,800.04	7,140.04
0	9	Maintenance Worker I	5,454.72	5,727.46	6,013.83	6,314.52	6,630.25
Collection Maintenance							
1	32	Collection System Superintendent	9,625.45	10,106.72	10,612.06	11,142.66	11,699.79
4	18	Collection Worker III	6,812.19	7,152.80	7,510.44	7,885.96	8,280.26
0	11	Collection Worker II	5,730.85	6,017.41	6,318.28	6,634.19	6,965.89
0	6	Collection Worker I	5,065.25	5,318.50	5,584.43	5,863.66	6,156.84
1	6	Collection/Maintenance Utility Worker I	5,065.25	5,318.50	5,584.43	5,863.66	6,156.84

29

Total Positions Authorized

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

Section 3. The Provisions hereof shall be in force and effect as of February 24, 2022

Section 4. That this resolution supercedes Resolution 21-30 in its entirety.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Wastewater District duly held on February 24, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: B. Buikema, General Manager

Date: February 24, 2022

Subject: Authorize Hire of Full-Time Collection/
Maintenance Utility Worker I

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the recruitment and hire of a full-time Collection/Maintenance Utility Worker I at Range 6.

DISCUSSION

The current 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.

After discussion with both the Maintenance and Collections Superintendents staff determined that the need for an entry level position remains, and the superintendents indicated this need would be better served by a full-time position. The rationale for a full-time position as follows:

- Collections would need to outsource the Closed Caption Television (CCTV) work remaining as required under the River Watch Agreement. A quote received from National Plant Services to complete 55,000 feet was \$247,500. After the CCTV work is complete Collections would still like to have a maintenance employee to perform weekly pump station maintenance, vehicle maintenance, and other entry level tasks.

- Maintenance informs that without the additional entry level worker he would need to return to outsourcing many of the tasks that had been returned as inhouse work at an estimated cost of \$99K per year. When contracting out we would need to guarantee minimum work levels whereas when we have internal staffing we can assign smaller tasks. For example, a painter will not show up for 2 hours to paint a pump so you have to combine tasks in order to ensure contractors will bid the job.
- Finally, there is considerable doubt that in the current labor market we would be able to attract another candidate for the remaining 1.5 year term on Mr. Quintero's contract.
- All of these points were presented to the Salary & Benefits Committee on February 18, 2022 with the request to replace Mr. Quintero at the same salary level but as a full-time position. The committee agreed with staff's request.

FUNDING

This position was allocated in the original budget for the term limited position so there would be no change in the overall current budget. Moving forward, assuming a full-time Range 6 position increases salaries \$60,783 - \$73,882.

Please note that this is a rough estimate of long term funding requirements. It is unlikely the position will remain a Range 6. It is the District's general policy to encourage our employees to obtain certifications and training to improve their ranking.

RESOLUTION NO. 2022-10

A RESOLUTION APPROVING RECRUITMENT AND HIRE OF 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 District has determined the cost to outsource these functions exceeds the cost of a staff hire for a year; and

WHEREAS, the District believes the need for additional staff in this position will be long terms; and

WHEREAS, the Salary & Benefits Committee met on February 18, 2022 and agreed with staff's analysis of the issue; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on February 24, 2022, that this proposal has merit and hereby authorizes the recruitment of and hiring of a full-time Collection/Maintenance Utility Worker I at Salary Range 6.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on February 24, 2022, by the following vote:

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

President of the Board

ATTEST:

Secretary to the Board

Other Items & Information/Discussion

STAFF REPORT



To: Board of Directors
 From: Barbara Buikema, General Manager
 Date: February 24, 2022
 Subject: CAWD Pension Plan – Actuarial Review July 1, 2021

RECOMMENDATION

It is recommended that the Board of Directors make a motion to accept the Carmel Area Wastewater District 2021 Actuary Report prepared by Nicolay Consulting.

DISCUSSION

Nicolay Consulting, the District’s actuary, has completed the July 1, 2021 report for the Strategic Asset Management Plan (SAM). The plan was reviewed by the Pension Committee on February 8, 2022.

Actuarial Report Highlights:

Employer Contribution for plan year ending June 30, 2021:	
Annual Contribution to fully amortize the Unfunded Actuarial Accrued Liability in five years (adjusted for monthly contributions)	\$-0-
Market Value of Asset on July 1, 2021	\$6,705,582
Actuarial Asset Value on July 1, 2021	\$5,957,082
Present Value of all Accrued Plan Benefits on July 1, 2021	\$5,512,764
Number of Participants on July 1, 2021	
Retired participants receiving benefits	4
Terminated vested participants entitled to future benefits	3
Active participants	6
Total participants	13

The plan’s funded status on an All Expected Future Benefits basis (represents the present value of all expected future benefits under the plan including benefits expected to be earned for future service based on future salary increases) as follows:

97%	June 30, 2016	103%	June 30, 2019
96%	June 30, 2017	102%	June 30, 2020
100%	June 30, 2018	108%	June 30, 2021

The unfunded actuarial accrued liability (UAL) as of July 1, 2021 is (\$444,318). Note: The negative value represents the UAL as an asset.

FUNDING

The 2021 Actuary Report recommended minimum required contribution for the 2021-22 Plan Year is \$-0-.

Nicolay Consulting Services charges to prepare the actuarial report and employee statements was \$6,647.50. This included preparation of Government Accounting Standards Board (GASB) 68 work for financial statements. The budget was \$10,000.

**Carmel Area
Wastewater District
Pension plan**

2021 Actuary's Report

Actuarially Determined Contribution for Plan Year 2021/22

Valuation Date: July 1, 2021
Plan Year Ending: June 30, 2022
Tax Year Ending: June 30, 2022



December 08, 2021

Ms. Barbara Buikema
Carmel Area Wastewater District
PO Box 221428
Carmel, CA 93922

Dear Ms. Buikema:

Re: Carmel Area Wastewater District Pension Plan - July 1, 2021 Actuary's Report

We have performed an actuarial valuation of the Carmel Area Wastewater District Pension Plan (the "Plan") for the purpose of determining the plan's funding status as of July 1, 2021 and Actuarially Determined Contribution (ADC) for the 2021/22 Plan Year. This report is provided solely for this purpose and should not be used or relied upon for other purposes. It also should not be disclosed or distributed to a third party, unless we provide written permission.

This report is based on actual experience through June 30, 2021 and plan provisions in effect on July 1, 2021. The valuation and cost calculations for the 2021/22 Plan Year, as summarized in this report, are based on participant data and un-audited Plan financial information provided by Carmel Area Wastewater District (the "District") as of July 1, 2021.

All costs, liabilities, and other factors under the plan were determined in accordance with generally accepted actuarial principles and procedures. In our opinion, the actuarial assumptions used are individually reasonable taking into account the experience of the plan and consistent expectations as to future experience. In combination, the actuarial assumptions represent our best estimate of the anticipated experience under the plan. The costs and actuarial exhibits presented in this report, in our opinion, fully and fairly disclose the actuarial position of the plan.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and changes in plan provisions or applicable law. Due to the limited scope of this assignment, we did not perform an analysis of the potential range of possible future measurements.

The actuarial calculations were completed under the supervision of Earlene L. Young. She is a member of the American Academy of Actuaries and meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein. There is no relationship between the plan sponsor and our employer that would impair our objectivity in preparing this report.

We would be pleased to answer any questions on the material contained in this report or to provide explanation or further detail as may be appropriate.

Respectfully submitted,

Nicolay Consulting Group



Earlene L. Young, MAAA, FCA, EA
Senior Actuary

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SECTION	II	Valuation Funding Information	5
SECTION	III	Asset Information	8
SECTION	IV	Census Data	11
SECTION	V	Assumptions and Methods	12
SECTION	VI	Plan Provisions	14

A. Highlights

Actuarially Determined Contribution for plan year ending June 30, 2022:		
Annual Contribution to fully amortize the Unfunded Actuarial Accrued Liability in five years (adjusted for monthly contributions)	\$	0
Market Value of Asset on July 1, 2021	\$	6,705,582
Actuarial Asset Value on July 1, 2021	\$	5,957,082
Present Value of all Accrued Plan Benefits on July 1, 2021	\$	5,512,764
Number of Participants at July 1, 2021:		
Retired participants receiving benefits		4
Terminated vested participants entitled to future benefits		3
Active participants		<u>6</u>
Total participants		13

B. Valuation Summary

The Carmel Area Wastewater District Pension Plan was established effective July 1, 1969 and has been amended from time to time since that date. The October 29, 2005 Plan amendment froze benefit service as of October 29, 2005, credited an additional 3 years of service for active employees and reduced normal retirement age from 65 to 62.

This section presents a summary of the valuation results and the funding status of the Plan at July 1, 2021:

1. Annual Cost

Based on funding the initial unfunded actuarial accrued liability over a period of five years from July 1, 2014 and each Gain/Loss over a 5 year period, the Actuarially Determined Contribution for the 2020/2021 Plan Year is \$0.

2. Change in Annual Cost

The Actuarially Determined Contribution remained at \$0 for the 2021/22 Plan Year.

	<u>2020/2021</u>	<u>2019/2020</u>	<u>2018/2019</u>
(1) Actuarially Determined Contribution (ADC)	\$0	\$0	\$0
(2) Covered Compensation (less than age 65)	\$784,366	\$747,631	\$711,527
(3) ADC as a Percentage of Covered Compensation	0%	0%	0%

B. Valuation Summary, continued

3. Funded Status

A plan's "funded status" is measured by comparing the Plan's assets with the Plan's actuarial liability. A ratio in excess of 100% means that the Plan's assets exceed the actuarial liability.

The Plan's actuarial liability may be measured in a variety of ways. Some of the alternatives are described below:

- **Hard Frozen/Terminated Plan Basis:**

This actuarial liability represents the actuarial present value of all benefits accrued as of the valuation date, based on service and salary at that date.

- **On-going Plan Basis:**

This actuarial liability represents the actuarial present value of all benefits allocated to plan years prior to the valuation date based on a particular actuarial cost method (i.e., Projected Unit Credit cost method). These calculations would include a projection of salary to the anticipated date of retirement/termination, based on the salary scale used for determining Plan cost.

- **All Expected Future Plan Benefits:**

This actuarial liability represents the actuarial present value of all expected future benefits under the Plan as of the valuation date including benefits expected to be earned for future service based on future salary increases. Since service was frozen on October 29, 2005 this is equal to the On-going plan basis.

The Plan's funded status is described below, based on each of these measures of actuarial liability for the current year and the past two years.

	June 30, <u>2021</u>	June 30, <u>2020</u>	June 30, <u>2019</u>
Actuarial Value of Assets	\$5,957,082	\$5,496,670	\$5,368,290
Actuarial Liabilities:			
Frozen Plan Basis	\$5,003,436	\$4,871,182	\$4,669,888
On-Going Plan/All Expected Future Plan Benefits	\$5,512,764	\$5,400,812	\$5,211,326
Funded Status:			
Frozen Plan Basis	119%	113%	115%
All Expected Future Plan Benefits	108%	102%	103%

C. Historical Summary

	<u>2021/2022</u>	<u>2020/2021</u>	<u>2019/2020</u>	<u>2018/2019</u>	<u>2017/2018</u>
Annual Costs					
Actuarially Determined Contribution	\$0	\$0	\$0	\$0	\$103,838
Employer Contribution Made	Not Available	Not Available	\$0	\$34,600	\$78,936
ASSETS AT BEGINNING OF PLAN YEAR					
Market Value of Assets	\$6,705,582	\$5,532,152	\$5,432,101	\$5,263,465	\$5,418,843
Actuarial Value of Assets	\$5,957,082	\$5,496,670	\$5,368,290	\$5,126,285	\$5,430,513
ACTUARIAL LIABILITIES AT BEZGINNING OF PLAN YEAR					
Actuarial Accrued Liability	\$5,512,764	\$5,400,812	\$5,211,326	\$5,112,788	\$5,639,170
Unfunded Actuarial Accrued Liability (Asset)	(\$444,318)	(\$95,858)	(\$156,964)	(\$13,497)	\$ 208,657
NUMBER OF PARTICIPANTS					
Retired	4	4	3	3	3
Disabled	0	0	0	0	0
Vested Termination	3	3	4	4	5
Active	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>
Total	13	13	13	13	14

A. Development of the 2021/2022 Employer Contribution

Contribution required to amortize the July 1, 2021 unfunded actuarial accrued liability over a closed 5-year period plus gains and losses over 5 years.

(a) Normal cost at July 1, 2021	\$	0
(b) Amortization of Unfunded Actuarial Accrued liability since July 1, 2021 over 5 years, payable as of beginning of year [see Section II(C)]		0
(c) Interest adjustment for monthly payments at 4.50%		<u>0</u>
(d) Actuarially Determined Contribution for 2021/2022 plan year, payable monthly	\$	<u><u>0</u></u>

B. Development of the Unfunded Actuarial Accrued Liability

1. Projected Unit Credit actuarial accrued liability as of July 1, 2021	
(a) Active Participants	\$2,566,604
(b) Retired Participants	2,565,414
(c) Disabled Participants	0
(d) Terminated Vested Participants	<u>380,746</u>
	\$5,512,764
2. Actuarial Value of Assets as of July 1, 2021	<u>\$5,957,082</u>
3. Unfunded Actuarial Accrued Liability (asset) as of July 1, 2021 (1) – (2)	<u>(\$ 444,318)</u>

C. Summary of Amortization Bases Used in Development of 2021/2022 Employer Contribution Range

Amortization bases for the District have been fully amortized as of June 30, 2021. Future actuarial gains and losses on/after July 1, 2021 will be amortized over a 5-year period beginning on the date established. Since the Plan is fully funded, the amortization payment is zero.

<u>Item</u>	<u>Initial Amount</u>	<u>Date Established</u>	<u>Initial Period (Years)</u>	<u>Remaining Balance on 7/1/2021</u>	<u>Annual Amortization Payment (Payable Monthly)</u>
Total				<u>N/A</u>	<u>0</u>

A. Statement of Plan Assets at June 30, 2021

The assets of the Carmel Area Wastewater District Pension Plan are invested with Commonwealth Financial Network

Investments:	
Cash and Cash Equivalents	\$ 310,883
Pooled Mutual Fund-Equity	3,865,261
Pooled Mutual Fund-Fixed Income	2,474,335
Participant Loans	<u>9,856</u>
Cash value at June 30, 2021	\$ 6,660,335
Receivable from disbursement account	\$45,247
Loan payment receivable	<u>0</u>
Market Value assets at June 30, 2021	<u>\$ 6,705,582</u>

B. Changes in Assets during the 2020/2021 Plan Year

1. Market Value assets at July 1, 2020		\$ <u>5,532,152</u>
2. Changes during year		
(a) Credits		
(i) Employer contributions	\$ 0	
(ii) Participant contributions	0	
(iii) Earned income	175,063	
(iv) Investment gain (unrealized and realized)	<u>1,215,617</u>	
(v) Total credits		1,390,680
(b) Charges		
(i) Investment Expenses	\$ 42,135	
(ii) Retirement and Disability benefits	173,066	
(iii) Lump sum benefits	0	
(iv) Loan defaulted	0	
(v) Administrative fees	<u>2,049</u>	
(vi) Total charges		<u>217,250</u>
3. Market Value assets at June 30, 2021 = 1 + 2(a)(v) - 2(b)(v)		\$ <u>6,705,582</u>

C. ACTUARIAL VALUE OF ASSETS – ASSET AVERAGING

(1)	July 1, 2021 Market Value			\$ 6,705,582
(2)	Previous Asset Gains and Losses			
		(i)	(ii)	(iii)
		<u>Amount</u>	<u>Weighting</u>	<u>(i) x (ii)</u>
(a)	2020/21 Gain	\$ 1,103,538	2/3	\$735,692
(b)	2019/20 Gain	38,424	1/3	<u>12,808</u>
(c)	Total Asset Adjustment			\$748,500
(3)	Adjusted Assets [(1) – (2)(e)(iii)]			\$5,957,082
(4)	Minimum Actuarial Value of Assets [85% x (1)]			5,699,745
(5)	Maximum Actuarial Value of Assets [115% x (1)]			7,711,419
(6)	Actuarial Value of Assets [(3); not less than (4) or more than (5)]			\$5,957,082

A. Classification of Participants

	<u>July 1, 2021</u>	<u>July 1, 2020</u>
1. Active participants accruing benefits:		
(a) Under normal retirement age	5	5
(b) Over normal retirement age	<u>1</u>	<u>1</u>
(c) Total	6	6
2. Terminated participants with deferred vested benefits	3	3
3. Retired and disabled participants presently receiving benefit payments	<u>4</u>	<u>4</u>
4. Total = (1c) + (2) + (3)	<u><u>13</u></u>	<u><u>13</u></u>

B. Age and Service Profile of Active Participants

<u>Age</u>	<u>Completed Years of Accrual Service July 1, 2021</u>						<u>Total</u>
	<u>1-4</u>	<u>5-9</u>	<u>10-14</u>	<u>15-19</u>	<u>20-30</u>	<u>30+</u>	
0-24	0	0	0	0	0	0	0
25-29	0	0	0	0	0	0	0
30-34	0	0	0	0	0	0	0
35-39	0	0	0	0	0	0	0
40-44	0	0	0	0	0	0	0
45-49	0	0	0	1	2	0	3
50-54	0	0	0	0	1	0	2
55-59	0	0	0	0	1	0	0
60-64	0	0	0	0	1	0	1
65-69	0	0	0	0	0	0	0
70+	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>5</u>	<u>0</u>	<u>6</u>

Active Participants

	<u>July 1, 2021</u>	<u>July 1, 2020</u>
Average Age	52.93	51.93
Average Service Plan Participation:	22.97	21.97
Average Annual Salary:	\$130,728	\$124,605

A summary of the actuarial methods and assumptions used in the July 1, 2021 actuarial valuation of the Plan follows:

Actuarial Methods:

Actuarial Cost Method: Projected Unit Credit Actuarial Cost Method

Valuation of Assets: Effective July 1, 2014, the Actuarial Value of Assets are determined based on the smoothed market value (without phasing). Under this method, a gain or loss for a year is determined by calculating the difference between the expected value of the assets for the year and the fair market value of assets at the valuation date. The actuarial value of assets is equal to the market value of plan's assets with gains subtracted or losses added at the rates described as follows:

- (1) 2/3 of the prior year's gain or loss, plus
- (2) 1/3 of the second preceding year's gain or loss

The asset value determined under this method will be adjusted to be no greater than 115% and no less than 85% of the fair market value.

Before July 1, 2014, assets are valued at fair market value on June 30 as reported by the District.

Actuarial Assumptions:

Investment Yield: Pre-retirement, net of expenses:
4.50% per annum.

Post-retirement, net of expenses:
(a) Lump Sums: 6.25%,
(b) Annuities: 4.50%.

Salary Scale: 3.5% per annum.

Rate of Retirement: Participants are expected to retire on their Normal Retirement Date.

Rate of Employee Turnover: None

Rate of Disability:	None
Rate of Mortality:	<p>(1) Pre-retirement: None</p> <p>(2) Post-retirement:</p> <p>(a) Lump Sums: 1994 GAR Mortality Tables, blended 50% male and 50% female.</p> <p>(b) Annuities: PubG(A)-2014 Healthy Annuitant Generational Mortality Tables with Generational Projection Scale MP-2020 (Males and Female).*</p> <p>*For the 2020 year, PubG(A)-2014 Healthy Annuitant Generational Mortality Tables with Generational Projection Scale MP-2019 (Males and Female).</p>
Expenses:	It is assumed that expenses will be paid by investment returns greater than the assumed investment yield (i.e., investment return is net of expenses).
Payment Form:	<p>It is assumed that :</p> <p>(a) 50% participants elect lump sums,</p> <p>(b) 50% participants elect annuity payments;</p> <p>at retirement, termination, death or disability.</p>
Amortization Period of Unfunded Liabilities	The unfunded actuarial accrued liabilities are fully amortized as of July, 1 2021. Gains and losses arise on/after July 1, 2021 will be amortized over a 5-year period.

Effective Date:	July 1, 1969
Most Recent Restatement Date:	July 1, 2003
Most Recent Amendment Date:	Effective July 1, 2009
Plan Year:	July 1 to June 30
Eligibility for Coverage:	All employees hired prior to October 29, 2005.
Employee Contribution:	None required.
District Contribution:	Full cost of Plan.
Normal Retirement Date:	July 1 after reaching age 62 and completing five years of Plan participation.
Delayed Retirement Date:	First of any month following actual retirement after attaining age 62 and completion of five years of Plan participation. An employee can work beyond his normal retirement date and continue to earn pension benefits.
Early Retirement Date:	None
Disability	Total and permanent disability which lasts at least six months resulting in termination of employment.
Normal Form of Retirement Benefit:	The amount of annual retirement income determined by the benefit formula is payable monthly for life with 120 payments guaranteed.
Automatic Form of Distribution of Retirement Benefit:	Unless otherwise elected by the participant, the normal retirement benefit will be automatically paid to a married participant in the form of a reduced actuarial equivalent joint and 50% to survivor annuity.

Optional Forms of Distribution of Retirement Benefit:	<p>If elected by the participant, his benefit, in an actuarial equivalent amount, may be paid in the form of:</p> <ul style="list-style-type: none"> (a) a joint and survivor annuity with the reduced survivor annuity payable as 50%, 66-2/3% or 100% of the monthly benefit payable during the lifetime of the participant; (b) a straight life annuity; (c) a life only annuity; (d) a lump sum payment.
Formula for Annual, Normal Retirement Benefit:	2.5% of the average earnings paid to the employee during the highest one plan year, multiplied by the number of years of accrual service.
Accrual Service:	Total number of Years in which an employee is credited with at least 1,000 hours of service. No accrual service shall be credited after October 29, 2005. Participants employed on October 29, 2005 shall be credited with an additional 3 years plus 0.333 years for the period July 1, 2005 through October 31, 2005.
Early Retirement Benefit:	None
Benefit at Deferred Retirement:	Greater of the accrued benefit, based on accrual service and compensation to late retirement date and the actuarially increased Normal Retirement Benefit.
Disability Benefit:	Immediate payment of actuarial equivalence of the accrued benefit calculated the same as a retirement benefit, based on average earnings and accrual service as of the disability retirement date.
Death Benefit:	
Prior to Retirement:	The greater of the actuarial equivalent of the Vested Accrued Benefit (applicable to married or unmarried participants), or the benefit the participant's spouse would have received if the participant had terminated on his date of death and elected to begin receiving his benefit under the automatic joint and 50% to surviving spouse pension option commencing on his earliest retirement date
After Retirement:	In accordance with the annuity payment form in effect.

Vesting:

<u>Years of Vesting Service</u>	<u>Vested Percent</u>
0-2	0%
3	20%
4	40%
5	60%
6	80%
7 or more	100%

Vesting Service

Total number of Years in which an employee is credited with at least 1,000 hours of service. For participants employed on October 29, 2005, an additional three years is credited.

Benefit:

Vested Accrued Benefit as of date of termination, payable as of Normal Retirement date. Immediate lump sum option available.

Plan Factors for Actuarial
Equivalence

Interest: 6.25%
Pre-Retirement Mortality: None
Post Retirement Mortality: 94 GAR (50% male 50% female)

Termination of Plan:

In the event of termination of the Plan, funds are to be distributed, to the extent available, in the following order:

- (a) benefits of participants who had retired prior to plan termination;
- (b) benefits of participants who had reached Normal Retirement Age at termination, but had not yet retired;
- (c) all other benefits;

Administration:

The District is the Plan Administrator.

Funding of Plan:

Through a Trust, assets are held at Commonwealth Financial Network.

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: February 24, 2022
Subject: User Fee Refund Policy Change

RECOMMENDATION

It is recommended that the Board of Directors make a motion to accept the recommended policy statement regarding User Fee Refunds as articulated below.

DISCUSSION

The Board of Directors articulated a new User Fee Refund policy at their regular January 2022 meeting. After a request from two constituents brought this matter before the board there was a review of the current policy and the last ten years of refunds. At that time the District was following a legal opinion issued in 1989 that advised a refund up to four years based on Revenue and Taxation Code §5097. The Board agreed to change the policy so that any refund issued, once confirmed, would extend for as long as records indicated ownership of the property.

In addition, the Board directed staff to calculate and issue full refunds to any ratepayer who within the last ten years was issued a refund that was restricted to the four year policy.

Suggested policy statement:

Upon uncovering a situation where a parcel is incorrectly charged user fees, the District will refund the full amount for however many years the error has been in effect. The refund will be issued calculated based upon confirmation within the District's records and placement on Monterey County's property tax rolls.

FUNDING

Unable to compute accurately – based on prior experience it could be \$10K per year.

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: February 24, 2022
Subject: Pension Funding Policy

RECOMMENDATION

It is recommended that the Board of Directors make a motion to accept the recommended policy statement to strive for 95% funding of both CalPERS Classic and CalPERS PEPR (Public Employees Pension Reform Act) accounts.

DISCUSSION

The Pension Committee met on February 8, 2022. After a discussion of the CalPERS actuarial reports and reviewing potential termination scenarios the Pension Committee articulated their recommendation to develop and present to the full Board a policy statement to fully fund CalPERS. Specifically, to fund at 95% +/- 2.5%.

Suggested policy statement:

It is the intent of the Carmel Area Wastewater District to maintain funding in its CalPERS pension accounts, both Miscellaneous Classic and PEPR, at 95% with a possible variance of 2.5% +/-.

FUNDING

This is a long term funding goal. CalPERS returns for fiscal year ending 06-30-21 were 21.3% meaning the plan will be 100% funded. The Pension Committee will also be recommending an annual \$100K transfer to the District's Section 115 plan.

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, GM
Date: February 24, 2022
Subject: Spring 2022 Newsletter Topics

RECOMMENDATION

It is recommended that the Board of Directors further discuss the merits of recommending to the public that they utilize their kitchen disposals in lieu of composting.

DISCUSSION

At the January 27, 2022 regular board meeting the Board agreed that one of the articles in the newsletter should be to encourage the public to utilize their kitchen disposal in lieu of composting. Staff has received considerable disapproval (i.e. staff, consultants, CWEA) of this idea and would like the Board to discuss it further.

Senate Bill 1383 mandates that organic material be placed in a recycling bin or composted at home in an effort to remove it from landfills. The Board requested that an article encourage use of home disposals because the District has the ability to turn waste to energy and given that it will likely raise rates it was felt that we should not restrict the public's use of the system.

Staff has made several arguments against increased use of the in-sink disposal:

- Monterey Peninsula Waste Management District Frequently Asked Questions:

Why shouldn't I use my garbage disposal for my food scraps? It's convenient and they don't go to the landfill.

This is a good question. It may be more convenient, but what we often don't see or realize is the process of moving and treating our wastewater is resource extensive, including the cost to us and our municipalities.

A large amount of energy, water and chemicals are used to get our food scraps from our kitchen disposals, over the miles between your home and the wastewater treatment plant and then processed through the treatment system, including physical, chemical and biological treatment, separating out the solids, known as biosolids. Biosolids, are transported to a permitted facility for composting, land application or to a landfill. So, when we choose the cart over the disposal, we conserve valuable resources, contribute towards a beneficial new resource—compost, and we also reduce carbon emissions by saving energy otherwise generated to move and treat water.

- Increased Sanitary Sewer Overflow's: for residential users the most likely impact of people increasing use of their disposal will be issues in home plumbing first, but if an overflow is in our line it certainly is not the direction we want to go. Food waste increases the likelihood of clogs. The main point is neither residents nor the District likes clogs. Residential behavior may-self regulate with increased home plumbing repairs. But either way the user pays more: either they are paying for home plumbing repairs or they pay higher user fees.
- Restaurants should be a separate and greater concern for us. We acknowledge that there is a grease problem in downtown Carmel, the Crossroads, and the Barnyard. If restaurants add food particles it will stick to the grease and make the fatbergs even bigger. We should not recommend restaurants put more food scraps down the disposal. (Our newsletter is delivered to both residential and commercial customers).
- Using the garbage disposal requires using more water – recommended practice is to have water running the entire time the disposal is in operation.
- The District has been advising the public to not use their garbage disposal for years. This is a complete 180 degree turn from prior advice.
- We have no data on whether the amount of food potentially coming into the plant would be significant. Or previous efforts at waste to energy involved putting food waste that was a slurry directly into the digester. But now the food waste would be in the wastewater stream and require treatment prior to the digester and potentially greater frequency line cleaning. We could be increasing our costs without gaining any significant energy.
- Even if residential units send some of their waste down the disposal they are still going to have to engage in composting efforts. Not everything is appropriate for the in-sink disposal and must go into compost bins.

FUNDING

The 2021-22 Budget provides \$34,000 for two newsletters and a Prop 218 Notice – this includes consultant services for design and writing, printing, postage, and delivery. The Spring 2022 issue is the second of the two issues planned and is included in the approved newsletter budget. Fiscal Year to date expenditures for newsletter preparation are \$11,115.82.

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: February 24, 2022
Subject: CalPERS Annual Valuation Report as of June 30, 2020

RECOMMENDATION

No action is required; this report is informational only.

DISCUSSION

The Public Agency Actuarial Valuation Report for both the Classic and Public Employees Pension Reform Act (PEPRA) CalPERS plans were reviewed 02-08-22 with the Pension Committee.

06-30-20	Normal Accrued Liability	Market Value of Assets	UAL (Unfunded Liability)	Funded Ratio
Classic	\$7,353,724	\$6,395,122	\$958,602	86.96%
PEPRA	\$788,000	707,343	\$80,657	89.76%
<i>total</i>	\$8,141,724	\$7,102,465	\$1,039,259	87.24%

Note that there is a two-year lag between the valuation date and the start of the contribution fiscal year. The assets, liabilities, and funded status of the plan are measured as of the valuation date, June 30, 2020. The required contributions determined by the valuation are for the fiscal year beginning two years after the valuation date.

The District timed its additional discretionary payments (\$816,300) rather well last year because we were able to take advantage of CalPERS investment returns in 2021. CalPERS reported returns of 21.3% on investments for the 12-month period that ended June 30, 2021.

Under the Funding Risk Mitigation Policy approved by the CalPERS Board of Administration in 2015 the return triggered a reduction in the discount rate used to calculate employer and member contributions. The discount rate or assumed rate of return will drop from its current level of 7% to 6.8%. The drop in the discount rate will result in slightly higher employer contributions.

The Unfunded Actuarial Liability (UAL) per the valuation for Classic is \$224,380 and for PEPRA \$20,858. For fiscal year 2021-22 the District paid the UAL for Classic \$2,811 and PEPRA \$31. We have been advised by our CalPERS actuary that it may be to our advantage to not paydown any remaining UAL because of the returns in 2021.

To demonstrate why, I have included two scenario analysis spreadsheets. The first for the Miscellaneous plan or Classic assumes an investment return of 21.3% in 2020-21 and 1.0% in 2021-22 and assumes a discount rate of 6.80%. Under these assumptions the projected funded rate by the end of 2022-23 is 100.8% assuming the District pays down \$9,274 of the UAL. The second analysis utilizes the same assumptions for interest and discount rate and shows the PEPRA plan is 100.1% funded by the end of 2022-23 assuming the District pays down \$708 of the UAL.

FUNDING

While there is not a recommendation to fund the UAL at this time, the Budget Committee will bring forward a recommendation to fund an additional \$100K into the Section 115 account in the 2022-23 budget document.

The full Annual Valuation Report is available at:

<https://www.calpers.ca.gov/page/employers/actuarial-resources/public-agency-actuarial-valuation-reports>

Exhibit B CLASSIC

Agency: CARMEL AREA WASTEWATER DISTRICT MISCELLANEOUS PLAN

Rate Plan ID: 5923

MVA 6/30/2020

\$ 6,395,122

Fiscal Year

2020 - 2021 2021 - 2022

Investment Return*

21.3% 1.0%

Economic Assumption Change

Discount Rate: 6.80%
Inflation Rate: 2.30%
Payroll Growth Rate: 2.80%

Risk Mitigation: Undo Risk Mitigation

Three Choices of Paydown Options:

1. "Longest to Shortest". Select from drop down menu (cell B7) and click "Run Scenario" button.
2. "Shortest to Longest". Select from drop down menu (cell B7) and click "Run Scenario" button.
3. Customized order of payoff. Enter a unique number for each base. **DO NOT** click "Run Scenario" button.

Longest to Shortest

Total Payments \$ 9,274 21-22 ADP Amount \$ - Total Payments \$ 9,274 Funded Ratio 2020 val: 87.0%
Interest Paid \$ 64,459 21 - 22 Payment Date Interest Paid \$ 64,459

Order of Payoff	Base Name and FULL/PARTIAL Payoff	Balance as of June 30, 2022	Remaining Period	Original Schedule		2/11/2022		Total ADP (Valued Mid-year)	Schedule with ADP		Contribution Difference	Projected Funded Ratio End of Year
				Balance	Payment	Total Savings	Balance		Payment			
2	Assumption Change 2021	\$ 16,961	21	2020-21	\$ 958,602	\$ 774,667		\$ 958,602	\$ 774,667		106.1%	
3	Risk Mitigation 2021	(757,397)	21	2021-22	\$ (490,296)	\$ 2,908		\$ (490,296)	\$ 2,908		100.9%	
1	Investment (Gain)/Loss 2022	448,618	22	2022-23	\$ (55,185)	\$ 9,274		\$ (55,185)	\$ 9,274		100.8%	
8	Fresh Start 2015 FULL	-	1	2023-24	\$ (68,522)	\$ -		\$ (45,050)	\$ -		100.5%	
9	Investment (Gain)/Loss 2016 FULL	-	1	2024-25	\$ (73,181)	\$ -		\$ (48,114)	\$ -		100.5%	
10	Non-Investment (Gain)/Loss 2016 FULL	-	1	2025-26	\$ (78,157)	\$ -		\$ (51,385)	\$ -		100.5%	
11	Assumption Change 2016 FULL	-	1	2026-27	\$ (83,472)	\$ -		\$ (54,880)	\$ -		100.5%	
12	Investment (Gain)/Loss 2017 FULL	-	1	2027-28	\$ (89,148)	\$ -		\$ (58,611)	\$ -		100.5%	
13	Non-Investment (Gain)/Loss 2017 FULL	-	1	2028-29	\$ (95,210)	\$ -		\$ (62,597)	\$ -		100.5%	
14	Assumption Change 2017 FULL	-	1	2029-30	\$ (101,684)	\$ -		\$ (66,854)	\$ -		100.5%	
15	Investment (Gain)/Loss 2018 FULL	-	1	2030-31	\$ (108,599)	\$ -		\$ (71,400)	\$ -		100.5%	
16	Non-Investment (Gain)/Loss 2018 FULL	-	1	2031-32	\$ (115,984)	\$ -		\$ (76,255)	\$ -		100.5%	
17	Assumption Change 2018 FULL	-	1	2032-33	\$ (123,871)	\$ -		\$ (81,440)	\$ -		100.5%	
18	Method Change 2018 FULL	-	1	2033-34	\$ (132,294)	\$ -		\$ (86,978)	\$ -		100.5%	
6	Investment (Gain)/Loss 2019	8,703	19	2034-35	\$ (141,290)	\$ -		\$ (92,893)	\$ -		100.5%	
7	Non-Investment (Gain)/Loss 2019	29,085	19	2035-36	\$ (150,898)	\$ -		\$ (99,209)	\$ -		100.5%	
4	Investment (Gain)/Loss 2020	172,554	20	2036-37	\$ (161,159)	\$ -		\$ (105,956)	\$ -		100.5%	
5	Non-Investment (Gain)/Loss 2020	26,291	20	2037-38	\$ (172,118)	\$ -		\$ (113,160)	\$ -		100.5%	
				2038-39	\$ (183,822)	\$ -		\$ (120,855)	\$ -		100.5%	
				2039-40	\$ (196,322)	\$ -		\$ (129,074)	\$ -		100.5%	
				2040-41	\$ (209,672)	\$ -		\$ (137,851)	\$ -		100.5%	
				2041-42	\$ (223,930)	\$ -		\$ (147,224)	\$ -		100.5%	
				2042-43	\$ (239,157)	\$ -		\$ (157,236)	\$ -		100.5%	
				2043-44	\$ (255,420)	\$ -		\$ (167,928)	\$ -		100.5%	
				2044-45	\$ (272,789)	\$ -		\$ (179,347)	\$ -		100.5%	
				2045-46	\$ (291,339)	\$ -		\$ (191,542)	\$ -		100.5%	
				2046-47	\$ (311,150)	\$ -		\$ (204,567)	\$ -		100.5%	
				2047-48	\$ (332,308)	\$ -		\$ (218,478)	\$ -		100.5%	
				2048-49	\$ (354,905)	\$ -		\$ (233,334)	\$ -		100.5%	
				2049-50	\$ (379,039)	\$ -		\$ (249,201)	\$ -		100.5%	
				2050-51	\$ (404,814)	\$ -		\$ (266,147)	\$ -		100.5%	
				2051-52	\$ (432,341)	\$ -		\$ (284,245)	\$ -		100.5%	

Exhibit C PEPRA

Agency: CARMEL AREA WASTEWATER DISTRICT PEPRA MISCELLANEOUS PLAN

Rate Plan ID: 26996

MVA 6/30/2020

\$ 707,343

Fiscal Year

2020 - 2021 2021 - 2022

Investment Return*

21.3% 1.0%

Economic Assumption Change

Discount Rate: 6.80%
 Inflation Rate: 2.30%
 Payroll Growth Rate: 2.80%

Risk Mitigation: Undo Risk Mitigation

Three Choices of Paydown Options:

1. "Longest to Shortest". Select from drop down menu (cell B7) and click "Run Scenario" button.
2. "Shortest to Longest". Select from drop down menu (cell B7) and click "Run Scenario" button.
3. Customized order of payoff. Enter a unique number for each base. **DO NOT** click "Run Scenario" button.

Longest to Shortest

Total Payments \$ 25,439 21-22 ADP Amount \$ - Total Payments \$ 25,440 Funded Ratio 2020 val: 89.8%
 Interest Paid \$ 25,901 21 - 22 Payment Date Interest Paid \$ 25,901

Order of Payoff	Base Name and FULL/PARTIAL Payoff	Balance as of June 30, 2022	Remaining Period	Original Schedule		21-22 ADP Amount	Schedule with ADP		Contribution Difference	Projected Funded Ratio End of Year
				Balance	Payment		Total ADP (Valued Mid year)	Balance		
2	Assumption Change 2021	\$ 6,347	21	2020-21	\$ 80,657	\$ 63,268	\$ 80,657	\$ 63,268	\$ -	105.8%
3	Risk Mitigation 2021	(78,672)	21	2021-22	\$ (58,876)	\$ 32	\$ (58,876)	\$ 32	\$ -	101.1%
1	Investment (Gain)/Loss 2022	49,620	22	2022-23	\$ (462)	\$ 708	\$ (462)	\$ 708	\$ -	100.1%
4	Non-Investment (Gain)/Loss 2020	2,817	20	2023-24	\$ 11,962	\$ 588	\$ 11,962	\$ 588	\$ -	99.3%
5	Investment (Gain)/Loss 2020	19,083	20	2024-25	\$ 12,168	\$ 567	\$ 12,168	\$ 567	\$ -	99.4%
6	Non-Investment (Gain)/Loss 2019	343	19	2025-26	\$ 12,409	\$ 547	\$ 12,409	\$ 547	\$ -	99.4%
7	Investment (Gain)/Loss 2019 FULL	-	1	2026-27	\$ 12,688	\$ 526	\$ 12,688	\$ 526	\$ -	99.5%
8	Fresh Start 2018 FULL	-	1	2027-28	\$ 13,006	\$ 96	\$ 13,006	\$ 96	\$ -	99.5%
				2028-29	\$ 13,792	\$ 1,312	\$ 13,792	\$ 1,312	\$ -	99.6%
				2029-30	\$ 13,373	\$ 1,312	\$ 13,373	\$ 1,312	\$ -	99.7%
				2030-31	\$ 12,927	\$ 1,312	\$ 12,927	\$ 1,312	\$ -	99.7%
				2031-32	\$ 12,449	\$ 1,312	\$ 12,449	\$ 1,312	\$ -	99.7%
				2032-33	\$ 11,940	\$ 1,312	\$ 11,940	\$ 1,312	\$ -	99.8%
				2033-34	\$ 11,395	\$ 1,312	\$ 11,395	\$ 1,312	\$ -	99.8%
				2034-35	\$ 10,814	\$ 1,312	\$ 10,814	\$ 1,312	\$ -	99.8%
				2035-36	\$ 10,193	\$ 1,312	\$ 10,193	\$ 1,312	\$ -	99.9%
				2036-37	\$ 9,530	\$ 1,312	\$ 9,530	\$ 1,312	\$ -	99.9%
				2037-38	\$ 8,822	\$ 1,312	\$ 8,822	\$ 1,312	\$ -	99.9%
				2038-39	\$ 8,065	\$ 1,312	\$ 8,065	\$ 1,312	\$ -	99.9%
				2039-40	\$ 7,258	\$ 1,312	\$ 7,258	\$ 1,312	\$ -	99.9%
				2040-41	\$ 6,395	\$ 1,312	\$ 6,395	\$ 1,312	\$ -	100.0%
				2041-42	\$ 5,473	\$ 1,281	\$ 5,473	\$ 1,281	\$ -	100.0%
				2042-43	\$ 4,522	\$ 407	\$ 4,522	\$ 407	\$ -	100.0%
				2043-44	\$ 4,409	\$ 407	\$ 4,409	\$ 407	\$ -	100.0%
				2044-45	\$ 4,289	\$ 407	\$ 4,289	\$ 407	\$ -	100.0%
				2045-46	\$ 4,160	\$ 407	\$ 4,160	\$ 407	\$ -	100.0%
				2046-47	\$ 4,023	\$ 407	\$ 4,023	\$ 407	\$ -	100.0%
				2047-48	\$ 3,876	\$ 407	\$ 3,876	\$ 407	\$ -	100.0%
				2048-49	\$ 3,719	\$ 407	\$ 3,720	\$ 407	\$ -	100.0%
				2049-50	\$ 3,552	\$ 407	\$ 3,552	\$ 407	\$ -	100.0%
				2050-51	\$ 3,373	\$ 407	\$ 3,374	\$ 407	\$ -	100.0%
				2051-52	\$ 3,182	\$ 406	\$ 3,183	\$ 407	\$ -	100.0%

Carmel Area Wastewater District

WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

Construction Progress Report

February 11th, 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		0	
Value Added Change Order Cost ⁽¹⁾	% of Bid Amount	\$1,473	0%
Non Value Added Change Order Cost ⁽²⁾	% of Bid Amount	\$23,264	0.3%
Total Change Order Cost	% of Bid Amount	\$0	0%
Current Contract Value		\$7,291,500	
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		157 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		29%	
Total Project Cost Expended		21% (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 and resubmittals were received and reviewed this period for concrete reinforcement, motor control centers, major valves, the grit collector, and slide gates. Most of the major equipment has been favorably reviewed or is close to obtaining favorable review.

2.1.2 PLC Programming

PLC programming by Frisch Engineering has commenced, CAWD staff met with Frisch Engineering in early February to review the control strategies for the new PLC programs.

2.2 Site Work

2.2.1 Potholing/Locating Existing Utilities

None.

2.3 Sludge Holding Tank Replacement

Clark Bros worked on foundation backfill and concrete forms and rebar for the tank bottom slab and wall dowels. The electrical subcontractor installed a portion of the new ductbank for the tank equipment and roughed in some above ground electrical conduits.

2.4 Influent Pump Station Rehab

The electrical subcontractor worked on rough in of above ground electrical conduits including core drilling the existing for wall penetrations.

2.5 Headworks Rehab

The electrical subcontractor worked on rough in of above ground electrical conduits including core drilling the existing for wall penetrations.

2.6 Chlorination Building Rehab

The electrical subcontractor completed the underground conduit to the lab building and reinstalled the existing sidewalk that was demoed during installation of the ductbanks in this area.

2.7 3W System Improvements

No work observed.

2.8 Effluent Pump Station Rehab

The electrical subcontractor worked on rough in of above ground electrical conduits including core drilling the existing for wall penetrations.

Section 3: Project Issues

No issues to report at this time.

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	23	4
Submittals	97	17

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)	4	2	2	NA
Change Orders	0	0	0	\$24,737

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 0.3% of the project cost. The project management team is continually monitoring the costs of potential changes to manage costs.

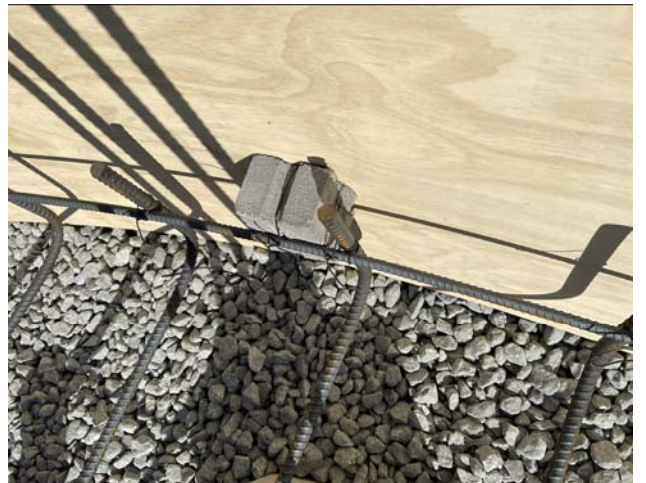
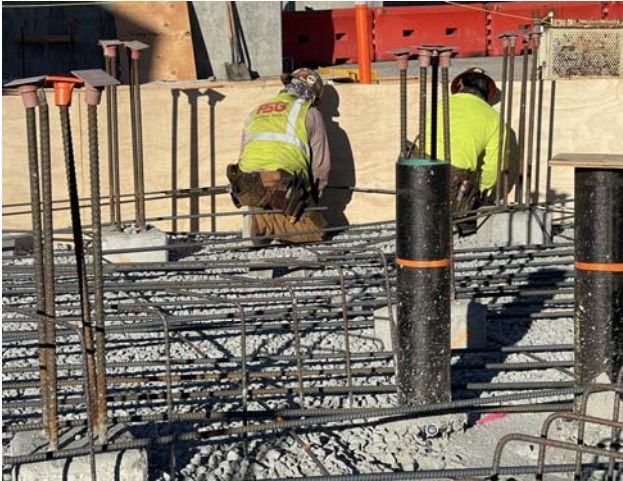
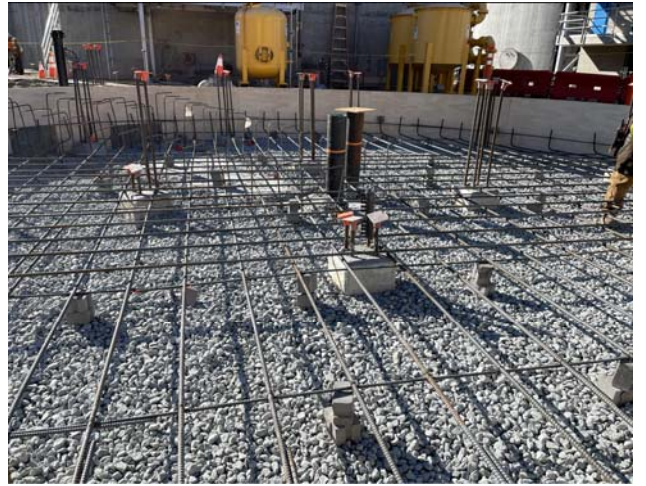
Currently the amount to be paid to CBI is 21% (not including retention) of the total approved budget (23% with retention).

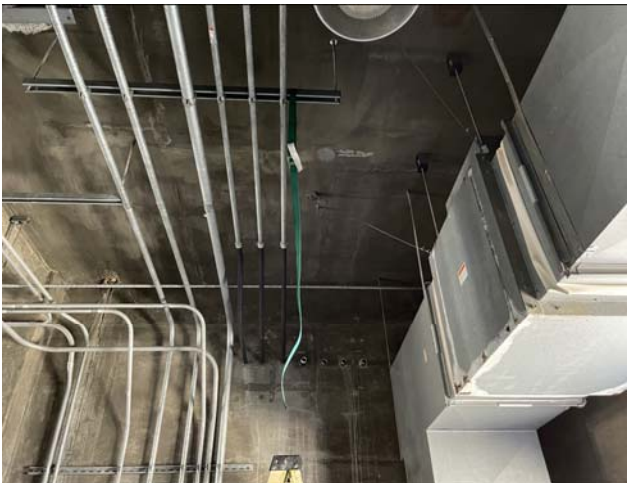
Section 7: Photos

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

Photos:
Sludge Holding Tank
Replacement

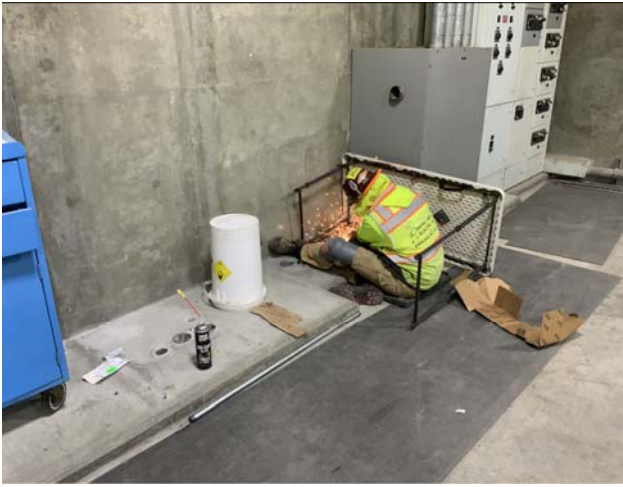






Photos:
Influent Pump Station Rehab





Photos:
Headworks Rehab



Photos:
Chlorination Building Rehab



Photos:
Effluent Pump Station Rehab



STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: February 24, 2022
Subject: Board Retreat Planning

RECOMMENDATION

No formal action is required - this report is intended to aid the development of Board retreat topics, timing, etc.

DISCUSSION

On February 4, 2022, the Board President and Pro Tem met to discuss ideas from board members that were submitted at the regular January meeting for a Board retreat. They developed a combined shortened list with the topics below being presented to the full Board for consideration.

- How should the Board respond to staff's desire to be a top-ranked wastewater district?
- With the change to permissive accessory dwelling units (ADU) regulations, the demarcation between single and multiple family residences is no longer as clear cut. What policies should we put in place regarding ADU's?
- Discuss expansion to Mid-Valley and Carmel Valley Village. The relationship to the regional system?
- Clean Energy
- PARETO Principle – 80% of outcomes/outputs result from 20% of all causes/inputs
- Climate change and its impact on CAWD
- Where is our focus? Who is our audience?

Current tentative location is the vehicle bay at the treatment plant – identical to where we held the annual picnic this year. Tentatively scheduled time is second week of May, 2022. Finally, consideration of multiple half-day meetings vs. full day was discussed.

FUNDING

Unknown currently; assume cost for facilitator and refreshments of approximately \$3K.

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 24, 2022

Subject: Summary of Monterey County Treasurer
Report dated 12-31-21



RECOMMENDATION

No action required – this is informational only.

DISCUSSION

The U.S. economy during this period was characterized by the following factors: significant increase in COVID-19 cases with the emergence of the Omicron variant, high inflation and consumer confidence rebounds, and the Federal Reserve doubling its pace of tapering plus planning its interest rate liftoff earlier than first signaled.

The Federal Open Market Committee (FOMC) support began diminishing. While the Federal Funds Target Rate remained at 0%-0.25%, the Federal Reserve's large-scale asset purchases began to taper.

On December 31, 2021, the Monterey County investment portfolio contained an amortized book value of \$2,483,664,029 spread among 225 separate securities and funds. The par value of those funds was \$2,473,716,071 with a market value of \$2,471,600,788 or 100% of amortized book value. The portfolio's net earned income yield for the period was 0.42%. The portfolio produced an estimated quarterly income of \$2,371,430 that will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 503 days. The County Treasury continues to use shorter term debt to provide portfolio liquidity and enhanced investment opportunities.

PORTFOLIO CHARACTERISTICS			
	06-30-21	09-30-21	12-31-21
Total Assets	\$2,196,394,068.88	\$2,129,066,305.90	\$2,473,716,071.02
Market Value	\$2,211,758,053.83	\$2,140,839,223.96	\$2,471,600,788.14
Days to Maturity	604	571	503
Yield	0.69%	0.57%	0.42%
Estimated Earnings	\$3,788,827.31	\$2,945,448.07	\$2,371,429.71

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

PORTFOLIO ASSET COMPOSITION 12-31-21	
Corporate Notes	9.9%
Overnight Liquid Assets	25.8%
US Treasuries	37.5%
Federal Agencies	14.8%
Commercial Paper	7.2%
Negotiable CDs	2.4%
Supranationals	2.4%
Municipal Bonds	<0.1%
Asset Backed Securities	<0.1%

Future Strategy: Given the volatile market environment related to the COVID-19 pandemic, the Treasury continues strategically investing matured assets while accounting for potential liquidity needs. As market conditions evolve, the portfolio is well positioned for interest rate increases and will continue to be actively managed under the established tenets of safety and liquidity while seeking to maximize the total rate of return.

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

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

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 24, 2022

Subject: Reclamation Management Committee (RMC) Meeting 02-08-22

RECOMMENDATION

No action is required; this report is informational only.

DISCUSSION

- The RMC agreed to award the audit services contract to the Pun Group for fiscal years 2021-24
- The RMC agreed that CAWD staff should order 63 Reverse Osmosis membranes for \$35K, which is an unbudgeted expenditure.
- Mr. Grover reviewed the financial statements indicating the project was in good financial standing as it moves into the irrigation season.
- Mr. Waggoner reviewed the maintenance and water recovery efforts at the plant and is working with Trussell Engineering to maximize water production. Even though the District is following a preventive maintenance program, Mr. Waggoner indicated that the facility is beginning to show its age, as it is experiencing various pipe and pump failures.
- Mr. Peter Von Langen from the Central Coast Water Board performed an unannounced site inspection on November 16th and was complimentary of the operation. Mr. Von Langen indicated it will be a minimum of another year or longer before a new permit will be issued.
- Mr. Becker, District Engineer of Pebble Beach Community Service District gave a review of activities in the Distribution System including the 90% design submittal for the pipeline cathodic protection system. He reviewed the capital budget to date and indicated the variance was +\$35K.
- Forest Lake Reservoir is at 100% of 115 million gallons (MG) of the permitted maximum capacity. The seasonal low of 30 MG was in mid-October.

**CARMEL AREA WASTEWATER DISTRICT
SUMMARY OF RETIREMENT PENSION PLAN TRUSTEES
MEETING HELD – February 8, 2022**

A meeting of the Retirement Pension Plan Trustees was held on Tuesday, February 8, 2022 at 1:00 p.m.

Those Present Included: Michael Rachel, Director, Trustee
Rob Wellington, Legal Counsel, Trustee
Robert Siegfried, Director, Trustee
Barbara Buikema, General Manager, Trustee
Bill Hastie, Hastie Financial Group
Haley Hitchman, Hastie Financial Group

Note: This meeting was held via ZOOM software

I. 4th Quarter 2021 Review

As of 12-31-21 the total weighted return for the quarter was 4.17%. The Ending Balance with accrued interest was \$6,814,177. Total Gains for the quarter were \$233,705. For the calendar year the total weighted return was 9.82%.

Mr. Hastie described the portfolio strategy as “core satellite strategy” meaning that it will continue to maintain its core holdings in iShares Core and Columbia Contrarian Core fund and all other holdings act as “satellites” to the core to buffer changes in the market. In the equity market the portfolio added BlackRock Systematic Multi-Strategy Institutional in an effort to react proactively to both inflation and interest increases. The annualized return of BlackRock was 2.82%. Nonetheless, the bond market has been a challenge because it has turned from high returns experienced in 2020 to current low returns. The strategy has been to shorten the duration – during inflationary periods the goal is shorter. The portfolio went from 7 years to 2-4 years. If rates increase, there is an inverse relationship to bond rates.

II. 1st Quarter Action Plan

Equity markets had a rough start to the year with concerns about inflation and rising COVID case growth in the first part of the year leading to sell-offs for all three major U.S. indices. The S&P 500 lost 5.17 percent in January despite a late-month rally, the Dow Jones Industrial Average (DJIA) lost 3.24 percent, and the technology-heavy Nasdaq Composite Index experienced an 8.96% decline.

Despite the negative returns, fundamentals showed signs of improvement during February. The positive employment report and the money supply up Mr. Hastie opined that we may expect up to a 50-basis point hike in interest rates in March. In an increasing interest rate environment, the dollar will strengthen in emerging markets.

Hastie Financial has recommended several changes to the portfolio, including a movement into Indian emerging markets. The economy remains in relatively good shape to start the year – risks have shifted from mainly medical to economic and political, but the economy has showed continued growth and market fundamental remain healthy. Hastie recommends a well-diversified portfolio remains the best path forward.

Portfolio Risk Measures (3-year measure):

	Three Year	S&P 500	Five Year	S&P 500	Ten Year	S&P 500
Beta (a)	0.69		0.67		0.68	
Standard Deviation (b)	12.36	17.41	10.64	15.39	9.17	13.08
Mean	19.50	26.07	14.00	18.47	12.06	16.55
Alpha	1.31		1.12		0.63	

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

(b) Strategy is to remain at roughly 2/3 of S & P 500, this is inline with current investment objectives.

III. SAM Actuarial Report

The 2021 Actuary Plan was presented to the Committee. It was noted that 13 participants remain in the plan, 6 of which are still active. The actuarial asset value on July 1, 2021, is \$5,957,082. The present value of all accrued plan benefits is \$5,512,764. The unfunded actuarial accrued liability is <\$444,318>, or an asset. The plan is 108% funded.

IV. CalPERS Actuarial Reports

The annual CalPERS Valuation Report for both the Classic and PEPRA plans was presented. The summary status as follows:

	Normal Accrued Liability	Market Value of Assets	UAL (Unfunded Liability)	Funded Ratio
Classic	\$7,353,724	\$6,395,122	\$958,602	86.96%
PEPRA	\$788,000	\$707,343	\$80,657	89.76%
<i>total</i>	\$8,141,724	\$7,102,465	\$1,039,259	87.24%

The Committee stated their support for a policy of 95% funding +/- 2.5%.

While both plans are currently funded below 95% it was noted that CalPERS returns for the year ending 06-30-21 were 21.3% and would positively impact the funding level. Additionally, the funding shown in the chart above is through 06-30-21. The District made an additional discretionary payment in August 2021 bringing the UAL down to an estimated \$259,364. The expectation is that due to the returns of 21.3% the UAL will be eliminated, and the plan fully funded.

V. Section 115

The Section 115 account balance as of 02-03-22 is \$502,325.60. The Committee agreed to move forward on a recommendation to the Budget Committee to fund an additional \$100K into the account for fiscal year 22-23.

There being no further business, the meeting was adjourned at approximately 2:30 p.m.

Respectfully submitted,
Barbara Buikema, General Manager

Carmel Area Wastewater District Defined Benefit Plan



H F G Hastie Financial Group

For confidence in your future

4th Quarter and 2021 Performance Review

1st Quarter 2022 Action Plan

February 8, 2022

Change in Market Value Register

From 10/1/2021 to 12/31/2021

Carmel Area Wastewater

Account Name	Performance Start Date	Beginning Value with Accrued Interest (\$)	Net Contributions/ Withdrawals (\$)	Total Gains/Losses (\$)	Net Income (\$)	Ending Balance with Accrued Interest (\$)	Net Change (\$)	Performance Stop Date	TWR (%)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)	10/01/2021	6,586,331.36	(46,291.92)	51,931.47	233,704.54	6,814,177.69	274,138.24	12/31/2021	4.17
Total	10/1/2021	\$6,586,331.36	(\$46,291.92)	\$51,931.47	\$233,704.54	\$6,814,177.69	\$274,138.24	12/31/2021	4.17

Change in Market Value Register

From 1/1/2021 to 12/31/2021

Carmel Area Wastewater

Account Name	Performance Start Date	Beginning Value with Accrued Interest (\$)	Net Contributions/ Withdrawals (\$)	Total Gains/Losses (\$)	Net Income (\$)	Ending Balance with Accrued Interest (\$)	Net Change (\$)	Performance Stop Date	TWR (%)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)	01/01/2021	6,380,109.46	(184,418.32)	349,864.54	314,136.42	6,814,177.69	618,486.55	12/31/2021	9.82
Total	1/1/2021	\$6,380,109.46	(\$184,418.32)	\$349,864.54	\$314,136.42	\$6,814,177.69	\$618,486.55	12/31/2021	9.82

Performance by Security

From 10/1/2021 to 12/31/2021

Carmel Area Wastewater

Holdings by Account and Asset Class (Primary)

Description	Market Value (10/1/2021)	Purchases / Sales	Interest Dividends Cap. Gains	Market Value (12/31/2021)	Annualized Return % (IRR Net of Fees)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)					
Domestic Equity					
iShares Core S&P 500 ETF	849,005.77	2,952.83	2,952.83	943,035.94	11.08
Columbia Contrarian Core Fund Advisor CI	480,864.67	61,321.07	61,321.07	520,956.08	8.34
JPMorgan Large-Cap Growth Fund CI I	454,212.10	63,687.59	63,687.59	491,320.85	8.17
Neuberger Berman Large-Cap Value Fund Institutional CI	456,351.18	23,885.81	23,885.81	480,456.37	5.28
MFS Mid-Cap Value Fund CI I	268,712.29	16,172.28	16,172.28	296,186.11	10.22
Bridgeway Small-Cap Value Fund	269,191.85	7,573.76	7,573.76	288,166.72	7.05
iShares Morningstar Mid-Cap Growth ETF	213,578.83	345.41	345.41	227,456.85	6.50
Vanguard Consumer Discretionary Index Fund CI Administrative	193,334.54	408.19	408.19	213,110.15	10.23
Federated Hermes Kaufmann Small-Cap Fund Institutional Shares	210,839.84	15,140.64	15,140.64	200,895.57	-4.72
Total Domestic Equity	\$3,396,091.08	\$191,487.58	\$191,487.58	\$3,661,584.64	7.82
International Equity					
PGIM Jennison International Opportunities Fund-CI Z	327,678.49	287.02	287.02	333,039.75	1.64
iShares MSCI International Quality Factor ETF	193,150.12	2,054.70	2,054.70	202,908.44	5.05
PGIM Jennison Emerging Markets Equity Opportunities Fund- CI A	129,538.07	.00	.00	120,478.29	-6.99
Total International Equity	\$650,366.69	\$2,341.72	\$2,341.72	\$656,426.48	0.93

Performance by Security

From 10/1/2021 to 12/31/2021

Carmel Area Wastewater

Holdings by Account and Asset Class (Primary)

Description	Market Value (10/1/2021)	Purchases / Sales	Interest Dividends Cap. Gains	Market Value (12/31/2021)	Annualized Return % (IRR Net of Fees)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)					
Domestic Bond					
PGIM High-Yield Fund- CI Z	569,169.42	13,673.07	13,673.07	572,659.15	0.61
BlackRock Floating Rate Income Portfolio Institutional	1,133.51	9.15	9.15	1,140.39	0.61
American Funds Strategic Bond Fund CI F-2	872,365.66	(858,746.77)	4,925.50	.00	-1.00
Loomis Sayles Inflation-Protected Securities Fund CI Institutional	330,316.06	(327,304.38)	7,405.83	.00	1.33
Total Domestic Bond	\$1,772,984.66	(\$1,172,368.93)	\$26,013.55	\$573,799.54	-0.05
Alternative					
BlackRock Systematic Multi-Strategy Institutional	526,891.12	13,855.92	13,855.92	541,770.65	2.82

Performance by Security

From 1/1/2021 to 12/31/2021

Carmel Area Wastewater

Holdings by Account and Asset Class (Primary)

Description	Market Value (1/1/2021)	Purchases / Sales	Interest Dividends Cap. Gains	Market Value (12/31/2021)	Annualized Return % (IRR Net of Fees)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)					
Domestic Equity					
iShares Core S&P 500 ETF	885,906.89	(150,902.49)	11,231.60	943,035.94	28.94
Columbia Contrarian Core Fund Advisor CI	365,125.65	119,185.67	61,321.07	520,956.08	23.83
JPMorgan Large-Cap Growth Fund CI I	793,951.20	(327,905.48)	63,687.59	491,320.85	17.73
Neuberger Berman Large-Cap Value Fund Institutional CI	.00	468,905.47	23,885.81	480,456.37	7.96
MFS Mid-Cap Value Fund CI I	.00	270,469.23	16,172.28	296,186.11	16.47
Bridgeway Small-Cap Value Fund	.00	266,976.54	12,667.59	288,166.72	13.31
iShares Morningstar Mid-Cap Growth ETF	355,452.43	(156,298.76)	939.93	227,456.85	12.74
Vanguard Consumer Discretionary Index Fund CI Administrative	.00	201,449.16	1,372.29	213,110.15	6.51
Federated Hermes Kaufmann Small-Cap Fund Institutional Shares	509,426.56	(321,860.19)	15,140.64	200,895.57	11.90
Columbia Dividend Income Fund Advisor CI	438,746.15	(464,132.30)	.00	.00	5.79
Total Domestic Equity	\$3,348,608.87	(\$94,113.15)	\$206,418.80	\$3,661,584.64	20.11

Performance by Security

From 1/1/2021 to 12/31/2021

Carmel Area Wastewater

Holdings by Account and Asset Class (Primary)

Description	Market Value (1/1/2021)	Purchases / Sales	Interest Dividends Cap. Gains	Market Value (12/31/2021)	Annualized Return % (IRR Net of Fees)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)					
International Equity					
PGIM Jennison International Opportunities Fund- CI Z	717,701.69	(437,823.90)	287.02	333,039.75	14.99
iShares MSCI International Quality Factor ETF	.00	203,725.10	2,054.70	202,908.44	0.61
PGIM Jennison Emerging Markets Equity Opportunities Fund- CI A	.00	133,376.58	.00	120,478.29	-9.67
Bank of New York Mellon Global Emerging Markets CI I	.00	25,816.56	.00	.00	-9.84
Total International Equity	\$717,701.69	(\$74,905.66)	\$2,341.72	\$656,426.48	2.50

Performance by Security

From 1/1/2021 to 12/31/2021

Carmel Area Wastewater

Holdings by Account and Asset Class (Primary)

Description	Market Value (1/1/2021)	Purchases / Sales	Interest Dividends Cap. Gains	Market Value (12/31/2021)	Annualized Return % (IRR Net of Fees)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)					
Domestic Bond					
PGIM High-Yield Fund- CI Z	538,547.66	36,382.09	36,382.09	572,659.15	6.33
BlackRock Floating Rate Income Portfolio Institutional	.00	1,914.02	5,076.84	1,140.39	2.38
American Funds Inflation Linked Bond Fund CI F-2	.00	(9,909.10)	.00	.00	3.02
American Funds Strategic Bond Fund CI F-2	.00	12,878.74	9,681.24	.00	-0.37
American Funds U.S. Government Securities CI F-2	293,291.21	(290,128.00)	13,695.82	.00	3.66
BlackRock Inflation-Protected Bond Inv Institutional	307,961.53	(309,512.97)	2.19	.00	0.57
Columbia Mortgage Opportunities Fund Advisor CI	.00	5,372.30	8,402.59	.00	0.48
Goldman Sachs Enhanced Income Fund CI Administration	.00	24.09	379.30	.00	0.17
Guggenheim Total Return Bond Fund Institutional CI	420,061.50	(405,465.81)	2,381.28	.00	-3.73
Loomis Sayles Inflation-Protected Securities Fund CI Institutional	.00	11,457.98	12,756.74	.00	0.39
Total Domestic Bond	\$1,559,861.90	(\$946,986.66)	\$88,758.09	\$573,799.54	2.53
Alternative					
BlackRock Systematic Multi-Strategy Institutional	.00	547,314.24	13,855.92	541,770.65	1.56
International Bond					
PGIM Global Total Return Fund CI Z	477,850.23	(451,614.69)	2,734.20	.00	-6.30

	3 Month	1 Year	3 Year	5 Year
S&P 500 TR	11.03	28.71	26.07	18.47
Russell 1000	9.78	26.45	26.21	18.43
Russell Mid Cap	6.44	22.58	23.29	15.10
Russell 2000 Growth	2.14	14.82	20.02	12.02
MSCI EAFE	2.69	11.26	13.54	9.55
MSCI Emerging Markets	-1.31	-2.54	10.94	9.87
Barclays Capital US Aggregate	0.01	-1.54	4.79	3.57

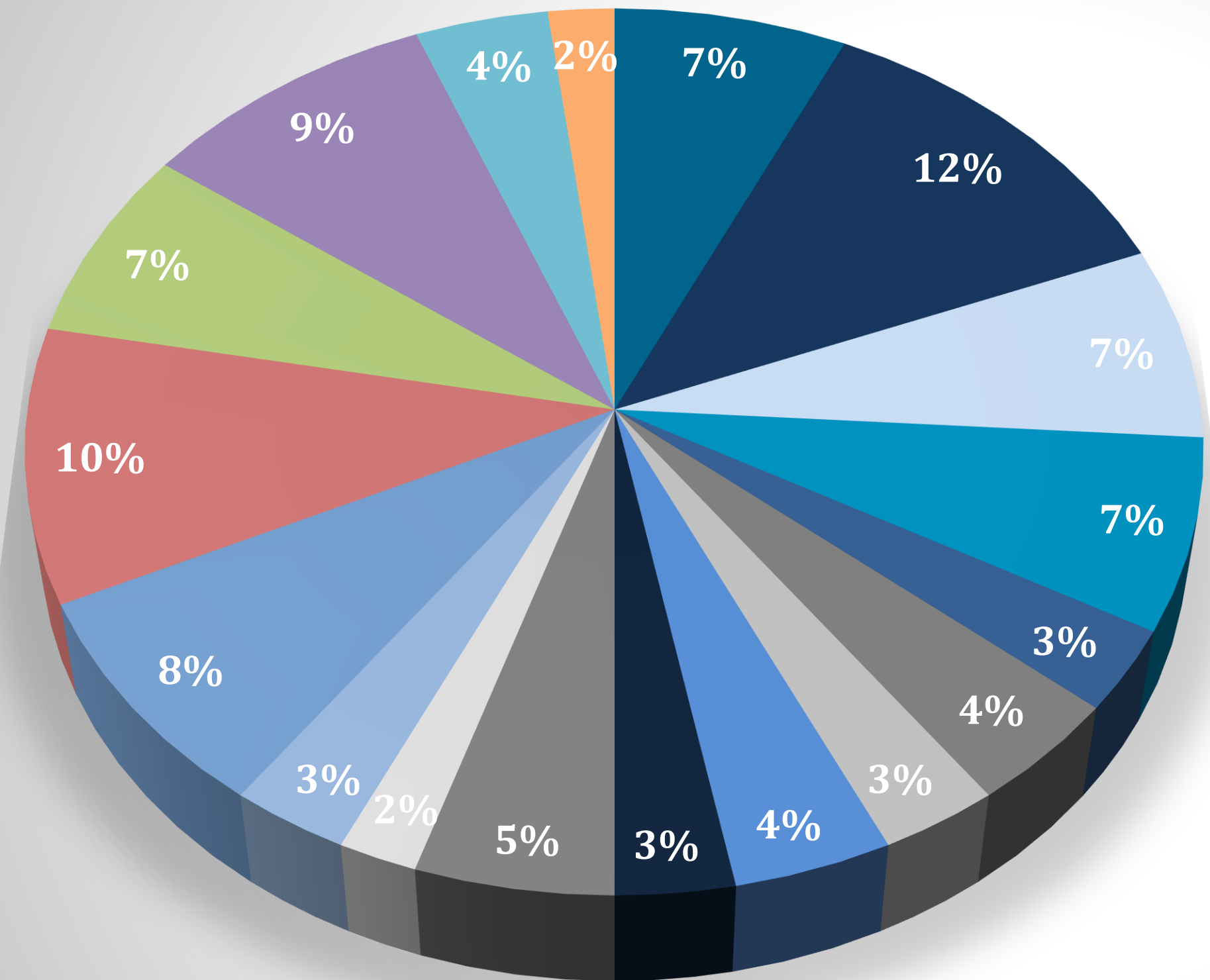
■ Sell:

- Federated Kaufmann Small Cap
- iShares MSCI Intl Quality Factor
- PGIM Jennison Emerging Markets
- American Funds Strategic Bond
- Loomis Sayles Inflation Protected

■ Buy:

- Congress Small Cap
- Wasach Emerging India
- PGIM US Real Estate
- Baird Intermediate Bond
- Fidelity Total Bond
- Nuveen Floating Rate Income

- Rebalance the rest of the portfolio



- JP Morgan Large Cap Growth - 7%
- iShares Core S&P 500 - 12%
- Columbia Contrarian Core - 7%
- Neuberger Berman Large Value - 7%
- iShares Morningstar Mid Cap - 3%
- MFS Mid Value - 4%
- Congress Small Cap - 3%
- Bridgeway Small Value - 4%
- Vanguard Consumer Discretionary - 3%
- PGIM International Opportunities - 5%
- Wasach Emerging India - 2%
- PGIM US Real Estate - 3%
- BlackRock Multi Strategy - 8%
- Baird Intermediate Bond - 10%
- Fidelity Total Bond - 7%
- PGIM High Yield - 9%
- Nuveen Floating Rate - 4%
- Cash - 2%

BETA:

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

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	0.69	0.67	0.68

Mutual Fund/ETF	3 Year Beta	Net Expense Ratio
JP Morgan Large Cap Growth	1.04	0.69
iShares Core S&P 500	1.00	0.03
Columbia Contrarian Core	1.00	0.75
Neuberger Berman Large Cap Value	1.03	0.63
iShares Morningstar Mid Cap	1.06	0.06
MFS Mid Value	1.11	0.77
Congress Small Cap	1.10	1.25
Bridgeway Small Value	1.15	0.92
Vanguard Consumer Discretionary	1.32	0.10
PGIM International Opportunities	0.88	0.90
Wasach Emerging India	1.03	1.45
PGIM US Real Estate	0.84	1.00
BlackRock Multi Strategy	0.14	0.98
Baird Intermediate Bond	0.73	0.30
Fidelity Total Bond	1.00	0.36
PGIM High Yield	0.72	0.50
Nuveen Floating Rate Income	0.18	0.78

STANDARD DEVIATION:

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

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	12.36	10.64	9.17
Standard & Poor's 500 Index	17.41	15.39	13.08

MEAN:

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

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	19.50	14.00	12.06
Standard & Poor's 500 Index	26.07	18.47	16.55

ALPHA:

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

	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>
CAWD Portfolio	1.31	1.12	0.63

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 24, 2022

Subject: Quarterly Progress Report (Nov 2021 – Jan 2022)



RECOMMENDATION

This report is informational only – no action is required. The Board requested a quarterly update of progress made throughout the District. This report is designed to offer a high-level view of the period covering November 2021 through January 2022.

DISCUSSION

General Management

- The Rancho Canada project is nearly complete. We anticipate bringing the final to the Board in March.
- We continue to negotiate with Monterey County on the Carmel River Floodplain Restoration and Environmental Enhancement Project (CRFREE). While little progress appears to have been made, the County has not received a firm financing commitment from the Federal Emergency Management Agency either. Nonetheless, we continue to work to move this project forward.
- The Local Hazard Mitigation Plan for Monterey County is currently out for public comment and has been posted to the CAWD web site. Public comment is open through March 11, 2022. The next step will require a resolution from the Board to accept.
- The Electrical/Mechanical Rehab Project is progressing well with minimal problems and change orders.
- The District continues to submit samples to Biobot for COVID-19. Unfortunately, the Delta and Omicron strains did show spikes in the readings. We were recognized by both the State Water Resources Control Board and the California Water Quality

Monitoring Council for our efforts and participation in COVID monitoring.

- A Pretreatment Ordinance was passed by the Board in September 2021 and amended in December 2021 to clarify language regarding grease interceptors in public right of way.
- Formed a Source Control Task Force to explore ways to make our program more effective and efficient utilizing Six Sigma methodologies.

Financial Matters

- Our current financial auditor has decided to retire so we needed to find a new firm. Audit services request for proposal were sent to 15 firms and we obtained 4 responses. The three year contract was awarded for both CAWD and the Reclamation Project to the PUN Group.
- The District opened a Section 115 Trust with CalPERS and the Board approved in December 2021. This was a simple transfer of funds from the County Treasurer to a new account at CalPERS. We have spoken extensively with CalPERS actuaries about paying down Unfunded Accrued Liability this year and were advised to wait due to CalPERS earnings for year ending 06-30-21.
- The administration office continues to refine the Source Control billing/collection function. The intent here is to keep the Source Control staff out in the streets making inspections and educating the public on best management practices, and to keep the administrative aspects of this process focused on the organization of the records and timely payments of the permits.
- Working with the Board of Directors the User Fee Refund Policy was redefined to allow for refunds with no restriction as to a specified date or number of years permitted to refund.
- Working with Pension Committee to present to the Board a policy statement to fund CalPERS at 95% with a 2.5+/- on either side was approved.
- Staff has been working on the budget since October 2021 – this may be the year that we finally get a true collaborative end product!

Personnel Management

- Revised and updated the job description for the Purchasers/Plant Asset Coordinator. Karla Cristi will be retiring in April, which means that we need to replace this highly valuable position.

- We have engaged ADP, Inc. to utilize an electronic Human Resources portal. We are currently in the midst of training the Human Resource Consultant and the General Manager. The next step will be to push it down to Superintendents. This application will allow all employee to easily access their personnel information.
- The negotiations for health insurance for calendar year 2022 resulted in the District agreeing to 6.5% premium increase, which the Board agreed to accept.

Public & Community Relations

- All public meetings have either stopped or are being held via ZOOM due to COVID.
- Potable Water and Sewer Agencies have formed a new manager's group that will meet quarterly named "Clean & Dirty Water" to discuss issues that focus on water.
- I continue to attend all CSA 1, CSA50, and SDA meetings that are just recently starting to be in person. I also attended the Rancho Canada kick off meeting for the pipeline project that had only one attendee – but we carried on as if that one resident was our most important customer!
- The codification project has commenced with American Legal. I have placed this under the Heading Public & Community because it will provide the public with a powerful resource in government transparency. The intention of this project is to make research of District records easy not only for staff but also for the public. It will, in short, provide order to the last 100 years of CAWD regulations. We anticipate a first draft in May 2022.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 24, 2022

Subject: Call for Nominations of Candidates to Fill Two Special District Seats on LAFCO

RECOMMENDATION

This is informational only. Qualified individuals may submit their nomination by returning the application to LAFCO by February 28, 2022 at 5:00 p.m.

DISCUSSION

This is a call for nominations for candidates to fill two Special District seats on the Local Agency Formation Commission of Monterey County. One seat is a Special District Representative (Regular) seat with a four-year term that will expire in May 2026. The second seat is the Special District Representative (Alternate) that will expire in May 2026.

A qualified Director/Trustee may nominate himself or herself as a candidate to serve on LAFCO. The completed nomination must be returned to LAFCO by February 28, 2022. No Board action is required for a self-nominated candidate.

After the close of the nomination period, the LAFCO office will prepare a ballot listing the qualified candidates. Each District will receive a mail-in ballot and voting instructions in February. All Directors/Trustees will be requested to vote and return a signed ballot. The new representative will be seated by May 2022.

FUNDING

N/A

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

MEMORANDUM

DATE: January 28, 2022

TO: Independent Special District General Managers, Fire Chiefs and CEOs

FROM: Kate McKenna, AICP,
Executive Officer

SUBJECT: Call for Nominations of Candidates to Fill Two Special District Seats
on LAFCO (**Due by February 28, 2022**) –

(1) Regular Member Seat (Term Expires May 2026)

(2) Alternate Member Seat (Term Expires May 2026)

Instructions to District General Managers and Presidents/CEOs

Please forward this Call for Nominations to your District's Board of Directors or Trustees. Qualified individuals may submit their own nominations by returning the attached form to the LAFCO Office by **February 28 at 5:00 p.m.**

Call for Nominations

This is a call for nominations for candidates to fill two Special District seats on the Local Agency Formation Commission of Monterey County. One seat is a Special District Representative (Regular) seat with a four-year term that will expire in May 2026. This seat is currently held by Mary Ann Leffel (Monterey Regional Airport District), and the term is expiring in May 2022. The second seat is the Special District Representative (Alternate) to LAFCO. This seat is currently held by Graig R. Stephens (Soledad Community Health Care District), and the term is expiring in May 2022. Please note that the Special District Representative (Regular) seat held by Warren E. Poitras (Monterey County Regional Fire Protection District) is NOT open for nominations.

Selection Process and Schedule

A qualified Director/Trustee may nominate himself or herself as a candidate to serve on LAFCO. Please return the completed nomination form by February 28, 2022. No Board action is required for a nomination. After the close of the nomination period, the LAFCO Office will prepare a ballot listing the qualified candidates. Each District will receive a mail-in ballot and voting instructions in March. All Boards of Directors/Trustees will be requested to vote and return a signed ballot. Depending on the number of qualified candidates and to ensure diversity in representation, the voting process may require sequential ballots. The new representatives will be seated by May 2022.

Candidate Qualifications

By policy, all three Special District LAFCO representatives should reflect a broad cross-section of services and geography, and no two Commissioners shall be from agencies that provide like services. Therefore, candidates for this election shall not be from a Fire District. Also, each candidate must be an elected or appointed board member of a Monterey County independent special district, residing within the County, and not a member of a legislative body of a city or county.

Please contact Senior Analyst, Jonathan Brinkmann if you have any questions about the selection process or qualifications. He can be reached at (831) 754-5121 or by email at brinkmannj@monterey.lafco.ca.gov.

Attachment: Nomination Form and Candidate Statement

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, _____, 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: _____

Address: _____

Phone and e-mail: _____

District represented: _____

Your position with the District: _____

Number of years as a District Board Member or Trustee: _____

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

Signed: _____

Name (Print): _____

Date: _____

Thank you for your interest in serving on LAFCO of Monterey County.

STAFF REPORT



To: Board of Directors

From: Domine Barringer
Secretary of the Board

Date: February 24, 2022

Subject: Form 700 Statement of Economic Interest FY2021-2022
Reminder and Timeline Submission

RECOMMENDATION

It is recommended that the Board of Directors and all principal officers who are filing Form 700 submit the final documents into the administration office on or before March 15, 2022.

DISCUSSION

The filing deadline, for Form 700, into Clerk of the Board for Monterey County is April 1st, 2022. Having the submission completed in advance allows time for any corrections that are needed prior to the April 1st deadline.

Copies of the prior year Form 700 and the current Form 700 have been provided under separate cover.