

## Questions Set #1

Staff was asked about the work done by West Yost Associates on our Collection system and how it related to our current collections budget.

While I attempted to give a "short" answer, the resolution will be an agenda item next month by Rachel Lather and Daryl Lauer to update this item.

## Question Set #2

p. 42: Two dotted lines that are not explained in the legend appear on the graph. They look like linear models of achievements to date, but don't seem to be informativer. What is their purpose?

The two light dotted lines are trend lines. The blue is for line cleaning and the orange is for CCTV.

The graph would better inform if it is split into separate graphs, one each for cleaning and inspection, each consisting of two monthly time series lines, one showing the cumulative requirement to the target date and one showing the cumulative achievement to date. That would illustrate well the main subject of interest, which, in my view, is whether we will be in compliance by the drop-dead-date.

Staff can split the graph into two graphs if desired. We can also show a 36-month timeline.

p. 43: 8/13/2020 3:21 PM "Possible main blockage Called by plumber of a possible blockage in District main line. Staff cleaned District main and found no blockage."

Did we thank the plumber?

Yes, our goal over the last several years has been to create a relationship with local plumbers where they know to call us – there will not be any blame or finger pointing. Call us and we will help. There have been several plumbers that have called us in the past for the same thing and we always encourage them to call us and thank them.

Will he get a "Happy Holidays" card from us?

The District does not send out holiday cards.

I think we should put a commendation and his picture in our newsletter. Doing so would

encourage plumbers to report problems.

We should mention in the newsletter for plumbers or homeowners to call us if they see problems in the District main lines. Naming a specific plumber is not advised as it might be taken as an endorsement of one firm over another.

p. 47: Bottom bullet. What happens in emergencies when one person is on duty? Should we not have some hydraulic/mechanical device for lifting assistance?

If lifting is required, then the second on call person would be called. Staff can then use the forklift, crane, etc. for lifting.

p. 49: Who/What is Sedgwick?

Third party Worker Compensation Administrator

p. 81: Why did the previous integrator become unavailable?

Health reasons

What is our capacity to oversee critically the performance of these services?

Capacity is good. Maintenance has completed other major projects and is focused on predictive/preventive maintenance and SCADA.

p. 102: Why is cruise control is needed in a district our size?

Checking to see if quote was for in-stock truck that had this option. If not, this option can be removed.

Why is electronic rear axle locking needed instead of manual?

Manual is not an option.

Capable of towing 700 kW generator?

It will be able to tow all CAWD equipment.

p. 110: What other banks were contacted? If none, why not?

We contacted Wells Fargo and found them to be competitive with Chase Bank. Frankly, because of the recent rash of fraud issues reported in the news about Wells Fargo I was a bit leery about using them. Chase Bank has sent their public sector representative to local California Society of Municipal Finance Officers (CSMFO) meetings repeatedly to reach out to local agencies. And finally, we received a recommendation from Suha Kilic, PBCSD about Chase Bank – they recently moved from Union Bank to Chase.

p. 135: Businesses that go out of business in Carmel usually rent their premises. What proportion of local businesses that recently have gone out of business paid CAWD for service? What proportion of fees for those locations was paid by the property owners

Unable to answer because we are not always informed in a timely manner when a business goes out or when a new business enters.

All payments are made by the parcel owner to the County. We know that we have roughly a dozen or less refunds annually for a variety of reasons, generally classification issues or a vacant lot was improperly charged for service.

The parcel owner is responsible for including sewer user fees in the lease agreement if they desire to recover from the tenant.

Does CAWD have a policy of billing the property owner rather than the tenant?

CAWD bills only the parcel owner of record because we use the property tax rolls.

"District costs of service remain unchanged regardless of these scenarios." This seems incorrect. If Carmel-by-the-Sea burned down, CAWD's expenditures for chemicals and, possibly, labor would reduce during a reconstruction phase. Therefore, though difficult to calculate, chemical and labor costs reduce for a single house (or business) in the limit.

Fixed costs remain the same.

This policy does not cover what one might call the "Armageddon" scenario. Perhaps we should add a paragraph?

The fire referred to in the policy was not intended to be a total area destruction type fire.

This question is impossible to respond to without knowing the extent of the disaster. Anything I say here is speculation, but I will risk taking a general stab at it.

Assuming only the City itself burned down; we would still need to provide service to areas outside the City that we currently serve.

Assuming the plant itself burned (?) we would need to perform a damage assessment. Most of the plant is concrete and may be able to withstand fire. Concrete may crack during fire, but the tanks are full of water which would mitigate flame. Influent building may be able to weather a fire. I would guess that the trailer park offices would be gone along with Maintenance and vehicle bays. As I said, we would need to perform a damage assessment on all structures.

The Collection system is gravity, therefore, even in the case of a fire, for those area still standing they would continue to need service. Our system is gravity fed so I would assume that until we are operational everything would need to be collected and trucked to the regional plant.

The costs to return to full service may be extensive. From prior experience, we know that the cost of truck to Monterey 1 Water is very high and would likely negate any reduction in chemical costs and labor.

I would have to recommend that in the event of an "Armageddon" type disaster that the Board meet as soon as possible and based on the type and extent of the disaster determine the direction they wish to

go. Until that time, the District does have a Business Response/Emergency Action Plan in place to ensure operations continue in the short term.

p. 142: "Staff will install a banker style slide drawer with lid so that documents can be passed

..." Is document disinfection not necessary?

I believe studies indicate that for cardboard or paper the risk is very low and survival of the virus on paper-based products is 24 hours maximum on cardboard and up to 4 days on paper.

We also have a wand type UV light that we have been using on the mail. Frankly, I am not sure how effective it is, but we keep using it.

Additionally, staff is extraordinarily good about wiping items down, wearing a mask, using hand sanitizer, etc. I went out to Domine & Kristina and asked them about potential risk of the virus coming through the document drawer and both indicated they understood the potential and felt the risk was low as long as they continued to practice safety on their side of the barrier.

p. 145: "Staff are" First CAWD instance of plural verb with "staff". Kudos to the authors!

Thank you

p. 146: "The Main Office and Board Room air exchanges with outside air was determined ..." Oh,

well. Progress is our most important product.

How will the UV lamps be tested for efficacy?

We currently do not have plans to conduct confirmation testing for the UVC lights installed. Other than measuring the UVC light intensity I am not aware of any other tests that could be done to test "efficacy" of this installation that are not more suited for qualified lab study. The science behind deactivating viruses with UVC has been proven in lab studies and the application of this installation is intended to incrementally improve the indoor air (but is not intended to be the only control measure). There are of course varying degrees of effectiveness of UVC depending on the intensity of UV light, the contact time, and the specific virus or bacteria. UVC light has shown to deactivate viruses on a logarithmic basis with most of the deactivation occurring in a matter of minutes and tapering off over time as virus concentration diminishes. However, in-duct UVC irradiation effect is limited by contact time as air moves quickly through the ducting. That is why we are not relying only on UVC deactivation to treat recirculated air. HEPA filters will also be installed on recirculated air as this will provide a once through removal of infectious aerosols. It should be made clear that all of the indoor air quality improvements being implemented (UVC/HEPA/Outside Air Exchange) take a period of time to effect the indoor air space (at least 7 minutes or more) and do not completely eliminate risks associated with direct contact with infected individuals or immediate exposure to infected aerosols. Therefore, just to be clear these improvements are not intended to eliminate the continued application of other recommended protective measures including maintaining physical distance, wearing masks, washing hands, temperature screenings, and occasional space decontamination via bleach or portable space UVC.