



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

June 29, 2023
Thursday
9:00A.M.

*Public Comment Received To Be Included
in the June Board Packet- Sent via email.
Includes Carmel Meadows Residents and
one email from Highlands Resident.*

From: [Barbara Buikema](#)
To: [Domine Barringer](#)
Subject: FW: Carmel Meadows Sewer Replacement Project
Date: Friday, June 23, 2023 2:25:08 PM

I think this should be included in package as Public Comment

From: Andy Popadiuk <andypop@comcast.net>
Sent: Friday, June 23, 2023 2:18 PM
To: Barbara Buikema <Buikema@cawd.org>; Ken White <White@cawd.org>; Robert Siegfried <Siegfried@cawd.org>; Kevan Urquhart <urquhart@cawd.org>; Greg D'Ambrosio <DAmbrosio@cawd.org>; Michael Rachel <rachel@cawd.org>
Cc: pchearingcomments@co.monterey.ca.us; AngeloP@co.monterey.ca.us; MooreS@co.monterey.ca.us
Subject: Carmel Meadows Sewer Replacement Project

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June 23, 2023

Greetings CAWD Directors,

I am not directly affected by the Project, but I have been a resident of Carmel Meadows for twenty-seven years and have a vested interest in the neighborhood, so I'm adding my two cents to the conversation.

I must admit that I have not delved into the engineering details or the nitty gritty of the historical correspondence leading up to this project, but I did attend a few meetings, listened to some of the arguments, and watched the video presented by CAWD, so my comments are more general in nature.

It appears that the sewer line in question has been neglected to a point where it is no longer feasible to repair and must be replaced. It is interesting that the proposed Project replaces a simple gravity fed sewer line with a complex system run by electrical pumps in various locations, each of which will adversely affect specific Carmel Meadows homes and decrease their value.

There are two major problems with this scheme:

1. CAWD is unfairly delegating the operation, maintenance, and inherent risks of a portion of this system to homeowners, who, with their taxes, are already paying CAWD to provide these services.
2. The system's operation relies on a continuous supply of electrical power. Even though the developers of Carmel Meadows had the foresight to put our powerlines underground, the local grid that feeds them is antiquated and notoriously unreliable.

Electrical malfunctions will expose the residents in the vicinity of the pumps to substantial risks to their health, safety, and well-being.

I'm sure there are reasons of which I'm not aware as to why this Project was chosen over the replacement in kind option, but the ones that I have been made aware of are unconvincing.

The existing structure will need to be removed anyway, so it is hard to see where there would be a greater impact on the environment by replacing the structure in kind, as compared to the structure's removal and, in addition, installing a completely different system. Speaking of the environment, during my tenure at Carmel Meadows I watched the use of earth moving equipment and the planting of vegetation, as the old artichoke farm was converted into this new "environment". There is no reason that the site can't be restored and left in better condition than it exists today. The hillside may need to be stabilized in either scenario if it affects the safety of the homes above it.

Safe employee access to the pipe, as well as nuisance hazards to employees like poison oak and crawling insects, can all be addressed by a simple catwalk running parallel to the pipe for inspection and maintenance, and by the removal of that decrepit old tree shown in the video.

During my working career, I have always been guided by the mantra of the "KISS" principle: Keep It Simple, Stupid! It has served me well, and a little of that in this situation may not hurt.

Sincerely,

Andy Popadiuk, P. E. (Ret)

2754 Pradera Rd
Carmel CA 93923
620-1010

Domine Barringer

From: Barbara Buikema
Sent: Friday, June 23, 2023 2:27 PM
To: Domine Barringer
Subject: FW: Carmel Meadows Lift Station & Sewer Replacement Project
Attachments: carmel meadows.pdf

Please include in public comment section

From: Karen Aznavoorian <karen@karenaznavoorian.com>
Sent: Wednesday, June 21, 2023 1:55 PM
To: pchearingcomments@co.monterey.ca.us; AngeloP@co.monterey.ca.us; Barbara Buikema <Buikema@cawd.org>; Ken White <White@cawd.org>; Michael Rachel <rachel@cawd.org>; Robert Siegfried <Siegfried@cawd.org>; MooreS@co.monterey.ca.us; Greg D'Ambrosio <DAmbrosio@cawd.org>; Kevan Urquhart <urquhart@cawd.org>
Subject: Carmel Meadows Lift Station & Sewer Replacement Project

Some people who received this message don't often get email from karen@karenaznavoorian.com. [Learn why this is important](#)

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.
Please see attached letter. Thank you for your consideration.

Karen L. Aznavoorian
2963 Cuesta Way
Carmel, CA 93923

June 21, 2023

County of Monterey Planning Commissioners
Via Phil Angelo, Associate Planner
1441 Schilling Place, South 2nd Fl.
Salinas, CA 93901

Re: Carmel Meadows Lift Station & Sewer Replacement Project

Dear Planning Commissioners, Associate Planner Phil Angelo & Members of the CAWD Board,

I live at 2963 Cuesta Way, Carmel, CA. I'm a relative newcomer to Carmel Meadows, having purchased my home in 2021. It's a wonderful neighborhood and, perhaps more importantly, those of us who live here care enough to act and support one another in maintaining our community.

I am writing today to respectfully request that the current application for the Carmel Meadows Lift Station & Sewer Replacement Project be denied. I further request that the Carmel Area Wastewater District (CAWD) be directed to come back with a plan to replace the existing gravity sewer pipe **in kind** as proposed by CAWD's own consultants, Kennedy Jenks. The Kennedy Jenks plan is cost effective, environmentally friendly, and avoids negative impacts on the neighbors. In fact, the Carmel Highlands Land Use Authority recommends replacement in kind.

One of my primary concerns is the impact the proposed Lift Station & Sewer Replacement Project will have on our rural neighborhood. Changing the route of the wastewater pipes along Ribera Road requires grinder pumps to move waste and a new lift station at the bottom of Mariposa Court. As I understand it, this system would emit noxious odors, make undue noise, and be an eyesore in our neighborhood.

Six homeowners would be directly impacted. Four homeowners would eventually have to pay for upkeep of the grinder pumps and the electricity to run them despite already paying fees for service to the District. The Project unfairly burdens these homeowners and may well diminish their property values and the property values of others in the neighborhood. To be honest, I would not purchase a home under these conditions-and I suspect you wouldn't either.

County of Monterey Planning Commissioners
Via Phil Angelo, Associate Planner
June 21, 2023
Page 2

It has been suggested that the true motivation for the Project is to make maintenance easier for CAWD. Maintenance of the system is a practical matter and can be engineered, it should not be prioritized over the community and it's residents.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Karen L. Aznavoorian', with a long, sweeping horizontal stroke at the end.

Karen L. Aznavoorian
Home Owner, Carmel Meadows

From: [Barbara Buikema](#)
To: [Domine Barringer](#)
Subject: FW: Carmel Meadows Sewer Replacement Project
Date: Friday, June 23, 2023 2:27:57 PM

Please include in public comment section

-----Original Message-----

From: Keith Porter <kporter2546@gmail.com>
Sent: Wednesday, June 21, 2023 1:08 PM
To: pcheatingcomments@co.monterey.ca.us; Angelop@co.monterey.ca.us; Barbara Buikema <Buikema@cawd.org>; Ken White <White@cawd.org>; Rachel Lather <Lather@cawd.org>; Robert Siegfried <Siegfried@cawd.org>; Kevan Urquhart <urquhart@cawd.org>; Greg D'Ambrosio <DAmbrosio@cawd.org>; MooreS@co.monterey.ca.us
Cc: David Scopp <dwscopp@gmail.com>
Subject: Carmel Meadows Sewer Replacement Project

[Some people who received this message don't often get email from kporter2546@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

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Dear Planning Commissioners, Associate Planner Phil Angelo, and Members of the CAWD Board,

My name is Keith Porter. I live at 2935 Ribera rd., Carmel Meadows, Carmel. I attended the special CAWD meeting on June 15th through ZOOM. I took the opportunity to speak and want to be sure the points and questions I brought up on in the record.

The proposed lift pump at the end of my street would literally be in front on my driveway. Anyone working on or inspecting the lift station will literally block my ability to enter/exit my driveway.

The lack of transparency with regard to size of the holding tank, what will happen WHEN there is a power outage, etc. is appalling.

All of us who will be directly impacted by this proposal deserve answers to our concerns.

When I spoke at the meeting I said the following.

From what little information I have been given, it appears the tank would hold approximately 1,500 gallons of sewage. It would service 52 homes. Assuming each home contributes 100 to 200 gallons of sewage to the system per day, that would be approximately 5,000-10,000 gallons of sewage entering the lift station tank per day. It would only take about 3 to 4 hours to fill. What will happen when this tank reaches capacity? It seems that it would either run over and down into the lagoon or begin backing up into each one of our homes. Mine and my neighbor at 2955 Ribera would be the first homes in that case. CAWD has mentioned bringing in a portable generator during power outages. This seems unrealistic during an outage that covers most, if not all CAWDS service area. How many generators do they have? If a generator was brought in would it just run nonstop?

During a situation like this the potential for sewage to escape and run downhill is very real. We are being told that's what CAWD is trying to avoid.

Relying on electricity rather than gravity is not the best solution. The system we have now has worked (without electricity) for over 60 years. With the advances in technology we can most certainly replace in kind without harming the environment. To think we can't just trivializes man's ability in today's world.

It seems that CAWDS justification for pursuing the grinder pump, lift station plan has more to do with convenience for them and less for the residents who will be burdened with this. We who will be directly impacted will most certainly lose home value, quality of life, and be faced with ongoing costs that is the responsibility of CAWD.

Will CAWD assure me and my adjacent neighbors there will be no sewer smell from the lift station?

Will CAWD assure us there will be no loss in value to our homes because of foul odors, noise, unsightly tank and power station?

The regional water quality control board presented a letter in support of the lift station. They did so as a favor to the P.E. of CAWD. I have read the emails between the PE and the water board, she saying she needed their support like

the time before. Maybe a better idea would be to sit down with potential contractors and let them lay out a plan to replace in kind showing how it can be done safely. Instead, the PE appears to have unilaterally decided not to do this.

Thank you for your consideration,

Keith and Lori Porter

Sent from my iPad

From: [Barbara Buikema](#)
To: [Domine Barringer](#)
Subject: FW: Carmel Meadows Sewer Replacement Project Scheduled for Hearing Before the Planning Commission on July 12, 2023
Date: Friday, June 23, 2023 2:26:31 PM

Include in public comment section please

From: Larry Purcell <ldpurcell41@gmail.com>
Sent: Thursday, June 22, 2023 11:17 AM
To: pchearingcomments@co.monterey.ca.us; AngeloP@co.monterey.ca.us; Barbara Buikema <Buikema@cawd.org>; Ken White <White@cawd.org>; Michael Rachel <rachel@cawd.org>; Robert Siegfried <Siegfried@cawd.org>; Kevan Urquhart <urquhart@cawd.org>; Greg D'Ambrosio <DAmbrosio@cawd.org>; MooreS@co.monterey.ca.us
Cc: David Scopp <dwsopp@gmail.com>; Larry Purcell <ldpurcell41@gmail.com>
Subject: Carmel Meadows Sewer Replacement Project Scheduled for Hearing Before the Planning Commission on July 12, 2023

Some people who received this message don't often get email from ldpurcell41@gmail.com. [Learn why this is important](#)

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My name is Larry Purcell and I have been the Chairman of the Carmel Meadows Association Board for the past 7 years. My wife Chris and I have been owners of 2780 Ribera Road in the Meadows since 2000.

This letter, though, is coming from me as a concerned neighbor, to those whose properties are being negatively impacted by CAWD's proposed sewer project in Carmel Meadows.

I have been involved with the "Carmel Meadows Sewer Replacement Project" dating back to when it was brought up in a LUAC meeting. Up until that point CAWD claimed that (until we uncovered that Kennedy Jenks recommended replacement in kind) that the lift pump plan was the only feasible option! I also attended the CAWD meetings on May 25th and June 15th.

The more I heard about it, the more confused I got. My confusion does not concern engineering concepts, gravity flow, grinders or poison oak and ticks. But rather it deals more with common sense, or in this case, the lack thereof.

Let me begin with the presentation made by Rachel Lather in the meeting of the LUAC Board with many guests in attendance. After she was finished with her talk, she was greeted by many questions, both from the guests as well as Members of the Board. There was a constant back and forth bantering which was getting a bit heated. The one thought, which was paramount to me, was what the urgency was. With so many balls in the air and a great deal of unanswered questions lying on the floor, I asked Ms. Lather what the urgency was as she saw it. I added "The gravity line having only a few leaks, no need to do now items were in play, so why the urgency". The minutes of that LUAC Board Meeting will show her reply to be, "We need to do it now, because I am retiring next year!" To this day, I still fail to see that as a logical basis to plow forward.

The homeowners and a former Principal Engineer of CAWD all acknowledge that the current pipe has been functioning for some 60 years. And it is working without serious failings today. In 2013 a presentation was made that suggested a "replacement in kind" be made from an external party. In the meeting on June 15th the statement was made by the President

of LUAC, that in those 60 years, materials and processes have certainly gotten better. And then he asked the question as to why not replace in kind with these more advanced materials and processes and eliminate the need to cause such great harm to the 6 homes involved in the current CAWD proposal.

The proposal to shift the responsibility for repair to the property owners is absurd. They would need to put that on their property documents, letting buyers know of this contractual burden, thus reducing the value of the homes. These are expensive homes in a very desirable neighborhood.

The exposure to problems with the proposed Grinder process, when considering the tremendous numbers of power outages, is paramount, both to the homes and the environment.

The exchanging of information by the CAWD has been less than fair. 24 hours prior to the meeting on June 15, they sent us a 198 page report. They knew we would not have time to digest all of this information and prepare questions or rebuttals.

In that same meeting, Rachel Lather showed a movie which showed the area to me impacted as a total disaster. Not sure how long ago she had made this movie, but again, no time for us to gather our thoughts and make meaningful comments. Two of the "items" which make our replace in kind impossible was a huge poison oak plant which made it impossible for the workers to get to that area, with the other being a tick in the back of someone's hand, followed by the comment that this is what our employees will face in this most dangerous area. When the movie was over and questions were requested, my only thought was how absurd this movie was.

Without trying to beat a dead horse, and being concerned that perhaps the CAWD Board had not been informed as to how the first LUAC meeting went, I stood and related in detail as to the comment made by their Chief Engineer Rachel Lather. "We need do it now as I am retiring next year"!

I intend to be at the meeting on July 12. If anyone has any questions regarding my notes above, I will be happy to discuss.

Larry Purcell, Chairman CMA Board

From: [Barbara Buikema](#)
To: [Domine Barringer](#)
Subject: FW: CAWD's Proposed Lift Station - Carmel Meadows
Date: Friday, June 23, 2023 2:26:00 PM

Please include in public comment section

From: prtarrantino@comcast.net <prtarrantino@comcast.net>
Sent: Thursday, June 22, 2023 4:04 PM
To: pcheatingcomments@co.monterey.ca.us; AngeloP@co.monterey.ca.us; Barbara Buikema <Buikema@cawd.org>; Ken White <White@cawd.org>; Michael Rachel <rachel@cawd.org>; Robert Siegfried <Siegfried@cawd.org>; Kevan Urquhart <urquhart@cawd.org>; dambosio@cawd.org; MooreS@co.monterey.ca.us
Subject: CAWD's Proposed Lift Station - Carmel Meadows

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Dear Gentlepersons,

The purpose of this communication is to respectfully request that the current application be denied and that the District be directed to come back with a plan to replace the existing sewer in kind as proposed by Kennedy Jenks and its consultants that at the same time will meet all the environmental constraints applicable to the project at this location.

- It is unfair an illegal to create such a burden for the few homeowners who will have to smell RAW SEWAGE.
- There is a study showing the feasibility of replacing the gravity sewer pipe in kind rather than doing something that is so horrible for so many (including the environment)
- All of Carmel Meadows opposes this project and if the existing line and it's surroundings had been properly maintained by CAWD, there wouldn't be the perceived risks to a gravity system.

Thank you in advance for your kind consideration of this request. I ask only if you would like to have such a proposed lift station in your back yard.

Paula Tarantino
2784 Pradera Road
Carmel Meadows

From: [Domine Barringer](#)
To: [Barbara Buikema](#); [Rachel Lather](#)
Cc: carmellittman@gmail.com
Subject: Mr. Littman (157 Carmel Riviera-Highlands)- Request to have this information presented to the Board
Date: Friday, June 23, 2023 10:18:00 AM
Attachments: [image001.png](#)

Hello,

Mr. Littman, who can be reached at (925)-938-██████ or at carmellittman@gmail.com called on Friday, 6-23-23 and requested that the following information be brought before the Board of Directors.

1. Mr. Littman would like the Board to know that over 97% of the neighborhood wishes to connect to the District. However, it is difficult to collect funds from over 200 different people. He stated he does not need to attend the board meeting but that he wishes to just have his comments relayed to the Board.
2. He stated that a special loan at 1 ½% has been obtained from the Water Resource Board for the installation cost and he believes that an outstanding amount of \$500K is needed to complete some type of environmental assessment and is requesting if the District would fund this amount of the project so it can be moved forward.
3. This project has been discussed with the District Engineer (Rachel) and Mr. Littman was going to place a call to check in with Ms. Lather on Friday, June 23, 2023.
4. In the call Mr. Littman suggested that if the District will fund this additional \$500K for the environmental study that it would charge those that wish to connect a higher fee.

Mr. Littman is copied on this email so the correct communication can be delivered to the Board. It is written in summary form based on what was discussed on the phone and to determine if the call with Rachel needed to correct or add any additional information.

Kind regards,
Domine Barringer
Secretary of the Board/Administrator
Carmel Area Wastewater District
831-257-0444 office
barringer@cawd.org



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STAFF REPORT



To: Board of Directors

From: Chris Foley, Superintendent of Maintenance

Date: June 29, 2023

Subject: Ordinance 2023-01 and Fiscal Year Rate Model 2023-24

RECOMMENDATION

It is recommended that the Board of Directors adopt an ordinance authorizing the adoption of the Carmel Area Wastewater District (CAWD/District) Schedule of Sewer User Fees for fiscal year 2023-24, effective July 1, 2023.

DISCUSSION

Attached is the User Rate Model for fiscal year 2023-24. There have been no changes to the preliminary rate model since its presentation in March. These rates were published in the Prop 218 Notice provided to all parcels of record in the District in early May (copy attached).

A review of the summary page of the Rate Model as follows:

- The left side of the spreadsheet provides ten years of historical data.
- The middle section is the result of the State Water Resources Control Board (SWRCB) model.
- The right side of the spreadsheet is the increase proposed for adoption by District Ordinance 2023-01 and published in the Prop 218 Notice.

Each year the District works to bring all rate categories in line with the model provided by the State Water Resources Control Board while balancing it against the District's ability to collect revenues and balance expenditures. This year the District also considered the impacts of inflation and funding the sea level rise reserve on the rates. During the two years COVID was at its height, the District kept rates artificially low as an acknowledgement of its impact on our ratepayers. Now, we are in a position of putting our rates back on track to enable us to meet our goals with respect to capital projects over the next twenty years and our requirement to move the treatment facility from the lagoon area.

The Budget Committee worked very hard this year to analyze the District’s capital requirements, operating needs, and the potential costs involved in moving the treatment facility.

The table below offers CAWD user fee data for twelve years for residential units. Comparative data from the SWRCB for 2016-17 is the last year available. The Statewide average user charge for a single-family dwelling in 2016-17 was \$44.10. The SWRCB has ceased providing the survey information due to budgetary reasons.

By Year	Average Monthly Charge	Percentage Change
CAWD 2012-13	\$34.76	7.50%
CAWD 2013-14	\$38.62	11.11%
CAWD 2014-15	\$42.86	10.97%
CAWD 2015-16	\$47.95	11.89%
CAWD 2016-17	\$53.93	12.46%
CAWD 2017-18	\$58.60	8.65%
CAWD 2018-19	\$63.99	9.19%
CAWD 2019-20	\$68.82	7.55%
CAWD 2020-21	\$70.99	3.16%
CAWD 2021-22	\$73.13	3.02%
CAWD 2022-23	\$83.82	14.63%
CAWD 2023-24	\$89.08	6.26%

As of June 21, 2023, the District had not received any written protests to the proposed rate increase. The final protest tally will be presented at the June 29, 2023, meeting.

Attachments: 2023-24 User Fee Rate Model
Prop 218 Notice

FISCAL IMPACT

Residential sewer user fees, the District’s largest category, are projected to provide \$7,603,492 in operating revenues for fiscal year 2023-24. That equates to an estimated 71.9% of total projected user fee revenues of \$10,561,013.

The rate model provides for \$2.5M to be dedicated to capital replacement costs and \$1M to sea level rise reserves.

The cost to collect user fees, exclusive of staff time, is assessed by Monterey County and is estimated to be \$29,000 for 2023-24. The fee is provided for in the 2023-24 Operating Budget.

User Fee Rate Model

Camera/Photo



Budget Committee Review: 03-08-23

Preliminary Board Meeting: 03-23-23

Final Board Meeting: 06-29-23

Summary Rate Model History 3.5M Capital

06/30/23

User Group	Count	Units	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Actual 2021-22	Actual 2022-23	% Change	Model 23-24			Proposed Rates 23-24				
														Rates	% Change	Annual Est. Revenue	Annual Rates	Monthly Rate	% Change 2023-24	Annual Est. Revenue	
Veterinary Offices	3	each	1,039.90	1,242.32	1,406.20	1,496.16	1,621.48	1,748.92	1,892.64	1,938.78	2,043.50	2,288.83	12.01%	2,465.16	7.70%	7,395.48	2,465.16	205.43	7.70%	7,395.48	
Animal Hosp & Board	1	each	3,416.82	3,549.50	4,017.72	4,277.74	4,636.04	5,000.44	5,411.36	5,543.28	5,608.98	6,511.87	16.10%	7,013.55	7.70%	7,013.55	7,013.56	584.46	7.70%	7,013.56	
Bakery	4	each	1,885.36	2,198.30	2,369.08	2,487.40	2,726.44	3,002.30	3,163.94	3,339.10	3,351.22	3,743.88	11.72%	3,853.88	2.94%	15,415.50	3,853.88	321.16	2.94%	15,415.50	
Bar	28	each	724.30	864.82	981.04	1,049.60	1,136.96	1,225.20	1,327.44	1,358.00	1,374.58	1,579.63	14.92%	1,704.11	7.88%	47,714.95	1,704.12	142.01	7.88%	47,715.23	
Beauty Salon	32	each	601.98	717.46	819.78	867.32	937.98	1,012.12	1,100.86	1,121.26	1,136.28	1,331.31	17.16%	1,444.18	8.48%	46,213.78	1,444.18	120.35	8.48%	46,213.78	
Business/Govt/Retail	935	per 10 employees	274.94	311.50	355.02	391.92	424.10	456.10	495.42	505.36	511.94	612.48	19.64%	662.45	8.16%	619,387.51	662.46	55.20	8.16%	619,396.86	
Camera/Photo	2	each	382.04	456.96	515.96	540.98	586.62	633.34	684.52	702.20	710.04	799.14	12.55%	858.51	7.43%	1,717.03	858.52	71.54	7.43%	1,717.05	
Church/Synagogue/M	33	ERU = 150	401.46	478.50	546.72	582.88	630.36	677.20	736.58	750.24	760.26	887.94	16.79%	963.18	8.47%	31,784.85	963.18	80.26	8.47%	31,784.85	
Conv. Hospital	9	beds	217.94	260.20	295.10	309.56	335.34	361.40	391.50	400.58	405.48	472.38	16.50%	509.73	7.91%	4,587.61	509.74	42.48	7.91%	4,587.70	
Dental Office	15	each Dentist	408.88	485.80	561.02	588.36	634.78	678.92	742.66	751.60	763.14	914.52	19.84%	1,000.64	9.42%	15,009.63	1,000.64	83.39	9.42%	15,009.63	
Gym/Health Spa	3	each	514.08	612.82	699.50	752.92	814.44	875.36	951.58	969.84	982.70	1,161.50	18.19%	1,259.25	8.42%	3,777.74	1,259.26	104.94	8.42%	3,777.77	
Hotel/Motel	1,256	room	232.94	260.68	295.60	320.50	347.20	381.48	413.22	422.82	428.08	477.64	11.58%	514.95	7.81%	646,773.79	514.96	42.91	7.81%	646,786.35	
Laundromats	29	per machine	493.92	587.30	676.40	727.10	784.92	840.48	918.06	930.62	944.46	1,143.94	21.12%	1,244.63	8.80%	36,094.23	1,244.64	103.72	8.80%	36,094.52	
Laundry	3	each	1,884.96	2,262.74	2,514.96	2,691.76	2,929.36	3,183.98	3,411.96	3,533.92	3,564.90	3,968.94	11.33%	4,210.39	6.08%	12,631.18	4,210.40	350.87	6.08%	12,631.21	
Market	19	each	872.22	1,053.90	1,143.46	1,200.06	1,313.28	1,442.00	1,525.26	1,603.04	1,610.36	1,840.42	14.29%	1,901.27	3.31%	36,124.14	1,901.28	158.44	3.31%	36,124.33	
Medical Office	21	each Physician	216.50	247.18	283.18	299.62	318.16	334.26	364.94	364.94	359.92	440.49	22.39%	440.49	0.00%	9,250.29	440.50	36.71	0.00%	9,250.50	
Residential	7,113	each	463.46	514.32	575.46	647.14	703.18	767.84	825.78	851.84	877.58	1,005.94	14.63%	1,068.96	6.26%	7,603,492.72	1,068.96	89.08	6.26%	7,603,492.72	
Restaurants	14,400	Seat/Meal	35.90	43.36	46.98	49.36	54.02	59.36	62.74	65.98	66.32	74.40	12.18%	77.05	3.57%	1,109,567.01	77.06	6.42	3.58%	1,109,711.01	
Schools	2,500	Population	17.46	20.76	23.88	26.84	28.98	31.04	33.90	34.36	34.88	42.23	21.07%	46.01	8.95%	115,022.77	46.02	3.83	8.97%	115,047.77	
Service Stations	26	per pump	1,504.86	1,619.06	1,830.54	1,940.98	2,104.06	2,270.46	2,455.60	2,517.14	2,546.00	2,947.48	15.77%	3,170.57	7.57%	82,434.83	3,170.58	264.22	7.57%	82,435.09	
Supermarkets	2	each	14,639.80	14,152.08	15,350.08	16,915.86	18,513.28	20,330.52	21,500.58	21,601.64	22,703.94	25,502.45	12.33%	26,379.08	3.44%	52,758.17	26,379.08	2198.26	3.44%	52,758.17	
SPECIAL	57	ERU=150	402.96	480.32	548.60	594.48	642.96	690.84	751.26	765.36	775.56	916.18	18.13%	993.94	8.49%	56,654.43	993.94	82.83	8.49%	56,654.43	
TOTALS															\$10,560,821.19			\$10,561,013.51			

Proposed vs. Model

192.32

			Model	Proposed
Prior Year	83.83	% Change	6.26%	6.26%
		Current Yr Monthly \$ increase	\$89.08	\$89.08
			\$5.25	\$5.25

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM
FORM 1 - SUMMARY OF USERS AND WASTEWATER CHARACTERISTICS**

6/30/23

USER GROUP	COUNT	UNITS	FLOW (gpd/unit)	ADWF (MGD)	BOD (mg/l)	SS (mg/l)	DESIGN FLOW (MGD)	BOD (lbs/day)	SS (lbs/day)	VOLUME (MG)	BOD (lbs)	SS (lbs)
Veterinary Offices	3	each	355	0.0011	245	410	0.0011	2.176	3.642	0.389	794	1,329
Animal Hosp & Boarding	1	each	1,010	0.0010	245	410	0.0010	2.064	3.454	0.369	753	1,261
Bakery	4	each	260	0.0010	1,150	1,800	0.0010	9.975	15.612	0.380	3,641	5,698
Bar	28	each	250	0.0070	225	395	0.0070	13.136	23.060	2.555	4,794	8,417
Camera/Photo	32	each	225	0.0072	165	345	0.0072	9.908	20.717	2.628	3,616	7,561
Business/Govt/Retail	935	per 10 employees	100	0.0935	225	330	0.0935	175.453	257.331	34.128	64,038	93,923
Camera/Photo	2	each	120	0.0002	175	580	0.0002	0.350	1.161	0.088	128	424
Church/Synagogue/Mission	33	ERU = 150	150	0.0050	155	360	0.0050	6.399	14.862	1.807	2,336	5,424
Conv. Hospital	9	beds	75	0.0007	245	360	0.0007	1.379	2.027	0.246	503	740
Dental Office	15	each Dentist	170	0.0026	140	200	0.0026	2.977	4.253	0.931	1,087	1,552
Gym/Health Spa	3	each	195	0.0006	185	330	0.0006	0.903	1.610	0.214	329	588
Hotel/Motel	1,256	room	75	0.0942	290	320	0.0942	227.832	251.401	34.383	83,156	91,758
Laundromats	29	per machine	200	0.0058	150	300	0.0058	7.256	14.512	2.117	2,648	5,297
Laundry	3	each	500	0.0015	415	670	0.0015	5.192	8.382	0.548	1,895	3,059
Market	19	each	140	0.0027	1,100	1,450	0.0027	24.403	32.167	0.971	8,907	11,741
Medical Office	21	each Physician	87	0.0018	155	180	0.0018	2.362	2.743	0.667	862	1,001
Minimum/Vacant/Storage	0	each	0	0.0000	0	0	0.0000	0.000	0.000	0.000	0	0
Public	0	ERU=175	0	0.0000	0	0	0.0000	0.000	0.000	0.000	0	0
Residential	7,113	each	130	0.9247	410	610	0.9247	3,161.885	4,704.268	337.512	1,154,050	1,717,001
Restaurants	14,400	Seat/Meal	6	0.0864	1,100	1,200	0.0864	792.634	864.691	31.536	289,302	315,602
Schools	2,500	Population	8	0.0188	150	270	0.0188	23.456	42.221	6.844	8,561	15,410
Service Stations	26	per pump	450	0.0117	195	515	0.0117	19.028	50.253	4.271	6,945	18,342
Supermarkets	2	each	2,000	0.0040	900	1,600	0.0040	30.024	53.376	1.460	10,958	19,482
Theaters	0	Seats	3	0.0000	200	285	0.0000	0.000	0.000	0.000	0	0
SPECIAL	57	ERU~150	155	0.0088	160	350	0.0088	11.789	25.789	3.225	4,303	9,413
TOTALS			6,664	1.2802	424	599	1.2802	4,530.58	6,397.53	467.265	1,653,607	2,335,022

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM
FORM 2 - OPERATION AND MAINTENANCE COSTS AND DEBT SERVICE**

06/30/23

COST CATEGORY	Budget YEAR 22-23	ESTIMATED COST 23-24
TREATMENT FACILITIES		
Fixed costs	5,081,705.00	4,790,173.00
Replacement costs	1,925,000.00	2,750,000.00
Total fixed costs	5,081,705.00	4,790,173.00
Replacement costs	1,925,000.00	2,750,000.00
Camera/Photo		
SUB-TOTAL	7,006,705.00	7,540,173.00
COLLECTION SYSTEM		
Fixed costs	2,172,582.00	2,488,418.00
Replacement costs	575,000.00	750,000.00
Total fixed costs	2,172,582.00	2,488,418.00
Replacement costs	575,000.00	750,000.00
SUB-TOTAL	2,747,582.00	3,238,418.00
ADMINISTRATION		
Fixed Costs	1,367,066.00	1,757,661.00
Replacement Costs	0.00	0.00
Variable costs	0.00	0.00
SUB-TOTAL	1,367,066.00	1,757,661.00
OPERATING RESERVES -	0.00	0.00
OTHER		
TOTAL FIXED COSTS	8,621,353.00	9,036,252.00
Total Replacement Costs	2,500,000.00	3,500,000.00
Less PBCSD	1,160,000.00	1,873,694.00
Less Reclamation Reimbursement	0.00	100,000.00
LESS TOTAL	1,160,000.00	1,973,694.00
TOTAL CAWD COSTS	9,961,353.00	10,562,558.00
DEBT SERVICE	0.00	0.00

**CARMEL AREA WASTEWATER DISTRICT - 2023-24 REVENUE PROGRAM
FORM 3 - CAPITAL COST ALLOCATION**

06/30/23

COSTS	TOTAL COST	FLOW		BOD		SS	
		%	\$	%	\$	%	\$
Collection System	0	100.00	0	0.00	0	0.00	0
Treatment Plant	0	34.00	0	33.00	0	33.00	0
Outfall/Intercept.	0	100.00	0	0.00	0	0.00	0
Camera/Photo							
Step 1 & 2							
SUBTOTAL - ALL COSTS							
Less Exclusions							
Total G.F. Costs							
Total N.G.F. Costs							
Federal Grant at 75% of 9							
Annual ICR							
LOCAL SHARE (8+12-1/2% of 9)							

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM
FORM 4 - UNIT COST DETERMINATION**

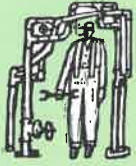
06/30/23

COST CATEGORY	PARAMETER ALLOCATION PERCENTAGE	ANNUAL COST TO EACH PARAMETER	TOTAL QUANTITIES	UNIT COST FOR EACH PARAMETER
1. COLLECTION SYSTEM O&M				
I/I (MG)	0.000	\$0	0.00	
Flow (MG)	100.000	\$3,766,506	467.26	\$8,060.75536
BOD (lbs)	0.000	\$0	1,653,607.07	\$0.00000
Camera/Photo	0.000	\$0	2,335,021.99	\$0.00000
2. DEBT SERVICE				
I/I (MG)			0.00	
Flow (MG)			467.26	\$0.00000
BOD (lbs)			1,653,607.07	\$0.00000
SS (lbs)			2,335,021.99	\$0.00000
3. CAPITAL OUTLAY				
I/I (MG)	0.000	\$0	0.00	
Flow (MG)	0.000	\$0	467.26	\$0.00000
BOD (lbs)	0.000	\$0	1,653,607.07	\$0.00000
SS (lbs)	0.000	\$0	2,335,021.99	\$0.00000
			9.50	
4. TREATMENT & DISPOSAL O&M				
I/I (MG)	0.00	\$0	0.00	
Flow (MG)	33.33	\$2,265,351	467.26	\$4,848.11118
BOD (lbs)	33.33	\$2,265,124	1,653,607.07	\$1.36981
SS (lbs)	33.33	\$2,265,351	2,335,021.99	\$0.97016
5. ADMINISTRATIVE COSTS (Allocated above)				
TO T&D	69.96	\$1,229,573		
TO COLLECTION	30.04	\$528,088		
TOTAL O&M COST		\$10,562,331		

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM
FORM 5 - SUMMARY OF FUND COSTS - O & M**

06/30/23

USER GROUPS	COUNT	FLOW		BOD		SS		TOTAL ANNUAL REVENUE	AVERAGE ANNUAL REVENUE	AVERAGE MONTHLY REVENUE
		UNIT COST= 12,908.87		UNIT COST= 1.369808032		UNIT COST= 0.970162405				
		FLOW - MG	DOLLARS	BOD - lbs.	DOLLARS	SS-lbs.	DOLLARS			
Veterinary Offices	3	0.389	5,018	794	1,088	1,329	1,290	7,395	2,465.16	205.43
Camera/Photo	1	0.369	4,759	753	1,032	1,261	1,223	7,014	7,013.55	584.46
Bakery	4	0.380	4,900	3,641	4,987	5,698	5,528	15,416	3,853.88	321.16
Bar	28	2.555	32,982	4,794	6,567	8,417	8,166	47,715	1,704.11	142.01
Beauty Salon	32	2.628	33,925	3,616	4,954	7,561	7,336	46,214	1,444.18	120.35
Business/Govt/Retail	935	34.128	440,547	64,038	87,720	93,923	91,120	619,388	662.45	55.20
Camera/Photo	2	0.088	1,131	128	175	424	411	1,717	858.51	71.54
Church/Synagogue/Mission	33	1.807	23,323	2,336	3,199	5,424	5,263	31,785	963.18	80.26
Conv. Hospital	9	0.246	3,180	503	690	740	718	4,588	509.73	42.48
Dental Office	15	0.931	12,015	1,087	1,489	1,552	1,506	15,010	1,000.64	83.39
Gym/Health Spa	3	0.214	2,756	329	451	588	570	3,778	1,259.25	104.94
Hotel/Motel	1,256	34.383	443,846	83,156	113,908	91,758	89,020	646,774	514.95	42.91
Laundromats	29	2.117	27,328	2,648	3,628	5,297	5,139	36,094	1,244.63	103.72
Laundry	3	0.548	7,068	1,895	2,596	3,059	2,968	12,631	4,210.39	350.87
Market	19	0.971	12,533	8,907	12,201	11,741	11,390	36,124	1,901.27	158.44
Medical Office	21	0.667	8,608	862	1,181	1,001	971	10,760	512.40	42.70
Minimum/Vacant/Storage	0	0.000	0	0	0	0	0	0	0.00	0.00
Public	0	0.000	0	0	0	0	0	0	0.00	0.00
Residential	7,113	337.512	4,356,895	1,154,050	1,580,827	1,717,001	1,665,770	7,603,493	1,068.96	89.08
Restaurants	14,400	31.536	407,094	289,302	396,288	315,602	306,185	1,109,567	77.05	6.42
Schools	2,500	6.844	88,345	8,561	11,727	15,410	14,950	115,023	46.01	3.83
Service Stations	26	4.271	55,127	6,945	9,513	18,342	17,794	82,435	3,170.57	264.21
Supermarkets	2	1.460	18,847	10,958	15,011	19,482	18,900	52,758	26,379.08	2,198.26
Theaters	0	0.000	0	0	0	0	0	0	0.00	0.00
Special	57	3.225	41,628	4,303	5,894	9,413	9,132	56,654	993.94	82.83
TOTALS		467.265	6,031,856	1,653,607	2,265,124	2,335,022	2,265,351	10,562,331	61,854	5,154



How does CAWD set sewer rates?

CAWD's rate model was devised by the State Water Resources Control Board. It allocates costs based on flow, suspended solids, and biochemical oxygen demand (BOD).

Flow is the amount of liquid wastewater—at CAWD this is about 1.3 million gallons each day. A large cost of flow is for the energy needed to continually pump the water to the headworks where it then gravity feeds through the rest of the plant during treatment.

Suspended Solids are the particles of matter left in wastewater after heavier solids have settled out. When wastewater enters the plant, it is screened at the headworks to remove large debris—this goes to the landfill. Then the water goes to a clarifier where larger particles settle to the bottom. This sludge gets pumped to a digester that turns it into compost. The remaining particles in the water are the suspended solids that must be consumed by the billions of microorganisms we propagate to clean our wastewater.

Biochemical Oxygen Demand is the amount of oxygen consumed by the microorganisms that eat bacteria to clean our wastewater. The more concentrated the wastewater, the more oxygen we need to support the microbes. More oxygen means more cost to run the large blowers which aerate the water in our secondary treatment tanks. These tanks are like giant aquariums of microscopic animals. Much of the plant's equipment and infrastructure are there to keep our hardworking microbes happy and healthy.



Carmel Area Wastewater District
3945 Rio Road
Carmel, CA 93923
(831) 624-1248 ■ CAWD.org

CAWD is a special district dedicated to protecting public health and the environment with the cost-effective collection and treatment of wastewater, and the return of clean water to the environment.

Board of Directors
Greg D'Ambrosio
Michael Rachel
Robert Siegfried
Kevan Urquhart
Ken White

General Manager
Barbara Buikema

— Proposition 218 Notification — Notice of Public Hearing on Proposed Sewer Rate Increase

Thursday, June 29, 2023, 9:00 am
Carmel Area Wastewater District
3945 Rio Road, Carmel CA 93923

Zoom link: scroll to the bottom of the CAWD.org homepage

On June 29, 2023, at 9:00 am, or as soon thereafter as the matter may be taken up, the Carmel Area Wastewater District (CAWD) Board of Directors will hold a public hearing prior to the adoption of its sewer rates.

After three years of operation during the pandemic, at long last CAWD has been able to loosen safety protocols at the treatment plant. However, we will continue weekly sampling of our community's wastewater influent as long as is necessary to provide the Monterey County Health Department and the public with vital data on current COVID-19 levels. While operations are back to normal, spiraling costs and delays in our supply chains are not. We are feeling the same inflationary pressures that we know our ratepayers are experiencing. Power and chemicals, our costliest budget items, continue to escalate. In addition, our property and liability insurance has increased by 14% due to the national insurance markets. These are just a few of the many cost increases we must absorb for basic supplies and services to keep the plant running.



CAWD's circa-1930s digester was demolished in January to make way for new construction. We were able to get an amazing 85 years of service from the structure by converting it to a sludge holding tank after it had outlived its useful life.

Our long-term 15-year capital improvement plan prioritizes \$11 million in projects to maintain the treatment plant, and \$66 million to replace or rehabilitate aging sewer lines, for a total of \$77 million. This budget reflects the realities of operating during a period of continual change. As always, we prioritize rehabilitation and retrofitting over replacement of equipment and infrastructure, when it is the most cost-effective option. We will continue to apply for any and all available state and/or federal funding, but we must be prepared if that grant money does not come through.

Even with these fiscal challenges, CAWD remains committed to reducing the impact of customer rate increases as much as possible. Last year, residential customers saw a 14.63% increase, which helped us manage inflationary costs. This year, the increase is less than half that amount, down to a 6.26% residential increase. Nobody likes higher fees, including the CAWD staff and board members who live in the district, but we must continue to maintain our treatment facility and collection system. It is our responsibility to pass down to the next generation the same protections and safeguards we have enjoyed, thanks to our predecessors. To that end, we are proposing an additional \$5.25 per month on residential property tax bills, our largest customer category. The total \$63.00 increase for 2023-24 will help ensure the long-term sustainability of the Carmel area wastewater system.

With continued careful planning, we should be able to maintain our “pay-as-you-go” policy, which we have used for the past 24 years. This policy allows us the freedom to maintain and build our system in a way that best meets the community's needs, un beholden to loan covenants and without adding borrowing expenses to user fees. As a self-supporting, nonprofit agency, our goal is to match revenues to expenses, and get the most value out of every ratepayer dollar. We are committed to meeting our permit guidelines, preventing sewer overflows, and protecting public health and the environment in the most cost-effective way possible.

The procedural requirements of Proposition 218 require that the District provide a notice of the proposed rate schedule to all property owners of record forty-five (45) days prior to holding a public hearing. In order for the increase to “not take effect,” a majority of the property owners are required to file opposition to the increase in writing.

Property owners may file a written and signed protest against the proposed increase with the CAWD Board of Directors at or before the close of the public hearing. To be valid, a protest must be in writing even if you plan to attend the public hearing. Email protests cannot be formally considered. Each written protest must include the parcel owner’s name, service address, assessor’s parcel number for the parcel served, and the parcel owner’s signature. Only one protest will be counted per parcel. If you own more than one parcel, you may file a single protest, but it must identify each parcel you own. The protest must be signed by the property owner(s). If the signer(s) is not shown on the last equalized assessment roll of Monterey County as the owner(s) of the property, the signer(s) must provide written evidence of ownership of said property. For your convenience, we have posted a protest form on our website: CAWD.org. At the hearing, the Board of Directors shall hear all protests and tabulate the ballots.

Protests should be mailed or delivered to the same address as the hearing location. For further detailed information regarding the proposed rate plan, please call James Grover, CAWD Principal Accountant, at (831) 624-1248.

We will continue to update you on improvements to our community’s wastewater system, and we invite you to review our long-term capital plan at CAWD.org. Please feel free to contact us at 624-1248 should you have any questions.

Carmel Area Wastewater District Proposed Sewer Rate Increases for 2023-2024

User Categories	2022-23 Annual Rates	2023-24 Proposed Rates	Percentage of Change
Bakery (each location)	\$ 3,743.88	\$ 3,853.88	2.94%
Bar (each location)	\$ 1,579.64	\$ 1,704.12	7.88%
Beauty Salon (each location)	\$ 1,331.32	\$ 1,444.18	8.48%
Business/Govt./Retail (1-10 employees = one unit)	\$ 612.48	\$ 662.46	8.16%
Camera/Photo (each location)	\$ 799.14	\$ 858.52	7.43%
Church/Synagogue/Mission (each location)	\$ 887.94	\$ 963.18	8.47%
Convalescent Hospital (per bed)	\$ 472.38	\$ 509.74	7.91%
Dental Office (per dentist)	\$ 914.52	\$ 1,000.64	9.42%
Gym/Health Spa (each location)	\$ 1,161.50	\$ 1,259.26	8.42%
Hotel/Motel (per room)	\$ 477.64	\$ 514.96	7.81%
Laundromat (per machine)	\$ 1,143.94	\$ 1,244.64	8.80%
Laundry (each location)	\$ 3,968.94	\$ 4,210.40	6.08%
Market (each location)	\$ 1,840.42	\$ 1,901.28	3.31%
Medical Office (per physician)	\$ 440.50	\$ 440.50	0.00%
Residential/Minimum vacant (each location)	\$ 1,005.94	\$ 1,068.96	6.26%
Restaurant (per seat/meal)	\$ 74.40	\$ 77.06	3.58%
School (per population)	\$ 42.24	\$ 46.02	8.95%
Service Station (per pump)	\$ 2,947.48	\$ 3,170.58	7.57%
Supermarket (each location)	\$ 25,502.46	\$ 26,379.08	3.44%
Special User (each location)	\$ 916.18	\$ 993.94	8.49%
Veterinary Office (each location)	\$ 2,288.84	\$ 2,465.16	7.70%
Vet Hospital/Boarding (each location)	\$ 6,511.88	\$ 7,013.56	7.70%

ORDINANCE NO. 2023-01

AN ORDINANCE ESTABLISHING SEWER SERVICE CHARGES FOR FISCAL YEAR 2023-2024 AND THEREAFTER, PROVIDING FOR THE COLLECTION OF SUCH CHARGES ON THE TAX ROLL, AND PROVIDING FURTHER THAT THIS ORDINANCE AND THE CHARGES ESTABLISHED HEREBY AND THE TAX COLLECTION PROCEDURE SELECTED HEREIN SHALL REMAIN IN EFFECT UNTIL EITHER THE SAID CHARGES ARE REVISED OR THIS ORDINANCE IS OTHERWISE AMENDED OR REPEALED

-oOo-

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

1. Sewer Service Charges. Sewer service charges for services rendered are hereby adopted and levied upon all fiscal years hereafter until the charges established herein are modified or this ordinance is repealed, at the same rates set forth on Exhibit "A" which is attached hereto and incorporated herein by this reference thereto.
2. Collection on Tax Roll. Pursuant to California Health and Safety Code §5473, the District hereby elects to have the aforesaid sewer service charges for services rendered by the District collected on the tax roll in the same general manner, by the same persons and at the same time as the collection of general property taxes by the County of Monterey.
3. Duration. This ordinance, the service charges established hereby and the collection procedure elected herein shall continue in full force and effect until either: a) the said sewer service charges are revised, or b) this ordinance is otherwise specifically amended or repealed.
4. Publication. Following adoption, this ordinance shall be published once in a newspaper published in the District.

5. Effective Date. This ordinance shall take effect and be in force one (1) week after the date it is published in the newspaper, or July 1, 2023, whichever is later.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

Exhibit "A"

Sewer User Fees Effective July 1, 2023

<u>User Category</u>	<u>Units</u>	<u>Annual Rate</u>
Bakery	Location	\$3,853.88
Bar	Location	\$1,704.12
Beauty Salon	Location	\$1,444.18
Business/Govt./Retail	Per 10 Employees*	\$662.46
Camera/Photo	Location	\$858.52
Church/Synagogue/Mission	Location	\$963.18
Convalescent. Hospital	Per Bed	\$509.74
Dental Office	Per Dentist	\$1,000.64
Gym/Health Spa	Location	\$1,259.26
Hotel/Motel	Per Room	\$514.96
Laundromats	Per Machine	\$1,244.64
Laundry	Location	\$4,210.40
Market	Location	\$1,901.28
Medical Office	Per Physician	\$440.50
Residential	Dwelling Unit	\$1,068.96
Restaurants	Seat/Meal**	\$77.06
Schools	Population	\$46.02
Service Stations	Per Pump	\$3,170.58
Supermarkets	Location	\$26,379.08
Veterinary Offices	Location	\$2,465.16
Animal Hospital & Boarding	Location	\$7,013.56
Special/Unlisted Users	\$/Flow Characteristics ***	\$993.94

* Each business is counted separately. For 1-10 employee it is counted as 1 unit. For 11-20 it is counted as two units. And so on. For the purposes of this model part-time employees are counted as 4:1

** Customer seats are multiplied by the number of meal periods (breakfast, lunch, dinner) serviced times two. The rate model assumes a seat will turn over twice during any meal period.

***Special/Unlisted users are assessed rates based on their loadings for Biochemical Oxygen Demand (BOD), Suspended Solids (SS), and Flow (millions of gallons) multiplied by the following unit rates: \$1.369808032/lb. of BOD; \$0.970162405/lb. of SS; \$12,908.87/MG of flow

The Carmel Area Wastewater District collects, treats and disposes of wastewater from more than 6,500 residential and commercial connections in Carmel and surrounding areas and portions of lower Carmel Valley.

The fixed rate user fees include funds required for current operation and maintenance costs.

STAFF REPORT

To: Board of Directors
From: Barbara Buikema, General Manager
Date: June 29, 2023
Subject: Codification Project Update



RECOMMENDATION

Recommend the Board of Directors approve Ordinance 2023-02 enacting a code of ordinances for the District, revising, amending, restating, codifying and compiling certain existing general ordinances and all new ordinances not heretofore adopted or published and to incorporate such ordinances into one codified, and compiled in book form.

DISCUSSION

This report is to provide an update to the Board of the Carmel Area Wastewater District on the Codification Project and to approve Ordinance 2023-02. You can view the end product at <https://cawd.org/district-administrative-code>.

This landing page has a hyperlink to the published District Administrative Code, which is hosted by American Legal Publishing. Click the link "**Published Code of Ordinances and Resolutions**". The user will be directed to the American Legal hosting site. The online site is updated monthly. The hard or paper copy will be updated on a quarterly basis and kept at the Administrative Office.

This project has taken a considerable amount of staff time and effort to bring to conclusion. In addition to all management staff, board committee members, and legal counsel I would like to acknowledge the efforts of Domine Barringer in not only bringing this project forward, but also bringing it to conclusion. The online codification project puts the District out front as far as transparency and accessibility to the public.

FINANCIAL

Total cost of the project to date \$15,310.84, budget for 2022-23 is \$25,000

Ongoing costs to host on American Legal \$400 year for hosting on website.

Any additional pages codified will be \$22/page and any additional embedded links will be \$5/link (e.g., link to employee handbook or agreement).

ORDINANCE NO. 2023-02

**AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE
CARMEL AREA WASTEWATER DISTRICT, REVISING,
AMENDING, RESTATING, CODIFYING AND COMPILING
CERTAIN EXISTING GENERAL ORDINANCES OF DISTRICT**

-o0o-

WHEREAS, the present general and permanent ordinances of the District are inadequately arranged and classified in a manner which permits their optimal utility in furtherance of the preservation of the public health, safety and general welfare of the District's residents and for the proper conduct of the District's affairs; and

WHEREAS, California Health and Safety Code Section 6491.3 empowers and authorizes the District to enact ordinances in the same manner and effect as the general regulations of the Board; and

WHEREAS, the Board of Directors previously authorized a general compilation, revision and codification of the ordinances of the District of a general and permanent nature and publication of such ordinances in book form; and

WHEREAS, codification is necessary to more effectively provide for the usual daily operation of the District.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE
CARMEL AREA WASTEWATER DISTRICT DOES ORDAIN AS
FOLLOW:**

1. Codification. The general ordinances of the District as revised, amended, restated, codified, and compiled in the book form entitled "Carmel Area Wastewater District, California Code of Ordinances," on file and available for inspection at Office of the Secretary to Board of Directors and online at:

https://codelibrary.amlegal.com/codes/carmelwastewaterca/latest/carmelwastewater_ca/0-0-0-2

are hereby adopted as and shall constitute the "Code of Ordinances of the Carmel Area Wastewater District."

2. **Titles.** Such Code of Ordinances as adopted in Section 1 shall consist of the following Titles:

CARMEL AREA WASTEWATER DISTRICT TABLE OF CONTENTS

TITLE I: GENERAL PROVISIONS

- 10. General Provisions
- 11. District Standards

TITLE II: ADMINISTRATION

- 20. Personnel
- 21. Board of Directors
- 22. Finances
- 23. Policies and Programs
- 24. Agreement: CAWD and PBCSD

TITLE III: SEWER REGULATIONS

- 30. Permits and Licenses
- 31. Fees and Charges
- 32. Sewers
- 33. Sanitary Sewer Standard Specifications
- 34. Reclaimed Water
- 35. Pretreatment Standards
- 36. Plumbing Regulations

TITLE IV: GENERAL REGULATIONS

- 40. Real Property and Improvements
- 41. Grease, Oil and Fats

TABLE OF SPECIAL RESOLUTIONS

- I. Contracts and Agreements
- II. Funds and Bonds
- III. Easements
- IV. Annexations and Detachments
- V. Real Property Transactions
- VI. Sale, Gift, Leasing and Appropriation of Property

PARALLEL REFERENCES

References to California Codes

References to Resolutions

References to Ordinances

3. **Repeal & Saving.** All prior ordinances pertaining to the subjects treated in such Code of Ordinances shall be deemed repealed from and after the effective date of this ordinance except as they are included and preordained in whole or in part in such Code; provided, such repeal shall not affect any offense committed or penalty incurred or any right established prior to the effective date of this ordinance, nor shall such repeal affect the provisions of ordinances levying taxes, appropriating money, annexing or detaching territory, establishing franchises, or granting special rights to certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorizing the purchase or sale of real or personal property, granting or accepting easements, plat or dedication of land to public use, vacating or setting the boundaries of streets or other public places; nor shall such repeal affect any other ordinance of a temporary or special nature or pertaining to subjects not contained in or covered by the Code.

4. **Publication.** Following adoption, this ordinance shall be published once in a newspaper published in the District.

5. **Effective Date.** This ordinance shall take effect and be in force one (1) week following the date it is published in the newspaper, or fourteen

(14) days following the date of its passage and adoption next below, whichever is later and the Secretary to the Board is hereby authorized and ordered to file a copy of such Code of Ordinances in the Office of the Clerk of the Board of Supervisors of the County of Monterey.

6. **Effect.** Such Code shall be in full force and effect as provided in Section 5, and such Code shall be presumptive evidence in all courts and places of the ordinance and all provisions, sections, penalties and regulations therein contained and of the date of passage, and that the same is properly signed, attested, recorded, and approved and that any public hearings and notices thereof as required by law have been given.

7. **Not a Project as Defined in CEQA.** Approval of this Ordinance does not involve any activity included in the definition of “Project” in the California Environmental Quality Act (CEQA), and therefore is not subject to review under CEQA.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., May 25, 2023

Via Teleconference Webinar & In Person with Proof of Vaccination

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:03 a.m.

Present: President Ken White, Pro Tem Bob Siegfried, and Directors Greg D'Ambrosio, and Mike Rachel, Director Urquhart arrived at the meeting at 9:08 a.m., after the call to order roll call was completed.

Absent:

A quorum was present.

Others: Barbara Buikema, General Manager Carmel Area Wastewater District (CAWD or District)
Rachél Lather, Principal Engineer, CAWD
Patrick Treanor, Plant Engineer, CAWD*
Ed Waggoner, Plant Superintendent, CAWD*
Kevin Young, Plant Operations Supervisor, CAWD*
Ray De Ocampo, Laboratory Supervisor, CAWD*
Chris Foley Maintenance Superintendent, CAWD
Daryl Lauer, Superintendent of Collection*
Domine Barringer, Board Secretary, CAWD
Robert Wellington, Wellington Law Offices, CAWD Legal Counsel
Jeff Froke, Director of the Board, Pebble Beach Community Services District (PBCSD) *
Mike Niccum, General Manager, PBCSD*
Nick Becker, Deputy General Manager, District Engineer, PBCSD*

In Person Public Attendees:

Larry Purcell, David Scopp, Elizabeth Robbin, Deborah Vielle, Lori Porter, Keith Porter, Barbara Ricciardi, Margaret J. Sincoff, Cora Malone, Drew Lander, Steve Stordahl, Jim Bunch, Lynette Ferguson, Gail Dryden, Margaret Kyunaer, Diane Guinta, Chuck Keller, Donna Kusumoto, Gordon Foxworthy, Andrew Papadick

Virtual Public Attendees:

Carol Keller|* Steve Thomas, TBC Communications|*

**Signifies Virtual Attendance*

1. Appearances/Public Comments: Public Comments (Matters Not on Agenda Any Subject):

There were numerous public comments on non-agendized matters concerning the Carmel Meadows Project.

The District Received Public Comment via email prior to the board meeting regarding an item not listed on the agenda from the following constituents: Ju, Tarantino, Turbow, Porter, Scopp, and Purcell – The Board Chairman of the Carmel Meadows Association. This information was included in the board packet.

In person public attendees that made comments on matters not on the agenda regarding the Carmel Meadows Project included the following residents below:

David Scopp, Chuck Keller, Larry Purcell, Gail Dryden, Diane Guinta, (unknown participant), Keith & Lori Porter, Elizabeth Robbin, Cora Malone, Lynette Ferguson

A short five minute break took place after the attendees left the boardroom and the board then moved into the consent calendar at 10 a.m.

Appearances/Public Comments on Agendized Items:

There were no public comments received on agendized items by the Board.

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

Pulled Item #26 from the agenda regarding Codification. The full board consented

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

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 Urquhart and seconded by Director D’Ambrosio. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items.

- 3.** Approve February 23, 2023, Regular Board Meeting Minutes & May 15, 2023, Budget Committee Meeting Minutes
- 4.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) – March 2023 & April 2023
- 5.** Receive and Accept Schedule of Cash Receipts & Disbursements- April, 2023
- 6.** Approve Register of Disbursements – Carmel Area Wastewater District – April,2023
- 7.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – April,2023
- 8.** Receive and Accept Financial Statements and Supplementary Schedules – April,2023
- 9.** Receive and Accept Collection System Superintendent’s Report – April,2023 March & February 2023
- 10.** Receive and Accept Safety and Regulatory Compliance Report – April, 2023
- 11.** Receive and Accept Treatment Facility Operations Report – April, 2023 March & February 2023
- 12.** Receive and Accept Laboratory/Environmental Compliance Report –April
- 13.** Receive and Accept Capital Projects Report/Implementation Plan

14. Receive and Accept Project Summaries – Capital & Non-Capital
15. Receive and Accept Plant Operations Report – April 2023
16. Receive and Accept Maintenance Projects Report –April 2023
17. Receive and Accept District Engineer’s Report-April 2023

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

18. **Resolution no. 2023-29;** A Resolution Adopting the Carmel Area Wastewater District/Pebble Beach Community Services District Reclamation Project Fiscal Year 2023-24 Budget – *Report by General Manager, Barbara Buikema*

Board Action

After brief discussion, a motion to approve the resolution was made by Director Urquhart and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution Adopting the Carmel Area Wastewater District/Pebble Beach Community Services District Reclamation Project Fiscal Year 2023-24 Budget

19. **Resolution No. 2023-30;** Resolution The General Manager To Enter Into A Contract With Kennedy Jenks Consultants, Inc. To Provide Engineering Support For The Preparation Of The Report For The California River Watch Settlement Agreement In An Amount Not To Exceed \$134,780 for Project #20-05- *Report by Principle Engineer, Rachél Lather*

Board Action

A motion to approve the resolution was made by Director D’Ambrosio and seconded by Director Urquhart. Following a Roll Call vote, the Board passed Resolution 2023-30, with Directors Rachel and Siegfried with a No vote to enter into a contract with Kennedy Jenks Consultants, Inc. To provide engineering support for the preparation of the report for the California River Watch Settlement Agreement in an amount not to exceed \$134,780 for Project #20-05

COMMUNICATIONS

20. General Manager Report – oral report *
- Monterey County Planning Hearing moved to June 28, 2023
 - Eminent Domain Discussion Suggested Special Meeting Dates (Monday morning, July 31st or Tuesday morning August 1st)

Board Action

After a brief discussion the board approved the creation of an Ad Hoc Committee regarding security. A motion to approve the creation of the was made by Director D'Ambrosio and seconded by Director Rachel. Following a Roll Call vote, the Board approved the Security Ad Hoc Committee.

The board also agreed to the meeting date of August 1st at 9 am regarding Eminent Domain.

OTHER ITEMS BEFORE THE BOARD

21. Director Siegfried's request to the Board of Director regarding road repairs within the District boundaries

Board Action

A motion was made by Director Siegfried and seconded by President White. Following a Roll Call vote, the Board was in consensus to build a data base to review the applications on the road repair and check back each lateral repair in a year and notify the City or the County.

22. Monterey County Treasurer Report for First Quarter of 2023- (January through March) – Report by General Manager, Barbara Buikema

Board Action

A motion to accept the Monterey County Treasurer Report for the First Quarter of 2023. Following a Roll Call vote, the Board unanimously accepted the report.

It was suggested that the data be included in the future. Director Siegfried would like to see the various asset class return. The data tables are four or five pages. As of now it will be left as is.

INFORMATION/DISCUSSION ITEMS

23. May Construction Updates of Project #18-01 Electrical/Mechanical Rehab- and Sludge Holding Tank Replacement – Report by Plant Engineer, Patrick Treanor
24. April 27, 2023, PBCSD Board Meeting Summaries- Report by Acting General Manager, Patrick Treanor
25. Reclamation Management Committee -Report by General Manager, Barbara Buikema

26. District Administrative Code-Posted to District website-Report by
General Manager, Barbara Buikema

Board Action

Agenda Change requested that this item be pulled from the agenda and the full Board was in consensus that this item be pulled from the agenda.

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

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

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:

Friday, May 26, 2023, at 9:30 a.m. – Director Urquhart is scheduled to attend.

Friday, June 30, 2023, at 9:30 a.m. – President White is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:

Tuesday, July 18, 2023, at 6:00 p.m. – President White is scheduled to attend.

Tuesday, October TBD, 2023, at 6:00 p.m. – Director Rachel are scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:

Tuesday, November 7, 2023, at 9:30 a.m. President White and Director Rachel is scheduled to attend.

28. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:59 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, June 29, 2023, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President of the Board



**CARMEL AREA WASTEWATER DISTRICT (CAWD)
PENSION STANDING COMMITTEE MEETING MINUTES
May 25, 2023, Thursday, 2:00 p.m.**

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 2:00 a.m.

Present: President Pro Tem Robert Siegfried, Committee member
Kevan Urquhart, Director Committee member
Barbara Buikema, General Manager
Patrick Treanor, Plant Engineer
Robert Wellington, Legal Counsel
Haley Hitchman, CPFA, Partner, Hastie Financial Group
Bill Hastie, Managing Partner, Hastie Financial Group
Ryan Hastie, Portfolio & Retirement Plan Analyst, Hastie Financial Group

Absent: none

Appearances/Public Comments: None

Agenda Changes: Pulled Review of Hastie's Financial Quarterly Performance

AGENDA ITEMS:

- A. Director Siegfried's bond investment proposals
- B. Hastie's Defense of Investment Results/Style

ADJOURNMENT: *There being no further business to come before the Committee, the meeting adjourned at 3:30 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, June 29, 2023, 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)
BOARD OF DIRECTORS SPECIAL BOARD MEETING MINUTES
CARMEL MEADOWS**

Thursday, 9:00 a.m., June 15, 2023

Via teleconference webinar and in person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 9:03 a.m.- **A quorum was present**

Present: President Ken White
Pro Tem Bob Siegfried
Director Michael Rachel
Director Kevan Urquhart

Absent: Director Greg D'Ambrosio (Excused)

Others: **Signifies Virtual Attendance*
Barbara Buikema, General Manger Carmel Area Wastewater District (CAWD or District)
Rachél Lather, Principal Engineer, CAWD
Patrick Treanor, Plant Engineer, CAWD*
Ed Waggoner, Plant Superintendent, CAWD*
Chris Foley Maintenance Superintendent, CAWD
Daryl Lauer, Superintendent of Collection*
Domine Barringer, Board Secretary, CAWD
Bob Rathie, Wellington Law Offices, CAWD Legal Counsel
Nick Becker, Deputy General Manager, District Engineer, PBCSD*
Tatyana Yurovsky, PE Principal & Owner |SRT Consultants*
Quanxin (Nina)Mao, PE|SRT Consultants*
Leslie Lazarotti, Principal| WRA Environmental Consultants
Geoff Reilly -Senior Environmental Planner, |WRA Environmental Consultants
Harvey Packard, Supervising Engineer & Section Manager, |Central Coas Waterboard
James Bowland –Principal, |Kennedy Jenks

In Person Public Attendees: Carmel Meadows Residents/Homeowners

Deborah Ju, Art Hatley, Marjorie Herbert, Margaret J. Sincoff, Robert Ord, Eric Barnes, John Borelli, Donna Kusumoto, Elizabeth Oka, Caroline Moyer, Lynette Ferguson, Larry Purcell, , Chuck Keller, Diane Guinta, Drew Lander, Andrew Papadick, Maryanne Radzis, Deborah Vielle, David Scopp

***Virtual Public Attendees:**

Carol Keller-Carmel Meadows Resident|*
Keith Porter-Carmel Meadows Resident|*
Philip Angelo|* Michael Reilly|*
Steve Thomas, TBC Communications|*

1. **Appearances/Public Comments:** *Public comment shall be limited to 3 minutes per person. During consideration of any agenda item, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

There mic was muted at the opening of the meeting. The Board Secretary opened the mic and stated that the Chair had opened the meeting and that there was no public comment and then the Board moved into the closed session at 9:06 am.

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

Conference with Legal Counsel-Potential Litigation:

Significant exposure to litigations pursuant to paragraph (2) of subdivision (d)
Government Code section 54956.9 - one potential case

The closed session ended at 9:30 a.m. Legal Counsel reported that during the closed session the Board took up, the matter at hand on the agenda with regard to the potential litigation, and the Board received information and provided direction and no reportable action was taken during the closed session. The Board came back into open session at 9:36 a.m.

3. **The Open Meeting reconvened at 9:36 am and a roll call was completed and a quorum was present**

Receive the Staff Report (including the consideration of the questions and issued raised by Mr. Scopp regarding his letter to the District.

Principal Engineer, Rachel Lather gave a Power Point presentation regarding the Carmel Meadows Gravity Sewer Replacement Project. The presentation included a video of the current pipeline alignment. After the staff report Mr. Packard addressed issues about the project.

Public Hearing was opened at 10:10 am

President White requested everyone that wishes to speak to provide your name and you will be called upon. The time limit is 3 minutes per person.

Appearances/Public Comments on Agendized Items:

Public Comments received by the Board from Harvey Packard of the Central Coast Water Board. Carmel Meadows Residents; David Scopp, Chuck Keller, Drew Lander, Deborah Ju, Diane Guinta, Larry Purcell, Eric Barnes, Elizabeth Oka, Unknown (Did not identify), Keith Porter, Greg Barnes, John Borelli (Neighbor),

Public Hearing was closed at 10:50 am

There were no additional discussions or actions taken and the Chair closed the meeting at 10:53 am

4. ADJOURNMENT

The Board adjourned open session at 9:04 a.m. and took a short break to transition into the closed session. The Board then convened into closed session at 9:06 a.m. The Board came out of closed session at 9:35 a.m., and Legal Counsel reported that during the closed session the Board took up, the matter at hand with regard to the potential litigation, and no reportable action was taken. The Board reconvened back into open session at 9:36 a.m. and the meeting was adjourned at 10:53 p.m.

As Reported To:

Domine Barringer, Board Secretary

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BOARD OF DIRECTORS SPECIAL BOARD MEETING MINUTES
CLOSED SESSION -Potential Litigation

Thursday, 2:00 p.m., June 22, 2023

Via teleconference webinar and in person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 2:01 p.m.- **A quorum was present**

Present: President Ken White
Pro Tem Bob Siegfried
Director Michael Rachel

Absent: Director Greg D'Ambrosio (Excused)

Others: **Signifies Virtual Attendance*
Director Kevan Urquhart| **Zoom (arrived after roll call at the opening, not counted for purposes of establishing a quorum)*
Barbara Buikema, General Manger Carmel Area Wastewater District (CAWD or District)
Rachél Lather, Principal Engineer, CAWD
Daryl Lauer, Superintendent of Collection
Domine Barringer, Board Secretary, CAWD
Bob Rathie, Wellington Law Offices, CAWD Legal Counsel
Amy Hoyt, Best Best & Krieger, CAWD Special Counsel

In Person Public Attendees:

None

***Virtual Public Attendees:**

None

APPEARANCES/PUBLIC COMMENT, ORDERS OF BUSINESS & ANNOUNCEMENTS:

The Board then adjourned open session at 2:06 p.m.. The Board then convened in closed session at 2:07 p.m.

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

Conference with Legal Counsel-Potential Litigation:

Significant exposure to litigations pursuant to paragraph (2) of subdivision (d)

Government Code section 54956.9 - one potential case.

The Board came out of closed session at 3:07 p.m., and Legal Counsel reported that during the closed session the Board took up, the matter listed on the agenda, one matter of potential litigation. Mr. Rathie reported the Board received information direction was provided, and no reportable action was taken. The Board reconvened back into open session at 3:07 p.m. and the meeting was adjourned at 3:08 p.m.

2. ADJOURNMENT

As Reported To:

Domine Barringer, Board Secretary

APPROVED:

Ken White, President



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

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

INDEPENDENT ACCOUNTANTS' REPORT

June 14, 2023

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 May 2023. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

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

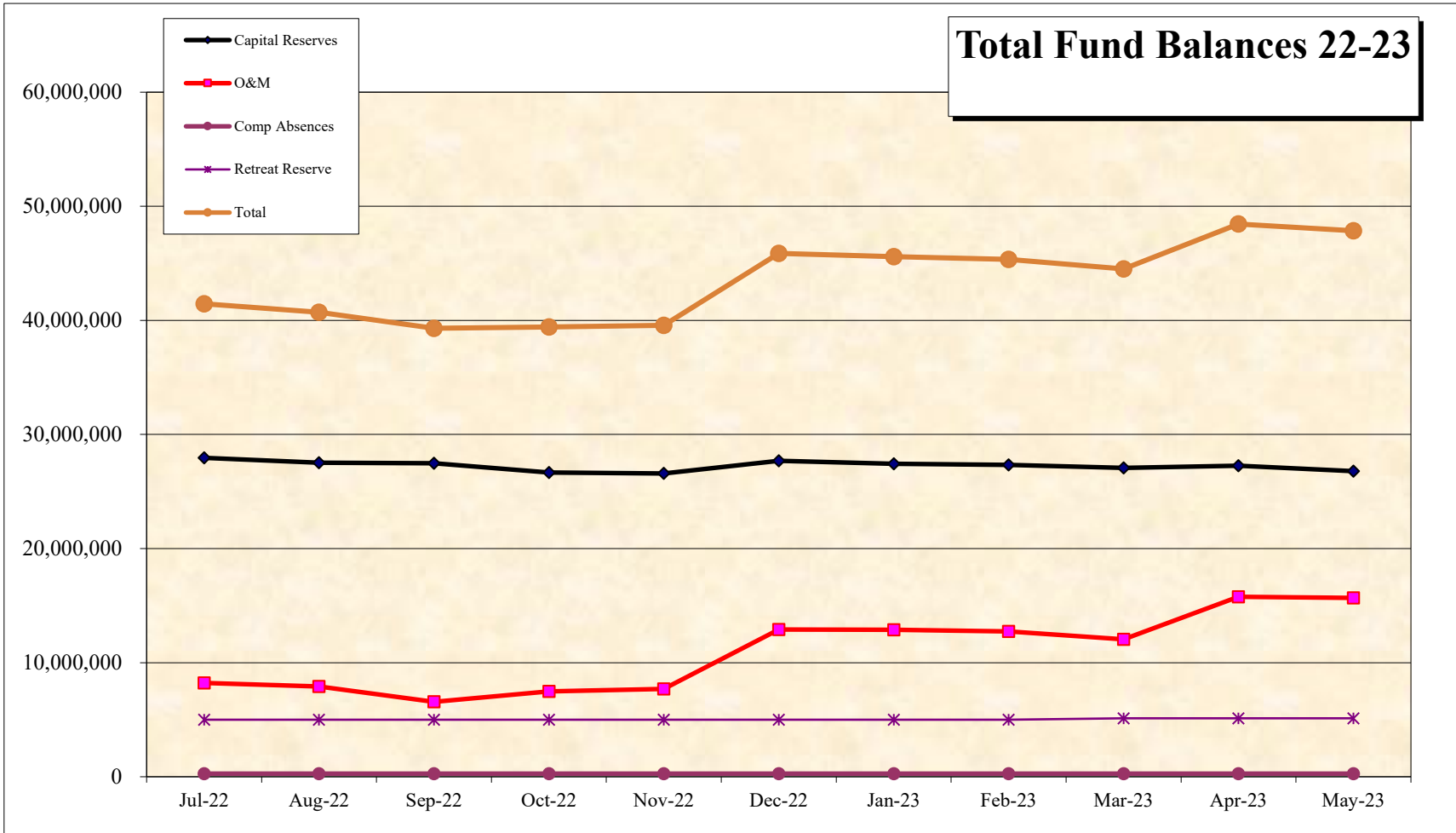
A handwritten signature in black ink, appearing to read "Robert Lee", written in a cursive style.

Robert Lee, CPA
Principal
CliftonLarsonAllen LLP

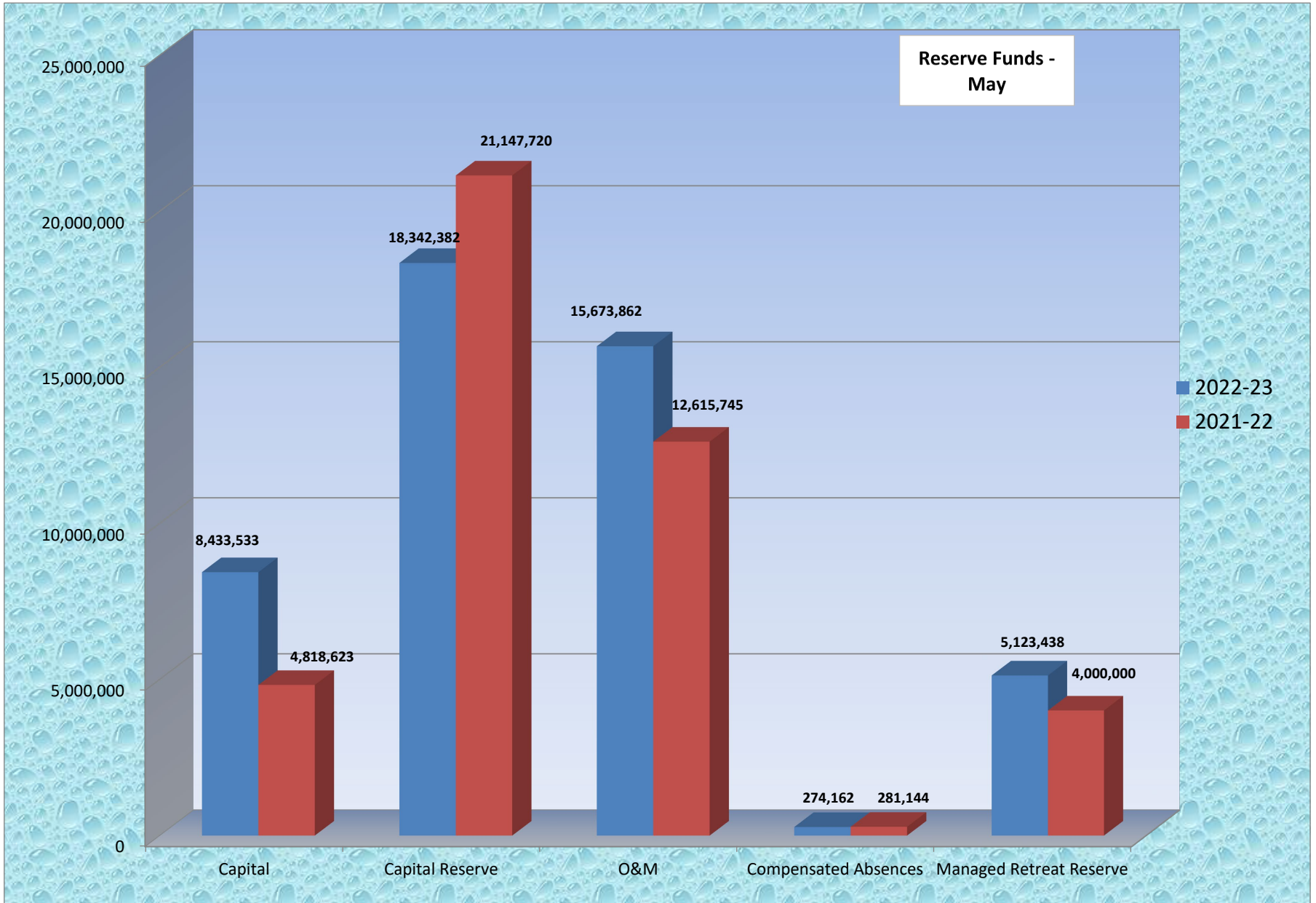
Cc: Mr. Ken White, President

Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - MAY 2023

	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	\$8,934,409	\$18,338,016	\$15,771,906	\$274,162	\$5,123,438	\$48,441,930	\$516,081	\$16,914	\$1,219,010
Receipts:									
User Fees			1,081						
Property Taxes		4,366							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							62,789		
Reclamation capital billing									
Permits							5,295		
PBCSD capital billing									
Other misc. revenue							9,862		
Interest income									
Connection Fees							16,545		
CCLEAN receipts							17,567		
CRFree Project grant funds									
Carmel Reserve LLC-Sept. Ranch Project									
Greeley and Hansen return duplicate check									
Void checks-replace lost checks							1,050		
Total Receipts	0	4,366	1,081	0	0	5,448	228,108	0	0
Fund Transfers:									
Transfers to Chase Bank O&M	(500,875)		(99,125)				600,000		
Transfers to Chase Bank PR							(225,000)	225,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(500,875)	0	(99,125)	0	0	(600,000)	375,000	225,000	0
Disbursements:									
Operations and capital							815,845		
Payroll & payroll taxes								230,156	
Employee Dental reimbursements							1,539		
CALPERS EFT							35,092		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							0		
Home Depot EFT							1,111		
US Bank EFT							10,669		
Deferred comp contributions EFT							13,008	0	
PEHP contributions EFT							3,173	0	
Bank/ADP fees							0	829	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Greeley Hansen deposit lost check									
HCM Unlocked EFT							2,250		
Total Disbursements	0	0	0	0	0	0	882,687	230,985	0
BALANCE END OF MONTH	8,433,533	18,342,382	15,673,862	274,162	5,123,438	47,847,378	236,502	10,929	1,219,010



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



Carmel Area Wastewater District
Disbursements
May-23

Date	Check	Vendor	Description	Amount
05/01/23	4341	Alameda Electrical Distributors	Admin building repair parts	1,361.56
05/01/23	4342	Allied Fluid Products	Operating supplies for headworks	9,414.67
05/01/23	4343	Amazon Capital Services	Office and operating supplies	840.95
05/01/23	4344	Applied Marine Sciences	Ocean monitoring manager expenses and CCLEAN Evaluating Ag. Management Practices	11,227.69
05/01/23	4345	Atlas Copco	Lab equipment	683.92
05/01/23	4346	AT&T Mobility	SCADA text modem	70.79
05/01/23	4347	AT&T CALNET 3	Admin alarm	35.19
05/01/23	4348	AT&T	Voice routing, IP card and Plant fiber router	771.32
05/01/23	4349	AutomationDirect, Inc.	Operating supplies for dewatering/DIG	594.78
05/01/23	4350	Beth Ingram	February and March HR services	11,375.00
05/01/23	4351	Borges & Mahoney	Operating supplies for effluent/outfall	4,672.04
05/01/23	4352	Bryan Mailey Electric	Plant electrical service	5,896.29
05/01/23	4353	California American Water	Monthly service	4,150.69
05/01/23	4354	Carmel Print & Copy	Business envelopes	645.83
05/01/23	4355	Christopher Foley	CWEA conference expenses	67.91
05/01/23	4356	Cintas Corporation #63D	Laundry service	831.27
05/01/23	4357	CliftonLarsonAllen LLP	Bank reconciliation oversight	450.00
05/01/23	4358	Comcast	Admin internet	275.08
05/01/23	4359	Comcast	Pump station internet	537.00
05/01/23	4360	County of Mo. Sheriff's Office Alarm	False alarm fee at the admin building	88.00
05/01/23	4361	C S C of Salinas	4000 psi hose and parts	196.96
05/01/23	4362	Culligan Water Conditioning	C&I exchange for the lab	17.35
05/01/23	4363	CWEA	Employee annual membership and certificate renewal	297.00
05/01/23	4364	Daniel Deeth	Dental	32.20
05/01/23	4365	Datco Services	Quarterly service fees	146.25
05/01/23	4366	Del Monte Gardeners	Easement clearing after storms	9,720.00
05/01/23	4367	Delta Medical Supply Group	Black nitrile gloves	2,257.20
05/01/23	4368	Direct TV	Plant service	102.24
05/01/23	4369	DKF Solutions Group, LLC	Spill response drill training	6,600.00
05/01/23	4370	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,502.93
05/01/23	4371	First Alarm	Quarterly Plant billing	456.72
05/01/23	4372	Fisher Scientific	Lab supplies	690.79

Carmel Area Wastewater District
Disbursements
May-23

Date	Check	Vendor	Description	Amount
05/01/23	4373	Frisch Engineering	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	1,780.00
05/01/23	4374	Got.Net	Domain parking	4.20
05/01/23	4375	Grainger	1.5hp sewage ejector pump	1,488.34
05/01/23	4376	Gregory Ange	CWEA conference expenses	107.14
05/01/23	4377	Green Infrastructure Design	Web GIS mapping and training	3,600.00
05/01/23	4378	ICONIX Waterworks	Gate valves and flanges	1,551.57
05/01/23	4379	Liberty Process Equipment	CDQ rotors and stators for headworks	8,435.18
05/01/23	4380	Liebert Cassidy Whitmore	Labor relations legal service	2,239.00
05/01/23	4381	Mandell Municipal Counseling	Legal services regarding revenue	928.00
05/01/23	4382	Mark Napier	CWEA conference expenses	72.67
05/01/23	4383	McMaster-Carr	Thick wall PVC pipe fittings	108.35
05/01/23	4384	MNS Engineers	Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL)	15,184.43
05/01/23	4385	Monterey Bay Analytical Services	Sample analysis	660.00
05/01/23	4386	Monterey Peninsula Engineering	Emergency Lorca Lane Sewer Relocation #22-07 (CAPITAL)	51,138.50
05/01/23	4387	Patelco Credit Union	Health savings accounts contributions	4,786.70
05/01/23	4388	Patrick Treanor	Reimbursement for board meeting lunch and CSDA dinner tickets	137.79
05/01/23	4389	Peninsula Welding & Medical Supply	Non-liquid cylinder rent	38.70
05/01/23	4390	Pacific Gas & Electric	Monthly service	1,025.84
05/01/23	4391	Pure Water	Plant and admin service	125.50
05/01/23	4392	Quality Tech	Tinting windows at admin building	984.00
05/01/23	4393	Rachel Lather	CWEA conference expenses	809.15
05/01/23	4394	Robert Siegfried	Dental	435.00
05/01/23	4395	Scarborough Lumber (ACE)	Admin supplies	87.64
05/01/23	4396	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design and Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	5,562.75
05/01/23	4397	Star Sanitation LLC	Collections portable toilet rental	24.30
05/01/23	4398	Streamline	Website maintenance	400.00
05/01/23	4399	TBC Communications & Media	Public outreach for Carmel Meadows Gravity Sewer Project #19-03 and Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL)	7,875.00
05/01/23	4400	Trevor Weidner-Holland	Work boot reimbursement	9.21
05/01/23	4401	Trowbridge Enterprises	Collections executive chair	965.98
05/01/23	4402	Univar Solutions USA Inc.	Sodium bisulfate and hypochlorite	7,370.01
05/01/23	4403	Universal Staffing	Admin temp service	162.00

Carmel Area Wastewater District
Disbursements
May-23

Date	Check	Vendor	Description	Amount
05/01/23	4404	Urban Futures, Inc.	Annual bond fee	1,050.00
05/01/23	4405	USA Blue Book	Operating supplies	496.87
05/01/23	4406	Vision Service Plan	Vision insurance premium	573.00
05/01/23	4407	Visual Edge IT, Inc.	Plant copier charges	105.18
05/01/23	4408	Wellington & Rathie	District legal services	6,002.00
05/15/23	4409	Acme Analytical Solutions	Iodine solution, phenylarsine oxide and acetic acid	533.70
05/15/23	4410	Amazon Capital Services	Office and operating supplies	1,049.20
05/15/23	4411	American Fidelity Assurance Company	Flex accounts	407.68
05/15/23	4412	American Fidelity Assurance	Employee insurance premiums	551.01
05/15/23	4413	AutomationDirect, Inc.	Overload relay	213.35
05/15/23	4414	Best Best & Krieger LLP	District legal services	6,659.00
05/15/23	4415	Biobot Analytics	Influent sample testing	350.00
05/15/23	4416	California American Water	Monthly service	2,005.44
05/15/23	4417	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	563.57
05/15/23	4418	Charles DayEngel	Dental	349.00
05/15/23	4419	Cintas Corporation #63D	Laundry service	1,290.65
05/15/23	4420	Clark Pest Control	Plant service	317.00
05/15/23	4421	Clark Bros., Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	165,966.99
05/15/23	4422	Currie Engineers	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	73,725.13
05/15/23	4423	Denise Duffy & Associates	Corona Road Sewer Extension Project #18-21	13,891.31
05/15/23	4424	DKF Solutions Group, LLC	Surface water training and Pump station ERP	7,200.00
05/15/23	4425	Edward Waggoner	Dental	269.00
05/15/23	4426	Exceedio	Onsite service call	2,170.00
05/15/23	4427	Fisher Scientific	Lab supplies	42.37
05/15/23	4428	GLS US	Shipping charges for sample analysis	88.81
05/15/23	4429	ICON Cloud Solutions	Monthly telephone service	595.22
05/15/23	4430	Jack Doheny Companies	CCTV cable	7,124.50
05/15/23	4431	JRG Attorneys at Law	Plant Bridge Retrofit Project #22-04 (CAPITAL)	144.00
05/15/23	4432	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 and Vactor Receiving Station Project #22-06 (CAPITAL)	82,831.00
05/15/23	4433	Lemos Service Inc.	Propane	177.84
05/15/23	4434	McMaster-Carr	Operating supplies	66.33
05/15/23	4435	Michael Rachel	Dental	454.20

Carmel Area Wastewater District
Disbursements
May-23

Date	Check	Vendor	Description	Amount
05/15/23	4436	MNS Engineers	Scenic Rd Pipe Bursting Project #20-08 (CAPITAL), Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL) and September Ranch Subdivision Project	11,177.50
05/15/23	4437	Monterey Bay Analytical Services	Sample analysis	479.00
05/15/23	4438	Monterey Peninsula Engineering	Canada Drive sewer repair	6,885.53
05/15/23	4439	Murphy Austin Attorneys	Legal services-Monterey County option agreement	2,888.50
05/15/23	4440	Nguyen Security	Board meeting security service	400.00
05/15/23	4441	Nicolay Consulting Group	Funding calculations for old pension plan	1,305.00
05/15/23	4442	OSBT Investments	User refunds for vacant lot during construction	3,883.36
05/15/23	4443	Pacific Crest Engineering	Emergency Lorca Lane Sewer Relocation #22-07 (CAPITAL)	1,916.25
05/15/23	4444	Pacific Gas & Electric	Monthly service	35,789.72
05/15/23	4445	Quill LLC	Office supplies	101.24
05/15/23	4446	Quinn Company	Generator oil and coolant	660.45
05/15/23	4447	Rooter King Monterey County	Plant #1 water pipe replacement (CAPITAL)	34,903.00
05/15/23	4448	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	860.00
05/15/23	4449	Star Sanitation LLC	Collections portable toilet rental	24.30
05/15/23	4450	Synagro Technologies	Sludge hauling	12,153.06
05/15/23	4451	Town & Country Gardening	Plant and admin service	700.00
05/15/23	4452	ULINE	Trash liners	212.27
05/15/23	4453	United Rentals (North America)	Articulating boom lift rental	1,800.03
05/15/23	4454	Univar Solutions USA Inc.	Sodium hypochlorite	10,315.49
05/15/23	4455	Universal Staffing	Admin temp service	315.00
05/15/23	4456	USA Blue Book	Sewage pump and switch	1,495.48
05/15/23	4457	Water Awareness Committee	Annual membership dues	500.00
05/15/23	4458	Wellington & Rathie	District legal services	10,056.00
05/15/23	4459	WM Corporate Services	Plant rollofts and admin garbage	1,693.63
05/26/23	4460	American Legal Publishing Corp.	Codification of Ordinances-final edit approval draft	2,090.00
05/26/23	4461	Applied Marine Sciences	April Evaluating Ag. Management Practices	1,901.35
05/26/23	4462	AT&T Mobility	Cell service	433.82
05/26/23	4463	California American Water	Monthly service	38.29
05/26/23	4464	Comcast	Admin internet	275.08
05/26/23	4465	Comcast	Pump station internet	537.00
05/26/23	4466	Direct TV	Monthly service	95.99

Carmel Area Wastewater District
Disbursements
May-23

Date	Check	Vendor	Description	Amount
05/26/23	4467	DKF Solutions Group, LLC	Plant and Collections training classes	9,600.00
05/26/23	4468	Dominee Barringer	Reimbursement for office and board meeting supplies	88.14
05/26/23	4469	FGL Environmental	Sample analysis	1,832.00
05/26/23	4470	Frisch Engineering	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	3,512.50
05/26/23	4471	Idexx Laboratories	Lab supplies	1,157.33
05/26/23	4472	MNS Engineers	Scenic Rd Pipe Bursting Project #20-08 (CAPITAL), Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL), September Ranch Subdivision Project and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL)	44,298.41
05/26/23	4473	Municipal Maintenance Equipment	Operating supplies	84.44
05/26/23	4474	Pacific Gas & Electric	March co-gen	194.65
05/26/23	4475	Public Agency Coalition Enterprise	Health insurance	36,166.81
05/26/23	4476	Weco Industries	Warthog rotating nozzle	568.93
05/26/23	4477	Whitson Janitorial Service	Plant and admin service	1,625.00
				817,384.47

CAWD/PBCSD Reclamation Project
Disbursements
May-23

Date	Check	Vendor	Description	Amount
05/01/23	944	Allied Fluid Products	Gaskets	419.35
05/01/23	945	Borges & Mahoney Co.	U-cup seals	52.16
05/01/23	946	Brenntag Pacific, Inc.	Ammonium hydroxide	5,009.58
05/01/23	947	Bryan Mailey Electric	Sulfuric Acid Tank Project #18-26 (CAPITAL)	5,550.00
05/01/23	948	Carmel Area Wastewater District	Reimbursement for sodium bisulfate and hypochlorite	1,650.37
05/01/23	949	Fisher Scientific	Lab supplies	690.78
05/01/23	950	Frisch Engineering	Sulfuric Acid Tank Project #18-26 (CAPITAL)	390.00
05/01/23	951	Harrington Industrial Plastics	Sulfuric Acid Tank Project #18-26 (CAPITAL)	714.36
05/01/23	952	MANCO	Magmeter remote mount wiring combo coil & electrodes	775.80
05/01/23	953	Monterey Bay Analytical Services	Sample analysis	686.00
05/01/23	954	Myron L Company	TAG2022 pH sensor	465.55
05/01/23	955	Pebble Beach Company	Bond principal and interest, past letter of credit and bond fees and project rep costs	271,514.65
05/01/23	956	Pacific Gas & Electric	MF/RO billing	5,303.60
05/01/23	957	Thermo Electron North America LLC	Lab supplies	2,636.64
05/01/23	958	Wellington & Rathie	Legal services	893.00
05/15/23	959	Acme Analytical Solutions	Iodine solution, phenylarsine oxide and acetic acid	1,101.98
05/15/23	960	Alameda Electrical	Electrical supplies	985.22
05/15/23	961	Brenntag Pacific, Inc.	Ammonium hydroxide	5,181.40
05/15/23	962	Cal-Am Water Company	Hydrant meter K	2,902.43
05/15/23	963	Carmel Area Wastewater District	O&M reimbursement	61,138.42
05/15/23	964	Fisher Scientific	Lab supplies	42.38
05/15/23	965	Grainger	Ladder and step stairs	1,187.69
05/15/23	966	Harrington Industrial Plastics	Sulfuric Acid Tank Project #18-26 (CAPITAL)	137.67
05/15/23	967	Kennedy/Jenks Consultants	Asset Analysis and Master Plan Project #22-05 (CAPITAL)	32,564.13
05/15/23	968	Monterey Bay Analytical Services	Sample analysis	70.00
05/15/23	969	Pebble Beach Community Services District	O&M and capital reimbursement	144,471.56
05/15/23	970	Pacific Gas & Electric	Tertiary billing	12,244.15

CAWD/PBCSD Reclamation Project
Disbursements
May-23

Date	Check	Vendor	Description	Amount
05/15/23	971	T & T Valve and Instrument	Butterfly valves and CH valves	17,019.59
05/15/23	972	Thatcher Company of California	Sulfuric acid and container returns	6,089.23
05/15/23	973	Wellington & Rathie	Legal services	152.00
05/26/23	974	Idexx Laboratories	Lab supplies	1,157.33
05/26/23	975	Industrial Machine Shop	Recondition 125hp motor	3,686.07
05/26/23	976	Pacific Gas & Electric	MF/RO billing	21,865.57
05/31/23	977	Automationdirect.com, Inc.	Electric molded case circuit breaker	545.22
05/31/23	978	Brenntag Pacific, Inc.	Brennfloc RE 5000	13,304.01
05/31/23	979	Bryan Mailey Electric	Sulfuric Acid Tank Project #18-26 (\$750.00 CAPITAL)	2,850.00
05/31/23	980	Calcon Systems	Annual SCADA Support renewal	2,193.11
05/31/23	981	Emedco	Safety supplies	123.30
05/31/23	982	Grainger	Operating supplies	12.28
05/31/23	983	Myron L Company	pH sensor and calibration	463.22
05/31/23	984	Peopleready Inc.	Temp workers to clean Plant	1,849.17
05/31/23	985	Professional Water Technologies	Antiscalent and clean-in-place chemicals	15,557.76
05/31/23	986	Solenis LLC	Praestol K 144 L-NA IBC polymer	11,724.78
05/31/23	987	Toray Membrane USA, Inc.	Thirty RO membranes	14,683.13
05/31/23	988	USA Blue Book	Operating supplies	191.35
				672,245.99



**Financial Statements
and
Supplementary Schedules**

May 2023

June 29, 2023

Carmel Area Wastewater District

Balance Sheet

May 2023

ASSETS			
Current Assets			
Cash			
Cash	49,313,818.54		
TOTAL Cash	49,313,818.54		
Other Current Assets			
Other Current Assets	269,276.72		
TOTAL Other Current Assets	269,276.72		
TOTAL Current Assets		49,583,095.26	
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76		
Treatment Structures			
Treatment Structures	70,412,104.24		
TOTAL Treatment Structures	70,412,104.24		
Treatment Equipment			
Treatment Equipment	8,864,043.57		
TOTAL Treatment Equipment	8,864,043.57		
Collection Structures			
Collection Structures	1,238,843.71		
TOTAL Collection Structures	1,238,843.71		
Collection Equipment			
Collection Equipment	1,524,870.54		
TOTAL Collection Equipment	1,524,870.54		
Sewers		15,772,472.56	
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities	1,643,890.85		
Other Fixed Assets			
Other Fixed Assets	4,522,500.03		
TOTAL Other Fixed Assets	4,522,500.03		
Capital Improvement Projects			
Capital Improvement Projects	8,979,386.02		
TOTAL Capital Improvement Projects	8,979,386.02		
Accumulated depreciation		(56,777,957.36)	
TOTAL Fixed Assets		56,488,213.92	
Other Assets			
Other Assets		5,773,593.64	
TOTAL Other Assets		5,773,593.64	
TOTAL ASSETS		111,844,902.82	

Carmel Area Wastewater District

Balance Sheet

May 2023

LIABILITIES

Current Liabilities

Current Liabilities	1,045,505.51	
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TOTAL Current Liabilities	1,045,505.51	1,045,505.51
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Long-Term Liabilities

Long Term Liabilities	1,279,011.70	
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TOTAL Long-Term Liabilities	1,279,011.70	1,279,011.70
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TOTAL LIABILITIES		2,324,517.21
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NET POSITION

Net Assets	101,293,950.98	
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Year-to-Date Earnings	8,226,434.63	
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TOTAL NET POSITION	109,520,385.61	109,520,385.61
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TOTAL LIABILITIES & NET POSITION		111,844,902.82
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Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, May 2023 - current month, Consolidated by
account

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	12,378,904.06	11,931,898.23	447,005.83	3.7 %
TOTAL Income	<u>12,378,904.06</u>	<u>11,931,898.23</u>	<u>447,005.83</u>	3.7 %
Adjustments				
Discounts	45.20	0.00	45.20	
TOTAL Adjustments	<u>45.20</u>	<u>0.00</u>	<u>45.20</u>	
*****	<u>12,378,949.26</u>	<u>11,931,898.23</u>	<u>447,051.03</u>	3.7 %
***** OPERATING INCOME	<u>12,378,949.26</u>	<u>11,931,898.23</u>	<u>447,051.03</u>	3.7 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	3,405,364.33	3,770,993.50	365,629.17	9.7 %
TOTAL Salaries and Payroll Taxes	<u>3,405,364.33</u>	<u>3,770,993.50</u>	<u>365,629.17</u>	9.7 %
Employee Benefits				
Employee Benefits	747,483.32	685,559.40	(61,923.92)	-9.0 %
TOTAL Employee Benefits	<u>747,483.32</u>	<u>685,559.40</u>	<u>(61,923.92)</u>	-9.0 %
Director's Expenses				
Director's Expenses	23,484.47	31,296.01	7,811.54	25.0 %
TOTAL Director's Expenses	<u>23,484.47</u>	<u>31,296.01</u>	<u>7,811.54</u>	25.0 %
Truck and Auto Expenses				
Truck and Auto Expenses	60,682.01	72,669.76	11,987.75	16.5 %
TOTAL Truck and Auto Expenses	<u>60,682.01</u>	<u>72,669.76</u>	<u>11,987.75</u>	16.5 %
General and Administrative				
General and Administrative	573,864.68	644,941.69	71,077.01	11.0 %
TOTAL General and Administrative	<u>573,864.68</u>	<u>644,941.69</u>	<u>71,077.01</u>	11.0 %
Office Expense				
Office Expense	82,136.98	82,660.42	523.44	0.6 %
TOTAL Office Expense	<u>82,136.98</u>	<u>82,660.42</u>	<u>523.44</u>	0.6 %
Operating Supplies				
Operating Supplies	438,025.93	432,870.58	(5,155.35)	-1.2 %
TOTAL Operating Supplies	<u>438,025.93</u>	<u>432,870.58</u>	<u>(5,155.35)</u>	-1.2 %
Contract Services				
Contract Services	709,071.06	728,809.57	19,738.51	2.7 %
TOTAL Contract Services	<u>709,071.06</u>	<u>728,809.57</u>	<u>19,738.51</u>	2.7 %

Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, May 2023 - current month, Consolidated by
account

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	755,101.92	785,547.39	30,445.47	3.9 %
TOTAL Repairs and Maintenance	755,101.92	785,547.39	30,445.47	3.9 %
Utilities				
Utilities	358,336.89	349,964.55	(8,372.34)	-2.4 %
TOTAL Utilities	358,336.89	349,964.55	(8,372.34)	-2.4 %
Travel and Meetings				
Travel and Meetings	43,287.66	49,437.93	6,150.27	12.4 %
TOTAL Travel and Meetings	43,287.66	49,437.93	6,150.27	12.4 %
Permits and Fees				
Permits and Fees	60,296.50	74,838.00	14,541.50	19.4 %
TOTAL Permits and Fees	60,296.50	74,838.00	14,541.50	19.4 %
Memberships and Subscriptions				
Memberships and Subscriptions	41,094.69	41,130.76	36.07	0.1 %
TOTAL Memberships and Subscriptions	41,094.69	41,130.76	36.07	0.1 %
Safety				
Safety	73,359.08	97,091.68	23,732.60	24.4 %
TOTAL Safety	73,359.08	97,091.68	23,732.60	24.4 %
Other Expenses				
Other Expense	40,026.12	36,291.69	(3,734.43)	-10.3 %
TOTAL Other Expenses	40,026.12	36,291.69	(3,734.43)	-10.3 %
TOTAL Operating Expenses	7,411,615.64	7,884,102.93	472,487.29	6.0 %
***** OPERATING INCOME (LOSS)	4,967,333.62	4,047,795.30	919,538.32	22.7 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	3,259,101.01	2,658,422.00	600,679.01	22.6 %
TOTAL Other Income or Gain	3,259,101.01	2,658,422.00	600,679.01	22.6 %
TOTAL Non-op Income, Expense, Gain or Loss	3,259,101.01	2,658,422.00	600,679.01	22.6 %
***** NET INCOME (LOSS)	8,226,434.63	6,706,217.30	1,520,217.33	22.7 %
***** NET INCOME (LOSS)	8,226,434.63	6,706,217.30	1,520,217.33	22.7 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Collections
*Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 5*

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 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	627,918.43	645,495.00	17,576.57	2.7 %
TOTAL Salaries and Payroll Taxes	627,918.43	645,495.00	17,576.57	2.7 %
Employee Benefits				
Employee Benefits	185,698.19	181,540.39	(4,157.80)	-2.3 %
TOTAL Employee Benefits	185,698.19	181,540.39	(4,157.80)	-2.3 %
Truck and Auto Expenses				
Truck and Auto Expenses	43,923.73	62,140.19	18,216.46	29.3 %
TOTAL Truck and Auto Expenses	43,923.73	62,140.19	18,216.46	29.3 %
General and Administrative				
General and Administrative	36,501.59	106,093.00	69,591.41	65.6 %
TOTAL General and Administrative	36,501.59	106,093.00	69,591.41	65.6 %
Office Expense				
Office Expense	4,137.11	5,825.00	1,687.89	29.0 %
TOTAL Office Expense	4,137.11	5,825.00	1,687.89	29.0 %
Operating Supplies				
Operating Supplies	45,097.17	33,340.22	(11,756.95)	-35.3 %
TOTAL Operating Supplies	45,097.17	33,340.22	(11,756.95)	-35.3 %
Contract Services				
Contract Services	146,294.76	153,008.32	6,713.56	4.4 %
TOTAL Contract Services	146,294.76	153,008.32	6,713.56	4.4 %
Repairs and Maintenance				
Repairs and Maintenance	449,335.30	514,566.66	65,231.36	12.7 %
TOTAL Repairs and Maintenance	449,335.30	514,566.66	65,231.36	12.7 %
Utilities				
Utilities	40,462.71	42,436.36	1,973.65	4.7 %
TOTAL Utilities	40,462.71	42,436.36	1,973.65	4.7 %
Travel and Meetings				
Travel and Meetings	8,501.40	16,433.37	7,931.97	48.3 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Collections
Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 5

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	8,501.40	16,433.37	7,931.97	48.3 %
Permits and Fees				
Permits and Fees	7,402.60	6,600.00	(802.60)	-12.2 %
TOTAL Permits and Fees	7,402.60	6,600.00	(802.60)	-12.2 %
Memberships and Subscriptions				
Memberships and Subscriptions	3,723.35	3,491.63	(231.72)	-6.6 %
TOTAL Memberships and Subscriptions	3,723.35	3,491.63	(231.72)	-6.6 %
Safety				
Safety	40,767.95	31,841.69	(8,926.26)	-28.0 %
TOTAL Safety	40,767.95	31,841.69	(8,926.26)	-28.0 %
Other Expenses				
Other Expense	0.00	291.69	291.69	100.0 %
TOTAL Other Expenses	0.00	291.69	291.69	100.0 %
TOTAL Operating Expenses	1,639,764.29	1,803,103.52	163,339.23	9.1 %
***** OPERATING INCOME (LOSS)	(1,639,764.29)	(1,803,103.52)	163,339.23	9.1 %
***** NET INCOME (LOSS)	(1,639,764.29)	(1,803,103.52)	163,339.23	9.1 %
***** NET INCOME (LOSS)	(1,639,764.29)	(1,803,103.52)	163,339.23	9.1 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Treatment
*Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 6*

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 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>	1,570,929.28	1,856,945.00	286,015.72	15.4 %
TOTAL Salaries and Payroll Taxes	1,570,929.28	1,856,945.00	286,015.72	15.4 %
Employee Benefits				
<i>Employee Benefits</i>	433,836.92	384,088.13	(49,748.79)	-13.0 %
TOTAL Employee Benefits	433,836.92	384,088.13	(49,748.79)	-13.0 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	16,475.19	8,439.57	(8,035.62)	-95.2 %
TOTAL Truck and Auto Expenses	16,475.19	8,439.57	(8,035.62)	-95.2 %
General and Administrative				
<i>General and Administrative</i>	415,109.84	430,434.69	15,324.85	3.6 %
TOTAL General and Administrative	415,109.84	430,434.69	15,324.85	3.6 %
Office Expense				
<i>Office Expense</i>	40,438.51	33,670.85	(6,767.66)	-20.1 %
TOTAL Office Expense	40,438.51	33,670.85	(6,767.66)	-20.1 %
Operating Supplies				
<i>Operating Supplies</i>	391,701.72	392,509.55	807.83	0.2 %
TOTAL Operating Supplies	391,701.72	392,509.55	807.83	0.2 %
Contract Services				
<i>Contract Services</i>	444,756.37	480,302.39	35,546.02	7.4 %
TOTAL Contract Services	444,756.37	480,302.39	35,546.02	7.4 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	265,024.93	263,023.99	(2,000.94)	-0.8 %
TOTAL Repairs and Maintenance	265,024.93	263,023.99	(2,000.94)	-0.8 %
Utilities				
<i>Utilities</i>	295,625.26	287,893.19	(7,732.07)	-2.7 %
TOTAL Utilities	295,625.26	287,893.19	(7,732.07)	-2.7 %
Travel and Meetings				
<i>Travel and Meetings</i>	22,814.39	22,446.19	(368.20)	-1.6 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Treatment
Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 6

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	22,814.39	22,446.19	(368.20)	-1.6 %
Permits and Fees				
<i>Permits and Fees</i>	29,343.90	44,688.00	15,344.10	34.3 %
TOTAL Permits and Fees	29,343.90	44,688.00	15,344.10	34.3 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	5,555.46	8,854.13	3,298.67	37.3 %
TOTAL Memberships and Subscriptions	5,555.46	8,854.13	3,298.67	37.3 %
Safety				
<i>Safety</i>	32,512.32	63,299.99	30,787.67	48.6 %
TOTAL Safety	32,512.32	63,299.99	30,787.67	48.6 %
Other Expenses				
<i>Other Expense</i>	6,192.24	0.00	(6,192.24)	
TOTAL Other Expenses	6,192.24	0.00	(6,192.24)	
TOTAL Operating Expenses	3,970,316.33	4,276,595.67	306,279.34	7.2 %
***** OPERATING INCOME (LOSS)	(3,970,316.33)	(4,276,595.67)	306,279.34	7.2 %
***** NET INCOME (LOSS)	(3,970,316.33)	(4,276,595.67)	306,279.34	7.2 %
***** NET INCOME (LOSS)	(3,970,316.33)	(4,276,595.67)	306,279.34	7.2 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Admin.
Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 7

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 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	633,082.07	687,227.00	54,144.93	7.9 %
TOTAL Salaries and Payroll Taxes	633,082.07	687,227.00	54,144.93	7.9 %
Employee Benefits				
Employee Benefits	127,948.21	119,930.88	(8,017.33)	-6.7 %
TOTAL Employee Benefits	127,948.21	119,930.88	(8,017.33)	-6.7 %
Director's Expenses				
Director's Expenses	22,984.47	30,246.01	7,261.54	24.0 %
TOTAL Director's Expenses	22,984.47	30,246.01	7,261.54	24.0 %
Truck and Auto Expenses				
Truck and Auto Expenses	283.09	2,090.00	1,806.91	86.5 %
TOTAL Truck and Auto Expenses	283.09	2,090.00	1,806.91	86.5 %
General and Administrative				
General and Administrative	94,995.95	88,414.00	(6,581.95)	-7.4 %
TOTAL General and Administrative	94,995.95	88,414.00	(6,581.95)	-7.4 %
Office Expense				
Office Expense	37,561.36	43,141.69	5,580.33	12.9 %
TOTAL Office Expense	37,561.36	43,141.69	5,580.33	12.9 %
Operating Supplies				
Operating Supplies	505.86	1,145.87	640.01	55.9 %
TOTAL Operating Supplies	505.86	1,145.87	640.01	55.9 %
Contract Services				
Contract Services	115,825.76	95,498.86	(20,326.90)	-21.3 %
TOTAL Contract Services	115,825.76	95,498.86	(20,326.90)	-21.3 %
Repairs and Maintenance				
Repairs and Maintenance	26,634.79	1,365.00	(25,269.79)	-1851.3 %
TOTAL Repairs and Maintenance	26,634.79	1,365.00	(25,269.79)	-1851.3 %
Utilities				
Utilities	22,248.92	19,635.00	(2,613.92)	-13.3 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Admin.
Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 7

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	22,248.92	19,635.00	(2,613.92)	-13.3 %
Travel and Meetings				
Travel and Meetings	11,971.87	10,558.37	(1,413.50)	-13.4 %
TOTAL Travel and Meetings	11,971.87	10,558.37	(1,413.50)	-13.4 %
Permits and Fees				
Permits and Fees	23,550.00	23,550.00	0.00	
TOTAL Permits and Fees	23,550.00	23,550.00	0.00	
Memberships and Subscriptions				
Memberships and Subscriptions	31,815.88	28,785.00	(3,030.88)	-10.5 %
TOTAL Memberships and Subscriptions	31,815.88	28,785.00	(3,030.88)	-10.5 %
Safety				
Safety	78.81	1,075.00	996.19	92.7 %
TOTAL Safety	78.81	1,075.00	996.19	92.7 %
Other Expenses				
Other Expense	33,833.88	36,000.00	2,166.12	6.0 %
TOTAL Other Expenses	33,833.88	36,000.00	2,166.12	6.0 %
TOTAL Operating Expenses	1,183,320.92	1,188,662.68	5,341.76	0.4 %
***** OPERATING INCOME (LOSS)	(1,183,320.92)	(1,188,662.68)	5,341.76	0.4 %
***** NET INCOME (LOSS)	(1,183,320.92)	(1,188,662.68)	5,341.76	0.4 %
***** NET INCOME (LOSS)	(1,183,320.92)	(1,188,662.68)	5,341.76	0.4 %

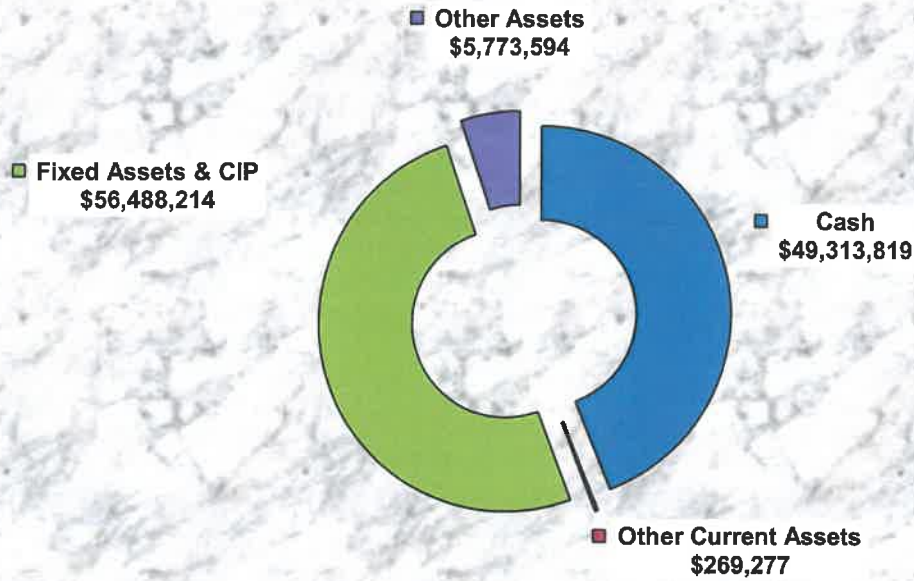
Carmel Area Wastewater District
Op. Exps. Actual to Budget-Reclamation
Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 8

	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 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>	573,288.02	579,550.00	6,261.98	1.1 %
TOTAL Salaries and Payroll Taxes	573,288.02	579,550.00	6,261.98	1.1 %
Director's Expenses				
<i>Director's Expenses</i>	500.00	1,050.00	550.00	52.4 %
TOTAL Director's Expenses	500.00	1,050.00	550.00	52.4 %
General and Administrative				
<i>General and Administrative</i>	27,257.30	20,000.00	(7,257.30)	-36.3 %
TOTAL General and Administrative	27,257.30	20,000.00	(7,257.30)	-36.3 %
Operating Supplies				
<i>Operating Supplies</i>	721.18	4,958.31	4,237.13	85.5 %
TOTAL Operating Supplies	721.18	4,958.31	4,237.13	85.5 %
Contract Services				
<i>Contract Services</i>	2,194.17	0.00	(2,194.17)	
TOTAL Contract Services	2,194.17	0.00	(2,194.17)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	14,106.90	4,300.00	(9,806.90)	-228.1 %
TOTAL Repairs and Maintenance	14,106.90	4,300.00	(9,806.90)	-228.1 %
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	618,067.57	610,733.31	(7,334.26)	-1.2 %
***** OPERATING INCOME (LOSS)	(618,067.57)	(610,733.31)	(7,334.26)	-1.2 %
***** NET INCOME (LOSS)	(618,067.57)	(610,733.31)	(7,334.26)	-1.2 %

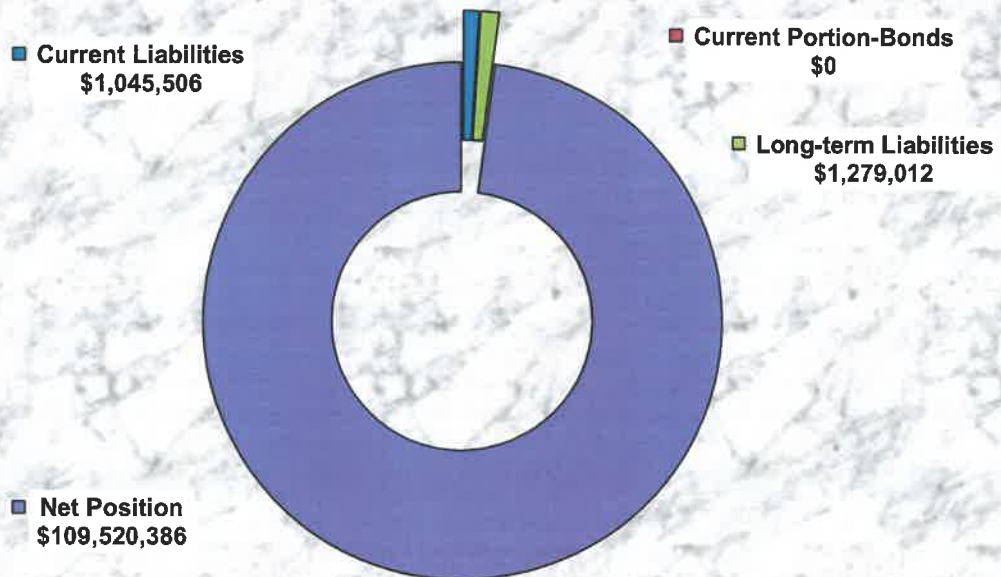
Carmel Area Wastewater District
I/S Actual to Budget-Brine Disposal
Year-to-Date Variance, May 2023 - current month, Consolidated by
account, Department 10

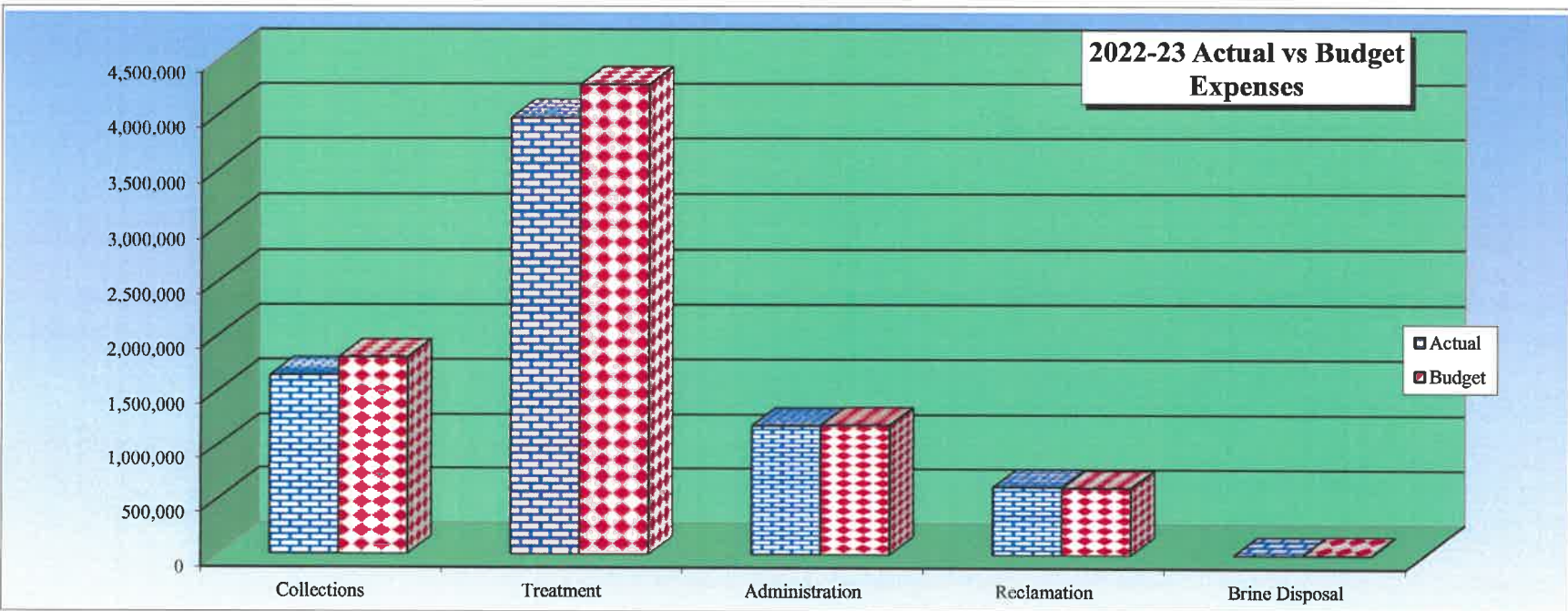
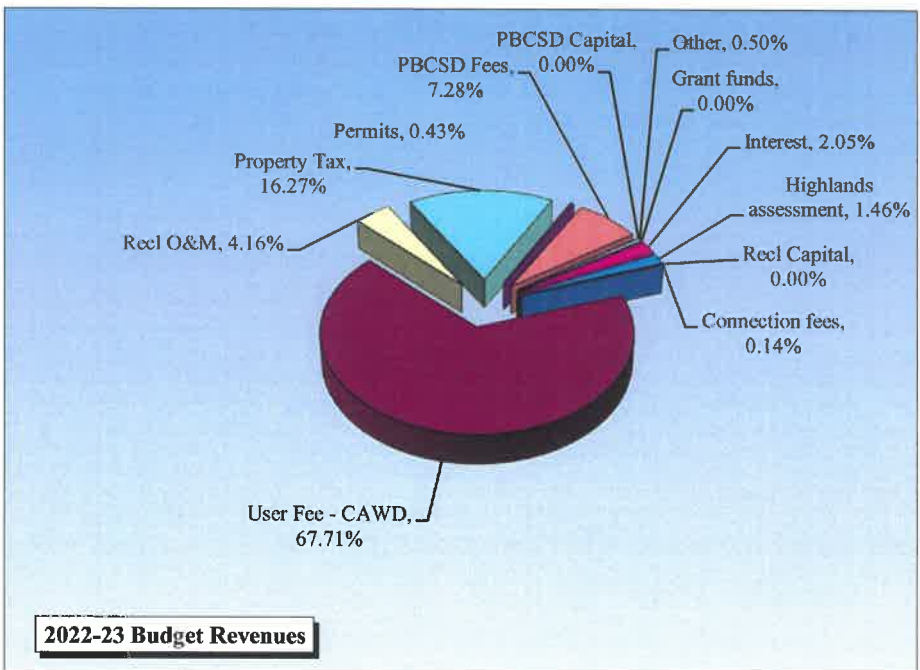
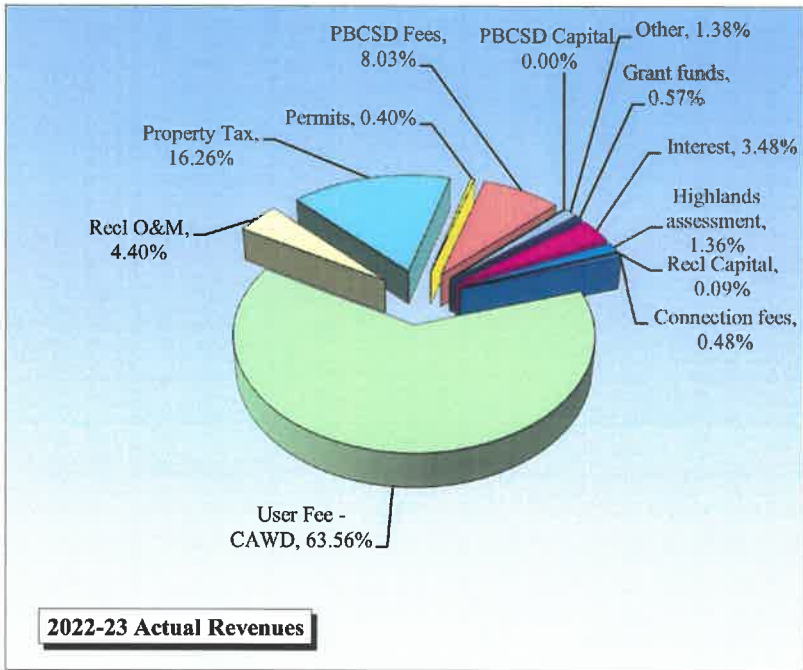
	<i>11 Months Ended May 31, 2023</i>	<i>11 Months Ended May 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	56,232.85	73,333.37	(17,100.52)	-23.3 %
TOTAL Income	<u>56,232.85</u>	<u>73,333.37</u>	<u>(17,100.52)</u>	-23.3 %
*****	<u>56,232.85</u>	<u>73,333.37</u>	<u>(17,100.52)</u>	-23.3 %
***** OPERATING INCOME	<u>56,232.85</u>	<u>73,333.37</u>	<u>(17,100.52)</u>	-23.3 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	146.53	1,776.50	1,629.97	91.8 %
TOTAL Salaries and Payroll Taxes	<u>146.53</u>	<u>1,776.50</u>	<u>1,629.97</u>	91.8 %
Office Expense				
Office Expense	0.00	22.88	22.88	100.0 %
TOTAL Office Expense	<u>0.00</u>	<u>22.88</u>	<u>22.88</u>	100.0 %
Operating Supplies				
Operating Supplies	0.00	916.63	916.63	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>916.63</u>	<u>916.63</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	2,291.74	2,291.74	100.0 %
TOTAL Repairs and Maintenance	<u>0.00</u>	<u>2,291.74</u>	<u>2,291.74</u>	100.0 %
TOTAL Operating Expenses	<u>146.53</u>	<u>5,007.75</u>	<u>4,861.22</u>	97.1 %
***** OPERATING INCOME (LOSS)	<u>56,086.32</u>	<u>68,325.62</u>	<u>(12,239.30)</u>	-17.9 %
***** NET INCOME (LOSS)	<u>56,086.32</u>	<u>68,325.62</u>	<u>(12,239.30)</u>	-17.9 %
***** NET INCOME (LOSS)	<u>56,086.32</u>	<u>68,325.62</u>	<u>(12,239.30)</u>	-17.9 %

Assets - May 31, 2023

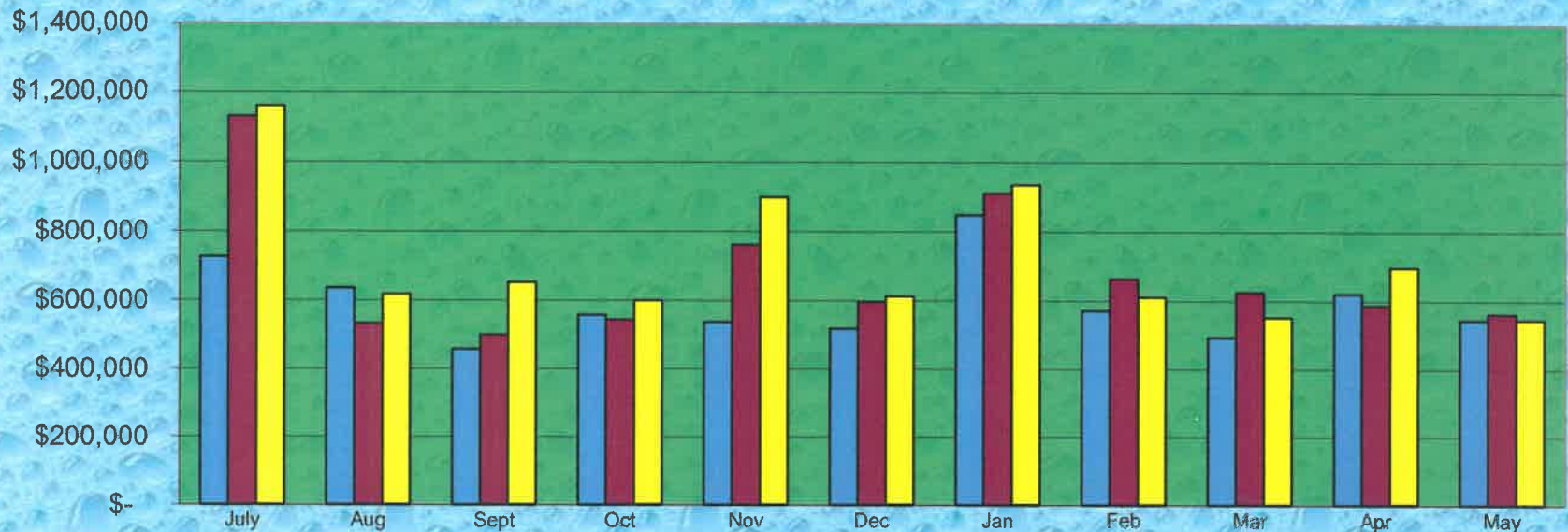


Liabilities - May 31, 2023





Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
■ FY 21-22	\$726,464	\$636,022	\$457,080	\$557,931	\$537,313	\$518,130	\$848,165	\$571,858	\$494,319	\$622,278	\$545,328
■ FY 22-23	\$1,129,338	\$532,107	\$498,951	\$543,933	\$761,735	\$595,405	\$910,312	\$663,465	\$626,573	\$586,797	\$562,999
■ CY Budget	\$1,159,356	\$618,626	\$652,827	\$600,535	\$898,527	\$613,186	\$933,595	\$611,405	\$552,560	\$696,920	\$546,566

**Carmel Area Wastewater District
Capital Expenditures
2022-23**

	BEG BAL	MAY	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
Simplex demo pump-unbudgeted		1,225	11,149	11,149	0	NA
		0	0	0	0	NA
<u>Collections</u>						
Jetter water pump hydraulic system-unbudgeted		0	11,575	11,575	0	NA
Pescadero emergency repair-unbudgeted		0	11,380	11,380	0	NA
Flygt pump for MV and 16th pump station-unbudgeted		0	15,270	15,270	0	NA
Scenic Road emergency repair-unbudgeted		0	264,273	264,273	0	NA
<u>Treatment</u>						
Eaton SVX9000 refurbished VFD for Reclamation-unbudgeted		0	14,208	14,208	0	NA
Pavement and water line repair-unbudgeted		0	14,095	14,095	0	NA
#1 Water pipe replacement-Plant-unbudgeted		0	34,903	34,903	0	NA
RECL share	0	0	(14,208)	(14,208)	0	NA
PBCSD share (1/3 of cost)	0	0	(16,333)	(16,333)	0	NA
<i>Total Capital Purchases 22-23</i>		1,225	346,313	346,313	0	NA

**Carmel Area Wastewater District
Capital Expenditures
2022-23**

	BEG BAL	MAY	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	474,359	9,204	84,931	559,290	2,000,000	4.25%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	231,786	33,796	66,190	297,976	3,500,000	1.89%
Bay/Scenic Pump Station Rehab	30,892	0	39,136	70,028	650,000	6.02%
Pescadero Creek Area Pipe Rehab	89,236	1,366	91,891	181,127	100,000	91.89%
Vactor Receiving Station	0	18,296	86,572	86,572	100,000	86.57%
Lorca Lane Sewer Repair-budget amendment	0	0	77,731	77,731	153,500	NA
Santa Rita & Guadalupe Pipeline-unbudgeted	0	8,315	23,499	23,499	0	NA
<u>Treatment</u>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<i>Total CIP Projects 22-23</i>	826,453	70,978	469,951	1,296,404	6,503,500	7.23%

**Carmel Area Wastewater District
Capital Expenditures
2022-23**

	BEG BAL	MAY	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>LONG TERM CIP PROJECTS</u>						
<u>Treatment</u>						
Perimeter Fence	0	0	48,856	48,856	275,000	17.77%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	4,321,103	392,519	3,251,603	7,572,706	4,820,750	67.45%
Aeration Basin Improvements-unbudgeted	17,332	0	0	17,332	0	NA
Potable Water & Gas Main Replacement	0	0	43,444	43,444	100,000	43.44%
Plant Bridge Retrofit Project-unbudgeted	0	0	644	644	0	NA
RECL share	(116,670)	(10,598)	(87,792)	(204,462)	(130,160)	67.45%
PBCSD share (1/3 of cost)	(1,407,255)	(127,307)	(1,085,585)	(2,492,840)	(1,688,530)	64.29%
<i>Total Long Term CIP Projects 22-23</i>	2,814,510	254,614	2,171,170	4,985,680	3,377,060	64.29%
Total Capital (net of RECL and PBCSD)	3,640,963	326,817	2,987,433	6,628,396	9,880,560	30.24%

**Carmel Area Wastewater District
Variance Analysis
2022-23**

**YTD Actual/
YTD Budget
Variance**

Collections

Operating Supplies	-35.30%	General supplies underbudgeted.
Permits and Fees	-12.20%	SWRCB and Monterey Bay Air Resources underbudgeted. Small dollar amounts.
Memberships and Subscriptions	-6.60%	Slightly underbudgeted. Small dollar amounts.
Safety	-28.00%	Training underbudgeted.

Treatment

Employee Benefits	-13.00%	Workers compensation underbudgeted.
Truck and Auto Expenses	-95.20%	Diesel underbudgeted. Small dollar amounts.
Office Expense	-20.10%	Computers and furniture underbudgeted.
Other Expense	No budget	Recruiting unbudgeted. Small dollar amounts.

Administration

Employee Benefits	-6.70%	Workers compensation underbudgeted.
General and Administrative	-7.40%	Audit fee underbudgeted.
Contract Services	-21.30%	HR consulting and website maintenance underbudgeted.
Repairs and Maintenance	-1851.30%	Building repairs underbudgeted.
Utilities	-13.30%	PG&E underbudgeted.
Travel and Meetings	-13.40%	Conferences slightly underbudgeted. Small dollar amounts.
Memberships and Subscriptions	-10.50%	HR memberships underbudgeted. Small dollar amounts.

District Obligations:

1) 2004 Highlands Project Bond Proceeds \$3,057,165 - Balance \$400,000

**Carmel Area Wastewater District
2022-23 Resolutions Amending the Budget**

Resolution #	Description	Budgeted	Amendment	Spent To Date
2023-02	A Resolution authorizing the General Manager to execute a contract with Monterey Peninsula Engineering in an amount not to exceed \$153,500 for an emergency sewer relocation at Lorca Lane and Del Monte Street, Project #22-07.	\$ -	\$ 153,500	\$ 59,665
2023-06	A Resolution authorizing the General Manager to execute a contract with Coastal Paving & Excavating for the emergency sewer relocation at Scenic Road on a time and materials basis.	\$ -	Time & Mat.	\$ 257,273
2023-24	A Resolution authorizing the General Manager to execute a contract with Monterey Peninsula Engineering in the amount of \$53,830 for initial work on the emergency sewer relocation at Lorca Lane and Del Monte Street, Project #22-07.	\$ -	\$ 53,830	\$ 53,830
Total To Date		<u>\$ -</u>	<u>\$ 207,330</u>	<u>\$ 370,768</u>

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: June 29, 2023
 SUBJECT: Monthly Report – May

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in May	28
Total Fees	\$5,080.00

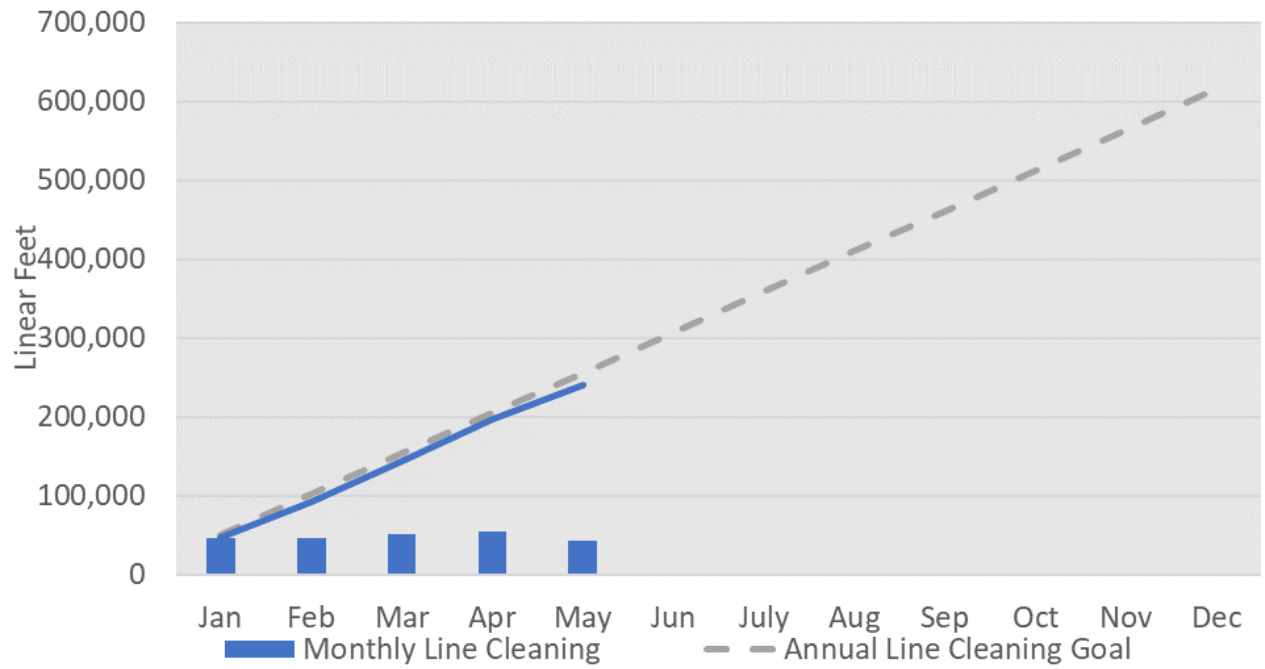
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 42,730 feet of sewer lines cleaned, and there were no CCTV inspections during the month of May.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
May	42,730 ft.	10.39%	6 – 27 inches
April	53,994 ft.	13.13%	6 - 12 inches
March	51,385 ft.	12.49%	6 – 27 inches

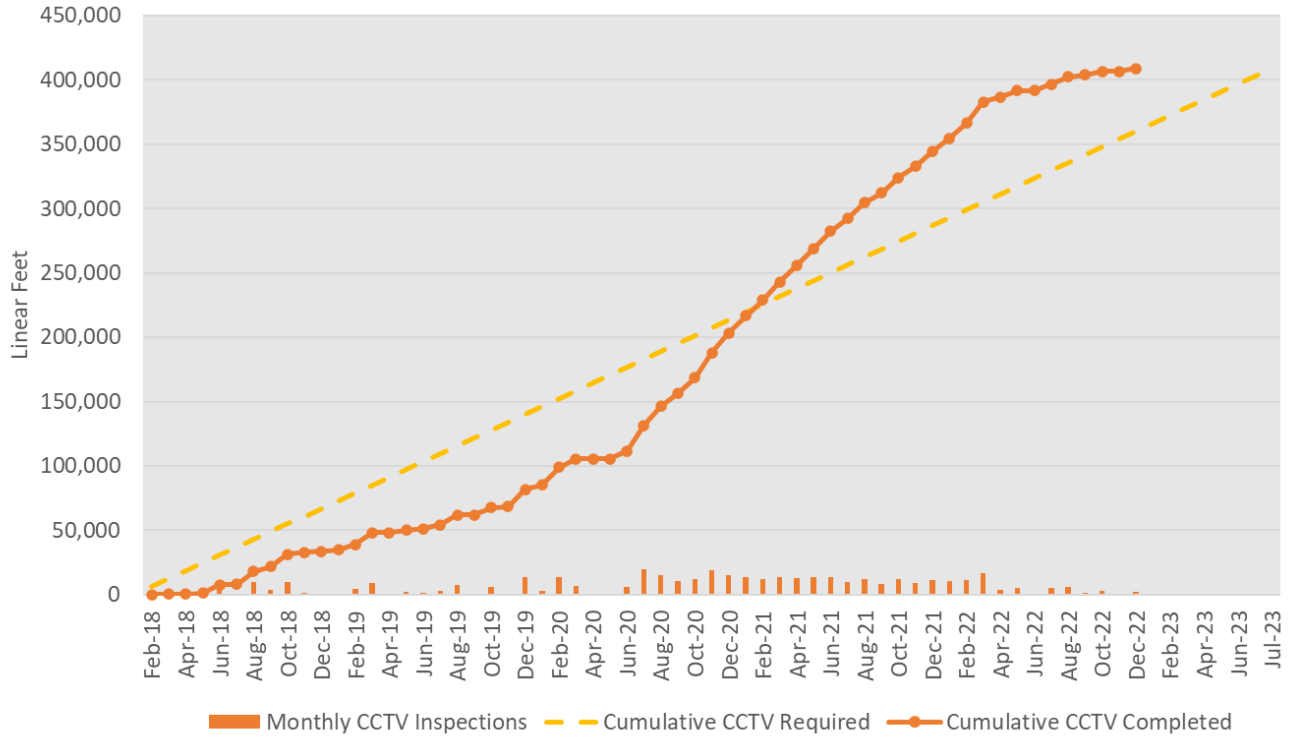
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	240,678	374,322

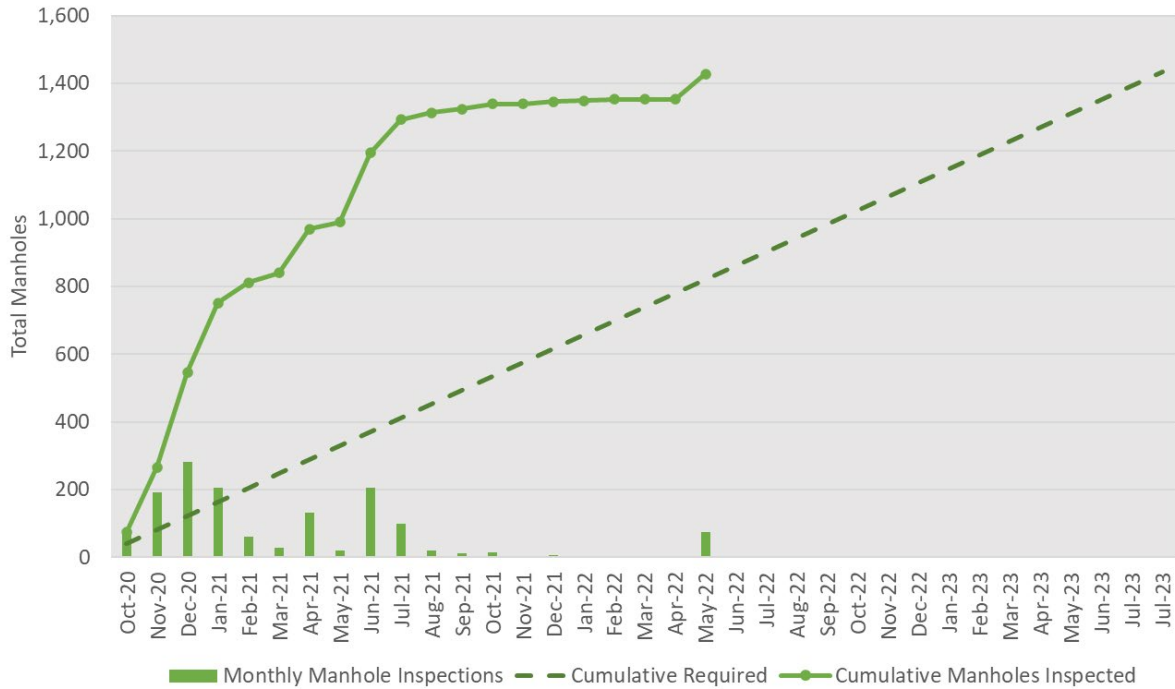
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	408,672	0

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

Total Required Amount (Manholes)	Actual Complete (Manholes)	Remaining (Manholes)
1428	1428	0

Riverwatch Update

- Staff has completed the manhole inspection part of the settlement. The Principal Engineer will use this data to schedule rehabilitation or replacement of damaged or deteriorated manholes.
- Staff has completed the CCTV inspections and Pumps Station evaluations are being reviewed by the Principal Engineer, all of this information will be used for the final Collection System Asset Management Plan.

Construction Activities

- Project 23-02-Pipeline Spot Repair 2023 started in May with contractors making 5 of the 16 spot repairs. The remaining repairs are slated to be completed by the end of June.

Staff Development

- Staff completed several in-person tailgate training courses.

General comments

- N/A

Service calls responded to by crew

Date	Time	Callout	Resolution
5/5/2023	9:08 AM	Water Leak	Called by homeowner for a water or sewer leak. Staff arrived on scene to find a leaking water valve. Staff notified the local water company of the leaking valve. See call out map.
5/8/2023	9:42 AM	Backup in Home	Homeowner contacted CAWD staff while they were in the field cleaning that a backup had occurred in their shower. Staff cleaned District main line and found no problems in District’s line. Staff informed the owner to call a plumber of their choice. See call out map
5/12/2023	8:02 PM	Spill	Called by homeowner for a report of an overflowing manhole. Staff arrived on scene and found manhole N750 overflowing. Staff used pressure cleaner to open the blockage in line segment N750-N751. An estimated 222 gallons spilled. Staff cleaned the area and restored the flow. Staff determined that roots in the main line were the cause of the blockage. See map for location.

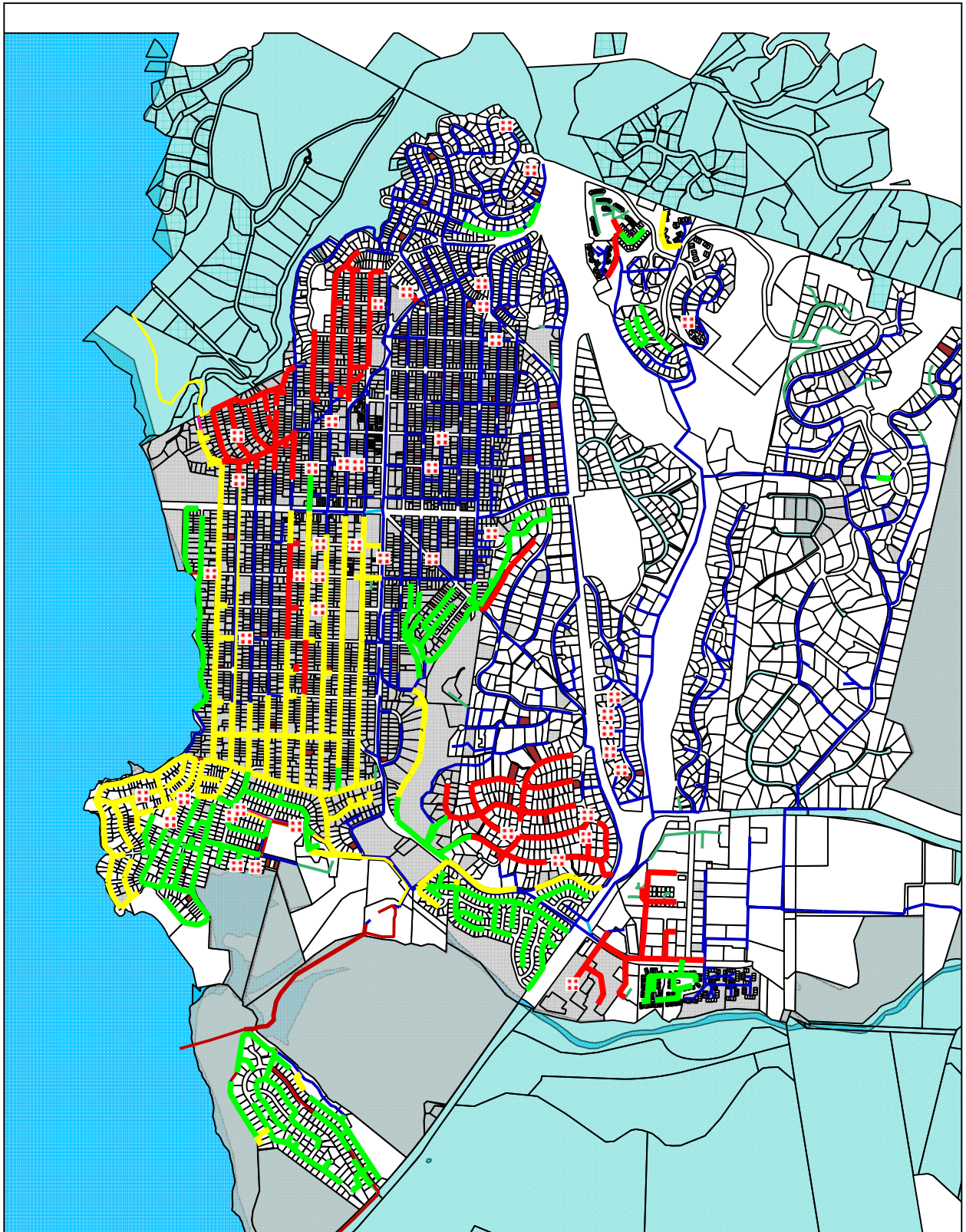
USA Location Requests – 225

Plumbing permit inspections – 28

Private Sewer Lateral Compliance Certificates Issued – 28

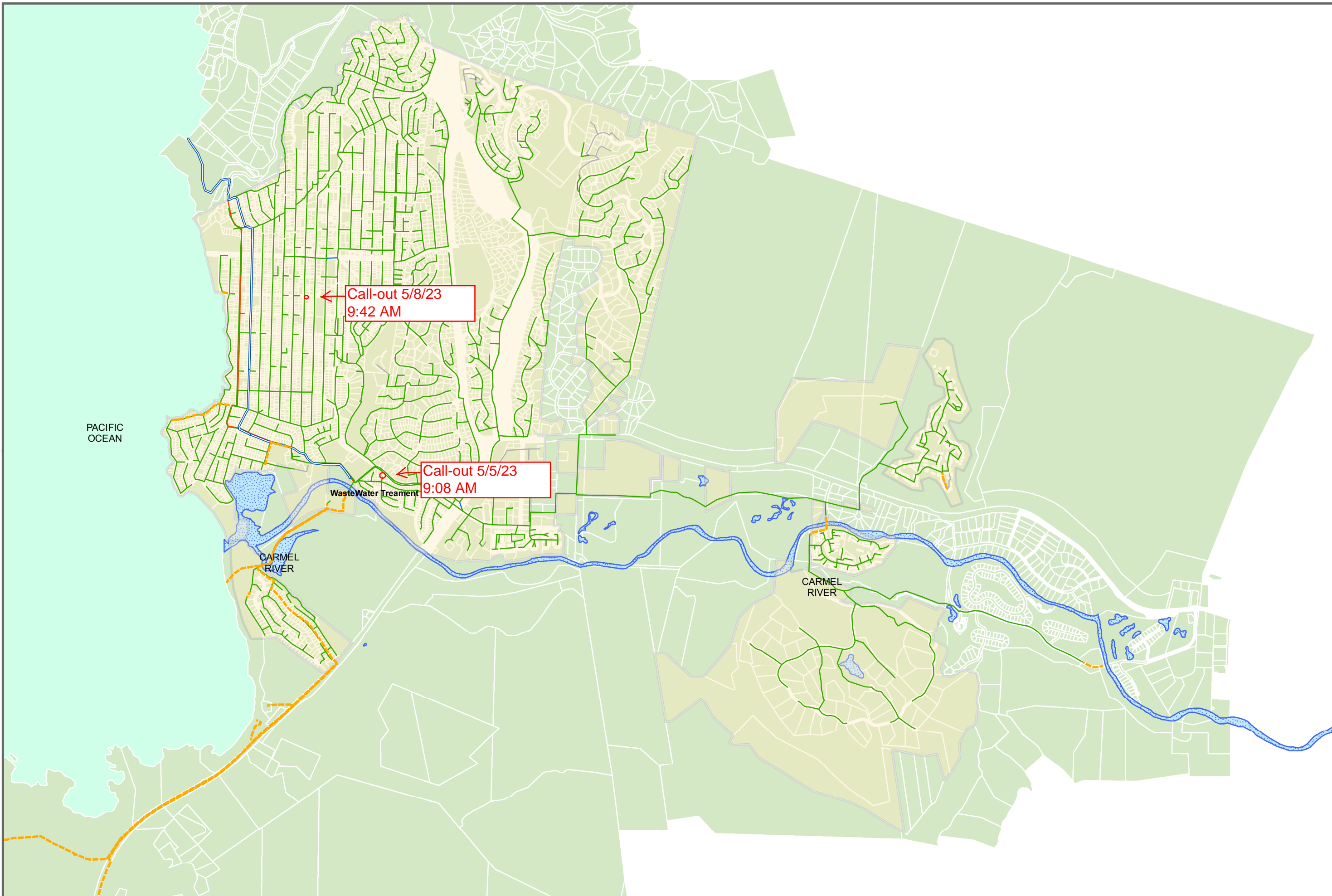
May (Red) 42,730 feet
April (Yellow) 53,994 feet
March (Green) 51,385 feet

Monthly Cleaning Map



6/13/2023



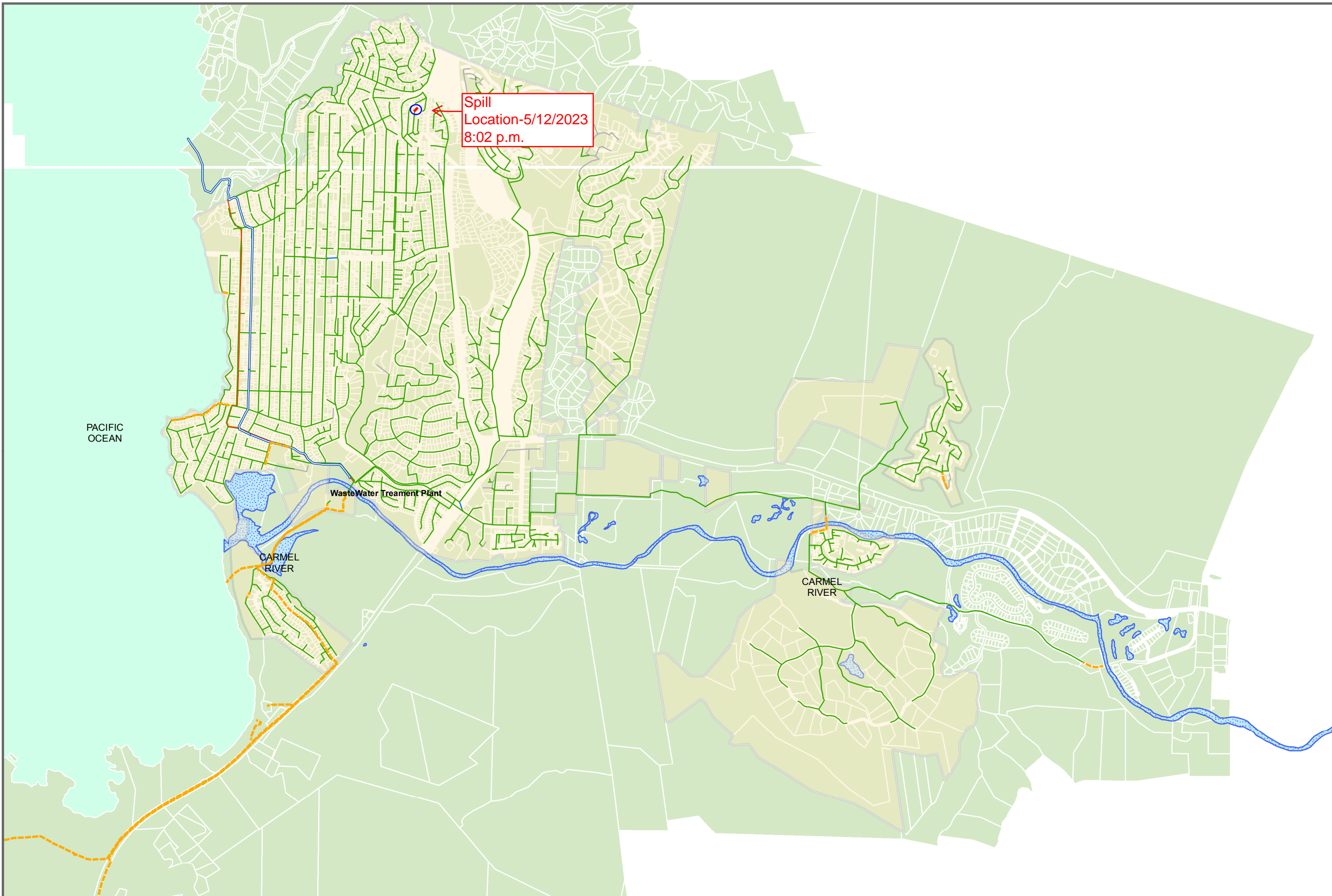


- Legend**
- ForceMains
 - Sewer Pipes**
 - Gravity
 - Private
 - PBCSD
 - Forcemain
 - FM Outfall
 - OFW
 - Reclamation
 - Service Area
 - County Parcels

**Carmel Area
Wastewater District**
Sanitary Sewer System Inventory



Created by
RedZone Robotics
Revised 10/2013



- Legend**
- ForceMains
 - Sewer Pipes**
 - Gravity
 - Private
 - PBCSD
 - Forcemain
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Carmel Area Wastewater District
Sanitary Sewer System Inventory



Created by
RedZone Robotics
Revised 10/2013

STAFF REPORT

To: Board of Directors

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

Date: June 29, 2023

Subject: Monthly Safety Report (for May 2023)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **May 3- Tailgate Training; Arc-flash and Shock Prevention.** Chris Foley, Maintenance Superintendent and licensed electrician, presented on arc-flash and shock safety. He also described the shock hazards from within a Program Logic Control (PLC) panel. Staff regularly open PLC panels to troubleshoot issues or replace fuses. Most of the wiring is low voltage, but he described how to identify the higher voltage wiring. This was very informative for the group.
- **May 10- Annual Training; Heat Illness.** S/C Admin Dias gave an annually required training for heat illness prevention. This program was updated in 2021 and training is now typically given in the late spring as temperatures rise. Emphasis was placed on each individual gauging their own level of acclimatization to working in the sun and heat. It takes the human body 3-14 days to acclimatize to heat, and the rate depends on a wide range of variables such as age, fitness level, weight, and body-mass index. Therefore, employees are to request breaks if they begin to feel any heat illness symptoms.
- **May 17- Tailgate Training; Plant Security.** S/C Admin Dias updated staff about improvements being made to plant security. See Ongoing Safety Improvements section below for more details.

- **May 24- Tailgate Training; Sulfuric Acid Safety.** S/C Admin Dias gave a presentation on the hazards from mixing sulfuric acid and water. The District has bulk quantities of 93% sulfuric acid on site. This is a very strong acid with a pH near zero. When mixed with water, it will produce a large amount of heat. If done incorrectly the water will flash (immediately boil) and splatter hot acid. It might also melt or deform the plastic tank or other plastic parts. Four different videos were shown that demonstrated that, indeed, considerable heat is generated, and what happens if mixing is done incorrectly. It was emphasized that if a spill were to occur, and water might be used to wash down surfaces or dilute the acid, that the cleanup plan must also include how to address the heat that will be generated.
- **May 31- Tailgate Training; Hot Work Permit Refresher.** As the surrounding vegetation at the plant dried out, S/C Admin Dias gave a tailgate training on hot work. "Hot Work" permits are needed for welding, cutting or grinding outside of designated areas (e.g., the shop). For example, using a gas cutting torch in a grassy area of the plant. The "permit" is essentially a check list that first determines if all hazards can be eliminated. If all hazards cannot be eliminated, then a permit needs to be written that lays out how to mitigate the fire hazard. Mitigations include; designating at least one person as a Fire Watch (always required), keeping the area wet, having a fire extinguisher immediately on hand, and monitoring the area for at least 30 minutes after the work. Dias emphasized that the wind patterns at the plant change throughout the day and this should always be considered if the work will take place over a longer time period

Ongoing Safety Improvements

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

- **Enhanced On-Site Security.** The following improvements to security at the plant were made or are in process: (1) A vendor was selected to patch several gaps in the perimeter fencing where someone could simply walk through the gaps. Replacement of the fence is part of a separate project. (2) Use of the two-way radios to inform the plant if someone is walking outside the perimeter. These are usually "birders" in search of local bird species, however increased attention will be paid to anyone on foot. (3) An additional camera is being installed at the call-box so staff has an image of who is requesting entry. This camera will also show who has parked or turned around at the end of the road. (4) Additional people will be given access to view the feed from the cameras. (5) The gates will no longer automatically open for 15 minutes at opening and closing times. (6) Before allowing an unexpected

person through the gate, staff will make sure to ask for the specific name of the person they have an appointment to see. (7) If an unknown vehicle follows an authorized vehicle into the plant, staff will be notified and provided a description of the vehicle. The vehicle will be carefully approached to determine their business. (8) Everyone was reminded of three alternative evacuation points via smaller perimeter fence gates. These gates are pad-locked and all staff carry a common key that can open any lock. Any corroded locks were replaced with new locks to ensure they would work in an emergency.

Tours and Outreach

- **Tours.** On-site tours remain on temporary hold while several areas of the plant are being impacted by Phase II construction activities. Further progress was made on developing virtual tours. Troubleshooting of technical reception and transmission issues are ongoing. A virtual tour for 50 fifth-graders from the International School of Monterey was conducted in May. There are no known tours planned for June.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no Workers Comp claims or first aid cases in May. The current matrix for 2023 is below.

	Work Related Injuries and Illnesses for 2023 Calendar Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	0	1	5	5	5
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	0	0	0	0

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
Report for: May 2023	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.661	0.796	0.708	0.850	59.651	166.15	509.66
PBCSD Flow	16.681	0.538	0.487	0.663	40.349	115.35	353.83
Total Plant Flow	41.342	1.334	1.195	1.513	100.00	281.50	863.49
Tertiary Flow	33.644	1.085	0.598	1.200	81.380	83.93	257.44
Ocean Discharge	8.423	0.272	0.129	0.720	20.374	203.33	623.71
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	83.93MG (257.44acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.33 BG (28.63 K acre-ft.)
12 Month Rolling Total Reclamation Production	301.24 MG (924.50 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	May'23 kWh	Price per kWh	May'23	Apr'23	Mar'23	Feb'23
Secondary	88,204.00	\$ 0.171	\$ 15,062.49	\$ 17,864.24	\$ 17,632.58	\$ 17,321.01
Blowers	57,549.20	\$ 0.174	\$ 9,997.98	\$ 9,724.66	\$ 8,208.67	\$ 8,891.34
CAWD Total	145,753.20		\$ 25,060.47	\$ 27,588.90	\$ 25,841.25	\$ 26,212.35
Tertiary	87,933.68	\$ 0.177	\$ 15,599.08	\$ 12,244.15	\$ 7,192.67	\$ 8,380.23
MF/RO	120,209.00	\$ 0.210	\$ 25,257.80	\$ 21,865.57	\$ 5,303.60	\$ 4,934.76
Reclaim Total	208,142.68		\$ 40,856.88	\$ 34,109.72	\$ 12,496.27	\$ 13,314.99
Adjusted Monthly Totals (1)	CAWD Total		\$ 15,312.93	Reclamation Total		\$ 50,604.42

kW-h Per Acre Foot

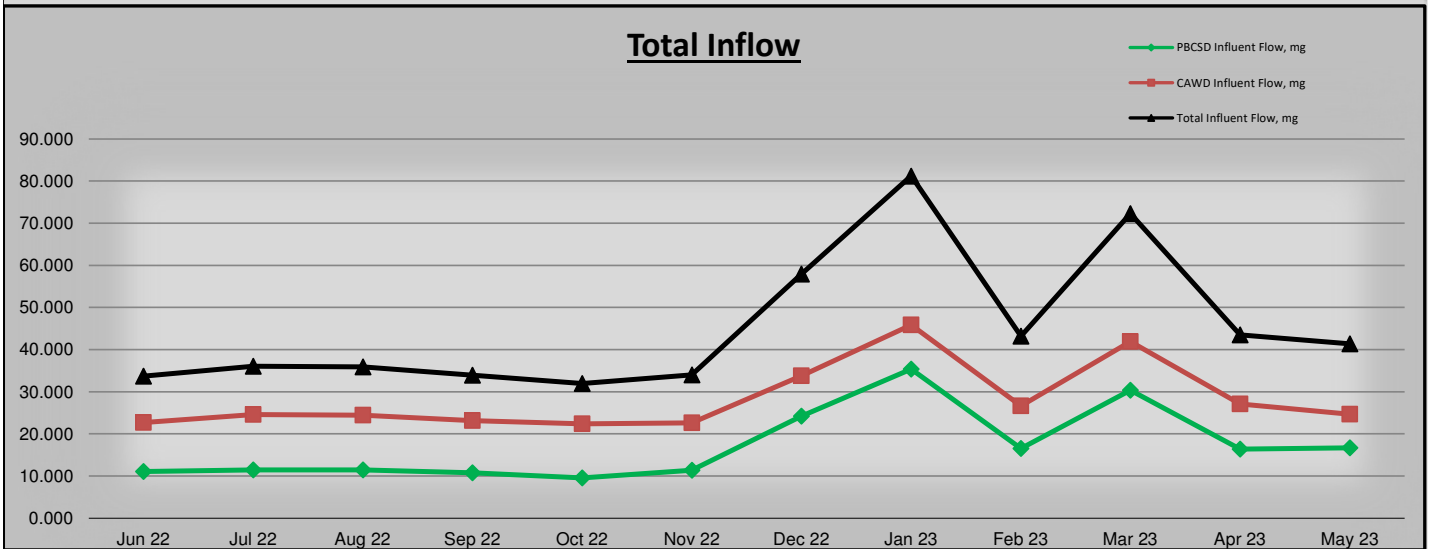
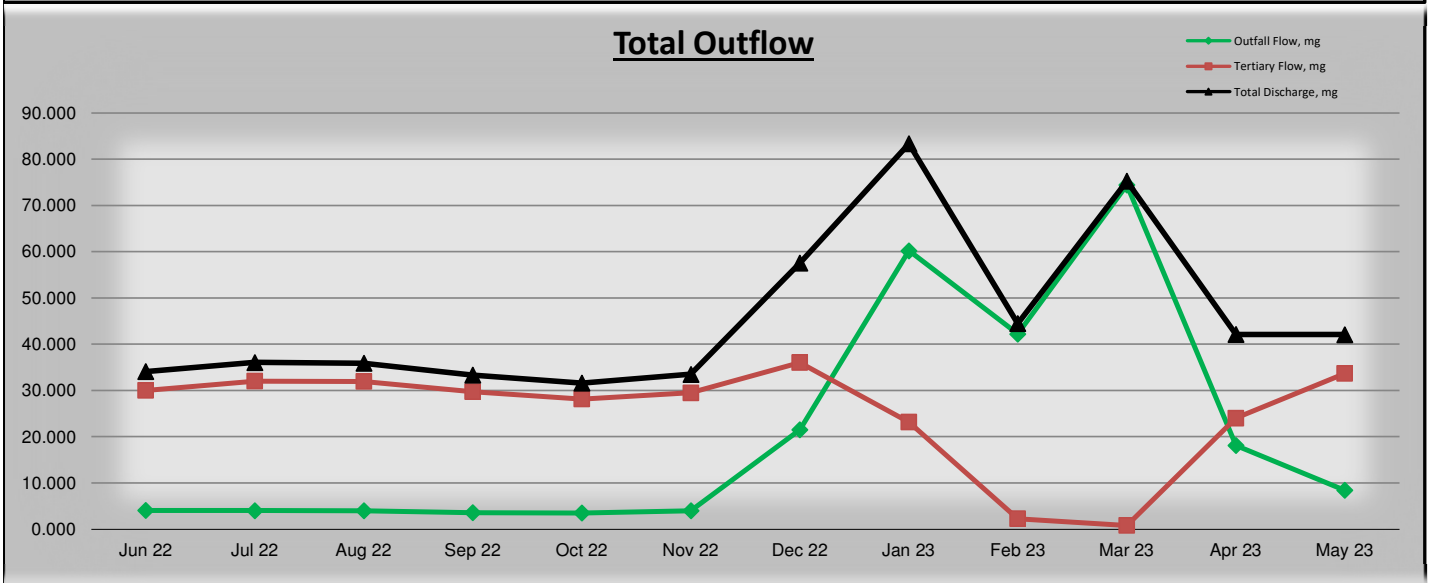
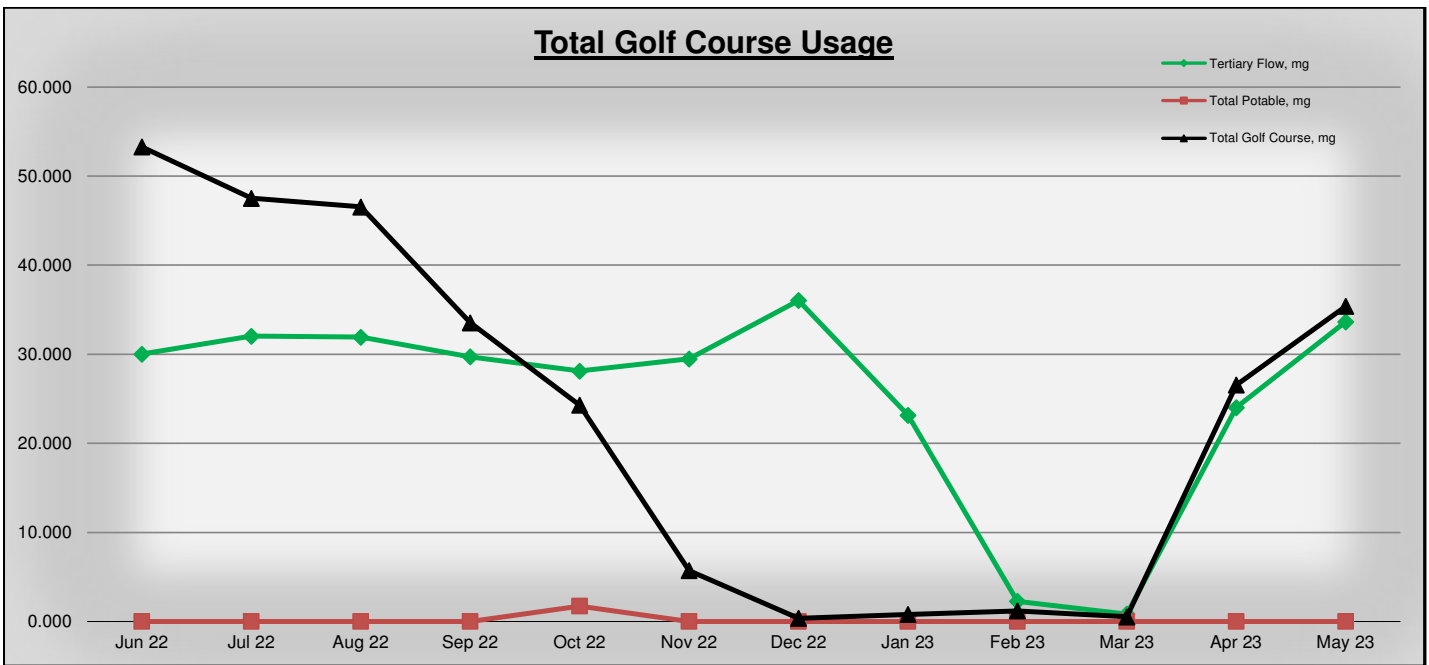
	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	N/A	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	May '23 kW-h (2)	Apr'23	Mar'23	Feb'23	Accumulated Totals
Production, kW-h	15,683	4,030	7,799	11,438	1,344,004.00

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

(2) Microturbine back on-line on 5/11/2023



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
Report for: April 2023	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	27.079	0.856	0.904	4.133	62.271	141.49	434.02
PBCSD Flow	16.407	0.547	0.452	0.734	37.729	98.67	302.66
Total Plant Flow	43.486	1.403	1.356	4.867	100.00	240.16	736.67
Tertiary Flow (2)	24.024	0.961	0.313	1.195	55.245	50.28	154.24
Ocean Discharge	18.082	0.603	0.132	1.928	41.581	194.91	597.87
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	50.28MG (154.24acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.30 BG (28.53 K acre-ft.)
12 Month Rolling Total Reclamation Production	298.75 MG (916.85 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Apr'23 kWh	Price per kWh	Apr'23	Mar'23	Feb'23	Jan'23
Secondary	111,262.00	\$ 0.161	\$ 17,864.24	\$ 17,632.58	\$ 17,321.01	\$ 21,036.13
Blowers	59,047.44	\$ 0.165	\$ 9,724.66	\$ 8,208.67	\$ 8,891.34	\$ 9,037.96
CAWD Total	170,309.44		\$ 27,588.90	\$ 25,841.25	\$ 26,212.35	\$ 30,074.09
Tertiary	58,228.00	\$ 0.210	\$ 12,244.15	\$ 7,192.67	\$ 8,380.23	\$ 16,711.11
MF/RO	105,823.00	\$ 0.207	\$ 21,865.57	\$ 5,303.60	\$ 4,934.76	\$ 14,804.84
Reclaim Total	164,051.00		\$ 34,109.72	\$ 12,496.27	\$ 13,314.99	\$ 31,515.95
Adjusted Monthly Totals (1)	CAWD Total		\$ 16,934.35	Reclamation Total		\$ 44,764.27

kW-h Per Acre Foot

	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	N/A	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	N/A	N/A	N/A

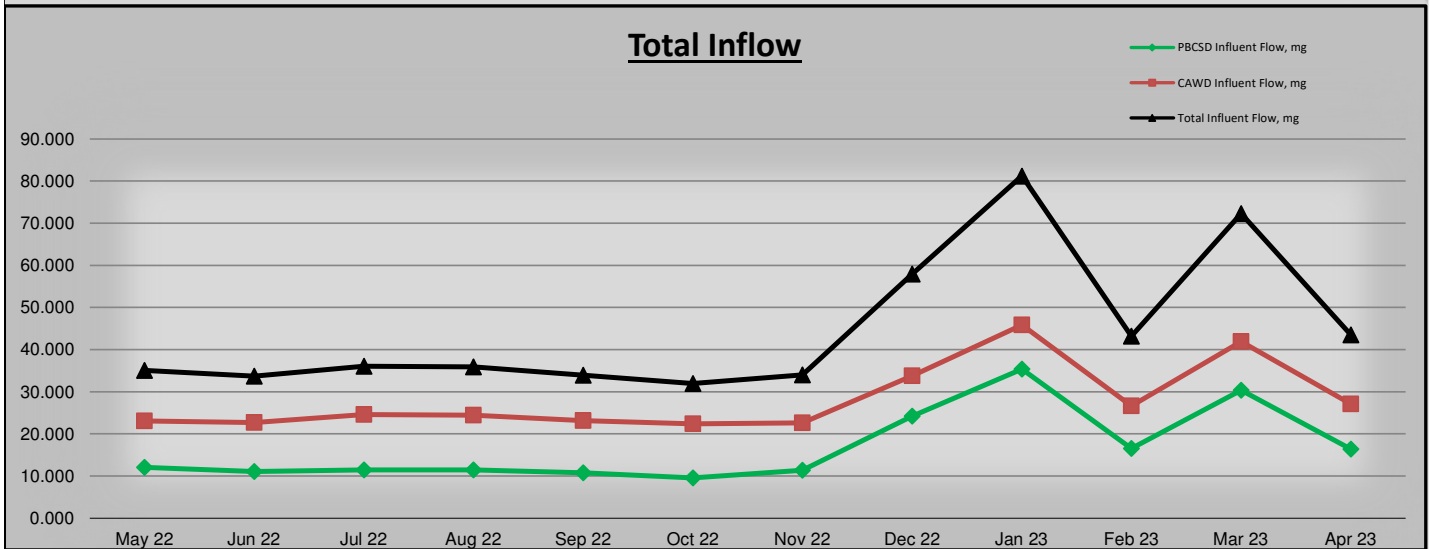
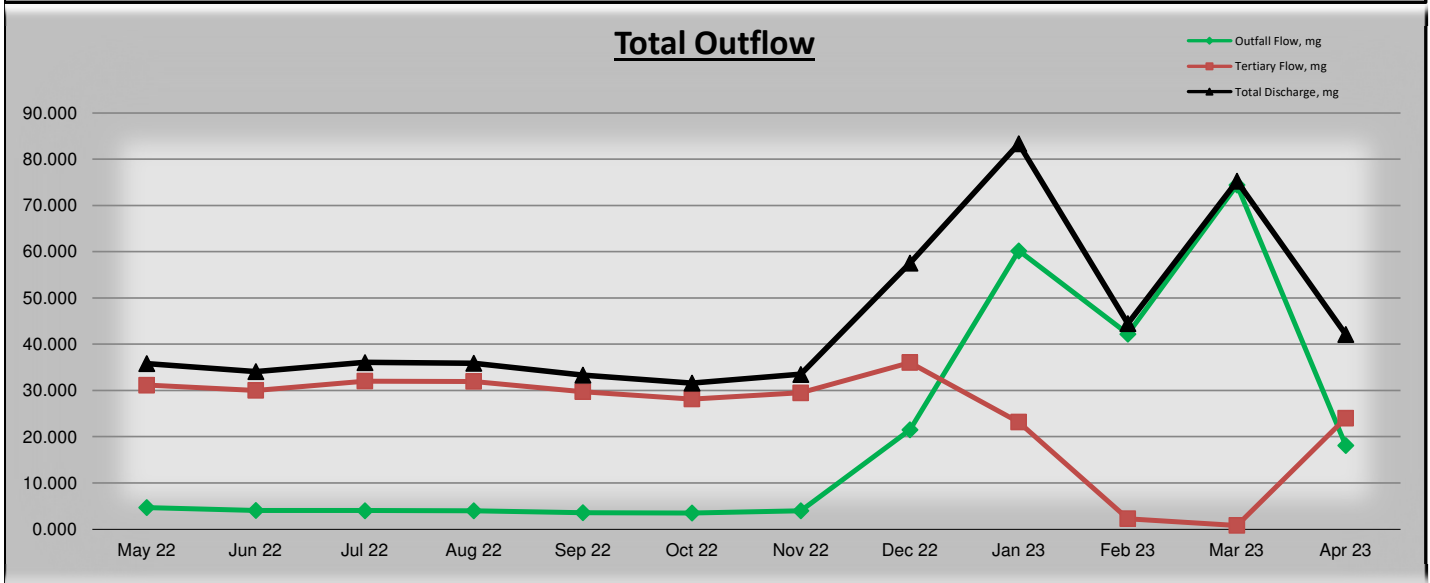
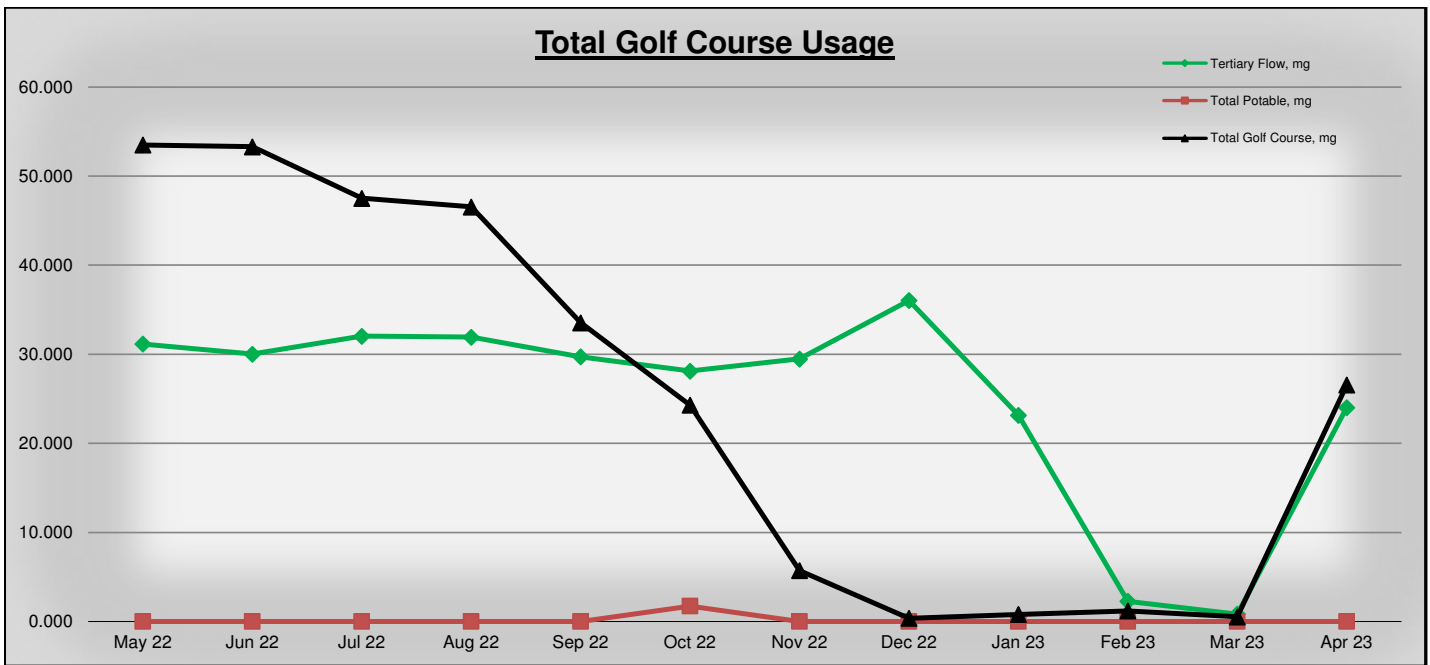
MICROTURBINE SUMMARY

Month	Apr '23 kW-h (3)	Mar'23	Feb'23	Jan'23	Accumulated Totals
Production, kW-h	4,030	7,799	11,438	11,943	1,328,321.00

(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) Reclamation facility was in operation intermittently to keep the Poppy Hills storage tank full

(3) Microturbine off-line due to equipment malfunction scheduled repair by contractor in May



Wastewater Treatment Facility Operations Report

Report for: March 2023	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	41.933	1.353	1.104	2.241	58.032	114.41	350.95
PBCSD Flow	30.326	0.978	0.688	1.833	41.968	82.26	252.33
Total Plant Flow	72.259	2.331	1.792	4.074	100.00	196.67	603.28
Tertiary Flow (2)	0.842	0.168	0.128	0.203	1.165	26.26	80.55
Ocean Discharge	74.411	2.400	1.816	4.477	102.978	176.82	542.40
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	26.26MG (80.55acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.27 BG (28.45 K acre-ft.)
12 Month Rolling Total Reclamation Production	300.35 MG (921.78 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Mar'23 kWh	Price per kWh	Mar'23	Feb'23	Jan'23	Dec'22
Secondary	95,967.00	\$ 0.184	\$ 17,632.58	\$ 17,321.01	\$ 21,036.13	\$ 22,608.37
Blowers	45,180.88	\$ 0.182	\$ 8,208.67	\$ 8,891.34	\$ 9,037.96	\$ 10,196.01
CAWD Total	141,147.88		\$ 25,841.25	\$ 26,212.35	\$ 30,074.09	\$ 32,804.38
Tertiary	19,562.56	\$ 0.368	\$ 7,192.67	\$ 8,380.23	\$ 16,711.11	\$ 19,953.86
MF/RO	12,926.00	\$ 0.410	\$ 5,303.60	\$ 4,934.76	\$ 14,804.84	\$ 24,003.19
Reclaim Total	32,488.56		\$ 12,496.27	\$ 13,314.99	\$ 31,515.95	\$ 43,957.05
Adjusted Monthly Totals (1)	CAWD Total		\$ 16,289.20	Reclamation Total		\$ 22,048.32

kW-h Per Acre Foot

	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	N/A	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	N/A	N/A	N/A

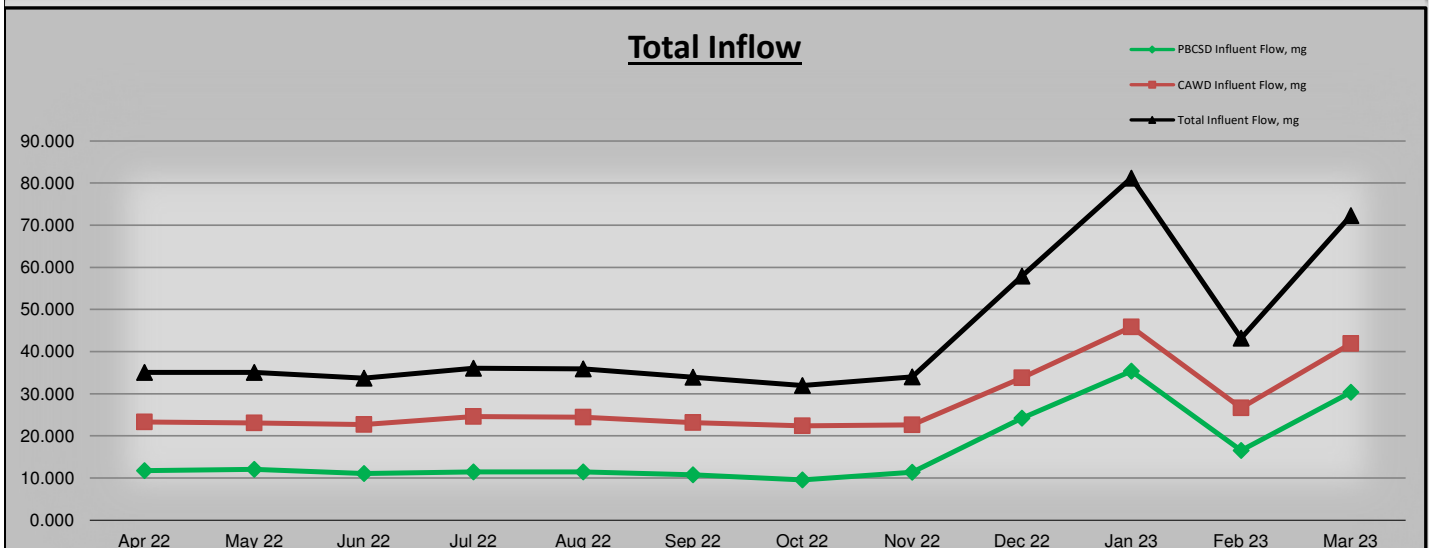
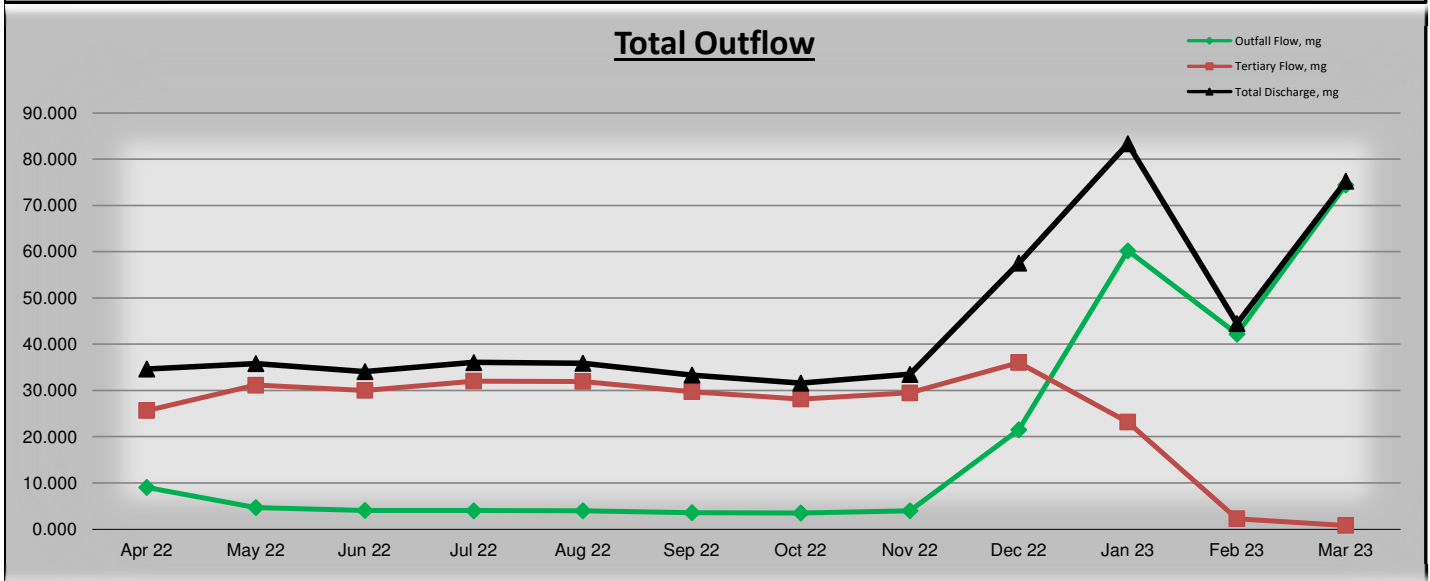
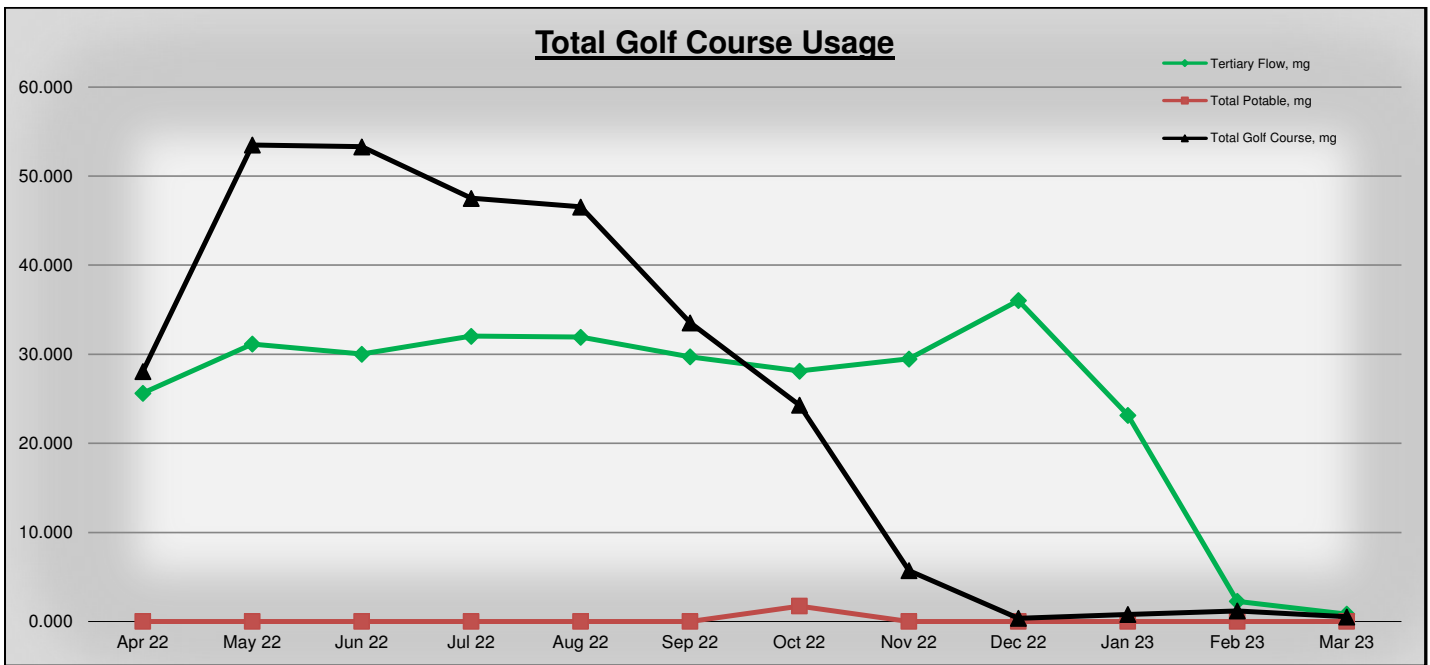
MICROTURBINE SUMMARY

Month	Mar '23 kW-h (3)	Feb'23	Jan'23	Dec'22	Accumulated Totals
Production, kW-h	7,799	11,438	11,943	5,817	1,324,291.00

(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) Reclamation facility was in operation intermittently to keep the Poppy Hills storage tank full

(3) Microturbine off-line due to equipment malfunction from the PG&E power outages



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: June 29, 2023

Subject: Monthly Report – May 2023

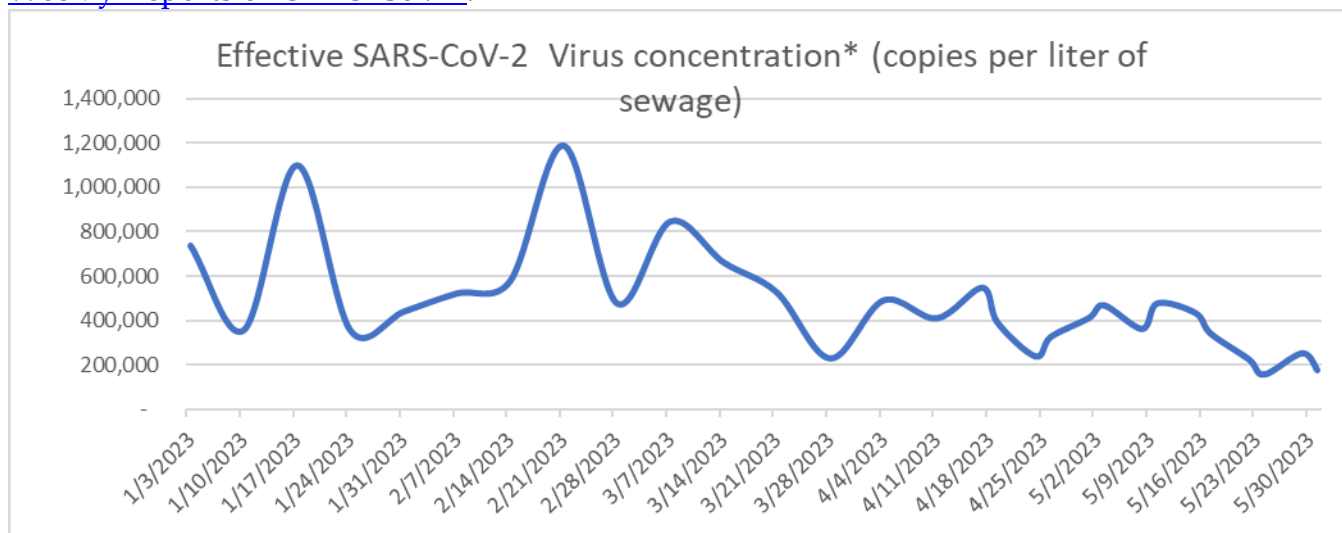
RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

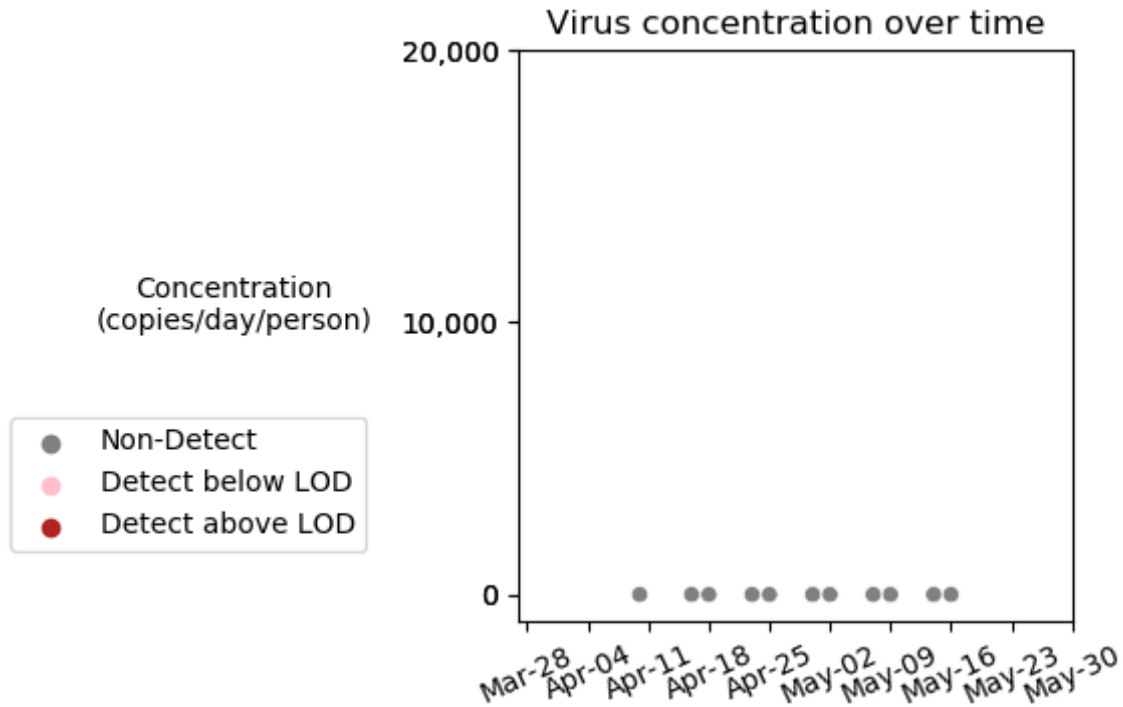
LABORATORY REPORT

- 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: [Biobot Analytics Weekly Reports on SARS-CoV-2](#).



* Effective virus concentration value is derived by adjusting the raw virus concentration to account for dilution & other factors (copies per liter of sewage)

Monkeypox virus in wastewater



- Monkey Pox data results for May 2nd and 9th are “not detected and below the limit of detection” (LOD). Data results for May 16th, 23rd and 30th, 2023 report results have not been reported.
- On May 5, 2023, the first set of interviews for the Laboratory Analyst/ Environmental Compliance I/II position were conducted. The outside interview panel representatives were from Cal-Am Water, City of Marina, and City of Watsonville, and the Human Resource consultant Mrs. Ingram. There were five candidates interviewed. The top three candidates were selected from the outside panel to advance to the next step of interviews, which was held with District staff on May 12, 2023. The second interview panel consisted of Mr. De Ocampo, Mr. Weidner, Mr. Holland and the Human Resource consultant Mrs. Ingram.. The position was offered to Mr. Jacob Gams and is contingent on him passing the new hire requirements.
- A new compressor was ordered to supply air to the Total Organic Carbon (TOC) unit as the old compressor unit is no longer supported by the vendor.

ENVIRONMENTAL COMPLIANCE REPORT

- Mr. De Ocampo met with Gary from Wilson’s Plumbing on installing a grease trap at the Bagel Bakery in Carmel. The Bagel Bakery owner requested the Source Control Inspector to meet and explain the installation requirements needed for the final inspection.

Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
Cultura	Yes		
The Pocket	Yes		
Forge in the Forest	Yes		
O’Callaghan	Yes		
The Cottage Restaurant	No		Restaurant was damaged by fire and currently not open.
Post No Bills	No	Inspected grease trap for old contents to be pumped out.	New Restaurant Business coming soon.

Grocery Store/Delicatessen Inspections

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

Compliance Register

% Compliance	Maintenance	Mechanical
March 2023	100	100
April 2023	NA	NA
May 2023	100	100

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	21	2022			2023		2024			20
									H2	H1	H2	H1	H2	H1	H2	H1		
		Projects Implementation Plan Schedule																
		<u>Treatment Plant Capital Projects</u>																
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	9/29/23	\$4,820,750	\$9,137,431	In Construction	Tank Replacement Project									
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$75,000	\$130,020	Planning Stakeholder Meeting	Perimeter Tree Plan and Implementation									
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	12/30/25	\$0	\$0	SHPO Consultation for FEMA Funding	Carmel River FREE Mitigation									
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	10/13/23	\$0	\$17,332	On Hold Until July 2023	Aeration Basin Improvements									
19-18	1593.000	Perimeter Fencing	Treanor	7/1/22	10/15/24	\$275,000	\$275,000	Design/CEQA	Perimeter Fencing									
22-03	1639.000	WWTP Gas and Water Main Replacement	Treanor	5/2/22	10/15/24	\$100,000	\$300,000	In Design	WWTP Gas and Water Main Replacement									
22-04	5500.006	CAWD Bridge and Trail Project	Treanor	3/1/21	2/29/28	\$0	\$550	Funding Strategy	CAWD Bridge and Trail Project									
22-06	1640.000	Vactor Receiving Station	Treanor	7/1/22	8/29/24	\$104,950	\$354,950	Design Phase	Vactor Receiving Station									
		<u>Reclamation Capital Projects</u>																
18-26	14777	Sulfuric Acid and Citric Acid Storage and Feed Systems	Treanor	1/1/19	4/28/23	\$334,000	\$455,923	Startup Phase	Storage and Feed Systems									
22-05	14794	Reclamation 15-Year CIP Master Plan	Treanor	8/2/22	12/29/23	\$300,000	\$300,000	In Progress	Reclamation 15-Year CIP Master Plan									
		<u>Collections Capital Projects</u>																
19-03	1586.000	Carmel Meadows Sewer Replacement	Lather	8/1/19	1/17/25	\$2,000,000	\$2,471,949	Permitting	Carmel Meadows Sewer Replacement									
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	6/30/24	\$650,000	\$680,892	In Design	Bay/Scenic Pump Station Rehabilitation									
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Lather	2/5/21	6/28/24	\$3,500,000	\$3,731,786	In Design / CEQA	Scenic Rd Pipe Bursting - Ocean to Bay									
21-05	1637.000	Pescadero Sewer Relocation	Lather	7/1/21	6/30/25	\$100,000	\$1,689,236	In Design / CEQA	Pescadero Sewer Relocation									
22-07	1641.000	Emergency Lorca Lane Sewer Relocation	Lather	8/30/22	5/31/23	\$175,000	\$0	In Progress	Emergency Lorca Lane Sewer Relocation									
23-01		Santa Rita & Guadalupe Pipeline Rehab	Lather	1/1/23	6/30/23	\$0	\$0	In Design	Santa Rita & Guadalupe Pipeline Rehab									
20-06		Collections 15-Year CIP	Lather	7/1/20	7/1/40	\$0	\$62,899,430	Work In Progress	Collections 15-Year CIP									
		<u>Collections Non-Capital Projects</u>																
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress	River Watch Agreement									
23-02		22-23 Pipeline Spot Repair	Lather	1/2/23	6/30/23	\$150,000	\$150,000	In Construction	22-23 Pipeline Spot Repair									
		<u>Assessment Districts/Annexations</u>																
18-21	1631.000/2505.000	Corona Road Assessment District	Lather	8/2/18	3/15/24	\$0	\$0	In Design / CEQA	Corona Road Assessment District									
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	2/15/24	\$0	\$0	In Construction	Carmel Valley Manor Pipeline and Pump Station									
18-29	9095.000	September Ranch Subdivision	Lather	9/1/22	8/30/24	\$0	\$0	Sewer Agreement	September Ranch Subdivision									
		Rancho Cañada Village Subdivision	Lather	3/1/23	2/27/25	\$0	\$0	In Design by Property Owner	Rancho Cañada Village Subdivision									

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	21	2022			2023		2024			20
									H2	H1	H2	H1	H2	H1	H2	H1		
		<u>Other Non-Capital Projects</u>																
		Workforce Now	Foley			\$0	\$0	Implementation										
		Real Property Investigation	Buikema			\$75,000	\$75,000	Ongoing										
		Cyber Security	Foley			\$17,000	\$17,000	Ongoing										
		Source Control Six Sigma	Buikema			\$0	\$0	On Hold										
22-01	5500.006	Long Term SLR Planning	Buikema / Treanor	5/3/21	2/29/40	\$260,000	\$1,400,000	2023 Study Complete										

Treatment Plant Capital Project Summaries



Photo: New Sludge Tank Under Construction

Project Number:	18-01	
Project Name:	Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	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:
	\$9,137,431	\$7,572,706
Financial:	FY Budget:	FY Spent:
	\$4,820,750	\$3,251,603
Reclamation Share:	Estimated at 2.7% of project cost.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Equipment Supply Chains	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY21/22 into FY22/23 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

Project Number:	18-28	
Project Name:	Perimeter Tree Plan and Implementation	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
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 a different type of tree screening. The purpose is to improve security around plant perimeter.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$130,020	\$5,020
Financial:	FY Budget:	FY Spent:
	\$75,000	\$0
Reclamation:	N/A	
Other Entities:	N/A	
Permits Required:	Currently unknown (In Study Phase)	
Challenges:	Time it will take for new trees to grow up that will fully screen treatment plant from view	
Schedule:	<ul style="list-style-type: none"> Study moved to 2023; anticipate completion 06-30-26 	
Consultants:	Scott Hall Landscape Design	
Contractor:	TBD	

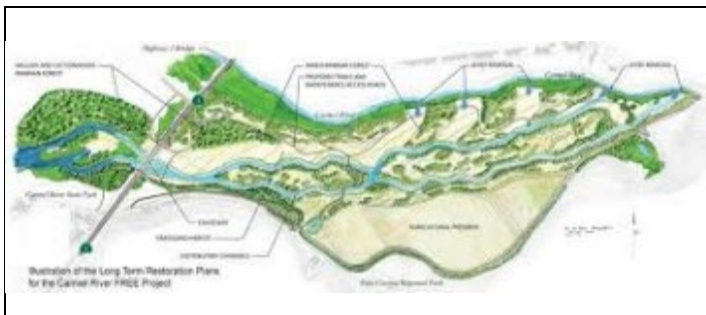


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	SHPO Consultation for FEMA Funding	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines, which are currently crossing over a portion of the lagoon, are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Coastal Conservancy Grant Budget: \$750,000	Cumulative Spent: \$618,569 FY Spent: \$0
** Project is being funded by CRFREE initiated grants		
Reclamation Share:	N/A	
Other Entities:	Monterey County	
Permits Required:	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, 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 2025 	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	TBD	



Photo: Existing air diffuser system

Project Number:	19-19	
Project Name:	WWTP – Aeration Basin Improvements	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	On Hold Until July 2023	
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: \$17,332	Cumulative Spent: \$17,332
	FY Budget: \$0	FY Spent: \$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	Weather conditions and Scheduling	
Schedule:	<ul style="list-style-type: none"> Design is complete Materials ordered and received Construction anticipated for Spring 2023 	
Consultants:	N/A	
Contractor:	N/A	



Photo: Existing Dilapidated Fence

Project Number:	19-18	
Project Name:	Perimeter Fencing	
Project Location:	Wastewater Treatment Plant (WWTP)	
Project Manager:	Treanor	
Status:	Design/CEQA	
Project Description:	Install a new fence around the perimeter of the WWTP.	
Department:	Treatment	
Financial:	Cumulative Budget: \$275,000	Cumulative Spent: \$48,856
	FY Budget: \$275,000	FY Spent: \$48,856
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), Coastal Developmental Permit (CDP) Notification	
Challenges:	Environmental Mitigations	
Schedule:	<ul style="list-style-type: none"> Design in FY22-23 Construction in FY23-24 	
Consultants:	Kennedy Jenks	
Contractor:	TBD	



Photo: Gas Meter on North Side of River

Project Number:	22-03	
Project Name:	WWTP Gas and Water Main Replacement	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	In Design	
Project Description:	The WWTP natural gas and water utility service exists on the opposite side of the Carmel River from the WWTP. CAWD owns the piping under the river for these utilities. The water line and gas line are PVC and identified as having a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion.	
Department:	Treatment	
Financial:	Cumulative Budget: \$300,000	Cumulative Spent: \$43,444
	FY Budget: \$100,000	FY Spent: \$43,444
Reclamation Share:	N/A	
Other Entities:	Cost Share w/ Collections @ 5.5%	
Permits Required:	TBD	
Challenges:	Underground work in riparian area	
Schedule:	<ul style="list-style-type: none"> Currently undergoing alternatives analysis study Design in FY22-23 Construction in FY23-24 	
Consultants:	Kennedy Jenks	
Contractor:	N/A	



Photo: Conceptual Rendering of Public Use and Bridge

Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Funding Strategy	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget: \$550	Cumulative Spent: \$644
	FY Budget: \$0	FY Spent: \$644
**No budget. Funding potential via Carmel River settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining Funding and Community Support	
Schedule:	Currently working on video and marketing outreach effort	
Consultants:	TBD	
Contractor:	TBD	



Photo: CAWD Vactor Truck

Project Number:	22-06	
Project Name:	Vactor Receiving Station	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Design Phase	
Project Description:	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
Department:	Treatment	
Financial:	Cumulative Budget: \$354,950	Cumulative Spent: \$86,572
	FY Budget: \$104,950	FY Spent: \$86,572
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Coastal Developmental Permit (CDP) Notification	
Challenges:	Design for ultimate user satisfaction.	
Schedule:	Construction in FY23/24	
Consultants:	Kennedy Jenks	
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:	Startup 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:	Cumulative Spent: \$386,209
	\$455,923	
Financial:	FY Budget:	FY Spent: \$260,741
	\$334,000	
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Hazardous Chemical Safety	
Schedule:	Anticipated Completion mid 2023	
Consultants:	Trussell Technologies, Inc	
Contractor:	Monterey Peninsula Engineering	

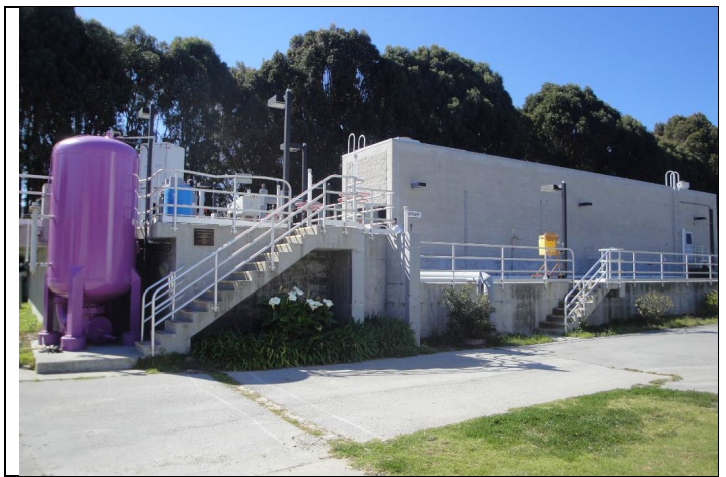


Photo: Exterior of Tertiary Building

Project Number:	22-05	
Project Name:	Reclamation MF/RO and Tertiary System 15-Year Capital Improvement Program (CIP) Master Plan	
Project Location:	Reclamation – Microfiltration (MF)/Reverse Osmosis (RO) and Tertiary Building	
Project Manager:	Treanor	
Status:	In Progress	
Project Description:	Asset management condition and risk evaluations, development of projections of capital expenditures, and preliminary engineering planning	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent: \$91,609
	\$300,000	
Financial:	FY Budget:	FY Spent: \$91,609
	\$300,000	
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	None	
Challenges:	Complexity	
Schedule:	Planning Process will extend into FY 23/24	
Consultants:	Kennedy Jenks Trussell Technologies, Inc	
Contractor:	N/A	

Collections Capital Project Summaries



Photo: View gravity pipe in Carmel easement

Project Number: 19-03		
Project Name: Carmel Meadows Sewer Replacement		
Project Location: Collection System		
Project Manager: Lather		
Status: Permitting		
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:
	\$2,471,949	\$559,290
Financial:	FY Budget:	FY Spent:
	\$2,000,000	\$84,931
Permits Required: Coastal Permit and Environmental Review		
Challenges: Redirecting the sewer to the pump station without requiring booster pumps for all individual houses.		
Schedule: Design and Environmental Review completed 6/28/22. Construction to begin FY22/23.		
Consultants: SRT Consultants, WRA Environmental		
Contractor: TBD		



Photo: Looking at Pump Station Exterior

Project Number: 20-07		
Project Name: Bay/Scenic Pump Station Rehabilitation		
Project Location: Collection System		
Project Manager: Lather		
Status: In Design		
Project Description: Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.		
Department: Collections		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$680,892	\$70,028
Financial:	FY Budget:	FY Spent:
	\$650,000	\$39,136
Reclamation Share:		0%
Other Entities:		Carmel-by-the-Sea, Coastal Commission
Permits Required:		Exemptions from CEQA and Coastal dependent on panel location requirements.
Challenges:		Traffic Control, Panel Location away from bluff
Schedule:		Construct 2023/24 Fiscal Year
Consultants:		SRT Consultant
Contractor:		Pending



Photo: Pipe Bursting Limits on Scenic

Project Number:			20-08
Project Name:			Scenic Rd Pipe Bursting - Ocean to Bay
Project Location:			Collection System
Project Manager:			Lather
Status:			In Design / CEQA
Project Description:			Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.
Department:			Collections
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$3,731,786	\$297,976	
Financial:	FY Budget:	FY Spent:	
	\$3,500,000	\$66,190	
Reclamation Share:			0%
Other Entities:			Carmel-by-the-Sea, Coastal Commission
Permits Required:			CEQA & Coastal Commission permit required.
Challenges:			Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.
Schedule:			CEQA complete 11/1/2023, Construction 2024
Consultants:			MNS, Rincon
Contractor:			Pending

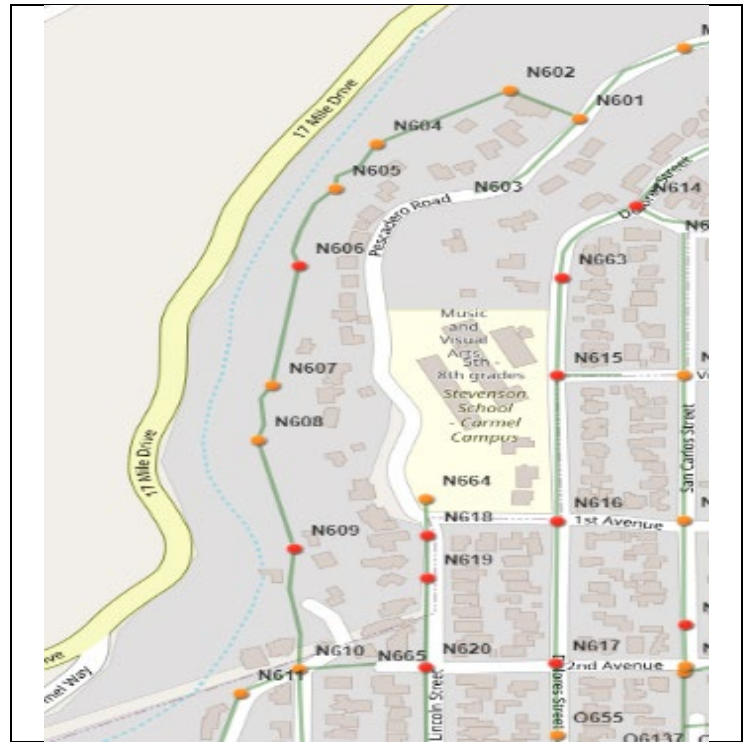


Photo: Sewer Line at Pescadero Creek

Project Number:			21-05
Project Name:			Pescadero Sewer Relocation
Project Location:			Collection System
Project Manager:			Lather
Status:			In Design / CEQA
Project Description:			Relocate damaged pipe from creek slope to roadway
Department:			Collections
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$1,689,236	\$181,127	
Financial:	FY Budget:	FY Spent:	
	\$100,000	\$91,891	
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 2023.
Consultants:			MNS, Denise Duffy, TBC Communication & Media
Contractor:			TBD

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-15-Yr \$63M	Construction Costs: \$63M	Administration Costs: \$10M (20% engineering, legal, admin.)
Financial:	Cumulative 15YR Budget: EST \$63M	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch Agreement-see project #20-05	
Permits Required:	none	
Challenges:	Completing all projects near water bodies in time for the February 2024 deadline due to public resistance.	
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	

Lorca Lane Sewer Replacement



Project Number:	22-07	
Project Name:	Lorca Lane Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Work in Progress	
Project Description:	Relocate 300' of 6" line and install manhole at Lorca Lane and Del Monte Street.	
Department:	Collections	
Financial:	Cumulative Budget: \$175,000	Cumulative Spent: \$77,731
	FY Budget: \$153,500	FY Spent: \$77,731
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	None	
Challenges:	Weather and high groundwater table	
Schedule:	Construct 2023	
Consultants:	Monterey Bay Engineering	
Contractor:	Monterey Peninsula Engineering	

Pipeline Spot Repair 23-02



Project Number:	23-02	
Project Name:	Pipeline Spot Repair 2023	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Work in Progress	
Project Description:	Bid award in April 2023	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$118,700	\$-0-
Financial:	FY Budget:	FY Spent:
	\$118,700	\$-0-
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea,	
Permits Required:	None	
Challenges:		
Schedule:	Construct 2023	
Consultants:		
Contractor:	Rooter King	

Santa Rita & Guadalupe #23-01



Project Number:	23-01	
Project Name:	Santa Rita & Guadalupe	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Work in Progress	
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$200,000	\$23,499
Financial:	FY Budget:	FY Spent:
	\$200,000	\$23,499
Financial:	Cumulative Budget:	
	\$3,869,330	
	FY Budget:	
	\$171,464	
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea,	
Permits Required:	None	
Challenges:		
Schedule:	Construct 2024	
Consultants:	MNS Engineers	
Contractor:	TBD	

Collections Non-Capital Project Summaries



Photo: River Watch logo

Project Number:	20-05	
Project Name:	River Watch Agreement	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Work in Progress	
Project Description:	Work with Collections to provide data that is needed to satisfy the milestones in the agreement with River Watch. As of May 2022, staff completed all of the 1,478 District manholes for the Fiscal Year (FY).	
Department:	Collections	
Financial:	Cumulative Budget: N/A	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:	Completing all projects near water bodies in time for the February 2024 deadline due to public resistance.	
Schedule:	Due date February 2024	
Consultants:		
Contractor:	N/A	

Assessment Districts/Annexations

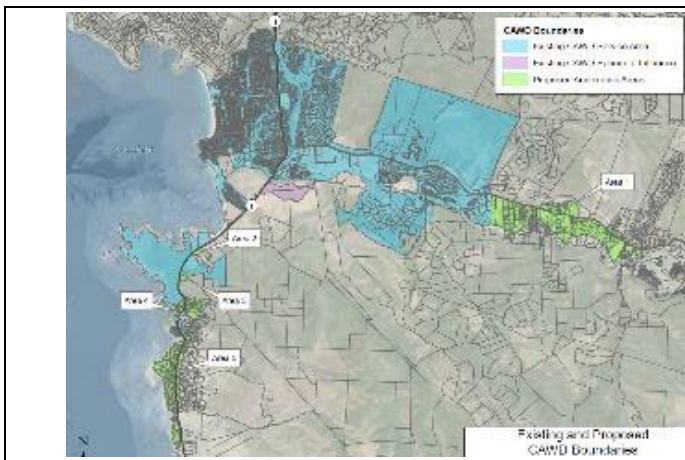


Photo: Areas of Potential Annexation

Project Number:	18-21	
Project Name:	Corona Road Sewer Assessment District	
Project Location:		
Project Manager:	Lather	
Status:	In design phase by Assessment Engineer. The application has been made for the Septic to Sewer grant. Also organizing efforts for Special Assessment District.	
Project Description:	The project will provide sewer facilities to the Corona Road neighborhood and parcels on the west side of Highway 1, across from Corona Road. #18-21 Corona Road (Deferred Revenue**)	
Department:	Collections	
Financial:	Cumulative Budget: \$0	Cumulative Spent: \$0
	FY Budget: \$0	FY Spent: \$0
** No Budget included for project because the initial costs were funded by Corona Road residents. District has agreed to fund a portion of environmental work \$56,200 (Res #2022-62). Official SRF approval Pending.		
Permits Required:	Coastal Permit, CalTrans Encroachment permit, Environmental Review	
Challenges:	Assessment District process/approval and obtaining easements for pump station. Funds from homeowners in the amount of \$67K have been received by CAWD.	
Schedule:	Assessment District (AD) proceedings pending approval of Septic to Sewer Grant & Loan Funding. Estimate start AD process in June 2023.	
Consultant:	Denise Duffy & Associates and Monterey Bay Engineers	

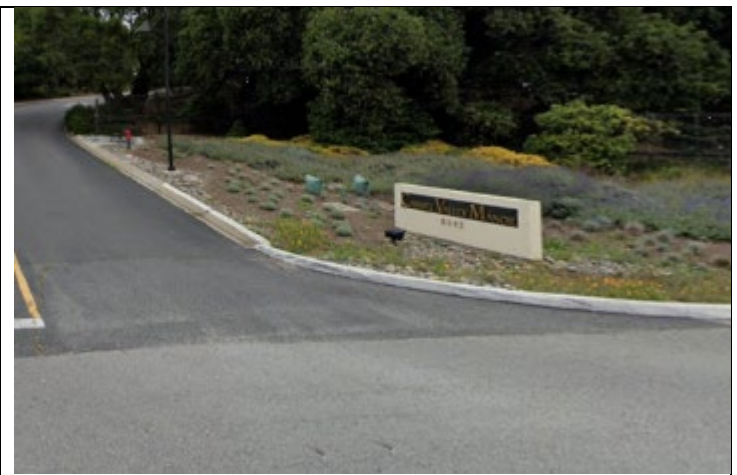


Photo: Entrance to Carmel Valley Manor

Project Number:	19-08	
Project Name:	Carmel Valley Manor Pipeline and Pump Station	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Construction	
Project Description:	Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system. Riley Ranch, #19-08 Carmel Valley Manor (Deferred Revenue)	
Department:	Collections	
Financial: this is an unbudgeted item-under repayment agreement (no funds received)-	Cumulative Budget: \$0	Cumulative Spent: \$180
	FY Budget: \$0	FY Spent: \$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:	Approved without protest at 3/22/21 LAFCO hearing. Easement and Sewer Extension Agreements signed in September 2022. Construction is in progress.	
Consultants:	MNS and Rincon are working for Carmel Valley Manor to permit and design the project.	
Contractor:	N/A	

Other Non-Capital Project Summaries



ADP Workforce Now

Photo: ADP Clip Art

Project Number:	N/A	
Project Name:	Workforce Now	
Project Location:	All Supervisor Locations	
Project Manager:	Foley	
Status:	Implementation	
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: \$0	Cumulative Spent: \$2,520 (annual fee)
	FY Budget: \$0	FY Spent: \$2,520 (annual fee)
Challenges:	Technical issues need to be resolved & employee training. Implementation of advanced features for employee development and learning management.	
Schedule:	Implemented in April 2023. HCM Unlocked Consultant hired for specialized implementation services. Currently working on Timesheet component.	
Consultants:	ADP	



Photo: Real Estate Clip Art

Project Number:	N/A	
Project Name:	Real Property Investigation	
Project Location:	Carmel Valley	
Project Manager:	Barbara Buikema	
Status:	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: \$75,000	Cumulative Spent: \$0
	FY Budget: \$75,000	FY Spent: \$0
Permits Required:	None – at this time	
Challenges:	Limited land possibilities, regulatory hurdles, and zoning	
Schedule:	open ended	
Consultants:	Mahoney & Associates	



Photo: Cyber Security Clip Art

Project Number:	N/A	
Project Name:	Cyber Security	
Project Location:	District-wide	
Project Manager:	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 were installed March 2022.	
Department:	All	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$17,000	\$0
Financial:	FY Budget:	FY Spent:
	\$17,000	\$0
Challenges:	Ongoing training & the need for continual upgrades as skills of hackers grow.	
Schedule:	Continually updating	
Consultant:	Exceedio	



Photo: Six Sigma Clip Art

Project Number:	N/A	
Project Name:	Source Control Six Sigma	
Project Location:	Management staff	
Project Manager:	Barbara Buikema	
Status:	On Hold	
Project Description:	A Six Sigma project to improve source control activities by focusing majority of inspection and compliance efforts on restaurants determined to be likely causes of grease in District lines.	
Department:	Administration	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$2,000
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	None	
Challenges:	Implementation phase. Discussing next steps in implementation.	
Schedule:	Ongoing	
Consultants:	Self-study online	



Photo: California coastline

Project Number:	22-01	
Project Name:	Long-Term Sea Level Rise Planning	
Project Location:	Treatment Plant	
Project Manager:	Barbara Buikema/Patrick Treanor	
Status:	2023 Study Complete	
Project Description:	As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Long-Term Coastal Hazards Plan on 03-03-22. Board approved a Wastewater Treatment Plant Alternatives Planning Assistance on Sea Level Rise consultant services contract in May 2022.	
Department:	Administration	
Financial:	Cumulative Budget: \$1,400,00	Cumulative Spent: \$219,862
	FY Budget: \$260,000	FY Spent: \$219,862
Permits Required:	In response to California Coastal Commission	
Challenges:	Establishing focus on long term objectives and committing to follow through items.	
Schedule:	WWTP Relocation Planning Alternatives on Sea Level Rise presented in May 2022	
Consultants:	Greeley & Hansen	

STAFF REPORT

To: Board of Directors
From: Ed Waggoner, Operations Superintendent
Date: June 29, 2023
Subject: Monthly Operations Reports – May 2023



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 May.
- Carmel Area Wastewater District (CAWD) is receiving and treating processed water from FEC Future Contractors and Engineers during their bridge repair work for Cal Trans in the Big Sur Area on Highway One.
- Operations staff are assisting the Laboratory in running analysis during the recruiting process for the Laboratory Analyst/Environmental Compliance Inspector I/II.
- The month of May saw new equipment for the influent pump station and headworks station come online. Specifically, Influent Pump #2, Headworks Screen #2, and Headworks Rag Compactor. Including a new safety gas monitoring system for the influent wet well and dry well areas.

Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration (MF) Cells 1, 2, and 3. The cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- (Project #21-09) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA). Operations staff continues working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.

Training:

- Staff participated in scheduled tailgate safety meetings in the Digester building conference room.
- May 3, the Operations Superintendent attended an online seminar on updated Coliform Sampling Procedures for the State of California.
- May 16, the Operations Superintendent attended a State of California online seminar on "Cyber Security for Wastewater Systems".
- On May 17, the Operations Superintendent attended a presentation on a new

Computerized Maintenance Management System for the collection system, treatment operations and maintenance.

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

- May 4, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County.
- May 9, Operations Superintended attended in person the Wastewater Reclamation Project Management Committee meeting at Pebble Beach Community Service District Board Room.
- May 10, Operations Superintendent attended Golf Course Superintendents Oversight Committee meeting at Pebble Beach Community Service District offices.
- May 16 Operations staff held a meeting on in-house security for the treatment facility with the management team.
- May 17, Operations Superintendent attended a Zoom meeting with CalRecycle on new reporting regulations for the Recycling & Disposal Reporting System (RDRS).
- (Project #18-01) Weekly Teams meeting on the construction progress of 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 violations of Reclamation Permit 93-72 for the month of April 2023.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of April 2023.

FUNDING

N/A-Informational item only

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: June 29, 2023

Subject: Monthly Maintenance Report – May 2023

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- The potable water pressure regulator for the treatment plant was not reducing pressure so it was replaced. This is critical so the pressure is limited from the meter box on Sycamore Place to the treatment plant since the water pipe crosses the river.
- Operations and maintenance staff simulated a failure of the 750-kilowatt generator after it started and supplied power to the plant. Typical operation is when commercial power fails both treatment plant standby generators start then the 500-kilowatt generator shuts down and the 750kW generator supplies power to the plant. The 500-kilowatt generator restarted and powered the plant as intended. This was a good training scenario so staff could witness the system operate correctly with a partial failure and can better understand how the redundancy functions works.
- The air header for microfiltration cell 3 developed a leak at the joint. Staff removed the header, and the leak was welded by staff. The cell was placed back in service after the repair was completed.
- Annual overhead building crane maintenance and testing was completed by a certified crane vendor. Cranes are load tested and inspected annually. The staff assisted the vendor during the process.
- The annual backflow testing at the treatment plant was completed by the Collections staff.

- The lab air compressor was replaced with a new unit. The previous unit was not meeting the pressure setpoint. The replacement compressor was ordered with a desiccant filter to improve air quality for the lab instrumentation.
- Temporary laborers were hired to assist with cleanup of the treatment plant and to complete some painting at the treatment plant.
- Staff have been coordinating programming work for the Electrical/Mechanical Rehabilitation Project. Staff assisted the contractor and the engineers with verifying existing wiring for equipment that will remain but will be wired to the new electrical gear.

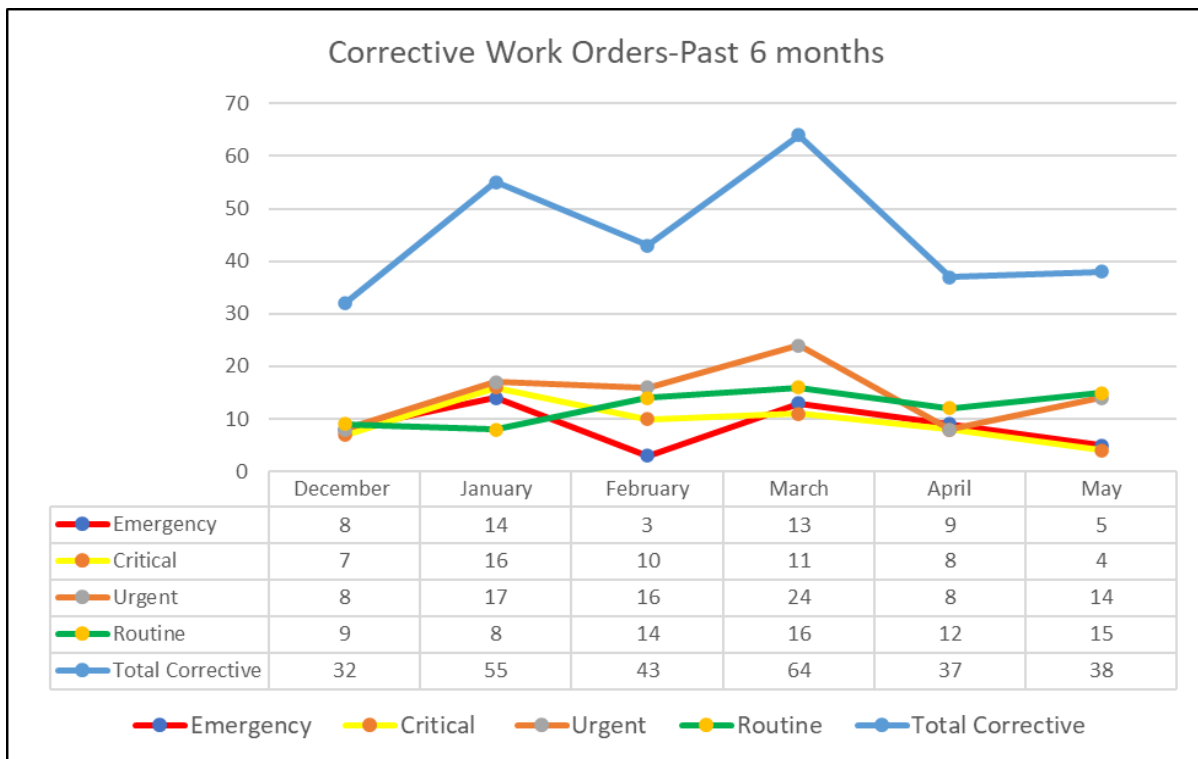
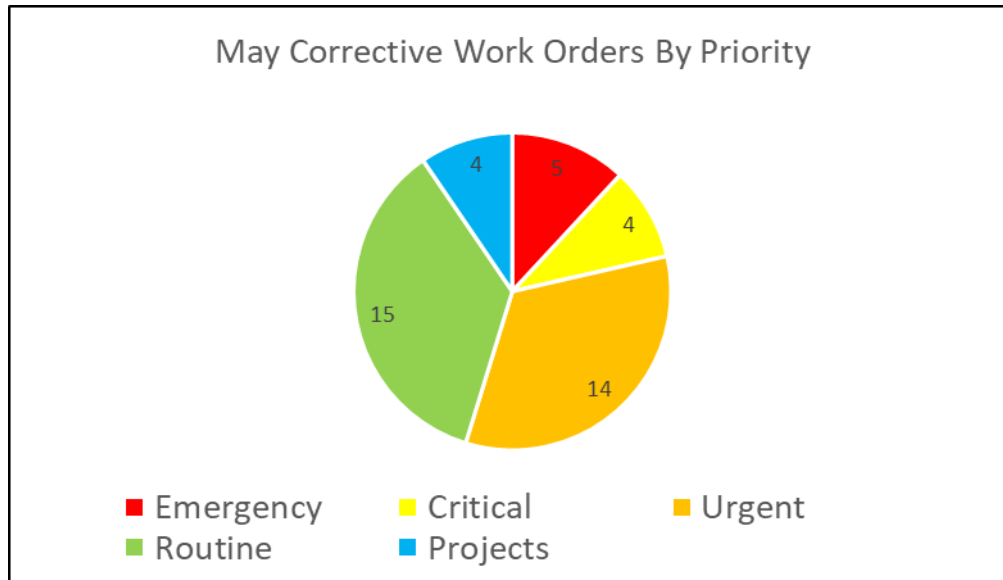
Upcoming Maintenance Projects

- The Brine Effluent Pump motor failed due to a bad seal. The moisture leak alarm was not connected due to the obsolete Programmable Logic Controller (PLC) that will soon be replaced. This is evidence of how automation improvements will benefit maintenance. If the alarm was connected, then just the seal would have required replacement instead of a seal and motor repair. The motor was sent to Modesto for repair. Expected lead time is 3 weeks.
- The new vendor for cyber security penetration testing is scheduled to begin in June. The previous vendor failed to complete the work, so the contract was canceled at no cost to the District. The cost for the new vendor is the same amount.
- Diesel and gasoline fuel testing is scheduled for June 15th. If there is excess amount of moisture or sediment the fuel will be cleaned through a portable filter.
- Breaker testing for the treatment plant main switchgear is scheduled for June. This is a 5-year preventative maintenance task that verifies the operation of trip units and tests the insulation of the breakers supplying power to all the plant buildings.

Work Order Metrics

Preventive Maintenance (May)

Total Work Orders Generated	360
Total Work Orders Closed/Done	327
Total Work Orders Still Open	33
Percentage of Work Orders Completed	90.83%



FUNDING-N/A- Informational item only

STAFF REPORT

To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: June 29, 2023
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 May.

General Engineering

The Principal Engineer continues to work on the Carmel Valley Manor and September Ranch projects.

Carmel Valley Manor (CVM) have commenced construction and staff are actively involved in the submittal review and construction inspection process, as needed. There are many inquiries from parcel owners along the alignment of the CVM project regarding the process to connect to the District. The fire department has recently submitted a request for a connection permit.

September Ranch have commenced grading their property. Staff are attending the construction meetings and providing reviews and approvals of submittals from the contractor, Don Chapin, as needed. MNS is providing inspection services on behalf of the District.

FUNDING

N/A- Informational item only

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: June 29, 2023

SUBJECT: ENGEO Contract – Ratify Approval

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution to ratify the actions of the General Manager to authorize a contract with ENEGO for the Carmel Meadows Project in the amount of \$37,000.

DISCUSSION

The District felt the need to contract with a geotechnical engineering firm to look and analyze conditions at the Carmel Meadows Pipeline site. ENEGO did the initial Geotech report on the site in 2013 so they seemed best situated to perform an update.

Due to meeting timelines, Staff needed to move forward with the obtaining the report to have it for the Carmel Meadows residents and in order to provide it to County Planning. . The agreement was entered into on April 27, 2023 and the final report, was received on June 5th, it was included in the packet for the Special Meeting on June 15th.

The General Manager’s signing authority is \$35,000. This contract exceeded that limit by \$2,000. We moved forward with it because of a high degree of confidence in ENEGO and the desire to have the report as quickly as possible.

FINANCIAL

There are sufficient funds in Reserves to cover this contract. The work will go towards the capital project for the Carmel Meadows Pipeline.

Attachments

- a. ENEGO Contract

AGREEMENT FOR CONSULTATION AND/OR OTHER SERVICES

THIS AGREEMENT dated **April 27, 2023**, is by and between the **Carmel Area Wastewater District** (hereinafter referred to as the "District") and **ENGEO** (hereinafter referred to as "Consultant"), for a project generally described as **Carmel Meadows Pipeline Replacement Project**.

1. GENERAL

The District engages the Consultant to furnish the Geotechnical services as defined in this agreement, at the compensation and upon the terms set forth herein and the Consultant accepts the engagement based upon the stated terms.

2. DUTIES OF THE CONSULTANT; SERVICES TO BE PERFORMED BY THE CONSULTANT

A. The Consultant shall perform such duties and services as are listed on Exhibit "A", which is part of this Agreement. The services shall be completed according to the time schedule contained in Exhibit "A".

B. Standard of Care: The standard of care applicable to the Consultant's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services. The Consultant will re-perform any services not meeting this standard without additional compensation.

C. Consultant Professional Team: The Consultant shall provide and maintain the professional team to perform the services and furnish the materials in connection with this Agreement whose names and capacities are set forth on Exhibit "B". In the event that any member of that team shall leave the employ of the Consultant or be transferred to another office of the Consultant, the Consultant shall so advise the District and replace him or her with a new member who is competent to perform the required work and who shall be satisfactory to the District. Such other agents or employee contractors or subcontractors not listed on Exhibit "B" as may be required to perform any portion of this Agreement shall be competent and shall be suitably experienced in the function which they perform.

3. SERVICES OR MATERIALS TO BE PERFORMED OR FURNISHED BY District

A. The District shall perform such services or furnish such materials to Consultant in connection with this Agreement as are set forth on Exhibit "C". If there are no entries on Exhibit "C", the District shall not be required to provide any services or furnish any materials to the Consultant. Unless otherwise provided on Exhibit "C", all services and material to be furnished by the District will be without cost to Consultant.

B. The District will authorize the Consultant in writing to proceed prior to the Consultant starting work on any of the services listed in Exhibit "A".

C. The District will make its facilities accessible to Consultant as required for Consultant's performance of its services. The District will be responsible for all acts of District's personnel performed within the scope of their employment.

D. Unless otherwise agreed to in the Scope of Services, the District will obtain, arrange, and pay for all advertisements for bids, permits, and licenses required by local, state or federal authorities; and land, easements, rights-of-way, and access necessary for the Consultant's services or project construction.

4. PAYMENT BY THE DISTRICT: TIME AND MANNER OF PAYMENT

The District shall pay the Consultant, for all required services and materials furnished to fulfill this Agreement, the amount or amounts on a time and materials basis billed monthly, not to exceed **\$37,000** (Exhibit "B") . Consultant agrees to accept the stated sums as full compensation for all required services due under this Agreement.

5. ADDITIONAL WORK

The Consultant shall be entitled to extra compensation for services or materials not otherwise required under this Agreement, provided that the District shall first have identified the service or materials as extra, and specifically requested extra services or materials in writing, and in no event shall the District be liable for payment unless the amount of extra compensation shall first have been agreed to in writing by the District.

6. EQUAL EMPLOYMENT OPPORTUNITY

The Consultant shall not discriminate against any employee or applicant for employment because of age, race, religious creed, color, national origin, physical handicap, medical condition, marital status or sex.

7. COMPLIANCE WITH LAWS

The Consultant shall comply with all federal, state and local laws, statutes, ordinances, rules, and regulations affecting the performance of its services under this Agreement.

8. INDEPENDENT CONTRACTOR

The Consultant is acting as an independent contractor in furnishing the services or materials and performing the work required by this Agreement and is not an agent, servant, or employee of the District.

9. PROJECT REPRESENTATIVES; NOTICES

The District and the Consultant each designate the following persons to act as authorized representatives of the District and the Consultant in matters and decisions pertinent to the timely performance of this Agreement, and each authorized representative will have full powers to bind the District or the Consultant, including, but not limited to, transmitting instructions, receiving information, making project-related decisions not requiring official District approval, processing Consultant payment requests and other matters. All notices or other official correspondence relating to work under this Agreement may be given by being personally delivered, by being placed in the United States mail, first-class postage prepaid, or by being sent by overnight prepaid air freight, addressed to the party to whom notice is to be given. Each notice shall be deemed to be effective upon receipt, if personally delivered or sent by air freight, or five days after being so mailed. Any notice may also be given by facsimile. Notices shall be provided to the following names and addresses:

For the Carmel Area Wastewater District:

Rachél Lather, Principal Engineer
P. O. Box 221428
Carmel, CA 93922

For the Consultant:

Jeanine Ruffoni, Principal
2010 Crow Canyon Place, Suite 250
San Ramon, CA 94583

10. INSURANCE:

Prior to the commencement of services hereunder, the Consultant shall certify and provide evidence of coverage from responsible insurance carriers of the following insurance. Such insurance policy or policies shall be stated to be primary and noncontributing with any insurance which may be carried by the District. Consultant shall deliver to District certificates of insurance which shall provide that thirty days' notice will be given to District in the event of a reduction, modification or cancellation.

- a) Workers' Compensation and Employer's Liability Insurance. Workers' Compensation in compliance with the applicable state and federal laws. Employer's Liability limit \$1,000,000.
- b) Commercial General Liability Insurance, including Blanket Contractual, Broad Form Property Damage, Completed Operations and Independent Contractor's Liability, all applicable to Personal Injury, Bodily Injury and Property Damage to limit of \$1,000,000 per each occurrence/claim, subject to \$2,000,000 annual aggregate for Completed Operations and Personal Injury other than Bodily Injury.
- c) Comprehensive Automobile Liability Insurance including owned, hired and non-owned automobiles, Bodily Injury and Property Damage to a combined single limit of \$1,000,000.
- d) Professional Liability Insurance affording professional liability coverage to a combined single limit of \$1,000,000 per each occurrence/claim subject to a \$2,000,000 annual aggregate.
- e) Excess Liability Insurance following employers' liability afforded by item a) and other coverages afforded by items b), c) and d) set forth above, subject to a limit of liability of \$2,000,000 for each occurrence/ claim/aggregate.
- f) Additional Insured. District shall be included as an additional insured (but not as a named insured) on the Commercial General Liability, Comprehensive Automobile Liability and Excess Liability insurance policies described in parts b), c) and e) above; and as evidenced by filing with District the ISO (Insurance Service Office) CG 2010 endorsement form or equivalent.
- g) No Exclusion. No insurance coverages described herein shall exclude coverage for claims against the Consultant by the District because the District is named as an additional insured.

11. INDEMNITY

(a) Other than in the performance of design professional services by a design professional, which shall be as addressed by subsection (b) below, and to the full extent permitted by law, Consultant shall indemnify, immediately defend (with independent counsel reasonably acceptable to the District) and hold harmless the District, its board of directors, employees, officials and agents (collectively "Indemnified Parties" or in the singular "Indemnified Party") from and against any claims, losses, damages, penalties, fines and judgments, associated investigation and administrative expenses, and defense costs including but not limited to reasonable attorney's fees, court costs, expert witness fees and costs of alternate dispute resolution (collectively "Liabilities"), where same arise out of the performance of this Agreement by Consultant, its officers, employees, agents and sub-contractors. The duty to defend is a separate and distinct obligation from the Consultant's duty to indemnify and Consultant shall be obligated to defend in all legal, equitable, administrative or special proceedings upon tender to the Consultant of any claim in any form or at any stage of an action or proceeding, whether or not liability is established and the obligation extends through final judgment including exhaustion of any appeals.. The Consultant's obligation to indemnify applies unless it is finally determined that the liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally determined that liability is caused by the comparative active negligence or willful misconduct of an Indemnified Party, the Consultant's indemnification obligation shall be reduced in proportion to the established comparative liability of the indemnified party.

(b) To the fullest extent permitted by law (including without limitation California Civil Code Sections 2782.8), when the services to be provided under this Agreement are design professional services to be performed by a design professional, as that term is identified by said section 2782.8(c)(1-4) ("Design Professional") Design Professional shall indemnify, protect and hold harmless any Indemnified Party for all Liabilities regardless of nature or type to the extent caused by the actual negligence, recklessness, or willful misconduct of Design Professional, or such acts or omissions of an officer, employee, agent or subcontractor of the Design Professional. Design Professional shall not have an immediate duty to defend an Indemnified Party, however, Design Professional's obligation to indemnify (including reimbursing the cost to defend) and hold the Indemnified Parties harmless applies unless it is finally determined that the liability was caused by the sole active negligence or sole willful misconduct of an Indemnified Party. If it is finally determined that liability was caused by the comparative active negligence or willful misconduct of an Indemnified Party the Design Professional's indemnification obligation shall be reduced in proportion to the established comparative liability. Within 30 days following Design Professional's receipt of a properly presented written invoice Design Professional shall reimburse the Indemnified Party for the cost of reasonable attorney's fees and defense costs incurred by the Indemnified Party to the same extent of Design Professional's indemnity obligation herein. In no event shall the cost to defend charged to the Design Professional exceed the Design Professional's proportionate percentage of fault. Design Professional's aggregate liability hereunder shall be limited by District to \$1,000,000.

(c) The provisions of this Section are not limited by the provisions of sections relating to insurance including provisions of any worker's compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to District, its employees and officials. An allegation or determination of comparative active negligence or willful misconduct by an Indemnified Party unrelated to design professional services does not relieve Consultant from its separate and distinct obligation to defend District. Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every subcontractor, sub tier contractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance or subject matter of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of District to monitor compliance with these requirements imposes no additional obligations on District and will in no way act as a waiver of any rights hereunder.

(d) If any action or proceeding is brought against any Indemnified Party by reason of any of the

matters against which the Consultant has agreed to provide an immediate defense to any Indemnified Party, as provided above, Consultant, upon notice from the District, shall defend the Indemnified Party at Consultant's expense by independent counsel reasonably acceptable to the District. Unless otherwise provided above, an Indemnified Party need not have first paid for any of the matters to which it is entitled to indemnification in order to be so defended. Consultant may submit a claim to the District for reasonable defense costs (including attorney's and expert fees) incurred in providing a defense of any Indemnified Party to the extent such defense costs arise under principals of comparative fault from the Indemnified Party's active negligence, recklessness or willful misconduct.

(e) This obligation to indemnify and defend, as set forth herein, is binding on the successors, assigns, or heirs of Consultant and shall survive the termination of this Agreement or this Section.

12. FORCE MAJEURE

The Consultant is not responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the Consultant.

13. TITLE TO DOCUMENTS

All original calculations, photographs, maps, drawings, plans, design notes and other material or documents developed or used in connection with the performance of this Agreement shall be the property of the District, provided, however, that the Consultant may provide the District with legible photostatic copies in lieu of the originals. Any plans and specifications shall bear the name of the Consultant together with the Consultant's certification number, if any. If the Consultant's working papers or product includes computer generated statistical material, the Consultant shall provide the material to the District in a mutually agreed upon computer machine-readable format and media.

14. ASSIGNMENT

The Consultant shall not assign or sublet any portion of this Agreement without the express prior written consent of the District, which may be withheld by the District in its discretion.

15. TERMINATION

Without limitation to such rights or remedies as the District shall otherwise have by law, the District shall also have the right to terminate this Agreement for any reason upon seven (7) days' written notice to the consultant. This Agreement may also be terminated by either party upon seven (7) days' written notice should the other party fail substantially to perform in accordance with this Agreement through no fault of the other or if the project is stopped for a period of 60 days by conditions beyond the control of the District.

16. ADDITIONAL PROVISIONS, EXHIBITS

Additional provisions of this Agreement are set forth on Exhibits "A" - "C". All Exhibits shall be attached to this Agreement and are incorporated and made a part by reference.

17. AMENDMENT OR MODIFICATION

This Agreement may be amended, altered or modified only by written agreement executed by both parties.

18. FURTHER ASSURANCES

Each of the parties agree to execute and deliver to the other such documents and instruments, and to take such actions, as may reasonably be required to effectuate the terms and conditions of this Agreement; provided, however, such covenant shall not have the effect of increasing the obligations of any party pursuant to this Agreement or require any representations and warranties by any party.

19. SEVERABILITY

Should any provision of this Agreement be declared invalid and unenforceable in any jurisdiction by a court of competent jurisdiction, then such portion or provision shall be deemed to be severable, to the extent valid or unenforceable, from this Agreement as to such jurisdiction (but, to the extent permitted by law, not elsewhere) and shall not affect the remainder hereof. Notwithstanding the foregoing, a) such provision of this Agreement shall be interpreted by the parties and by any such court, to the extent possible, in such a manner that such provision shall be deemed to be valid and enforceable, and b) such court shall have the right to make such modifications to any provision of this Agreement as do not materially affect the rights or obligations under this Agreement of the parties hereto and as may be necessary in order for such provision to be valid and enforceable.

20. WAIVER

No waiver of any right or obligation of any of the parties shall be effective unless in a writing, specifying such waiver, executed by the party against whom such waiver is sought to be enforced. A waiver by any of the parties of any of their rights under this Agreement on any occasion shall not be a bar to the exercise of the same right on any subsequent occasion or of any other right at any time.

21. ATTORNEYS FEES

Should either party to this Agreement bring legal action against the other, (formal judicial proceeding, mediation or arbitration), the case shall be handled in Monterey County, California, and the party prevailing in such action shall be entitled to a reasonable attorney's fee which shall be fixed by the judge, mediator or arbitrator hearing the case and such fee shall be included in the judgment, together with all costs.

22. COUNTERPARTS

This Agreement may be executed in two counterparts, each of which shall be deemed an original, but both of which shall constitute one and the same instrument.

23. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes all prior or contemporaneous negotiations, understandings or agreements of the parties, whether written or oral, with respect to such subject matter.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate by the duly authorized officers of each of the parties effective the date first shown above.

FOR THE DISTRICT

Barbara Buikema
By Barbara Buikema (Jun 5, 2023 16:25 PDT)

General Manager

Approved as to Form:

Robert R. Wellington
Robert R. Wellington (Jun 6, 2023 16:22 PDT)

District Legal Counsel

FOR THE CONSULTANT

By 
By _____

Printed Name: **Neel Neelakantan**

Title: **Principal**

Exhibit "A": Consultant Scope of Services and Schedule
Exhibit "B": Consultant Team/Rate Sheet

April 7, 2023

Project No.
P22985.000.001

Ms. Rachél Lather, MS, PE
Principal Engineer
Carmel Area Wastewater District
3945 Rio Road
Carmel-By-The-Sea, CA 93922

Subject: Carmel Meadows Gravity Sewer
Carmel-By-The-Sea, California

- References:
1. Geotechnical Consultants, Inc. 2013. Geotechnical Memorandum, Carmel Meadows Gravity Sewer, Carmel, California. June 14, 2013. Project No. SF13013.
 2. Geotechnical Consultants, Inc. 2014. Geotechnical Report, Carmel Meadows Gravity Sewer, Carmel, California. March 25, 2014. Project No. SF13041.

PROPOSAL FOR GEOTECHNICAL SERVICES

Dear Ms. Lather:

We are pleased to submit this proposal to provide geotechnical services to support the Carmel Meadows Gravity Sewer project in Carmel-By-The-Sea, California. Our proposed work focuses on the sewer segment, an approximately 1,500 lineal foot section, located to the northeast and downslope from Ribera Road between Mariposa Drive and Calle La Cruz. The purpose of our proposed services is to revisit our findings from our 2013 study (Reference 1) regarding rehabilitation strategies and improvements to the existing gravity sewer system, and to consider providing alternative strategies, as appropriate.

Our 2013 study (Reference 1) assessed the overall geotechnical stability of the sewer pipeline and evaluated suitable construction techniques to rehabilitate or replace foundation supports based on site access, terrain, and anticipated subsurface conditions. We followed up our 2013 study with a 2014 geotechnical exploration and report (Reference 2) for the proposed sewer improvements at the site, which included replacement of approximately 1,050 feet of existing ductile iron sewer pipe, with elevated segments of the pipe supported on new foundations.

We understand from you that the unprecedented storms of 2022/2023 caused further ground movement along the existing sewer line and alignment, as shown in Exhibit 1. The objectives of our proposed current scope of services include the following.

- Investigate the characteristics of the recent slope movement, as well as any other evidence of recent slides, erosion, settlement, or other ground distress features since our 2013 study that could impact the stability of the sewer pipe.
- Qualitatively assess the stability of the post-slide ground conditions, as well as any other observed conditions of possible instability, to determine if immediate mitigation measures are needed to protect and stabilize the sewer line.
- Reassess our previous 2013 study to evaluate if our assessments are applicable to the current site conditions and/or if modifications are needed.

EXHIBIT 1: Slope Movement near the Sewer Pipeline (Provided by You Via E-Mail, 2023)



In preparation of this proposal, we discussed the project with you and received the following documents delivered via email.

- SRT Consultants. 2019. Letter Report: Carmel Meadows Feasibility Study, Carmel-By-The-Sea, California. August 27, 2019.
- Kennedy/Jenks Consultants, Inc. 2023. Letter Regarding: Carmel Meadows Gravity Sewer, Carmel-By-The-Sea, California. March 3, 2023.
- Carmel Area Wastewater District. 2023. Document Regarding: Carmel Meadows Summary of Emergency Work Decisions, Carmel-By-The-Sea, California. April 3, 2023.

SCOPE OF SERVICES

Task 1 –Site Reconnaissance and Summary Letter

We will perform a site reconnaissance along the alignment of the gravity sewer to observe and review existing surface conditions. Our site reconnaissance will include the following.

- Review of available information such as historical aerial photographs, topographic maps, published geologic maps, and previous geotechnical studies.
- Site visit to traverse the alignment of the sewer pipeline to observe and document existing alignment conditions and identify recent slope movement, as well as any other evidence of recent slides, erosion, settlement, or other ground distress features. We will also attempt to determine depth to shallow bedrock by hand digging or probing.
- Preparation of an alignment reconnaissance map identifying locations and limits of observed landslides and any other critical ground or pipe distress features that could indicate instability.

Following our site reconnaissance, we will prepare a summary letter that will include the following.

- A summarization of our site reconnaissance findings based on our site visit and review of available historical information such as aerial photographs, topographic maps, published geologic maps, and previous geotechnical studies.
- Assessment of potential impacts along the pipe alignment based on our site reconnaissance findings, including assessment of the recent slope movement in Exhibit 1.
- Review our findings from our 2013 study (Reference 1) regarding rehabilitation strategies and improvements to the existing gravity sewer system and provide additional strategies, where applicable.

Task 2 – Engineering Consultation

We will provide as-needed engineering support, which may include geotechnical-hazard assessments and mitigations, construction cost estimation, geotechnical engineering consultation, and meeting attendance. We recommend an initial budget allowance of 30 professional hours for these services.

SCHEDULE

Our site reconnaissance will commence within 1 week following your authorization to proceed. We can typically complete the supplemental letter within 2 to 3 weeks following completion of our reconnaissance.

FEE AGREEMENT

For the proposed scope of services, we will provide the services as summarized in the table below. Our actual effort will be billed in accordance with the attached fee schedule.

TABLE 1: Fee Estimate

SCOPE	FEE
Task 1 – Site Reconnaissance and Summary Letter (fixed fee)	
Site Reconnaissance	\$17,000
Summary Letter	\$10,000
SUBTOTAL (Task 1)	\$27,000
Task 2 – Engineering Consultation (estimate 30 hours)	
SUBTOTAL (Task 2)	\$10,000
TOTAL	\$37,000

AUTHORIZATION

ENGEO's liability for damage due to professional negligence, acts, errors, omissions, breach of contract and consequential damages will be limited by Client to an amount not to exceed an aggregate limit of one hundred thousand dollars or ENGEO's fee, whichever is greater, regardless of the legal theory under which such liability is imposed.

If the above scope of services and fee are acceptable, please send a consulting agreement for our review and acceptance. Our services are unable to commence without prior receipt of an executed agreement.

We look forward to serving you on this project. If you have any questions or comments regarding this proposal, please call and we will be glad to discuss them with you.

Sincerely,

ENGEO Incorporated


Justin Qiu
Staff Engineer


Jeanine Ruffoni, GE
Principal


Theodore P. Bayham, CEG, GE
Principal

jq/jtr/js/tpb/ar

Attachment: Summary of Hourly Rates

SUMMARY OF HOURLY RATES
PROFESSIONAL SERVICES
 Effective February 2023

President	\$485.00 per hour
Principal	\$390.00 per hour
Associate	\$320.00 per hour
Subject Matter Expert	\$425.00 per hour
Senior	\$280.00 per hour
Project	\$245.00 per hour
Staff	\$218.00 per hour
Assistant	\$176.00 per hour
Construction Services Manager II	\$225.00 per hour*
Construction Services Manager I	\$205.00 per hour*
Senior Field Representative II	\$187.00 per hour**/**
Senior Field Representative I	\$167.00 per hour**/**
Field Representative	\$155.00 per hour**/**
Senior Laboratory Technician	\$191.00 per hour
Laboratory Technician	\$170.00 per hour
GIS Developer	\$201.00 per hour
Senior GIS Analyst	\$196.00 per hour
GIS Analyst	\$186.00 per hour
Senior CAD Specialist	\$186.00 per hour
CAD Specialist	\$170.00 per hour
Network Administrator	\$300.00 per hour
Project Assistant	\$155.00 per hour

- * Two-hour minimum portal to portal and cancellations within 24 hours.
- * **OVERTIME RATES:** Rates increased by factor of 1.5 for all hours worked in excess of eight (8) Monday through Friday, and the first eight (8) hours worked on Saturday. Rates increased by factor of 2.0 for all hours worked in excess of twelve (12) Monday through Friday, all hours worked in excess of eight (8) on Saturday and all hours worked on Sunday and holidays.
- ** For Prevailing Wage projects, increase the hourly rate by \$19.
- ** Rates increased by factor of 1.25 for night shift hours (hours commencing after 4:00 p.m. or before 4:00 a.m.); rates increased by factor of 1.875 (an additional factor of 1.5) for all night shift hours in excess of eight (8); rates increased by factor 2.5 for all night shift hours worked in excess of twelve (12).

ADDITIONAL SERVICES OFFERED

In addition to our core services of geotechnical, hydrologic and environmental engineering, including construction-phase testing and observation, ENGEO provides clients with services for establishment and management of Geologic Hazard Abatement Districts (GHAD) and for Entitlement and Permitting Support (EPS). For more information about these services and associated pricing, please contact ENGEO at (925) 866-9000.

OTHER FEES

- Equipment and materials will be charged in addition to the above hourly rates.
- Outside Consultants, Subcontracted Services and Equipment Rental Cost plus 25%
- Expert Witness, Deposition, Mediation, Arbitration, or Court Appearance (Minimum Charge) \$2,400.00 half day, \$4,800.00 full day

TERMS

Invoices will be submitted at completion of work or at approximately four week intervals and are due and payable upon receipt. Statements will be issued at monthly intervals. Charges not paid within 30 days of invoice date will accrue a late charge at a rate of 1.5 percent per month. In the event it becomes necessary to commence suit to collect amount due, Client agrees to pay attorney's fees and costs, as the court may deem reasonable until amount is paid. Fees will be applicable for one year from the effective date above; thereafter, fees will be adjusted annually. Our fees will be billed using an invoice format produced by a standardized accounting software package. A more customized itemization of charges and backup data will be provided upon Client's requests, but at additional fees. Final reports may be withheld until outstanding invoices are paid in full.

Many risks potentially affect ENGEO by virtue of entering into this agreement to perform services on behalf of client. A principal risk is the potential for human error by ENGEO. For client to obtain the benefit of a fee that includes a nominal allowance for dealing with our liability, client agree to limit ENGEO's liability to Client and all other parties for claims arising out of our performance of the services described in the agreement. The aggregate liability will not exceed \$50,000 (ENGEO's fee, whichever is greater, but not more than \$1,000,000) for professional acts, errors, or omissions, including attorney's fees and costs that may be awarded to the prevailing party and client agrees to indemnify and hold harmless ENGEO from and against all liabilities in excess of the monetary limit established above.

EQUIPMENT AND MATERIALS CHARGES

DESCRIPTION	COST PER UNIT (\$)	UNIT
Air Content Meter	7.00	hour
Bailers (Disposable)	10.00	each
Coatings Thickness Kit (eg. Fireproofing, Protective Paint)	30.00	hour
Concrete Crack Monitor	20.00	each
Coring Machine	30.00	hour
Double-Ring Infiltrometer	50.00	hour
Electronic Water Level Indicator	5.00	hour
Engineering Analysis Software	45.00	hour
Equipment Transport(er)	100.00	hour
Exploration Equipment (Electric Auger)	50.00	hour
Floor Flatness/Floor Level Equipment	40.00	hour
Generator	15.00	hour
GIS Website Portal Subscription	50.00	month
GPS Handheld Device	10.00	hour
Drone Equipment	210.00	hour
Hand Auger and Soil Sampler	15.00	hour
Hydraulic Pull-Test Equipment	25.00	hour
Interface Probe	2.00	hour
Magnetic Particle Test Equipment	25.00	hour
Moisture Content Test Equipment	6.00	hour
Multi-Parameter Water Meter	15.00	hour
pH Meter/Turbidity Meter	10.00	hour
Photo Ionization Detector	20.00	hour
Reinforcing Bar Locator	100.00	hour
Sampling Tubes	10.00	each
Sand Cone Equipment and Material	5.00	hour
Schmidt Hammer	20.00	hour
Seisometer	50.00	hour
Skidmore Wilhelm Bolt Tension Calib.	40.00	hour
Slope Inclinometer/Settlement Indicator/VW Readout	50.00	hour
Torque Wrench	15.00	hour
Transfer Pump	3.00	hour
Ultrasonic Equipment	50.00	hour
Vapor Emission Test Kit	40.00	kit
Vector Conversion	60.00	conversion
Vehicle, nuclear gauge, equipment, wireless communication. *Add \$5.00/hr. for RTK enabled autotesting equipment.	33.00*	hour
Vehicle, equipment, wireless communication	23.00	hour
Vibration Monitor	1800.00	month
Water Sampling Pumps	20.00	hour
Bridge Toll	actual	actual
Mileage	.98	mile
Parking	actual	actual
AutoCAD, Civil 3D, GIS, Drone Data Processing	29.00	hour
Photocopies Black & White	0.25	each
Photocopies Color 11 x 17	1.50	each
Photocopies Color 8½ x 11	1.00	each
Plot - Black & White	3.00	square foot
Plot - Color	4.00	square foot
Postage	actual	actual
Scan - Black & White	1.50	each
Scan - Color	3.75	each
Telephone	0.50	minute

RESOLUTION NO. 2023-31

A RESOLUTION TO RATIFY THE ACTION OF THE GENERAL MANAGER IN AUTHORIZING A CONTRACT WITH ENGEO GEOTECHNICAL CONSULTANTS, INC. IN THE AMOUNT OF \$37,000

-oOo-

WHEREAS, the District has determined the need for a geotechnical consultant to assist with the Carmel Meadows Pipeline project, and further that ENGEO Geotechnical Consultants, Inc. is uniquely situated to provide such assistance given their prior experience with this location; and

WHEREAS, the District has a desire and need to obtain an updated geotechnical report as quickly as possible for both the public and for County Planning purposes; and

WHEREAS, the General Manager's signing authority is \$35,000 and this contract exceeded this amount by \$2,000 and requires the Board to ratify that action.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby ratify the action of the General Manager in authorizing a contract with ENGEO Geotechnical Consultants, Inc. and moving forward with the project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023 by the following vote:

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

Ken White, President of the Board

ATTEST: _____
Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 29, 2023

Subject: Certification of Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property Related Fees and Charges for FY 2023-24

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property Related Fees and Charges.

DISCUSSION

District user fees are collected using the Monterey County (County) tax rolls, and in order to ensure that the provisions of Proposition 218 are being addressed by the District, the Monterey County Auditor requires certification of compliance with the Proposition, including a hold harmless and indemnification provision for administrative expenses to the County associated with collection of user fees. This certification is required each year on or before August 1, before the processing of the secured tax roll bills for the coming fiscal year.

FINANCIAL

None

RESOLUTION NO. 2023-32

A RESOLUTION CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT
TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS AND
PROPERTY RELATED FEES AND CHARGES

-oOo-

WHEREAS, the Carmel Area Wastewater District (“Public Agency”) requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property related Fees or Charges identified in Exhibit “A” on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2023-24.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A,” regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.
2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees and agents, the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost and risk, each and every action, suit or other proceeding brought against the County of Monterey, its officers, employees and agents for every claim,

demand or challenge to the levying or imposition of the general or special taxes, assessments, or property related fees or charges identified in Exhibit "A" and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees and agents on every such action, suit or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs and administrative expenses of the County of Monterey to correct the tax rolls.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District at a regular meeting duly held on June 29, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

EXHIBIT "A"
TO
RESOLUTION CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT
TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS, AND
PROPERTY RELATED FEES AND CHARGES

FISCAL YEAR 2023-24

GENERAL TAXES: None

SPECIAL TAXES: None

ASSESSMENTS: None

FEES OR CHARGES:

1. Levied as an incident of property ownership: Sewer service user charges and sewer connection fees.
2. Other: None

Staff Report



To: Board of Directors

From: Barbara Buikema, General Manager

Subject: 2023-24 Property Tax Appropriations Limit

Date: June 29, 2023

RECOMMENDATION

It is recommended that the Board adopt a resolution determining the fiscal year 2023-24 tax proceeds appropriation limit to be \$2,779,017 based on the California Per Capita Income factor and the County of Monterey Population factor.

DISCUSSION

Article XIII B of the California Constitution specifies that appropriations made by state and local governments may increase annually by a factor composed of the change in population combined with either the change in California per capita personal income or the change in the local assessment roll due to local nonresidential construction. Proposition 111 now requires a recorded vote of the Board regarding which of the annual adjustment factors have been selected each year. Pursuant to Government Code Section 37200, the Appropriations Limit (Limit) and the total Appropriations Subject to Limitation must be published in the annual budget. The adoption must be done at a regular meeting or noticed via a special meeting. The documentation used to compute the Limit must be available to the public at least 15 days prior to the meeting. Once adopted, the public has 45 days to initiate judicial action regarding the Limit. An information form must be submitted to the State Controller's Office no later than 90 days after the start of each fiscal year.

Property taxes received may be reduced by qualified capital outlay with a useful life of 10 years and a value of at least \$100,000.

Data received from the State of California for purposes of computation follows:

California per capita personal income change for 2023-24	4.44%
Population changes for Monterey County 1-1-22 to 1-1-23	
Carmel-by-the-Sea	-0.49%
Unincorporated	-0.52%
Change in local assessment role for nonresidential construction	Not available.

SUMMARY

The attached schedule shows that the District is in compliance with the appropriation limit for the 2023-24 fiscal year.

**CARMEL AREA WASTEWATER DISTRICT
SCHEDULE OF NET PROCEEDS OF PROPERTY TAXES
UNDER/(OVER) APPROPRIATIONS LIMIT**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Estimated 2022-23	Estimated 2023-24
PROPERTY TAXES RECEIVED	1,529,137	1,621,571	1,736,624	1,823,473	1,941,135	2,050,675	2,140,553	2,296,166	2,433,667	2,600,000	2,652,000
LESS: EXPENDITURES NOT SUBJECT TO APPROPRIATIONS LIMIT:											
1. QUALIFIED CAPITAL OUTLAY	(714,013)	(1,163,737)	(5,104,508)	(4,295,754)	(2,903,748)	(1,476,444)	(2,547,543)	(568,672)	(4,236,061)	(2,496,874)	(12,358,571)
(1) NET PROCEEDS SUBJECT TO LIMIT	815,124	457,834	(3,367,884)	(2,472,281)	(962,613)	574,231	(406,990)	1,727,494	(1,802,394)	103,126	(9,706,571)
LESS: OPERATING EXPENDITURES UNEXPENDED PROCEEDS OF TAXES BEFORE INTEREST ALLOCATION.....	(815,124)	(457,834)	3,367,884	2,472,281	962,613	(574,231)	406,990	(1,727,494)	1,802,394	(103,126)	9,706,571
INTEREST ALLOCATION (NOTE 2)	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
UNEXPENDED PROCEEDS OF TAXES..	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
 (2) APPROPRIATIONS LIMIT (below)	1,843,690	1,856,924	1,927,858	2,036,260	2,132,512	2,214,312	2,311,061	2,403,256	2,530,291	2,673,977	\$2,779,017
NET PROCEEDS OF TAXES UNDER (OVER) APPROPRIATIONS LIMIT	1,028,565	1,399,089	5,295,742	4,508,541	3,095,125	1,640,081	2,718,051	675,762	4,332,685	2,570,851	12,485,588

A plus figure on the above line indicates that the District is in compliance.

THE DISTRICT HAS FAILED TO COMPLY WITH THE APPROPRIATIONS LIMIT IN ONLY ONE YEAR - 1991\92. THE LAW STATES THAT ANY EXCESS OF TAXES RECEIVED DURING ONE YEAR MAY BE OFFSET BY THE OPPOSITE SITUATION THE FOLLOWING YEAR. DIEHL, EVANS & CO., CONSULTANTS VERIFIED ALL COMPLIANCE FIGURES FOR THE YEARS PRIOR TO 1991\92. THE SAME FORMULA USED BY DIEHL, EVANS IN THEIR COMPUTATIONS FOR YEARS PRIOR TO 1991\92 IS USED ABOVE. BASICALLY, PROPERTY TAXES NOT EXPENDED (REDUCED BY QUALIFIED CAPITAL OUTLAY AND OPERATING EXPENSES) IN EXCESS OF THE LIMIT MUST BE RETURNED TO THE STATE UNLESS OFFSET BY AN EQUAL AMOUNT IN THE FOLLOWING YEAR.

NOTE 1: QUALIFIED CAPITAL OUTLAY:

Beginning in fiscal year 1990-91, the District may offset proceeds of taxes by expenditures for "qualified capital outlay", which is defined as expenditure for assets with a useful life of 10 years or more and a value of \$100,000. The District's sewer replacement projects and Secondary Improvement projects are shown here.

NOTE 2: INTEREST ALLOCATION:

For purposes of this schedule, it has been assumed that the District expends proceeds of taxes upon receipt, for operating expenditures, before expending non-proceeds of taxes. Accordingly no interest income has been allocated to proceeds of taxes.

**CARMEL AREA WASTEWATER DISTRICT
SCHEDULE OF NET PROCEEDS OF PROPERTY TAXES
UNDER/(OVER) APPROPRIATIONS LIMIT**

Schedule A

**CARMEL AREA WASTEWATER DISTRICT
APPROPRIATIONS LIMIT CALCULATIONS**

Fiscal Year	Inflation Factor U.S. CPI	California Per Capita Income	County of Monterey Population Factor	Combined Factor	Cumulative Factor	Approp. Limit
Base Yr.)						\$255,766
1979-80	1.1017	-	1.0140	1.1171	1.1171	\$285,716
1980-81	-	1.1211	1.0158	1.1388	1.2722	\$325,373
1981-82	-	1.0912	1.0169	1.1096	1.4116	\$361,033
1982-83	1.0679	-	1.0043	1.0725	1.5139	\$387,172
1983-84	-	1.0235	1.0195	1.0434	1.5796	\$404,029
1984-85	1.0474	-	1.0159	1.0641	1.6808	\$429,927
1985-86	1.0374	-	1.0230	1.0613	1.7838	\$456,282
1986-87	1.0230	-	1.0346	1.0584	1.8879	\$482,929
1987-88	1.0304	-	1.0151	1.0460	1.9747	\$505,144
1988-89	1.0393	-	1.0213	1.0614	2.0960	\$536,210
1989-90	1.0498	-	1.0088	1.0590	2.2198	\$567,846
1990-91	-	1.0421	1.0162	1.0590	2.3507	\$601,349
1991-92	-	1.0414	1.0265	1.0690	2.5129	\$642,842
1992-93	-	0.9936	1.0229	1.0464	2.5541	\$653,252
1993-94	-	1.0272	1.0253	1.0532	2.6899	\$687,997
1994-95	-	1.0071	1.0369	1.0443	2.8091	\$718,472
1995-96	-	1.0472	1.0197	1.0678	2.9996	\$767,206
1996-97	-	1.0467	1.0096	1.0567	3.1699	\$810,744
1997-98	-	1.0467	1.0174	1.0649	3.3756	\$863,371
1998-99	-	1.0415	1.0470	1.0905	3.6810	\$941,464
1999-00	-	1.0453	1.0293	1.0759	3.9604	\$1,012,946
2000-01	-	1.0491	1.0305	1.0811	4.2816	\$1,095,094
2001-02	-	1.0782	1.0173	1.0969	4.6963	\$1,201,157
2002-03	-	0.9873	1.0135	1.0006	4.6993	\$1,201,912
2003-04	-	1.0231	1.0111	1.0345	4.8612	\$1,243,325
2004-05	-	1.0328	1.0156	1.0489	5.0990	\$1,304,139
2005-06	-	1.0526	1.0013	1.0540	5.3741	\$1,374,521
2006-07	-	1.0396	1.0038	1.0436	5.6083	\$1,434,425
2007-08	-	1.0442	1.0067	1.0512	5.8955	\$1,507,862
2008-09	-	1.0429	1.0156	1.0592	6.2443	\$1,597,081
2009-10	-	1.0062	1.0145	1.0208	6.3741	\$1,630,284
2010-11	-	0.9746	1.0137	0.9880	6.2973	\$1,610,642
2011-12	-	1.0251	1.0063	1.0316	6.4961	\$1,661,471
2012-13	-	1.0377	1.0091	1.0471	6.8023	\$1,739,798
2013-14	-	1.0512	1.0081	1.0597	7.2085	\$1,843,690
2014-15	-	0.9977	1.0095	1.0072	7.2602	\$1,856,924
2015-16	-	1.0382	1.000	1.0382	7.5376	\$1,927,858
2016-17	-	1.0537	1.0024	1.0562	7.9614	\$2,036,260
2017-18	-	1.0369	1.01	1.0473	8.3377	\$2,132,512
2018-19	-	1.0367	1.0016	1.0384	8.6576	\$2,214,312
2019-20	-	1.0385	1.005	1.0437	9.0358	\$2,311,061
2020-21	-	1.0373	1.0025	1.0399	9.3963	\$2,403,256
2021-22	-	1.0573	0.9958	1.0529	9.8930	\$2,530,291
2022-23	-	1.0755	0.9826	1.0568	10.4548	\$2,673,977
2023-24	-	1.0444	0.9951	1.0393	10.8655	\$2,779,017

RESOLUTION NO. 2023-33

A RESOLUTION DETERMINING THE FISCAL YEAR 2023-24
TAX PROCEEDS APPROPRIATION LIMITATION FOR THE
CARMEL AREA WASTEWATER DISTRICT

-oOo-

WHEREAS, Article XIII-B of the California Constitution provides that there shall be specified appropriations limits for each entity of local government, with permitted annual adjustments of same; and

WHEREAS, pursuant to Government Code §37200 the appropriations limit and the total appropriations subject to limitation must be published in the annual budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District (District) that, on the basis of appropriation limit calculations, which are on file and available in the office of the Secretary of the District, and which include the selected annual adjustment factors of a) the state per capita personal income change and b) the Monterey County population change, the District hereby determines the maximum limit applicable to the appropriation of tax proceeds, other than for debt service, by the District for the fiscal year 2023-24, to be the sum of \$2,779,017.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

Staff Report



To: Board of Directors
From: Chris Foley, Maintenance Supervisor
Date: June 29, 2023
Subject: 2023-24 Budget

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the adoption of the Carmel Area Wastewater District's (District) Annual Budget for the fiscal year 2023-24.

DISCUSSION

A Preliminary Budget was presented to the Board at its March 30, 2023, meeting. The preliminary draft was the basis for the Prop 218 Notice that was mailed to the owners of all parcels of record that receive service in the District in early May.

The summary budget is located in the first two sections and are labeled accordingly: Budget Message and Budget in Brief. The information presented there reviews the changes that occurred during the current year and the plan for the upcoming year. There have been no additional changes to the budget since the presentation of the Preliminary Budget in March.

This year the Budget Committee worked with the Maintenance Superintendent and Plant Engineer to arrive at a final. We wish to thank everyone who worked on the document and helped to bring it to its final form.

FUNDING

There is sufficient funding available in District reserves to cover the budgeted capital budget. The Operations & Maintenance budget are funded by the collection of user fees during the fiscal year.

**Resolution No. 2023-34
Adopting Budget for the Fiscal Year 2023-24**

WHEREAS, the public necessity and convenience require that the Carmel Area Wastewater District shall have sufficient funds for its administration, operation, maintenance, replacement, and construction:

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That funds be raised to provide for the following estimated expenditures:

Operating Expenditures

Salaries, Payroll Taxes & Employee Benefits	3,266,472.00	
Other Operating & Maintenance Expense	6,472,687.00	
		9,739,159.00

Capital Asset Expenditures

Capital Improvement Projects for Treatment	3,708,280.00	
Capital Improvement Projects for Collection	11,630,090.00	
Capital Improvement Projects for Admin	58,500.00	
Capital Improvement Projects for Reclamation	114,521.00	
Capital Equipment Outlay	253,700.00	
		15,765,091.00

Non-Operating Expenditures

Highlands Project Debt Service	213,481.00	
		213,481.00

Non-Cash Item

Reserve for Depreciation & Amortization		2,669,000.00
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Total Budgeted cash & non-cash Expenditures		28,386,731.00
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2. That the following are sources of revenue to fund the above expenditures:

Operating Revenues

User Fees	10,561,010.00	
PBCSD Treatment Fees	1,873,694.00	
Reclamation Project Share of O & M	702,907.00	
Other Revenues	60,000.00	
		13,197,611.00

Non-Operating Revenues

Interest Earned	190,000.00	
Property Taxes	2,600,000.00	
Other Misc Income	93,510.00	
Highlands Inn Assessment Revenue	213,480.00	
		3,096,990.00

Capital Revenues

Connection Fees & Permits	48,200.00	
PBCSD One Third Share CIP & Equipment	1,148,011.00	
Reclamation Project reimbursement	114,521.00	
		1,310,732.00

Total Revenue		17,605,333.00
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**Resolution No. 2023-34
Adopting Budget for the Fiscal Year 2023-24**

Appropriation of Capital Replacement Funds to Balance Budget		10,781,398.00
Appropriation of Capital Replacement Funds to Balance Budget Before Depreciation	8,112,398.00	
Grant Funding	0.00	
Total Budgeted Revenues and Appropriations		28,386,731.00

I HEREBY CERTIFY that the foregoing is a full, true and correct copy of a Resolution duly adopted and passed by the Board of Directors of the Carmel Area Wastewater District, Monterey County, California at a Regular Meeting held on the 29th day of June, 2023, by the following vote:

YES, MEMBERS: _____

NO, MEMBERS: _____

ABSENT, MEMBERS: _____

ABSTAIN, MEMBERS: _____

Attested:

Domine Barringer, Board Secretary
Carmel Area Wastewater District

APPROVED:

Ken White, President



Notice is hereby given that at the next Regular Board meeting of the District Board, Carmel Area Wastewater District, held via teleconference webinar, on

9:00 a.m., Thursday, June 29, 2023

The Board will publicly discuss and approve the:

FY 2023/2024 Final Budget

No later than June 15, 2023 the full budget documents will be available on the District's web site <https://www.cawd.org/2023-06-29-board-of-directors-meeting>

Any member of the public may appear at the meeting and be heard regarding any item in the recommended budget or for the inclusion of additional items.

All proposals for revisions must be submitted in writing to the District Secretary before the close of the public meeting.

To access the meeting via ZOOM please visit the June 29,2023 website homepage at www.cawd.org and use Webinar ID # 870 9453 8987. Password # 775142or call 1 (669) 900-9128 or 1 (346) 248-7799

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: June 29, 2023

SUBJECT: CalPERS Section 115 Contribution and Transfer

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution to:

- a. Approve a contribution of \$100,000 to the District's CalPERS Section 115 account for the fiscal year 2023-24
- b. Approve depositing the \$100,000 contribution to Strategy 1 and moving all funds remaining in Strategy 2 into Strategy 1.

DISCUSSION

The Board agreed to establish a Section 115 account to fund future CalPERS funding requirements in December 2021. The initial deposit was \$500K split between Strategy 1 and Strategy 2. In August 2022 the Board agreed to an additional \$100K, again split between the two strategies. For the upcoming 2023-24 budget year the Budget Committee is again recommending another \$100K contribution.

Based on the amounts paid into the District Unfunded Accrued Liability (UAL) for the first 15 years of membership into CalPERS it is thought that \$100K funded annually will allow for the accumulation of \$2M to draw down and paydown the UAL.

At the February 13, 2023 Pension Committee meeting there was a recommendation to the Budget Committee to fund \$100K for 2023-24 along with a recommendation to move all funds out of Strategy 2 and place in Strategy 1. The attached flyers from CalPERS detail the returns for the CEPPT Strategy 1 and 2 as of May 31, 2023.

Asset Class Target Allocations	Strategy 1	Strategy 2
Global Equity	37%	21%
Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%

FINANCIAL

There are sufficient funds in the General Reserve to cover this transfer to the Section 115 account.

Staff recommends that this contribution continue to be part of the annual budget process, first at the Budget Committee level and then followed with a presentation to the full Board.

Attachments:

CEPPT Strategy 1-

- this portfolio has a higher allocation to equities than bonds. Historically, equities have displayed greater price volatility and, therefore, this portfolio may experience greater fluctuation of value. Employers that seek higher investment returns, and are able to accept greater risk and tolerate more fluctuation in returns, may wish to consider this portfolio.

CEPPT Strategy 2-

- this portfolio has a lower allocation to equities and a higher allocation to bonds. Historically, funds with a lower percentage of equities have displayed less price volatility and, therefore, this portfolio may experience comparatively less fluctuation of value. Employers that seek greater stability of value, in exchange for possible lower investment returns, may wish to consider this portfolio.

2022 - CAWD CEPPT Section 115 History

CEPPT Strategy 1



May 31, 2023

Objective

The CEPPT Strategy 1 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CEPPT Strategy 1 portfolio is invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CEPPT Strategy 2, this portfolio has a higher allocation to equities than bonds. Historically, equities have displayed greater price volatility and, therefore, this portfolio may experience greater fluctuation of value. Employers that seek higher investment returns, and are able to accept greater risk and tolerate more fluctuation in returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Assets Under Management

As of the specified reporting month-end:

CEPPT Strategy 1	Annual Expense Ratio
\$88,597,281	0.25%

Composition

Asset Class Allocations and Benchmarks

The CEPPT Strategy 1 portfolio consists of the following asset classes and corresponding benchmarks:

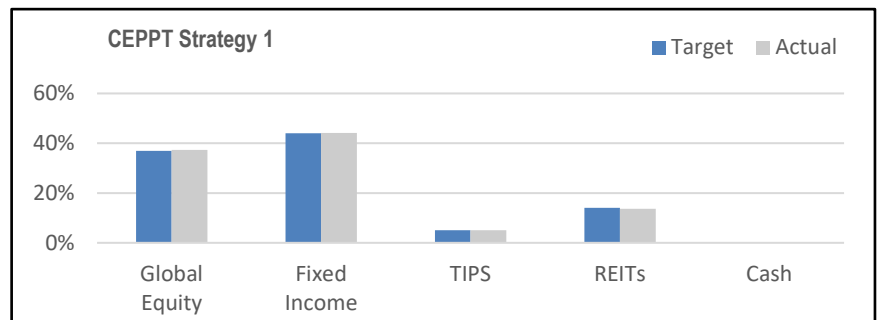
Asset Class	Target Allocation	Target Range	Benchmark
Global Equity	37%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	44%	± 5%	Bloomberg US Aggregate Bond Index
Treasury Inflation-Protected Securities ("TIPS")	5%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	14%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Cash	-	+ 2%	91-Day Treasury Bill

Portfolio Benchmark

The CEPPT Strategy 1 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



CEPPT Strategy 1 Performance as of May 31, 2023

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (October 1, 2019)
Gross Return ^{1,3}	-1.60%	1.12%	2.75%	-2.24%	2.77%	-	-	2.62%
Net Return ^{2,3}	-1.62%	1.06%	2.54%	-2.46%	2.54%	-	-	2.38%
Benchmark Return	-1.62%	1.07%	2.59%	-2.49%	2.56%	-	-	2.52%
Standard Deviation ⁴	-	-	-	-	10.83%	-	-	11.27%

* Returns for periods greater than one year are annualized.

¹ Gross returns are net of SSGA operating expenses.

² Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

³ Expenses are described in more detail on page 2 of this document.

⁴ Standard deviation is based on gross returns and is reported for periods greater than 3 years.

CEPPT Strategy 1



May 31, 2023

General Information

Information Accessibility

The CEPPT Strategy 1 portfolio consists of assets managed internally by CalPERS and/or by external managers. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CEPPT. For total market value, detailed asset allocation, investment policy and performance information, please visit our website at www.calpers.ca.gov.

Portfolio Manager Information

The CalPERS Board, through its Investment Committee, directs the CEPPT investment strategy based on policies approved by the Board of Administration. State Street Global Advisors (SSGA) manages all underlying investments for CEPPT, which include: Global Equity, Fixed Income, Real Estate Investment Trusts, and Treasury Inflation-Protected Securities.

Custodian and Record Keeper

State Street Bank serves as custodian for the CEPPT. Northeast Retirement Services serves as recordkeeper.

Expenses

CEPPT is a self-funded trust in which participating employers pay for all administrative and investment expenses. Expenses reduce the gross investment return by the fee amount. The larger the expenses, the greater reduction of investment return. Currently, CEPPT expense ratios are 0.25%. This equates to \$2.50 per \$1,000 invested. The expenses consist of administrative expenses borne by CalPERS to administer and oversee the Trust assets, investment management and administrative fees paid to SSGA to manage all asset classes, and recordkeeping fees paid to Northeast Retirement Services to administer individual employer accounts. The expenses described herein are reflected in the net asset value per unit. The expense ratio is subject to change at any time and without prior notification due to factors such as changes to average fund assets or market conditions. CalPERS reviews the operating expenses annually and changes may be made as appropriate. Even if the portfolio loses money during a period, the expenses will still be charged.

What Employers Own

Each employer invested in CEPPT Strategy 1 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

Principal Risks of the Portfolio

The CEPPT fund is a trust fund dedicated to prefunding employer contributions to defined benefit pension plans for eligible state and local agencies. CEPPT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations.

An investment in the portfolio is not a bank deposit, nor is it insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC), CalPERS, the State of California or any other government agency.

There are risks associated with investing, including possible loss of principal. The portfolio's risk depends in part on the portfolio's asset class allocations and the selection, weighting and risks of the underlying investments. For more information about investment risks, please see the document entitled "CEPPT Principal Investment Risks" located at www.calpers.ca.gov.

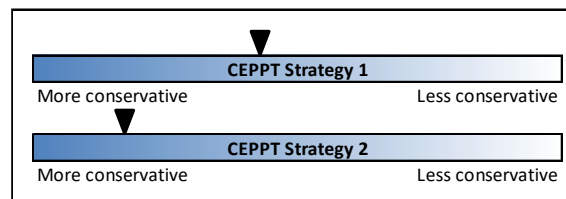
Fund Performance

Performance data shown on page 1 represents past performance and is no guarantee of future results. The investment return and principal value of an investment will fluctuate so that an employer's units, when redeemed, may be worth more or less than their original cost. Current performance may be higher or lower than historical performance data shown. For current performance information, please visit www.calpers.ca.gov and follow the links to California Employers' Pension Prefunding Trust.

CEPPT Strategy Risk Levels

CalPERS offers employers the choice of one of two investment strategies. Projected risk levels among risk strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

Asset Class Target Allocations	Strategy 1	Strategy 2
Global Equity	37%	21%
Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%



May 31, 2023

Objective

The CEPPT Strategy 2 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CEPPT Strategy 2 portfolio is invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CEPPT Strategy 1, this portfolio has a lower allocation to equities and a higher allocation to bonds. Historically, funds with a lower percentage of equities have displayed less price volatility and, therefore, this portfolio may experience comparatively less fluctuation of value. Employers that seek greater stability of value, in exchange for possible lower investment returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Assets Under Management

As of the specified reporting month-end:

CEPPT Strategy 2	Annual Expense Ratio
\$37,885,561	0.25%

Composition

Asset Class Allocations and Benchmarks

The CEPPT Strategy 2 portfolio consists of the following asset classes and corresponding benchmarks:

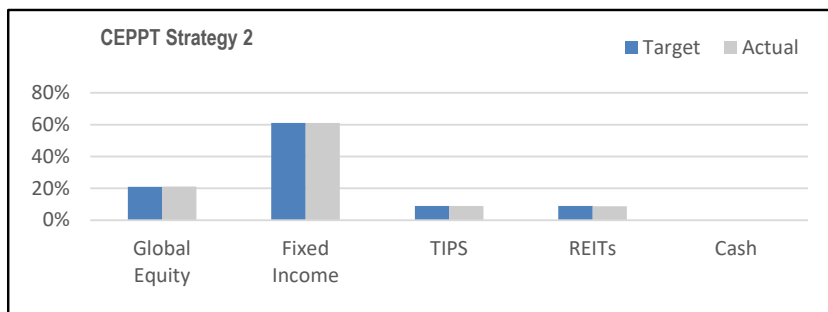
Asset Class	Target Allocation	Target Range	Benchmark
Global Equity	21%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	61%	± 5%	Bloomberg US Aggregate Bond Index
Treasury Inflation-Protected Securities ("TIPS")	9%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	9%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Cash	-	+ 2%	91-Day Treasury Bill

Portfolio Benchmark

The CEPPT Strategy 2 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



CEPPT Strategy 2 Performance as of May 31, 2023

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (January 1, 2020)
Gross Return ^{1,3}	-1.42%	1.41%	1.16%	-2.00%	-0.50%	-	-	-0.01%
Net Return ^{2,3}	-1.44%	1.35%	0.95%	-2.22%	-0.73%	-	-	-0.24%
Benchmark Return	-1.43%	1.38%	1.14%	-2.04%	-0.62%	-	-	-0.12%
Standard Deviation ⁴	-	-	-	-	8.12%	-	-	8.20%

* Returns for periods greater than one year are annualized.

¹ Gross returns are net of SSGA operating expenses.

² Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

³ Expenses are described in more detail on page 2 of this document.

⁴ Standard deviation is based on gross returns and is reported for periods greater than 3 years.

CEPPT Strategy 2



May 31, 2023

General Information

Information Accessibility

The CEPPT Strategy 2 portfolio consists of assets managed internally by CalPERS and/or by external managers. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CEPPT. For total market value, detailed asset allocation, investment policy and performance information, please visit our website at www.calpers.ca.gov.

Portfolio Manager Information

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Custodian and Record Keeper

State Street Bank serves as custodian for the CEPPT. Northeast Retirement Services serves as recordkeeper.

Expenses

CEPPT is a self-funded trust in which participating employers pay for all administrative and investment expenses. Expenses reduce the gross investment return by the fee amount. The larger the expenses, the greater reduction of investment return. Currently, CEPPT expense ratios are 0.25%. This equates to \$2.50 per \$1,000 invested. The expenses consist of administrative expenses borne by CalPERS to administer and oversee the Trust assets, investment management and administrative fees paid to SSGA to manage all asset classes, and recordkeeping fees paid to Northeast Retirement Services to administer individual employer accounts. The expenses described herein are reflected in the net asset value per unit. The expense ratio is subject to change at any time and without prior notification due to factors such as changes to average fund assets or market conditions. CalPERS reviews the operating expenses annually and changes may be made as appropriate. Even if the portfolio loses money during a period, the expenses will still be charged.

What Employers Own

Each employer invested in CEPPT Strategy 2 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

Principal Risks of the Portfolio

The CEPPT fund is a trust fund dedicated to prefunding employer contributions to defined benefit pension plans for eligible state and local agencies. CEPPT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations.

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There are risks associated with investing, including possible loss of principal. The portfolio's risk depends in part on the portfolio's asset class allocations and the selection, weighting and risks of the underlying investments. For more information about investment risks, please see the document entitled "CEPPT Principal Investment Risks" located at www.calpers.ca.gov.

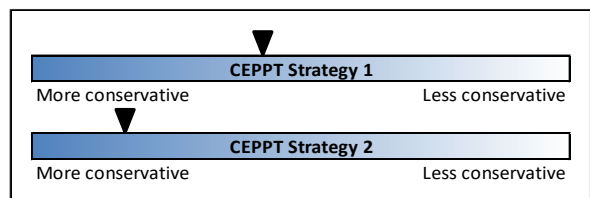
Fund Performance

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CEPPT Strategy Risk Levels

CalPERS offers employers the choice of one of two investment strategies. Projected risk levels among risk strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

Asset Class Target Allocations	Strategy 1	Strategy 2
Global Equity	37%	21%
Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%



California Employers' Pension Prefunding Trust (CEPPT) Section 115 History

CEPPT Strategy I					
<u>Date</u>	<u>Contributions</u>	<u>Investment Earnings</u>	<u>Admin Exp</u>	<u>Investment Exp</u>	<u>Balance</u>
01/21/22	250,000.00				250,000.00
03/31/22		(4,520.34)	(70.34)	(36.33)	245,372.99
06/30/22		(24,721.81)	(87.01)	(44.95)	220,519.22
08/09/22	50,000.00				270,519.22
09/30/22		(18,483.31)	(96.10)	(49.60)	251,890.21
12/31/22		13,849.36	(100.14)	(51.72)	265,587.71
03/31/22		11,414.70	(102.47)	(52.88)	276,847.06

CEPPT Strategy 2					
<u>Date</u>	<u>Contributions</u>	<u>Investment Earnings</u>	<u>Admin Exp</u>	<u>Investment Exp</u>	<u>Balance</u>
01/21/22	250,000.00				250,000.00
03/31/22		(7,359.48)	(70.27)	(36.26)	242,533.99
06/30/22		(17,711.47)	(86.89)	(44.91)	224,690.72
08/09/22	50,000.00				274,690.72
09/30/22		(16,520.73)	(96.86)	(49.96)	258,023.17
12/31/22		9,841.16	(101.15)	(52.23)	267,710.95
03/31/22		10,053.80	(102.76)	(53.08)	277,608.91

RESOLUTION NO. 2023-35

A RESOLUTION APPROVING A CONTRIBUTION OF \$100,000 TO THE DISTRICT'S CALPERS SECTION 115 ACCOUNT AS PART OF THE BUDGET PROCESS FOR FY 2023-24 AND THE TRANSFER OF ALL STRATEGY 2 FUNDS INTO TO STRATEGY 1

-oOo-

WHEREAS, the Board of Directors authorized the creation of a CalPERS California Employers' Pension Prefunding Trust (CEPPT) account in December 2021 with Resolution 2021-67. The Board agreed there was a need to fund future contributions to the District's CalPERS Unfunded Accrued Liability (UAL); and

WHEREAS, the Board of Directors agreed that any continued annual contributions be determined as part of the annual budget process with a recommendation by the Budget Committee; and

WHEREAS, the Budget Committee, as part of their process, determined that the fiscal year 2023-24 contribution should be \$100,000 and made this recommendation to the full board; and

WHEREAS, the Budget Committee further recommended that all Strategy 2 funds be transferred to the Strategy 1 account.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby elect to contribute \$100,000 to the CAWD CEPPT with CalPERS as part of the Budget process for Fiscal Year 2023-24 and agrees to transfer all Strategy 2 funds to Strategy 1 funds account.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: June 29, 2023

Subject: Project # 18-21 Corona Road Sewer Extension Project
Assessment District Formation

RECOMMENDATION

It is recommended that the Board of Directors:

Adopt the Resolution requesting approval by the County of Monterey of the proposed Resolution of Intention and Boundary Map under section 10104 of the Streets and Highways Code of California for the proposed Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Sewer Extension Project)

DISCUSSION

The proposed project is located in the Carmel Highlands in Monterey County. The project involves the formation of a new Assessment District and installation of a new sanitary sewer transmission pipeline and an associated pump station. The proposed project would extend sewer services to allow the future connection of up to 55 homes in the vicinity of Corona Road to the District's wastewater treatment system. The project would include installation of a below grade sewage lift station and installation of a new 8 inch diameter polyvinyl chloride pipe (PVC) sewer. The new sewer line would convey flow to the new sewage lift station that will pump the sewage into an existing force main located in Highway 1.

The project would remove potential environmental risk to the estuary by providing future managed sewer service to homes presently reliant on individual septic systems.

The District proposes to form an Assessment District in order to finance needed wastewater collection system improvements to allow the neighborhood residents to tie into the District's wastewater system. It is anticipated that the project will receive grant and loan funding for the project. In order to repay the portion of the project not funded by a grant, it will be necessary for the property owners to participate in an Assessment District. The attached

resolution is required under Section 10104, which provides that any special district (such as the District) proposing to form an Assessment District must first request the consent of the county in which the Assessment District is to be formed, and the county must pass a resolution evidencing its consent before the special district can take its first action to initiate the Assessment District proceedings.

Once adopted, staff will transmit this resolution to the County, together with the draft form of Resolution of Intention (the initial action this Board will consider to begin the Assessment District formation process), and the proposed Boundary Map of the Assessment District.

FUNDING

The project costs will be funded through an Assessment District construction loan from the State Revolving Fund SRF), a state grant, and personal neighborhood proceeds .The SRF loan would cover upfront costs associated with the implementation of the proposed project and would be repaid using charges collected by the Assessment District.

ENVIRONMENTAL IMPACT

None.

Attachments: 1.Resolution No. 2023-37- Requesting County Approval of Proposed Resolution of Intention and Boundary Map
 2.Draft CAWD Resolution of Intention and Proposed Boundary Map
 3. Proposed Assessment District Boundary Map

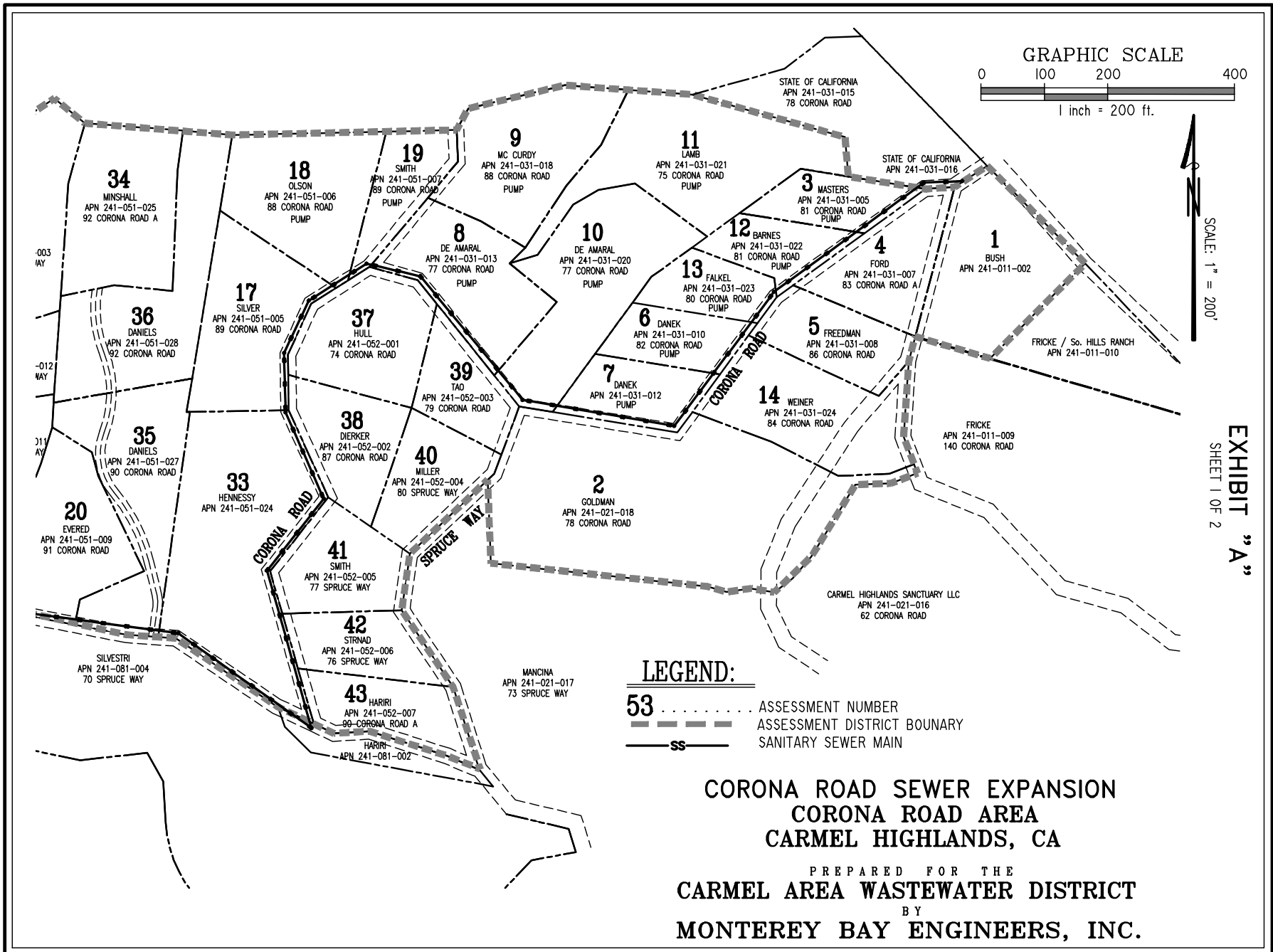
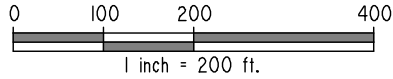


EXHIBIT "A"
SHEET 1 OF 2

GRAPHIC SCALE



SCALE: 1" = 200'

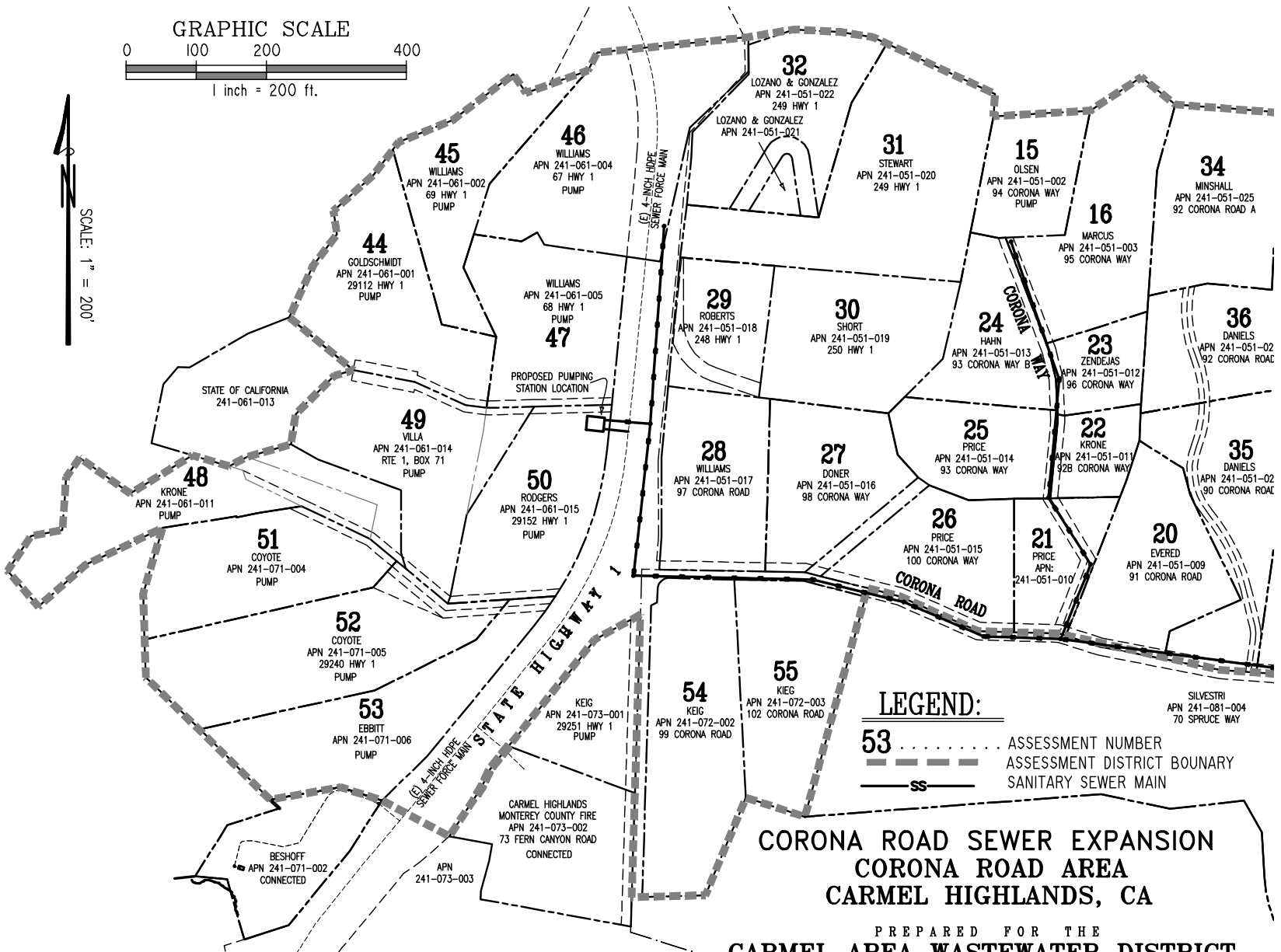


EXHIBIT "A"
SHEET 2 OF 2

LEGEND:

- 53 ASSESSMENT NUMBER
- - - - - ASSESSMENT DISTRICT BOUNDARY
- SS SANITARY SEWER MAIN

**CORONA ROAD SEWER EXPANSION
CORONA ROAD AREA
CARMEL HIGHLANDS, CA**

PREPARED FOR THE
CARMEL AREA WASTEWATER DISTRICT
BY
MONTEREY BAY ENGINEERS, INC.

RESOLUTION NO. 2023-36

A RESOLUTION REQUESTING APPROVAL BY THE COUNTY OF MONTEREY
OF PROPOSED RESOLUTION OF INTENTION AND BOUNDARY MAP
UNDER SECTION 10104 OF THE STREETS AND HIGHWAYS CODE OF
CALIFORNIA FOR THE PROPOSED CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD SEWER EXTENSION
PROJECT)

-oOo-

WHEREAS, the Carmel Area Wastewater District (the "District") is a sanitary district organized and existing under the Sanitary District Act of 1923, Sections 6400 et seq. of the California Health and Safety Code; and

WHEREAS, it is the intention of the Board of Directors of the District (the "Board") to begin special assessment proceedings under the Municipal Improvement Act of 1913 (Division 12 of the California Streets and Highways Code) (the "Act") (i) for the making of wastewater system improvements consisting generally of a new sanitary sewer collection system and associated sanitary sewer improvements, by adopting its resolution entitled "A Resolution of Intention to Make Acquisitions and Improvements for the Proposed Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Sewer Extension Project)" (the "Resolution of Intention") for the District's proposed Assessment District No. 23-01 (Corona Road Sewer Extension Project) (the "Assessment District"), and (ii) to assess the costs of the improvements to the parcels within the Assessment District benefited thereby. The exterior boundaries of the Assessment District are shown on the Map of Proposed Boundaries of the Assessment District (the "Boundary Map"), a copy of which is on file in the office of the Secretary of the District; and

WHEREAS, the land to be assessed lies entirely within the unincorporated territories of the County of Monterey (the "County"); and

WHEREAS, the proceedings are being initiated by the Board, being a legislative body other than that of a city or a county, and therefore, Section 10104 of the Act requires that the form of the Resolution of Intention and the form of the Boundary Map be approved by the Board of Supervisors of the County, as the legislative body of the County; and

WHEREAS, the public health, safety, interest, convenience and necessity will be served by the making of the acquisitions and improvements and levying of the assessments;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Directors of the District as follows:

Section 1. Request is made that the proposed Resolution of Intention and Boundary Map be approved, by resolution, by the Board of Supervisors of the County.

Section 2. The Secretary of the District is directed to file with the Clerk of the Board of Supervisors of the County a certified copy of this Resolution, together with copies of the proposed Resolution of Intention and the Boundary Map.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

DRAFT RESOLUTION NO. 2023-37

A RESOLUTION OF INTENTION TO MAKE ACQUISITIONS AND IMPROVEMENTS
FOR THE PROPOSED CARMEL AREA WASTEWATER DISTRICT ASSESSMENT
DISTRICT PROJECT NO. 23-01 (CORONA ROAD AREA SANITARY SEWER SYSTEM
PROJECT)

-oOo-

WHEREAS, the Carmel Area Wastewater District (the "District") has commenced proceedings for the formation of a proposed Assessment District (the "Assessment District") in order to finance certain acquisitions and improvements described in Exhibit "A" attached hereto; and

WHEREAS, at the request of the District, Monterey Bay Engineers, Inc., prepared a map specifying the exterior boundaries of the Assessment District (the "Boundary Map"); and

WHEREAS, the District has submitted a copy of the Boundary Map and this Resolution of Intention to the County of Monterey for its approval as required under Streets and Highways Code §10104; and

WHEREAS, on _____, 2023, the County of Monterey approved the Map and this proposed Resolution;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Directors (the "Board") of the District as follows:

Section 1. Intention. The public interest, convenience and necessity require, and the Board intends to order, the "Work," as defined in Exhibit "A" attached to and incorporated by reference in this resolution, for the Assessment District. The Assessment District shall be known as "Carmel Area Wastewater District Assessment District No. 18-21 (Corona Road Area Sanitary Sewer System Project)."

Section 2. Law Applicable. Except as herein otherwise provided for the issuance of bonds, all the improvements shall be constructed as provided in the Municipal Improvement Act of 1913 (Division 12 of the Streets and Highways Code of California) (the "Act").

Section 3. Nature and Location of, and Grades for, Improvements. The Work is to be completed in the manner specified in the plans, profiles and specifications to be made therefor, as hereinafter provided. There is to be excepted from the Work anything already done to line and grade and marked excepted or shown not to be done in the plans, profiles and specifications. Whenever any public way is herein referred to as running between two public ways, or from or to any public way, the intersections of the public ways referred to are included to the extent that work is shown on the plans to be done therein. The streets and highways are or will be more particularly shown in the records in the offices of the Monterey County Recorder, and shall be shown upon the plans.

Section 4. Change of Grade. Notice is hereby given of the fact that in many cases the Work will result in a grade different from that currently existing.

Section 5. Work on Private Property. In cases where there is any disparity in level or size between the improvements proposed to be made herein and private property, and where it is more economical to eliminate the disparity by Work on the private property than by adjustment of the Work on public property, this Board hereby determines that it is in the public interest and more economical to do the Work on private property to eliminate the disparity. In that case, the Work on private property shall, with the written consent of the owner of the property, be done and the actual cost thereof may be added to the proposed assessment of the lot on which the work is to be done.

Section 6. Official Grades. This Board hereby adopts and establishes as the official grades for the Work the grades and elevations to be shown in the plans, profiles and specifications. All the grades and elevations are to be in feet and decimals thereof with reference to the datum plane of this District.

Section 7. Descriptions - General. The descriptions of the Work contained in this resolution are general in nature and are not intended to be complete. The information contained in the Engineer's Report, hereinafter directed to be made and filed, shall be controlling as to the correct and detailed description of the Work.

Section 8. Special Benefit and Boundary Map. This Board finds the contemplated Work to be of more than local or ordinary public benefit, and the related costs and expenses are made chargeable upon the Assessment District. The exterior boundaries of the Assessment District are shown on a map thereof on file in the office of the Secretary, to which reference is hereby made for further particulars. The map indicates the extent of the territory proposed to be included in Assessment District and shall govern for the purpose of determining the extent of the Assessment District.

Section 9. Public Property. This Board declares that all public streets, highways, lanes, alleys, and properties owned by the United States, the State of California or any local government, or any of their political subdivisions, located within the Assessment District and serving a public function shall be omitted from the assessment hereafter to be made unless they constitute lands (a) owned by a public school or community college district; (b) acquired by a public agency through the foreclosure or deed in lieu of such foreclosure of a purchase money mortgage, deed of trust or similar security interest in favor of the United States, the State of California or any local government, or any of their political subdivisions; or (c) receiving a special benefit from the Work.

Section 10. Engineer's Report. Monterey Bay Engineers, Inc., being a competent firm employed for the purpose hereof as the Engineer of Work for this Assessment District (the "Engineer of Work"), is hereby directed to make and file with the District Secretary a report in writing (the "Engineer's Report"), presenting the following:

- (a) Maps and descriptions of the lands and easements to be acquired, if any.
- (b) Plans and specifications of the proposed improvements if the improvements are not already installed. The plans and specifications do not need to be detailed and are sufficient if they show or describe the general nature, location, and extent of the improvements. If the Assessment District is divided into zones, the plans and specifications shall indicate the class and the type of improvements to be provided for each zone. The plans or specifications may be prepared as separate documents, or either or both may be incorporated in the Engineer's Report as a combined document.
- (c) A general description of works or appliances already installed and any other property necessary or convenient for the operation of the improvements, if the works, appliances, or property are to be acquired as part of the improvements.
- (d) An estimate of the cost of the improvements and of the cost of lands, rights-of-way, easements, and incidental expenses in connection with the improvements, including any cost of issuing and registering bonds.

(e) A diagram showing, as they existed at the time of the passage of this Resolution, all the following:

- (1) The exterior boundaries of the Assessment District.
- (2) The boundaries of any zones within the Assessment District.
- (3) The lines and dimensions of each parcel of land within the Assessment District.

Each parcel shall be given a separate number upon the diagram, and each zone within the Assessment District shall be separately identified. The diagram may refer to the county assessor's maps for a detailed description of the lines and dimensions of any parcels, in which case those maps shall govern for all details concerning the lines and dimensions of the parcels.

(f) A proposed assessment of the total amount of the cost and expenses of the proposed improvement upon the several parcels of land in the Assessment District in proportion to the estimated benefits to be received by each parcel, respectively, from the improvement. The assessment shall refer to the parcels by their respective numbers as assigned pursuant to subparagraph (e) above. When any portion or percentage of the costs and expenses of the acquisitions and improvements is to be paid from sources other than assessments, the amount of such portion or percentage shall first be deducted from the total estimated cost and expenses of the acquisitions and improvements, and the assessment shall include only the remainder of the estimated cost and expenses.

(g) A proposed maximum annual assessment upon each of the several parcels of land in the Assessment District to pay costs incurred by the District and not otherwise reimbursed resulting from the administration and collection of assessments or from administration or registration of any associated bonds and reserve or other related funds.

Section 11. Use of Surplus. If any excess is realized from the assessment, it shall be used, in such amounts as this Board may determine, in accordance with the provisions of the Act, for one or more of the following purposes:

- (a) transfer to the general fund of this District, provided that the amount of any such transfer may not exceed the lesser of \$1,000 or 5% of the total amount expended from the improvement fund;
- (b) as a credit upon the assessment and any supplemental assessment or for the redemption of bonds, or both; or
- (c) for the maintenance of the improvements.

Section 12. Contact Person. The General Manager of the District is hereby designated as the person to answer inquiries regarding any protest proceedings with respect to the proposed assessment.

Any other inquiries should be directed during regular office hours to:

Rachél Lather, MS, PE
District Principal Engineer
Carmel Area Wastewater District
3945 Rio Road,
Carmel, California 93922
(831)624-1248

Section 13. Contracts with Others. To the extent that any of the work, rights, improvements and acquisitions indicated in the Engineer's Report, to be made as provided herein, is shown to be connected to the facilities, works or systems of, or are to be owned, managed and controlled by, any public agency other than this District, or any public utility, this Board intends to enter into an agreement with the public agency or public utility pursuant to Chapter 2 (commencing with Section 10100) of the Act, which agreement may provide for, among other matters, the ownership, operation and maintenance by the public agency or public utility of the works, rights, improvements and acquisitions the installation of all or a portion of the improvements by the public agency or utility and the service to the properties in the area benefiting from the work, rights, improvements and acquisitions, and that the agreement shall become effective after proceedings have been conducted for the levy of the assessments and sale of bonds, and funds are available to carry out the terms of any such agreement.

Section 14. Improvement Bonds or Other Indebtedness. Notice is hereby given that serial or term improvement bonds, or other indebtedness, including without limitation a loan made by the State of California in accordance with Chapter 6.1 (commencing with Section 10550) of the Act, to represent unpaid assessments ("Bonds"),

bearing interest at a rate not to exceed the maximum permitted by applicable law, will be issued hereunder in the manner provided by the Improvement Bond Act of 1915, Division 10 of the California Streets and Highways Code (the "Bond Law"), the last installment of which shall mature not to exceed 39 years from the September 2 next succeeding 12 months from their issue date.

The Bonds shall be issued in such series and mature in such principal amounts at the times as shall be determined by this Board at the time of their issuance. The provisions of Part 11.1 of the Bond Law, providing an alternative procedure for the advance payment and redemption of bonds, shall apply to the Bonds. This Board intends to create a special reserve fund pursuant to and as authorized by Part 16 of the Bond Law.

Section 15. Refunding of Bonds. The Bonds may be refunded pursuant to Division 11.5 of the California Streets and Highways Code upon the determination of this Board that the public interest or necessity requires such refunding. Such refunding may be undertaken by this Board when, in its opinion, lower prevailing interest rates may allow reduction in the amount of the installments of principal and interest upon the assessments given to owners of property assessed for the Works. The refunding bonds shall bear interest at a rate not to exceed that which is stated in the resolution of this Board expressing its intention to issue the refunding bonds, which shall also set forth the maximum term of years of the refunding bonds. The refunding shall be accomplished pursuant to Division 11.5 (commencing with Section 9500) of the California Streets and Highways Code, except that, if, following the filing of the report specified in Section 9523 and any subsequent modifications of the report, this Board finds that each of the conditions specified in that resolution of intention is satisfied and adjustments to the assessments are on a pro-rata basis, this Board may approve and confirm the report and may, without further proceedings, authorize, issue and sell the refunding bonds pursuant to Chapter 3 (commencing with Section 9600) of Division 11.5 of the California Streets and Highways Code.

Section 16. Division 4. This Board intends to comply with Division 4 of the Streets and Highways Code of California by proceeding under Part 7.5 thereof. To that end, the Engineer of Work is hereby directed to include in the Engineer's Report all the material specified by such Part 7.5 and for which the total true value shall be estimated as the full cash value of the parcels of land in the Assessment District, as shown on the last equalized assessment rolls of the County of Monterey.

Section 17. No Private Contract. Notice is hereby given that, in the opinion of this Board, the public interest will not be served by allowing the property owners to take the contract for the construction of the improvements and therefore that, pursuant to

Section 20487 of the California Public Contract Code, no notice of award of contract shall be published.

Section 18. Reimbursement Declaration. The District intends to issue the Bonds, which are "Obligations" under Section 1.150-2 of the regulations of the Internal Revenue Code of 1986, as amended (the "Regulations") This Board hereby declares that the District reasonably expects to use a portion of the proceeds of the Bonds for reimbursement of expenditures for the Improvements that are paid before the date of issuance of the Bonds. This section of this resolution shall be solely for the purpose of complying with the provisions of the Regulations and shall not be deemed an approval of all or any part of the Assessment District or a commitment on the part of this Board to issue any or all of the Bonds or otherwise provide for financing.

Section 19. Professionals Appointed. The District hereby appoints Jones Hall, A Professional Law Corporation, San Francisco, California, as bond counsel. The General Manager, President of the Board, and District Counsel are hereby authorized and directed to enter into an appropriate agreement with this firm for its services to the District for the formation of the Assessment District and the issuance, sale and delivery of the Bonds.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on xxxx, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

EXHIBIT A

CARMEL AREA WASTEWATER DISTRICT ASSESSMENT DISTRICT NO. 18-21 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

“Work” means the construction and acquisition of the following public improvements (as described below, the “Improvements”) within the Carmel Area Wastewater District (the “District”), County of Monterey, State of California:

The Improvements will consist of a new sanitary sewer collection system and associated sanitary sewer improvements installed in public right -of-way and on parcels of land (which the District has easement rights over) to replace failing septic systems serving residents within the Assessment District on Corona Road, Corona Way and to the west of Highway 1.

The Improvements will include a gravity collection system along with a Pumping Station. The proposed sanitary sewer collection system will consist of three (3) separate gravity mains. All these main line sanitary sewers will be made of Polyvinyl Chloride pipe, now commonly used for sanitary sewer gravity mains. The longest main will be approximately 3,500 feet in length, beginning at the easterly side of State Highway 1, north of the intersection of Corona Road and State Highway 1, and will extend southerly along the easterly side of Highway 1, and then easterly and upward along Corona Road. Another branch gravity main in Corona Way will extend approximately 600 feet from Corona Road northerly and upward. The third branch gravity main will be approximately 300 feet in length and will be constructed along the easterly side of State Highway 1 northerly and upward.

A new sanitary sewer Pumping Station is proposed to be constructed within an easement within the northeasterly corner of the Rodgers' property on the westerly side of State Highway 1. The Pumping Station will be constructed such that it is entirely underground, except for the Pacific Gas & Electric Company's electrical service facilities and the Pumping Station control panel. The new sanitary sewer Pumping Station will receive raw sewage from the collection mains as described above. The Pumping Station will have a wet well to temporarily store the raw sewage from the collection system in the times between pump operations.

The cost of the Improvements includes all planning, design, construction administration and general administration services, the acquisition of all necessary easements and rights of way, the acquisition of licenses, franchises and permits, and the construction of all ancillary improvements that may be necessary for, or convenient to the construction of the Improvements.

DRAFT

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: June 29, 2023

Subject: Project #19-21 - Archeological Services for Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE) Mitigation Pipeline Undergrounding Federal Emergency Management Agency (FEMA) Grant - Johnson Marigot Consulting (\$50,666)

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution ratifying the action of the General Manager to execute a Contract Amendment with Johnson Marigot Consulting to conduct additional archaeological investigations to facilitate the FEMA Grant for the CRFREE Mitigation Pipeline Undergrounding Project. Archeological and regulatory services will be performed for a not to exceed price of \$50,666.

DISCUSSION

FEMA is planning to provide grant funding for the CRFREE Project and has been conducting environmental and historic properties review as part of their federal approval process. This FEMA review process began in January 2022 after CAWD received the Army Corps Nationwide Construction Permit for the project.

CAWD was notified by FEMA in March of this year that further review by the State Historic Preservation Officer (SHPO) was necessary to finalize the FEMA grant funds. Although the Army Corps did consult with SHPO during the prior permit process, FEMA decided that it was necessary to obtain SHPO concurrence with the Army Corps finding of no adverse effect on historic midden deposits that exist in the project area. After discussion with the Army Corps and SHPO in April and May it was decided that further archaeological investigations are necessary in order to provide SHPO with more data to concur with the Army Corps finding of no adverse effect on historic properties.

Johnson Marigot provided prior regulatory consulting services for the Army Corps permit including completion of archaeological field investigations in 2020. Additional field investigations will be conducted under this contract amendment in 2023 to gather more information on the midden site to submit to SHPO.

FUNDING

100% of the funding for this work will come through a prior initiated State Coastal Conservancy Grant.

Attachment:

1. Proposal – Johnson Marigot Consulting



Mr. Patrick Treanor
Plant Engineer
Carmel Area Wastewater District
P.O. Box 221428
Carmel, California 93922

June 9, 2023

**Regarding: CRFREE Mitigation Pipeline Undergrounding Project (2020-002)
Contract Change Order No. 3 for Environmental Consulting Services -
Supplemental Project Entitlement Budget**

Dear Mr. Treanor:

Thank you for the opportunity for Johnson Marigot Consulting, LLC (JMC) to provide additional environmental consulting service for Carmel Area Wastewater District's (CAWD's) Carmel River Floodplain Restoration and Enhancement Project (CRFREE) Mitigation Pipeline Undergrounding Project (project). I have enclosed a change order request for additional budget in support of project entitlement, as well as a proposal by ECORP Consulting for archaeological services (to act as a subcontractor to Johnson Marigot Consulting). This change order request includes a task list and proposal by ECORP Consulting, and a new statement of work for the following tasks: Regulatory Support (existing task), Cultural Resources Consulting (ECORP)(new task).

I am available to meet with you, or with other members of your team to discuss any details or questions you may have. Please contact me at (415) 602-2970 at your earliest convenience.

Respectfully,

A handwritten signature in blue ink, appearing to read "Cameron Johnson", is written over a light blue horizontal line.

Cameron Johnson
Johnson Marigot Consulting, LLC

Enclosure 1. Contract Change Order No. 3
Enclosure 2: ECORP Consulting Proposal

ENCLOSURE 1

Contract Change Order No. 3 Statement of Work



CONTRACT CHANGER ORDER NO. 3

CONSULTANT: Johnson Marigot Consulting, LLC
CLIENT: Carmel Area Wastewater District
PROJECT: CRFREE Mitigation Pipeline Undergrounding Project (2020-002)
DATE OF CHANGE ORDER: June 9, 2023
CHANGER ORDER NO.: 3 (THREE)

This Change Order No. 3 to "Consulting Agreement" dated July 1, 2020 between Johnson Marigot Consulting, LLC (JMC), a California Limited Liability Company (hereinafter referred to as "CONSULTANT") and Carmel Area Wastewater District (hereinafter referred to as "CLIENT").

1. All services, labor, material, and conditions of performance involved in this Change Order shall be in accordance with the provisions of the Consulting Agreement executed between the Consultant and CLIENT dated July 1, 2020.
2. Requested Services: Change Order scope per the attached proposal from JMC, including proposal from ECORP Consulting (Enclosure 2).
3. Compensation: Services performed hereunder on the following basis: time (based on the hourly rate(s) set forth on Exhibit B) and reimbursable expenses (also as set forth on Exhibit B) not to exceed \$50,666.00 in the aggregate.

JMC FINANCIAL & ACCOUNTING INFORMATION			
JMC Project Number & Task Code	(Original, CO#, etc.)	Scope	Value
2020-002	Original	As-needed Environmental Services: 1. <i>Regulatory Support</i> 2. <i>Wetland Delineation</i> 3. <i>Special Status Plant Survey and Report</i> 4. <i>Native Tree Survey Report</i> 5. <i>Mitigated Negative Declaration</i> 6.1 <i>Cultural Resource Consultation and Report</i> 7. <i>Biological Resource Report</i> 8. <i>Hydrology and Rater Quality Support (Optional Task)</i> 9. <i>Pre-Construction Notification – Section 404 of Clean Water Act (CWA)</i> 10. <i>Biological Assessment</i> 11. <i>401 Certification Application – Section 401 of CWA</i> 12. <i>Section 1602 Streambed Alteration Agreement Application</i> 13. <i>Coastal Zone Development Permit Application</i> 14. <i>Revegetation Plan</i>	\$168,815.00
2020-002	CO1	As-needed Environmental Services: 1. <i>Regulatory Support</i> 3. <i>Special Status Plant Survey and Report</i> 4. <i>Native Tree Survey Report</i> 6.2. <i>Cultural Resource Treatment Plan</i> 11. <i>401 Certification Application – Section 401 of CWA</i> 12. <i>Section 1602 Streambed Alteration Agreement Application</i>	\$59,800.00
2020-002	CO2	As-needed Environmental Services: 1. <i>Regulatory Support</i>	\$40,000.00
2020-002	CO3	As-needed Environmental Services: 1. <i>Regulatory Support (\$10,000)</i> 15. <i>Archaeological Services (ECORP \$40,666.00)</i>	\$50,666.00

CLIENT:
Carmel Area Wastewater District

CONSULTANT:
Johnson Marigot Consulting, LLC

Barbara Buikema
Barbara Buikema (Jun 20, 2023 10:56 PDT)



Cameron Johnson
June 9, 2023

DATE:
Jun 20, 2023

Statement of Work: AS- NEEDED Environmental Services

Services provided below are to be conducted on an hourly-rate basis and at the direction of CAWD (Client). Estimates for each of the below tasks assumes project engineering support to be provided by the Client. Electronic copies for each deliverable will be provided to the Client upon completion. Hard or electronic copies of each deliverable will be provided to relevant agencies, based on individual agency requirements. Each task estimate is based on an average rate for Johnson Marigot Consulting, LLC (Company) staff of \$165/hour.

Description of Services

Task 1: Regulatory Support

This is an ongoing task needing supplemental budget to address agency information requests and mapping needs for project entitlement. Service may include the following: management of California Environmental Quality Act document revisions and response to comments; managing project Clean Water Act and Rivers and Harbors Act permitting and associated consultations and permitting under the National Historic Preservation Act, Endangered Species Act, and Coastal Zone Management Act; coordination with federal (U.S. Army Corps of Engineers, U.S. Fish and Wildlife Service, National Marine Fisheries Service) and state (California Department of Fish and Wildlife, Regional Water Quality Control Board, California Coastal Commission) natural resource regulatory agencies to obtain project authorizations; coordination with project stakeholders, including, but not limited to, Caltrans, California State Parks, Monterey County, and the State Lands Commission. Mapping in support of botanical surveys and agency information requests. Supplemental agency coordination, including attendance of agency meetings (including minutes) and supplemental written documents and/or memorandums.

Cost Estimate (Additional Funds): \$ 10,000
+ Expenses

Task 15: Archaeological Services

ECORP Consulting, Inc. has prepared a Scope of Work (Enclosure 2) for archaeological field study and assistance with consultations and permitting under the National Historic Preservation Act. ECORP will act as subcontractor to JMC.

Cost Estimate (NEW TASK): \$ 40,666
+ Expenses

Compensation

This cost estimate is provided is valid for a term of 60 days. In the event that this agreement is not executed by both parties prior to 60 days, the cost estimate may Change. The work described above is partially advisory in nature, and therefore some work products are produced based on information that is outside of the control of the Company; for this reason, the cost estimate is intended to provide a general estimate of the expected costs, based on hourly rates, and is not intended to provide a guarantee of actual costs. Invoices will be provided on a monthly basis and will reflect actual hours worked during the billing cycle. Invoices are to be paid within 30-days of receipt by Client.

Expenses will be invoiced to Client at actual incurred costs and may include expenses such as document production and reproduction, vehicle mileage (calculated at IRS standard), GPS unit rental, and other consumables related to field evaluations.

Signatures

the “Company”

Johnson Marigot Consulting, LLC



By: _____
Cameron Johnson, Project Manager

Date: June 9, 2023

Address:

433 Visitacion Ave
Brisbane, CA 94005
(415) 500-1231

“Client”

Carmel Area Wastewater District

Barbara Buikema

By: Barbara Buikema (Jun 20, 2023 10:56 PDT)
Signature

Date: Jun 20, 2023

Address:

P.O. Box 221428
Carmel, California 93922

ENCLOSURE 2

ECORP Consulting Proposal



June 6, 2023
(P23-329)

Cameron Johnson
Johnson Marigot
Sent by email: Cameron.Johnson@johnson-marigot.com

Subject: Proposal to Provide Cultural Resource Services for the CAWD CRFREE Mitigation Pipeline Undergrounding Project, Monterey County, California

Greetings:

ECORP Consulting, Inc. is pleased to provide this proposal for cultural resources support services for the CAWD CRFREE Mitigation Pipeline Undergrounding Project in Carmel. The Scope of Work and Cost Estimate below provides the technical approach and costs proposed by ECORP for this effort. Important costing assumptions follow.

UNDERSTANDING

ECORP understands that the US Army Corps of Engineers (USACE) initiated consultation with the State Historic Preservation Officer (SHPO) on its finding of No Adverse Effects regarding file number SPN-2017-00521S on July 23, 2021. On August 24, 2021, SHPO responded (COE_2021_0723_001) with comments regarding the eligibility of site P-27-000150, a prehistoric midden site that has been tested, but not within the footprint of the project. On October 25, 2021, the USACE replied to SHPO to provide the USACE's evaluation of the site as eligible under Criterion D, but not eligible under criteria A, B, or C. USACE reiterated its finding of No Adverse Effects, due to a small project footprint. On November 23, 2021, SHPO replied to state concurrence with the eligibility determination, but could not concur with the determination of No Adverse Effects, given that there is intact midden in the immediate vicinity. SHPO advised the USACE to apply the criteria of adverse effects in 36 CFR 800.5(a). On January 5, 2022, the USACE responded to state that the SHPO had not specified what additional information may be needed to continue review and that in the absence of any written objection, the USACE was moving forward. On January 11, 2022, the USACE moved forward and issued a permit to fill Waters of the US under Section 404 of the Clean Water Act. On January 31, 2022, the SHPO responded to reiterate that the USACE has not complied with Section 106 by applying the criteria of adverse effects properly and issued its objection to the USACE's finding. ECORP understands that because of the objection from SHPO, FEMA paused its funding assistance and the project is not able to proceed.

ECORP further understands that California State Parks reviewed ECORP's initial scope of work and requested the preparation of a research design, laboratory analysis, and additional testing beyond what ECORP initially proposed on May 26, 2023. This proposal has been amended to reflect State Parks comments.

SCOPE OF WORK

Task 1 – Research Design

ECORP will develop a research design for testing within P-27-000150/CA-MNT-14 within the Project footprint (area of direct impact). ECORP will consider the previous records and reports dealing with the site, relying heavily on the following Pacific Legacy reports.

2021a Archaeological Survey Report for the Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE) Mitigation Pipeline Undergrounding Project, Monterey County, California.

2021b. Monitoring Plan for the Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE) Mitigation Pipeline Undergrounding Project Monterey County, California

These reports discuss investigations, testing, and monitoring within the site in 2020 and 2021 for this Project and provide the monitoring protocols for ground disturbance during Project construction. ECORPs proposed testing is to augment these earlier reports in response to a request from SHPO and USACE.

The research design will provide the proposed methods, analytical framework, research themes, and schedule for carrying out the work. ECORP will submit the research design to the Client, who will share it with State Parks for review and comment prior to fieldwork. ECORP will respond to one round of non-conflicting comments from the Client and State Parks and prepare the final research design (assuming comments are relatively minor).

Task 1 Data Needs:

In order to submit a deliverable under the schedule provided above, ECORP will require receipt of the following information:

- ◆ **Boundary files:** the client (or its Agent) will provide an AutoCAD file(s) or ESRI shapefile(s) of the project footprint/impact areas as closed polyline or polygon features. ECORP requests that the AutoCAD or ESRI GIS file(s) be provided in a defined and clearly stated coordinate system, with project footprint/impact areas clearly designated on either single layer, or on multiple layers, with clear direction given to what layers constitute the project footprint and or impact areas.
- ◆ **Project description:** the client (or its Agent) will provide a written description of the project, including a description of the depths of disturbance and type of activity being proposed, to the level of detail known at the time of contract execution.

Task 1 Deliverables:

- ◆ Draft and final Research design, submitted electronically.

Task 1 Schedule:

- ◆ ECORP will submit the deliverable to the Client within 30 calendar days following the receipt of a notice to proceed and all data needs. ECORP will respond to agency comments within 7 days of receipt.

Task 2 – Implement Research Design

Following approval of the research design (Task 1) by the Client and State Parks, ECORP will conduct subsurface testing within site P-27-000150/CA-MNT-14, a pre-contact midden site located within the project area. The purpose of the testing is to determine the presence or absence of subsurface deposits associated with this NRHP-eligible site, which will be used to assist in applying the criteria of adverse effects. All work will be done by or under the direct supervision of a Registered Professional Archaeologist who meets the Secretary of the Interior's Professional Qualifications Standards for archaeology.

ECORP will mark the proposed testing locations on an aerial map and provide it to the Client to mark on the ground with white pin flags. Then, in accordance with CDC 4216.2, ECORP will contact USA North/Dig Alert to mark the locations of any buried utility lines or to provide clearance for buried utilities.

ECORP will excavate three hand excavated shovel test pits (STPs) for each of the two western trenches and two STPs within the eastern trench that exist within the documented area of P-27-000150/CA-MNT-14, for a total of eight STPs. ECORP will excavate the STPs to a depth of the proposed ground disturbance or to a sufficient depth that demonstrates culturally sterile soil. ECORP will collect any significant or unique archaeological artifacts or deposits for analysis and processing per State Parks standards for curation at State Parks (see cost assumptions below).

Additionally, ECORP will attempt to collect up to three shell samples, preferably from an intact context for radiocarbon dating. All stratigraphy of soils and cultural deposits, if present, shall be described for each STP.

After completing fieldwork, ECORP will prepare an interim results letter report to document the findings and recommendation for the finding of effects, and present the schedule for remaining analysis, curation, and final reporting, so that the agencies can consult on the findings while the remaining non-fieldwork tasks are completed.

ECORP will present the results of the testing and address the research themes and questions relative to the results in a testing program report. The report will also reference project information provided by the Client and apply the criteria of adverse effects in 36 CFR 800.5(a) to the historic property identified within the Area of Potential Effects. Pictures of STPs will also be included along with a map depicting the STP locations within the Project Area and P-27-000150/CA-MNT-14 boundary.

ECORP will submit the testing program report to the Client, who will share it with State Parks for review and comment. ECORP will respond to one round of non-conflicting comments from the Client and State Parks and prepare the final report (assuming comments are relatively minor and do not trigger additional analysis).

Task 2 Deliverables:

- ◆ Interim results letter report
- ◆ Draft and final testing program report

Task 2 Schedule:

- ◆ ECORP will submit the interim results letter report to the Client within 14 days of completing fieldwork.
- ◆ ECORP will submit the draft testing program report to the Client within 30 calendar days following the completion of the testing program. ECORP will respond to agency comments within 7 days of receipt.

Task 3 – Technical Support

During the course of the project, as needed, ECORP will attend project meetings or conference calls with the client and project planning team and/or lead agencies, provide general technical support, prepare project status reports and updated schedules, and maintain appropriate communication with the client, team members, and subconsultants. This is an as-needed task, billed as time and materials. If the number or type of requests for out-of-scope assistance exceeds what can be accommodated by this budget, based on a best-efforts basis, then a contract amendment would be needed in order to respond.

COST ESTIMATE

The cost will be billed on a TIME AND MATERIALS basis. The cost estimates to complete the work are presented in the following table. ECORP reserves the right to flex budget between and among line items and comparable staff to reflect the actual distribution of effort required.

Table 1 – Cost Estimate

Activity	Cost (\$)
Task 1 – Research Design	\$7,565
Task 2 – Implement Research Design	\$28,101
Task 3 – Technical Support	\$5,000

Costing Assumptions

- ◆ The cost proposal is presented on a Time-and-Materials basis in accordance with ECORP Consulting, Inc.'s Environmental Services Agreement, General Provisions, and Rate Schedule, which will be made part of this proposal.
- ◆ Cost and schedule estimates are based on our best judgment of the requirements known at the time of the proposal and can be influenced favorably or adversely by Client needs and other circumstances, including agency or other delays due to the COVID-19 pandemic. ECORP will perform the services and accomplish the objectives within the presented costs and schedule. However, if the scope of work or schedule changes, ECORP will offer separate proposals for any out-of-scope work.
- ◆ ECORP Consulting, Inc. assumes that, by receipt of notice to proceed, full access to the property will be provided by the Client, including keys to locked gates and advance notice to existing property tenants of our right of entry.
- ◆ ECORP Consulting, Inc. has not been delegated authority under applicable state or federal law to carry out consultation with Native American tribes; therefore, tribal outreach, coordination, or consultation is not included in this scope of work. Should these services be required, they will be separately negotiated in coordination with the applicable lead agencies.
- ◆ Site recording, evaluation, surveys of off-site infrastructure, and other tasks not specified above are not included. Should these services be required, they will be separately negotiated.
- ◆ ECORP Consulting, Inc. shall not be held responsible for work delays or cancellations caused by strikes, accidents, acts of God, delays imposed by the Client, or other delays beyond the control of ECORP Consulting, Inc.
- ◆ In compliance with the terms of agreement between ECORP and the California Office of Historic Preservation, one unbound copy of the final report will be submitted to the appropriate confidential OHP Information Center within 60 days of completion, where it will be archived and remain confidential (accessible only by qualified archaeologists; note that this is required, regardless of project status, and does not affect project approval).
- ◆ This contract does not include attendance or participation in public meetings. Upon request, ECORP will provide a proposal to provide meeting materials, talking points, and information to the project team, however.
- ◆ The cost for preparing materials for permanent curation with State Parks depends on the number and type of artifacts recovered during testing, if any. Therefore, for the purpose of costing, this proposal assumes that the testing does not result in the collection of any materials for curation. If materials are observed and collected, then ECORP will prepare a contract amendment proposal that is scaled to the volume and type of artifacts requiring preparation and curation.
- ◆ It is assumed that ECORP Consulting, Inc. can use and rely on the data and information contained in the project related documents provided by the Client. ECORP Consulting, Inc. will not perform

a technical review of these documents, and will not be responsible for the content or accuracy of these studies.

- ◆ Change orders will be issued and signed by the Client and ECORP Consulting, Inc. before starting additional work not provided for in the original proposal. If the Client's authorized representative is not available for a signature, the additional out-of-scope work will not commence until the change order is signed.
- ◆ This cost is valid for a period of 90 days from the date of this the proposal. Beyond 90 days, ECORP Consulting, Inc. reserves the right to reevaluate the cost.
- ◆ Color copies, equipment, and other direct expenses are reimbursed with a 14% administrative handling charge (excluding mileage). These charges are included in the cost estimate, above.
- ◆ Subcontractor expenses (if any) are reimbursed with a 12% administrative handling charge. These charges are included in the cost estimate, above.
- ◆ Mileage is reimbursed at the current IRS rate. These charges are included in the cost estimate, above.

Thank you for the opportunity to submit this proposal. If you have any questions regarding this proposal, please contact me at lwestwood@ecorpconsulting.com.

Sincerely,

ECORP Consulting, Inc.



Lisa Westwood, RPA

Vice President & Director of Cultural Resources

FEE SCHEDULE FOR PROFESSIONAL SERVICES¹

ECORP Consulting, Inc. – 2023 Rates

Principal I-IV	\$225-\$350
Senior I-IV	\$160-\$210
Staff I-III	\$135-\$150
Associate I-III.....	\$105-\$125
Assistant I-III.....	\$85-\$100
Technician I-III	\$65-\$85
GIS Specialist I-III.....	\$120-\$165
GIS Technician	\$100
Technical Editor	\$155
Publications Specialist I-II.....	\$100-\$120
Accountant I-III	\$115-\$160
Clerical	\$90

Technical classification includes biologists, regulatory permitting specialists, archaeologists, architectural historians, paleontologists, air quality/greenhouse gas specialists, noise specialists, planners, CEQA/NEPA specialists, UAS pilots, and other technical professionals.

Expense Reimbursement/Other:

1. Computer, facsimile, and telephone are included in the billing rates, and there is no additional charge.
2. Reproduction, equipment and other direct expenses are reimbursed at cost plus a 14% administrative handling charge (excluding mileage).
3. The hourly rates for Subconsultants will be billed at the hourly rate indicated, plus a 12% administrative handling charge.
4. Mileage will be billed at the current IRS rate, adjusted annually.
5. Per Diem, depending upon location, may be charged where overnight stays are required.
6. Expert Witness Testimony, including Depositions, is billed at time and a half.
7. Non-standard invoicing will be billed at the hourly rates for support personnel.
8. ECORP will review our hourly rates annually and may choose to escalate our rate sheet depending on changes to the cost-of-living index and other factors.

¹ Rates effective January 2023 and are subject to change. Depending on the project requirements, titles may vary from this general list.

RESOLUTION NO. 2023-38

A RESOLUTION RATIFYING THE ACTION OF THE GENERAL MANAGER TO EXECUTE AN AMMENDMENT TO AN EXISTING PROFESSIONAL SERVICES AGREEMENT WITH JOHNSON MARIGOT CONSULTING IN AN AMOUNT NOT TO EXCEED \$50,666 FOR ARCHAEOLOGICAL AND REGULATORY SERVICES FOR THE CARMEL RIVER FLOODPLAIN RESTORATION AND ENVIRONMENTAL ENHANCEMENT (CRFREE) MITIGATION PIPELINE UNDERGROUNDING PROJECT (PROJECT #19-21)

-oOo-

WHEREAS, the Federal Emergency Management Agency (FEMA) is requiring concurrence from the State Historic Preservation Officer (SHPO) for the grant funding of the CRFREE Mitigation Pipeline Undergrounding Project; and

WHEREAS, Johnson Marigot Consulting has successfully performed similar contract work and has submitted an acceptable proposal to provide necessary services at a competitive rate; and

WHEREAS, the State Coastal Conservancy will provide grant funding for the contract work with Johnson Marigot Consulting;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby ratify the action of the General Manager to enter into a professional services agreement, with a not to exceed amount of \$50,666, with Johnson Marigot for Archaeological and Regulatory Services.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 29, 2023

Subject: Defend or Managed Retreat Reserve Account

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving a contribution of \$1,000,000 to the Special Reserve Fund named “Defend or Managed Retreat Restricted Reserve” for fiscal year 2023-24.

DISCUSSION

At the March 2017 regular Board meeting resolution 2017-09 was passed, which established a “Defend or Managed Retreat Restricted Reserve” to allow the Carmel Area Wastewater District (District) options in coming to terms with sea level rise. The current balance of the reserve fund is \$5,123,428. The initial funding goal was \$15,000,000 over 15 years.

The Budget Committee was given the task to annually review and decide as to future funding. This year during Budget Committee meetings the decision was made to recommend a contribution for fiscal year 2023-24 of \$1,000,000. This is the seventh year the Committee has recommended a contribution to fund the account, bringing the total fund balance to \$6M plus additional interest earnings of \$13,102.

This dedicated reserve fund, combined with our Sea Level Rise Study prepared by Environmental Science Associates (ESA), serves notice to the public and regulatory agencies that the District is intent upon addressing the issue.

FUNDING

There are enough funds in General Reserves to move into the Defend or Managed Retreat Restricted Reserve.

Estimated May 2023, financial statements

Cash Balances	\$ 48,441,390
Estimated June revenue	\$ 205,000
Estimated June expenditures	<u>\$ (450,000)</u>
Est FY 2022-23 ending balance	\$ 48,196,390

Based on the estimate above, the projected year end position as follows:

Capital Fund	\$ 15,765,091
Capital Improvement Project Reserve	\$ 17,294,540
Operation & Maintenance Fund	\$ 9,739,159
Compensated Accruals	\$ 274,162
Defend or Managed Retreat Restricted Reserve	<u>\$ 5,123,438</u>
Est FY 2022-23 ending balance	\$ 48,196,390

Staff recommends that this contribution continue to be part of the annual budget process, first at the Budget Committee level and then followed with a presentation to the full Board.

RESOLUTION NO. 2023-39

A RESOLUTION APPROVING A CONTRIBUTION OF \$1,000,000 TO THE “DEFEND OR
MANAGED RETREAT RESTRICTED RESERVE” AS PART OF THE
BUDGET PROCESS FOR FY 2023-24

-oOo-

WHEREAS, the Board of Directors authorized the creation of a “Defend or Managed Retreat Restricted Reserve” in 2017 with resolution 2017-09 to enable the Carmel Area Wastewater District (District) to address the potential impacts surrounding sea level rise throughout the District’s infrastructure; and.

WHEREAS, the Board of Directors agreed that any continued annual contributions be determined as part of the annual budget process with a recommendation by the Budget Committee; and

WHEREAS, the Budget Committee, as part of their process, determined that the fiscal year 2023-24 contribution should be \$1,000,000 and made this recommendation to the full board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby elect to contribute \$1,000,000 to the Defend or Managed Retreat Restricted Reserve as part of the Budget process for Fiscal Year 2023-24.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 29, 2023

Subject: Designation of Classification Titles and Providing for the Number of Positions and Salary Ranges

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution designating the Classification Titles in the Carmel Area Wastewater District and providing for the number of positions and monthly salary ranges effective July 1, 2023

DISCUSSION

The attached resolution reflects the results of employee negotiations and has been approved by the Salary and Benefits Committee.

The agreed upon Cost-of-Living Adjustment (COLA) increase for 2023-24 is 6.0%. The Bureau of Labor Statistics posted Consumer Price Index for San Francisco-Oakland-Hayward for October 2022 is 6.0%.

The most recent Bureau of Labor Statistics data sheet for the San Francisco-Oakland-Hayward region is attached for informational purposes. Note: for negotiations it has been long standing practice to utilize the October 12-month COLA.

FINANCIAL

The 2023-24 Budget provides for a 6.0% COLA as negotiated. It reflects an increase in salaries of approximately \$187K.



Databases, Tables & Calculators by Subject

Change Output Options: From: 2013 To: 2023 [GO](#)

include graphs include annual averages [More Formatting Options](#)

Data extracted on: June 8, 2023 (12:24:43 PM)

CPI for All Urban Consumers (CPI-U)

Series Id: CUURS49BSA0,CUUSS49BSA0
Not Seasonally Adjusted
Series Title: All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted
Area: San Francisco-Oakland-Hayward, CA
Item: All items
Base Period: 1982-84=100

Download: [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2013		242.677		244.675		245.935		246.072		246.617		245.711	245.023	243.894	246.152
2014		248.615		251.495		253.317		253.354		254.503		252.273	251.985	250.507	253.463
2015		254.910		257.622		259.117		259.917		261.019		260.289	258.572	256.723	260.421
2016		262.600		264.565		266.041		267.853		270.306		269.483	266.344	263.911	268.777
2017		271.626		274.589		275.304		275.893		277.570		277.414	274.924	273.306	276.542
2018		281.308		283.422		286.062		287.664		289.673		289.896	285.550	282.666	288.435
2019		291.227		294.801		295.259		295.490		298.443		297.007	295.004	293.150	296.859
2020		299.690		298.074		300.032		300.182		301.736		302.948	300.084	299.109	301.059
2021		304.387		309.419		309.497		311.167		313.265		315.805	309.721	306.724	312.718
2022		320.195		324.878		330.539		328.871		332.062		331.222	327.060	323.408	330.711
2023		337.173		338.496											

12-Month Percent Change

Series Id: CUURS49BSA0,CUUSS49BSA0
Not Seasonally Adjusted
Series Title: All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted
Area: San Francisco-Oakland-Hayward, CA
Item: All items
Base Period: 1982-84=100

Download: [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2013		2.4		2.4		2.6		2.0		1.6		2.6	2.2	2.4	2.1
2014		2.4		2.8		3.0		3.0		3.2		2.7	2.8	2.7	3.0
2015		2.5		2.4		2.3		2.6		2.6		3.2	2.6	2.5	2.7
2016		3.0		2.7		2.7		3.1		3.6		3.5	3.0	2.8	3.2
2017		3.4		3.8		3.5		3.0		2.7		2.9	3.2	3.6	2.9
2018		3.6		3.2		3.9		4.3		4.4		4.5	3.9	3.4	4.3
2019		3.5		4.0		3.2		2.7		3.0		2.5	3.3	3.7	2.9
2020		2.9		1.1		1.6		1.6		1.1		2.0	1.7	2.0	1.4
2021		1.6		3.8		3.2		3.7		3.8		4.2	3.2	2.5	3.9
2022		5.2		5.0		6.8		5.7		6.0		4.9	5.6	5.4	5.8
2023		5.3		4.2											

RESOLUTION NO. 2023-40
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	9,132.32	9,588.94	10,068.39	10,571.81	11,100.40
1	17	Administrative Assistant/Board Clerk	7,312.51	7,678.14	8,062.04	8,465.14	8,888.40
Engineering							
1	40	Principal Engineer	12,903.74	13,548.93	14,226.37	14,937.69	15,684.58
1	40	Plant Engineer	12,903.74	13,548.93	14,226.37	14,937.69	15,684.58
Treatment Plant Operations							
1	32	Operations Superintendent	10,590.69	11,120.23	11,676.24	12,260.05	12,873.05
1	32	Maintenance Superintendent	10,590.69	11,120.23	11,676.24	12,260.05	12,873.05
0	31	Associate Engineer	10,332.38	10,849.00	11,391.45	11,961.02	12,559.07
1	26	Operations Supervisor	9,132.32	9,588.94	10,068.39	10,571.81	11,100.40
1	24	Laboratory Supervisor	8,692.28	9,126.89	9,583.23	10,062.40	10,565.52
3	20	Senior Operator	7,874.77	8,268.51	8,681.94	9,116.03	9,571.83
1	20	Laboratory Analyst II/Environmental Inspector	7,874.77	8,268.51	8,681.94	9,116.03	9,571.83
1	19	Safety/Regulatory Compliance Administrator I	7,682.71	8,066.85	8,470.19	8,893.70	9,338.38
1	19	Maintenance Mechanic III	7,682.71	8,066.85	8,470.19	8,893.70	9,338.38
3	17	Plant Operator II	7,312.51	7,678.13	8,062.04	8,465.14	8,888.40
1	17	Purchaser Plant Asset Coordinator	7,312.51	7,678.13	8,062.04	8,465.14	8,888.40
1	16	Laboratory Analyst I/Environmental Inspector	7,134.15	7,490.86	7,865.40	8,258.67	8,671.60
1	15	Maintenance Mechanic II	6,960.15	7,308.16	7,673.57	8,057.24	8,460.11
0	14	Maintenance Worker II	6,790.39	7,129.91	7,486.41	7,860.73	8,253.76
1	12	Plant Operator I	6,463.19	6,786.35	7,125.67	7,481.95	7,856.05
0	12	Maintenance Mechanic I	6,463.19	6,786.35	7,125.67	7,481.95	7,856.05
0	9	Maintenance Worker I	6,001.72	6,301.81	6,616.90	6,947.74	7,295.13
Collection Maintenance							
1	32	Collection System Superintendent	10,590.69	11,120.23	11,676.24	12,260.05	12,873.05
4	19	Collection Worker III	7,682.71	8,066.85	8,470.19	8,893.70	9,338.38
0	11	Collection Worker II	6,305.54	6,620.81	6,951.85	7,299.45	7,664.42
0	6	Collection Worker I	5,573.19	5,851.85	6,144.45	6,451.67	6,774.25
1	6	Collection/Maintenance Utility Worker I	5,573.19	5,851.85	6,144.45	6,451.67	6,774.25
28.0	Total Positions authorized						

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

Section 3. The Provisions hereof shall be in force and effect as of July 1, 2023

Section 4. That this resolution supercedes 23-17 in its entirety.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Wastewater District duly held on June 29, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board

Staff Report



To: Board of Directors
From: Barbara Buikema, General Manager
Date: June 29, 2023
Subject: Basic Residential Unit Sewer Connection Fees for FY 2023-24

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving an increase in the basic residential unit connection fee to \$9,044.34 as detailed in the attached Schedule of Connection Fees effective July 1, 2023.

DISCUSSION

Sewer connection fees are set by ordinance in accordance with the California Health and Safety Code Section 5474. Connection fees are charged to recover a portion of the capital costs for the treatment facility from future users. Per the State Water Resources Control Board (SWRCB) guide for grant funded facilities, connection fees may be used to recover debt service costs if the user had been connected when the treatment works began operation. Connection fees may not be used to recover excessive cost from future users in order to reduce charges to current users. Connection fees may not be used to fund replacement costs. Therefore, the District calculations are based on the acquisition cost of its plant assets.

The accompanying summary computation shows that the recommended connection fee (performed as of the last full year of fixed asset data available) has increased 9.3% from \$8,272.66 on 07-01-22 to \$9,044.34 on 07-01-23. Detailed computation spreadsheets are available at the Board's request. Because CAWD is a built-out (fully developed), District it is estimated that the increase of \$771.68 per connection fee will not result in any substantial revenue gains for the year. Capital Improvement Projects (CIP) are not included in the computation until they are complete and moved into Fixed Assets.

The District's total assets are reflected on the books at a cost basis of \$103,928,302. This figure includes all Reclamation tertiary and Secondary facilities and the Collection system. It does not include the impact of reductions from receipt of grant funds and reimbursement from Pebble Beach Community Special District (PBCSD). It does not include any increased land appraisal value. It is generally acknowledged that the replacement cost for total Plant assets would be about \$125-150 million.

The purpose of the connection calculation is to determine what a new connector would be expected to pay for their fair share of treatment and disposal assets. The calculation is per equivalent residential unit based on original construction costs adjusted to present day value. It does not attempt to recover replacement costs because of State Resources Control Board (SWRCB) direction to charge for acquisition value only. A new connector becomes part owner of the District upon payment of the fees because they are paying a pro-rata share of the cost of assets used to treat the property owner's sewage.

Please note: for the purposes of this calculation, office equipment, vehicles and structures are not fully depreciated but are instead assigned a minimum salvage value of 10% for equipment and vehicles and 25% for structures. This assumption ensures that all assets will retain some value in the computation regardless of whether they are fully depreciated.

The formula for the connection fee, as suggested by Kennedy/Jenks/Chilton (engineering consultant), starts with assets of \$103,928,302 and excludes all Reclamation tertiary (Reclamation Secondary facilities are included) and Collection assets to arrive at applicable connection fee assets of \$49,907,125. Actual replacement costs for these assets would be \$65 - \$80 million.

According to the formula, the applicable assets are then depreciated according to appropriate lives (down to a stated minimum), updated by the current Engineering News Record (ENR) Construction index and decreased by grant funds received and reimbursement from PBCSD. This mathematical process reduces the applicable assets from \$49,907,125 down to a local present value cost of \$30,893,879. To this is added the District's current assets of \$46,079,198, for a total value of applicable assets of \$76,973,077.

A connection fee per gallon per day is determined by dividing \$76,973,077 (total current value) by 2,000,000 gallons per day (gpd), which is CAWD's share of the permitted authorized flows. The 2 million gpd figure is CAWD's 2/3 share of permitted flows as opposed to actual flows or designed flows.

The resulting figure is then multiplied by 235 gpd (the average daily flow per equivalent residential unit) to arrive at the actual connection fee per equivalent residential unit.

This calculation results in a connection fee per equivalent residential unit (ERU) of \$9,044.34. The reasons for the increase includes an increase in the ENR index of 14.09% from 2021 and an increase in current assets values of 6.0 % over 2021. The current assets can vary greatly from year-to-year depending on cash on hand, accounts receivable, prepaid expenses, and other cash items.

COMPARISON CONNECTION FEES

The SWRCB survey of Single-Family Dwelling (SFD) Connection Fee for the last year available FY 2016-17 average is \$4,297.26. Monterey County average connection fee for a Single-Family Dwelling is \$4,818.97 for the FY 2016-17 survey. This is the last available report from the State Water Resources Control Board.

CAWD's 2023 connection fee represents a 210.4% increase over the five-year-back Monterey County average. The two most significant reasons behind the increase are the Phase 1 and Phase 2 work done at the treatment plant and the increase in the District's current assets.

Attachments:

1. 2023 Connection Fee Calculations-, June 2023
2. Connection Fee Calculations effective 07-01-23

CARMEL AREA WASTEWATER DISTRICT - CONNECTION FEE CALCULATIONS
Jun-23

Reclamation																
Collection		A	B	C	D	E	F	G	H	J	K	L	M	N	O	
Asset No	GL No	DESCRIPTION OF ASSET	CUR YR.	PUR YR.	USE LIFE	% VALUE REMAININC	ORIGINAL COST	DEPRECIATED VALUE	CURRENT ENR	ORIGIN ENR	UPDATED VALUE	LOCAL COST	LOCAL VALUE	% CSD COST	CSD VALUE	
Grand Total:							<u>103,928,303.10</u>	<u>56,450,961.88</u>			<u>101,827,998.03</u>	100.0	<u>99,683,170.77</u>		<u>30,893,879.42</u>	

EXCLUDED ASSETS:		GL Acct #			
Reclamation - Tertiary Structures	1426	to	1431		35,384,151.66
Reclamation - O & M	1460				460,305.31
Pump Station structures	1501	to	1506		1,170,300.67
Pump Station Equipment	1521	to	1527		1,509,600.36
Sewer Systems	1530				15,496,819.42
<i>Total</i>					<u>54,021,177.42</u>

49,907,125.68
ck

103,928,303.10
ck

Land	308,060.00
Assets	<u>108,785,131.14</u>
	109,093,191.14
CIP	<u>5,164,888.23</u>
	114,258,079.37
deprec	<u>(56,781,274.36)</u>
Total FA	57,476,805.01

TOTAL ASSETS PER AUDITED GENERAL LEDGER	<u>109,093,191.14</u>
CIP	<u>(5,164,888.23)</u>
	<u>103,928,302.91</u>
	oob (0.19)

- a. Current CAWD share value from above. \$30,893,879.42
- b. Total current assets as of end of June 30, 2022 \$46,079,198.00
- c. Total current value of all District assets. (a+b) \$76,973,077.42
- d. Current Authorized Design Flow. (NPDES Permit) 3,000,000 gpd
- e. Average daily flow per capita. (Design criteria) 100 gpd
- f. Average number of people per residential unit.(County Planning) 2.35 persons.
- g. Average daily flow per residential unit. (e*f) 235 gpd
- h. CAWD Share of authorized flows. (2/3 * d) 2,000,000 gpd
- i. Connection fee per unit flow. (c/h) \$38.49 per gpd.
- j. Connection fee per E.R.U. (g*i) \$9,044.34 per residential unit.

A = Input Item No. from auditor's depreciation schedule.
 B = Input current year.
 C = Input year of purchase.
 D = Input number of years for depreciation.
 E = $(1 - ((B - C) / D)) * 100$ = % value remaining. All assets are depreciated down to a functional value of 25% of cost for structures & 10% of cost for equip
 F = Input original cost.
 G = $(E * F) / 100$ = depreciated value.
 H = Input current year ENR. (San Francisco Construction) Use Sept/Oct ENR for previous fiscal year in column B.
 J = Input ENR for year of purchase. (San Francisco Construction) Use Sept/Oct ENR of current fiscal year of purchase. Therefore, Col H & J can never be the same.
 K = $(G * J) / H$ = updated value.
 L = Input local cost % when considering grant funding received. Reverts to 100% when asset functional value floor reached
 M = $(L * K) / 100$ = local cost.
 N = Input CSD share % when considering 1/3 paid by PBCSD.
 O = $(M * N) / 100$ = CAWD cost.

Connection fees may not be used to fund replacement costs

**CARMEL AREA WASTEWATER DISTRICT
CONNECTION FEE CALCULATIONS**

Based on audited figures for capital assets at June 30, 2022
effective July 1, 2023

Balance of applicable assets - June 30, 2022		103,928,303.10
Depreciated Value.....	56,450,961.88	
ENR Updated Value.....	101,827,998.03	
Local Value - Net after grant funds.....	99,683,170.77	
 Excluded Assets		
Reclamation – Tertiary Structures	35,384,151.66	
Reclamation – O&M	460,305.31	
Pump Station Structures	1,170,301.67	
Pump Station Equipment	1,509,600.36	
Sewer System	15,496,819.42	
CAWD's share - Net of PBCSD reimbursement.....		30,083,879.42
Add Current assets balances at June 30, 2022.....		46,079,198.00

(A) Total value of applicable assets.....		76,973,077.42
(B) Average daily flow per equivalent residential unit as prescribed by the County.....	235 gpd	
(C) CAWD's share of authorized flows: 2/3 x 3 mgd.....	2,000,000 gpd	
(D) Connection fee per gallon per day: (A) divided by (C).....	\$38.49	
Connection fee per Equivalent Residential Unit (B) X (D).....		\$ 9,044.34
		=====

Note: Applicable assets exclude Collection sewers, pipelines and pump stations, and the tertiary portion of the Reclamation Project.

Formula used was suggested by Kennedy/Jenks/Chilton and has been used since 1985.

RESOLUTION NO. 2023-41

A RESOLUTION SPECIFYING THE DISTRICT SEWER CONNECTION
FEES, AS ADOPTED BY ORDINANCE NO.
85-2, COMMENCING JULY 1, 2023

-oOo-

WHEREAS, Ordinance No. 85-2 establishes and adopts sewer connection and annexation fees for the Carmel Area Wastewater District, pursuant to a general formula for the determination of said fees as set forth in that ordinance, with said fees to be adjusted annually, or more frequently, based upon certain factors and determinations to be made by the District General Manager, including the current value of District assets; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that, based upon the revised information now presented to it, the District’s sewer connection fees, as adopted and established by Ordinance No. 85-2, are hereby specified to be \$9,044.34 per equivalent residential unit or per acre of vacant land, commencing July 1, 2023, and continuing until revised by further action of this Board.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District at a regular meeting duly held on June 29, 2023, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: June 29, 2023

SUBJECT: Condition Assessment by Kennedy Jenks

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution to:

- a. Rescind Resolution #2023-30 dated May 25, 2023
- b. Approve a resolution in an amount not to exceed \$72,705 for preparation of a Condition Assessment of the CAWD Collection System

DISCUSSION

The Board of Directors approved Resolution 2023-30 on May 25, 2023 for engineering support to complete a series of summary and data analysis actions for River Watch in an amount not to exceed \$134,780. After consulting with Melissa Thorne from DowneyBrand (legal firm that provided representation for River Watch) we are advised to not provide River Watch with any documents. Wait for them to approach us is the best strategy according to Ms. Thorne. Therefore, we are asking to rescind Resolution #2023-30 dated May 25, 2023.

Staff is asking to proceed with the Condition Assessment on the Collection System lines with a proposal from Kennedy Jenks (KJ) for \$72,705. This document would be similar to the planning documents prepared by KJ in 2013 and updated in 2019 for the treatment plant, and also similar to the work currently underway for the Reclamation Project, also by Kennedy Jenks. The asset condition assessment is a useful tool that outlines how the District can manage its capital assets to improve its asset management operations. It will document current and projected asset status and aid in considering options to achieve District objectives.

FINANCIAL

There are sufficient funds in the O&M Budget to cover this expenditure. The 2023-24 Budget provides \$224,800 for Engineering Consulting.

Attachments

- a. KJ Proposal for Engineering Services 06-16-23
- b. Resolution 2023-30

June 16, 2023

Rachél Lather, M.S., P.E.
Principal Engineer
Carmel Area Wastewater District
3945 Rio Road
Carmel, CA 93922

Subject: Proposal for Professional Engineering Services
Collection System Support
KJ Proposal No. B018340*32101

Dear Ms. Lather,

Kennedy Jenks (KJ) is pleased to submit this proposal to provide professional engineering services to support Carmel Area Wastewater District (CAWD) with its sewer collection system.

Project Overview

CAWD is continually working to maintain and improve its extensive collection system. CAWD entered into a Settlement Agreement and Release in 2020 with California River Watch, a nonprofit corporation. The terms and conditions of the 2020 Settlement Agreement included tasks related to sewer collection system investigation and repair and sewer system overflow reporting and response. CAWD now seeks support documenting the completed actions in a Condition Assessment Report.

Scope of Work

Task 1 – Condition Assessment Report Support

KJ will assist CAWD with draft figures, tables, and sections of text for the Condition Assessment Report due in February 2024. KJ will revise the draft figures, tables, and sections of text based on CAWD comments. KJ will prepare for and facilitate three (3) meetings with two (2) KJ staff (project manager and project engineer). The meetings will consist of the following:

- Meeting #1: Data gaps and analysis (virtual, 1 hour)
- Meeting #2: Site visit (in person, 2 hours)
- Meeting #3: Review CAWD comments on draft materials (virtual, 1 hour)

Task 2 Assumptions

- CAWD will compile, complete and submit the final report
- Up to 10 tables
- Up to 10 figures
- One round of revisions for tables, figures, and text after CAWD comments

Task 2 Deliverables

- Draft electronic figures and tables
- Draft sections of text to be included in the report (.docx)
- Final figures, tables, and text (electronic)

Task 2 – Project Management

KJ will provide project management services to manage project costs, meet the project schedule requirements, collaborate with CAWD on project progress, and maintain effective communication. KJ will provide monthly invoices to CAWD that include hourly expenditures separated into each budget task. A project file will be maintained, including copies of correspondence, reports, minutes of meetings, and memoranda. The proposed budget includes 6 months of project management, quality assurance and quality control (QA/QC) and an internal combined kickoff and concept and criteria review meeting. After notice to proceed, the KJ project manager will organize a kickoff meeting with CAWD to review the project scope and update the project schedule if necessary. The KJ project manager will also participate in monthly coordination calls with CAWD for the duration of the project.

Task 3 Assumptions

- Project duration of six (6) months
- Kickoff meeting and monthly check-in calls (1 hour each, virtual)

Task 3 Deliverables

- Electronic invoices and status reports

Estimated Schedule

It is anticipated that the task order will be completed approximately 6 months from notice to proceed.

<u>Milestone</u>	<u>Completion Date</u>
Notice to Proceed	7/1/2023
Draft Materials for the Condition Assessment Report	10/22/2023
Final Materials for the Condition Assessment Report	12/13/2023

Compensation for Consulting Services

<u>Task</u>	<u>Budget</u>
Task 1 – Condition Assessment Report Support	\$62,940
Task 2 – Project Management	\$9,765
Total	\$72,705

In accordance with the attached Custom Schedule of Charges dated January 1, 2022, we propose a budget of \$72,705. A breakdown of our proposed project budget and line-item descriptions of the project deliverables is provided in Attachment A. It is acknowledged the individual task budget breakdowns are an estimate and may be transferred among each work element depending on specific interim work needs, as long as the total budget is not exceeded.

Standard Conditions

To assure a clear understanding of all matters related to our mutual responsibilities, the attached Standard Conditions dated 1 August 2021 are made part of this agreement. We have found these terms to be appropriate for use in agreements for provision of consultant services. Accordingly, if any conflicts exist between the attached terms and the form of any purchase order or confirmation issued, the terms of this proposal and the attached Standard Conditions

will prevail in the absence of our express written agreement. This proposal is based on current projections of staff availability and costs and, therefore, is valid for 90 days following the date of this letter.

Authorization

The KJ team appreciates the opportunity to submit another proposal for the continual improvements of the Carmel Area Wastewater District's Collection System and looks forward to continuing to work with you and your staff. Please feel free to contact the proposed Project Manager Rachelle Thompson at (650) 852-2808 should you have any questions.

KENNEDY/JENKS CONSULTANTS, INC.

Signature:



Printed Name: Nick Lazarakis, P.E.

Title: Principal

Date: 6/16/2023

CARMEL AREA WASTEWATER DISTRICT

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Contact Information

CONTACT

Rachelle Thompson, PE
rachellethompson@kennedyjenks.com

ADDRESS

2350 Mission College Boulevard
Suite 700, Santa Clara, CA 95054

Client/Address: Carmel Area Wastewater District
3945 Rio Road
Carmel, CA 93922

Contract/Proposal Date: June 2023

Custom Schedule of Charges

Date: January 1, 2022

PERSONNEL COMPENSATION

Classification	Hourly Rate
Engineer-Scientist-Specialist 1.....	\$140
Engineer-Scientist-Specialist 2.....	\$170
Engineer-Scientist-Specialist 3.....	\$190
Engineer-Scientist-Specialist 4.....	\$205
Engineer-Scientist-Specialist 5.....	\$225
Engineer-Scientist-Specialist 6.....	\$250
Engineer-Scientist-Specialist 7.....	\$275
Engineer-Scientist-Specialist 8.....	\$295
Engineer-Scientist-Specialist 9.....	\$310
CAD-Technician	\$130
Senior CAD-Technician	\$145
CAD-Designer	\$160
Senior CAD-Designer	\$175
Project Assistant.....	\$135
Administrative Assistant.....	\$115
Aide.....	\$90

No Associated Project Cost charge will be added to the Personnel Compensation.

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus ten percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

If prevailing wage rates apply, the above billing rates will be adjusted as appropriate.

Overtime for non-exempt employees will be billed at one and a half times the Hourly Rates specified above.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2022 through December 31, 2023. After December 31, 2023, invoices will reflect the January 1, 2023 Schedule of Charges.

Client:

Contract/Proposal Date:

Standard Conditions

1 August 2021

CLIENT and KENNEDY/JENKS CONSULTANTS, INC. ("CONSULTANT") agree that the following provisions shall be a part of their agreement.

1. **TERMS OF PAYMENT.** CLIENT will be invoiced at the end of the first billing period following commencement of work and at the end of each billing period thereafter. Payment in full of an invoice must be received by CONSULTANT within thirty (30) days of the date of such invoice.
2. **EFFECT OF INVOICE.** The work performed shall be deemed approved and accepted by CLIENT as and when invoiced unless CLIENT objects within fifteen (15) days of invoice date by written notice specifically stating the details in which CLIENT believes such work is incomplete or defective, and the invoice amount(s) in dispute. CLIENT shall pay undisputed amounts as provided for in the preceding paragraph.
3. **INTEREST; SUSPENSION OF WORK.** Failure of CLIENT to make full payment of an invoice so that it is received by CONSULTANT within said sixty (60) days of the date thereof subjects the amount overdue to a delinquent account charge of one percent (1%) of the invoice amount per month, compounded monthly, but not to exceed the maximum rate permitted by law. Failure of CLIENT to submit full payment of an invoice within sixty (60) days of the date thereof subjects this agreement and the work herein contemplated to suspension or termination at CONSULTANT's discretion.
4. **ADVANCE PAYMENT: WITHHOLDING OF WORK PRODUCT.** CONSULTANT reserves the right to require payment in advance for work it estimates will be done during a given billing period. CONSULTANT, without any liability to CLIENT, reserves the right to withhold any services and work products herein contemplated pending payment of CLIENT's outstanding indebtedness or advance payment as required by CONSULTANT. Where work is performed on a reimbursable basis, budget may be increased by amendment to complete the scope of work. CONSULTANT is not obligated to provide services in excess of the authorized budget.
5. **STANDARD OF CARE.** CONSULTANT's services performed under this agreement will be performed in a manner consistent with the care and skill ordinarily exercised by members of the profession practicing under similar conditions at the same time and in the same or similar locality. When the findings and recommendations of CONSULTANT are based on information supplied by CLIENT and others, such findings and recommendations are correct to the best of CONSULTANT's knowledge and belief. No warranty, express or implied, is made or intended by this agreement, or by the foregoing statement of the applicable standard of care, or by providing consulting services or by furnishing oral or written reports of findings made. No entity other than CLIENT or CONSULTANT shall be construed as a beneficiary to this Agreement.
6. **INSURANCE COVERAGE.** CONSULTANT is protected by Worker's Compensation insurance as required by applicable state laws and will maintain employer's liability coverage of \$1,000,000 each accident for bodily injury, \$1,000,000 each employee and \$1,000,000 policy limit for bodily injury by disease. During the performance of this agreement CONSULTANT will maintain professional liability insurance with a limit of \$1,000,000 on a claims made, annual aggregate basis, and commercial general liability and automobile liability insurance each with a limit of not less than \$1,000,000 million on an occurrence basis.
7. **ALLOCATION OF RISK.** CLIENT and CONSULTANT have discussed the risks associated with this project and the extent to which those risks should be shared by CLIENT and by CONSULTANT, and have agreed:
(a) To the fullest extent permitted by law, CLIENT agrees to limit the liability of CONSULTANT, its officers, employees, and subconsultants to CLIENT, all landowners, contractors, subcontractors, lenders, suppliers, manufacturers, third parties, and their employees such that the total aggregate liability, including all attorneys fees and costs shall not exceed \$50,000.00 or the total fees paid for CONSULTANT's services on this project, whichever is greater. (b) All damages such as loss of use, profits, anticipated profits, and the like losses are consequential damages for which CONSULTANT is not liable. (c) CLIENT shall give written notice to CONSULTANT of any claim of negligent act, error or omission within one (1) year after the completion of the work performed by CONSULTANT. Failure to give notice herein required shall constitute a waiver of said claim by CLIENT.
8. **SERVICES DURING CONSTRUCTION.** Any construction inspection or testing provided by CONSULTANT is for the purpose of determining compliance by contractors with the functional provisions of project documents only. CLIENT agrees that CONSULTANT will have no inspection responsibilities at the jobsite except to the extent specifically provided for in the agreed upon scope of work. CONSULTANT shall not be held in any way to guarantee any contractor's work, nor to assume responsibility for means, methods or appliances used by any contractor nor to assume responsibility for a contractor's compliance with laws and regulations or for contractor's errors, omissions, or defective work. CLIENT agrees that in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for jobsite conditions during the course of construction of the project, including safety of all persons and property and that this responsibility shall be continuous and not be limited to normal working hours. CLIENT agrees to require in all construction contracts for the project, provisions that CLIENT and CONSULTANT shall be defended and indemnified by the contractor and its subcontractors and named additional insureds on contractor's and subcontractor's insurance. Any Opinion of Probable Construction Cost furnished by CONSULTANT are based on professional opinions and judgment, and CONSULTANT will not be responsible for fluctuations in construction costs.
9. **SERVICES BY CLIENT.** CLIENT will provide access to site of work, obtain all permits, provide all legal services in connection with the project, and provide environmental impact reports and energy assessments unless specifically included in the scope of work. CLIENT shall pay the costs of checking and inspection fees, zoning application fees, soils engineering fees, testing fees, surveying fees, and all other fees, permits, bond premiums, and all other charges not specifically covered by the scope of work. CLIENT shall designate to CONSULTANT the location of all subsurface utility lines and other subsurface man-made objects (in this agreement collectively called "buried utilities") within the boundaries of the jobsite. CONSULTANT will conduct at CLIENT's expense such additional research as in CONSULTANT's professional opinion is appropriate to attempt to verify the location of buried utilities at the jobsite, but CLIENT shall remain responsible for the accurate designation of their location and, shall indemnify, defend, and hold CONSULTANT harmless from any claims or loss arising from the failure to accurately locate buried utilities.
10. **COMPLIANCE WITH LAWS.** CLIENT and CONSULTANT shall each use reasonable care in its efforts to comply with laws, codes, ordinances and regulations in force at the time of the performance by each under this agreement, insofar as such laws are applicable to a party's performance. Unless otherwise provided for in the scope of work of this agreement or by law, the responsibility for making any disclosures or reports to any third party, for notifying all governmental authorities of the discovery of hazardous materials on the jobsite, and for taking corrective, remedial, or mitigative action shall be solely that of CLIENT. It is CONSULTANT's belief that the work is not subject to California or any applicable state Prevailing Wage Law, unless expressly identified as such within the scope of work. Should it be alleged or determined that some or all of the work is subject to California's or any applicable state Prevailing Wage Law, then CLIENT shall reimburse CONSULTANT for the additional costs associated with CONSULTANT complying with those laws.

Standard Conditions (Page 2)

1 August 2021

11. **USE OF DOCUMENTS.** Drawings, reports, writings and other original documents (documents) furnished by CONSULTANT are for the exclusive use of CLIENT and CONSULTANT retains all intellectual property rights including copyrights. Documents are furnished to CLIENT upon CLIENT's specific agreement that it assumes all liability resulting from the further distribution of such documents, or any portion of them, and that CLIENT will indemnify CONSULTANT and hold it harmless against any claims associated with the unauthorized use of such documents. In no event will CLIENT or any person acting on its behalf edit, abridge, or modify any document prepared by CONSULTANT without CONSULTANT's express written consent.
12. **ELECTRONIC DATA.** Documents provided by CONSULTANT in electronic formats are provided under the following conditions unless detailed otherwise in the scope of work or by a written amendment. Documents are provided in CONSULTANT's standard software formats. CLIENT recognizes that electronic data and its transmission can be easily damaged, may not be compatible with CLIENT'S software formats and systems, may develop inaccuracies during conversion or use, and may contain viruses or other destructive programs, and that software and hardware operating systems may become obsolete. As a condition of delivery of electronic data, CLIENT agrees to defend indemnify and hold CONSULTANT, its subconsultants, agents and employees harmless from and against all claims, loss, damages, expense and liability arising from or connected with its use, reuse, misuse, modification or misinterpretation. In no event shall CONSULTANT be liable for any loss of use, profit or any other damage.
13. **TERMINATION.** This agreement may be terminated by either party by written notice should the other party fail substantially to perform its obligations under this agreement and continue such default after the expiration of a seven (7) day notice period. Either party may terminate this agreement without necessity of cause upon the expiration of a thirty (30) day notice period. If this agreement is terminated by CLIENT in the absence of default by CONSULTANT, CONSULTANT shall be paid for services performed and costs incurred by it prior to its receipt of notice of termination from CLIENT, including reimbursement for direct expenses due, plus an additional amount, not to exceed ten percent (10%) of charges incurred to the termination notice date, to cover services to orderly close the work and prepare project files and documentation, plus any additional direct expenses incurred by CONSULTANT including but not limited to cancellation fees or charges. CONSULTANT will use reasonable efforts to minimize such additional charges.
14. **PRECEDENCE OF CONDITIONS.** Should any conflict exist between the terms herein and the terms of any purchase order or confirmation issued by CLIENT, the terms of these Standard Conditions shall prevail in the absence of CONSULTANT's express written agreement to the contrary.
15. **ASSIGNMENT: SUBCONTRACTING.** Neither CLIENT nor CONSULTANT shall assign any of its rights including a right to sue, or delegate its duties under this agreement without the written consent of the other.
16. **FORCE MAJEURE.** Any delay or default in the performance of any obligation of CONSULTANT under this agreement resulting from any cause(s) beyond CONSULTANT's reasonable control shall not be deemed a breach of this agreement. The occurrence of any such event shall suspend the obligations of CONSULTANT as long as performance is delayed or prevented thereby, and the fees due hereunder shall be equitably adjusted.
17. **MERGER: WAIVER: SURVIVAL.** This agreement constitutes the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations and/or agreements, written or oral. One or more waiver of any term, condition or other provision of this agreement by either party shall not be construed as a waiver of a subsequent breach of the same or any other provision. Any provision hereof which is legally deemed void or unenforceable shall not void this entire agreement and all other provisions shall survive and be enforceable.
18. **APPLICABLE LAW.** This agreement shall be interpreted and enforced according to the laws of the State of California. In the case of invalidity or unenforceability of any provision or portion thereof, the provision shall be rewritten and enforced to the maximum extent permitted by laws to accomplish as near as possible the intent of the original provision. Nothing herein shall be construed to provide for indemnification against damages arising from a party's gross negligence or willful misconduct.
19. **COUNTERPARTS; SIGNATURES.** This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The parties agree that electronic (including without limitation .pdf), email or facsimile signatures of this Agreement shall have the same force and effect as original signatures. Each undersigned representative of the parties to this Agreement certifies that he or she is fully authorized to enter into the terms and conditions of this Agreement and to execute and legally bind such party to this Agreement.

Proposal Fee Estimate

CLIENT Name: Carmel Area Wastewater District
 PROJECT Description: Collection System Support
 Proposal/Job Number: B018340*32101 Date: 6/14/2023

January 1, 2022 Rates	Eng-Sci-9 Legal	Eng-Sci-8 QC	Eng-Sci-7 PE	Eng-Sci-6 PM	Eng-Sci-5	Eng-Sci-4 GIS	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	Sr. CAD-Design	CAD-Design	Sr. CAD-Tech	CAD-Tech	Project Assistant	Admin. Assist.	Alde	Total	KJ Labor	KJ ODCs	KJ ODCs Markup	Total Labor	Total Expenses	Total Labor + Expenses	
Classification:																	Hours	Fees	Fees	10%			Fees	
Hourly Rate:	\$310	\$295	\$275	\$250	\$225	\$205	\$190	\$170	\$140	\$175	\$160	\$145	\$130	\$135	\$115	\$90								
Task 1 - Condition Assessment Report Support																								
Collect, Compile, Review Background Information			5	10		10		10					2					37	\$7,885		\$0	\$7,885	\$0	\$7,885
Analysis		2	10	20		15		20										67	\$14,815		\$0	\$14,815	\$0	\$14,815
Tables and Figures			2	10	20	30		20					8					92	\$19,160		\$0	\$19,160	\$0	\$19,160
Report Writing		2	2	10	30	15		20										81	\$18,165	\$50	\$5	\$18,165	\$55	\$18,220
Project Meetings		2		2	4	2												11	\$2,695	\$150	\$15	\$2,695	\$165	\$2,860
Task 2 - Subtotal	4	6	37	84	0	72	0	70	0	0	0	0	10	0	5	0	288	\$62,720	\$200	\$20	\$62,720	\$220	\$62,940	
Task 2 Project Management																								
Project Management			2	2	12													26	\$5,490		\$0	\$5,490	\$0	\$5,490
QA/QC		2	4	4	4	1		1										16	\$4,275		\$0	\$4,275	\$0	\$4,275
Task 3 - Subtotal	2	6	6	16	0	1	0	1	0	0	0	0	0	10	0	0	42	\$9,765	\$0	\$0	\$9,765	\$0	\$9,765	
All Tasks Total	6	12	43	100	0	73	0	71	0	0	0	0	10	10	5	0	330	\$72,485	\$200	\$20	\$72,485	\$220	\$72,705	

RESOLUTION 2023-30

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH KENNEDY/JENKS CONSULTANTS, INC. TO PROVIDE ENGINEERING SUPPORT FOR PREPARATION OF THE REPORT FOR THE CALIFORNIA RIVER WATCH SETTLEMENT AGREEMENT IN AN AMOUNT NOT TO EXCEED \$134,780
PROJECT # 20-05

WHEREAS, the District plans to approve the 2023/2024 budget that includes funding for Consulting Engineering in the Collections operating budget in the amount of \$224,800;

WHEREAS, there is a need for engineering support to complete the report summarizing completion of the California River Watch settlement agreement requirements prior to the February 20, 2024 deadline;

WHEREAS, in order to complete the summary and analysis of the data collected as part of the settlement agreement, it is necessary for the District to execute a contract with Kennedy/Jenks Consultants, Inc. to provide engineering support services not to exceed an amount of \$134,780.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with Kennedy/Jenks Consultants, Inc. to provide engineering support services for the California River Watch report;

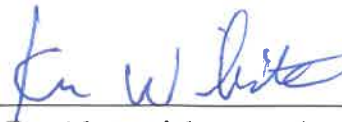
PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 25, 2023.

AYES: BOARD MEMBERS: PRESIDENT WHITE, DIRECTORS: D'AMBROSIO, URQUHART

NOES: BOARD MEMBERS: DIRECTORS: RACHEL & SIEGFRIED

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:



Ken White, President of the Board

ATTEST:



Domine Barringer, Secretary to the Board

RESOLUTION 2023-42

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH KENNEDY/JENKS CONSULTANTS, INC. TO PROVIDE ENGINEERING SUPPORT FOR PREPARATION OF A CONDITION ASSESSMENT ON THE DISTRICT'S COLLECTION SYSTEM IN THE AMOUNT OF \$72,705 AND TO RESCIND RESOLUTION NO. 2023-30

-oOo-

WHEREAS, the District plans a need for engineering support to complete a Condition Assessment of the Collection System; and

WHEREAS, in order to complete the analysis and report it is necessary for the District to execute a contract with Kennedy/Jenks Consultants, Inc. to provide engineering support services not to exceed an amount of \$72,705; and

WHEREAS, the District would like to rescind Resolution 2023-30 authorizing a contract with Kennedy/Jenks Consultants, Inc. in the amount of \$134,780

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with Kennedy/Jenks Consultants, Inc. to provide engineering services of a Condition Assessment report and rescinds Resolution 2023-30;

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on June 29, 2023.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board

General Manager - Oral Report

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: June 29, 2023

SUBJECT: United Public Employees of California, Local 792

RECOMMENDATION

This report is informational only, no action is required.

DISCUSSION

Effective June 2, 2023 the District voluntarily recognized United Public Employees of California, Local 792 as the exclusive representative of non-exempt employees. Because Local 792 evidenced majority support and no valid competing petition was filed, recognition must be granted unless the employer doubts the appropriateness of the unity. The District did submit a letter contesting the inclusion of the Operations Supervisor and Laboratory Supervisor – due to their positions as supervisors, and the Administrative Assist/Board Clerk – due to the confidential nature of the position. There was agreement that those 3 positions should be removed from the group prior to recognition of the union.

There is no legal requirement that employees pay union dues; however, 93% of our non-exempt employees have opted to do so. Non members are still represented by the Union as members of the bargaining group.

Currently we are negotiating with the Union for how the District will recognize and pay union dues, list of employee contact info, and new employee orientation. When agreement has been reached we will return it to the Board of Directors for approval.

FINANCIAL

None at this time.



PERB
California Public Employment
Relations Board

San Francisco Regional Office
1515 Clay Street, Suite 2206
Oakland, CA, 94612-1403
Telephone: (415) 654-2358



June 2, 2023

Ryan Heron, Labor Relations Representative
United Public Employees of California Local 792
1800 Park Marina Drive
Redding, CA 96001

Barbara Buikema
Carmel Area Wastewater District
3945 Rio Rd
Carmel, CA 93922

Re: *United Public Employees of California, Local 792 and Carmel Area
Wastewater District*
Case No. SF-RR-1038-M

Dear Interested Parties:

This office has received information (attached) that effective June 2, 2023, the Carmel Area Wastewater District (District) has voluntarily recognized United Public Employees of California, Local 792 as the exclusive representative of the following unit of employees:

Including: Plant Administrative Assistant/CMMS, Collections Worker I/II/III, Lab Analyst I/II / Environmental Compliance Inspector I/II, Lab Analyst I/II / Environmental Compliance Inspector I/II, Maint Mechanic I/II/III, Plant Operator I/II, Purchaser/Planet Asset Coordinator, Safety/Reg Compliance Admin, Sr Plant Operator

Excluding: General Manager, Principal Accountant, Plant Engineer/Principal Engineer, Maintenance Superintendent, Operations Superintendent, Collection Superintendent, Laboratory Supervisor, Operations Supervisor, Administrative Assistant/Board Clerk

The records of the Public Employment Relations Board have been updated accordingly, and this case is now closed.

Case No. SF-RR-1038-M

June 2, 2023

Page 2

Sincerely,

A handwritten signature in black ink that reads "Jeremy Zeitlin". The signature is written in a cursive, flowing style.

Jeremy Zeitlin
Senior Regional Attorney

JGZ

135 MAIN STREET, 7TH FLOOR
SAN FRANCISCO, CALIFORNIA 94105
T: 415.512.3000 F: 415.856.0306

rbolanos@lcwlegal.com
415.512.3020

May 5, 2023

VIA EMAIL, E-PERB PORTAL, & U.S. MAIL

jeremy.zeitlin@perb.ca.gov

Mr. Jeremy Zeitlin
Senior Regional Attorney
California Public Employment Relations Board
1515 Clay Street, Suite 2206
Oakland, California 94612

Re: *United Public Employees of California, Local 792 and Carmel Area Wastewater District*
Case No. SF-RR-1038-M
Client-Matter: CA190/003

Dear Mr. Zeitlin:

The Carmel Area Wastewater District (“District”) submits the following response to your letter dated April 21, 2023 regarding United Public Employees of California, Local 792 (“Local 792”) amended request for recognition in Case No. SF-RR-1038-M. This letter constitutes the District’s written response disputing the appropriateness of the proposed unit, pursuant to PERB Regulation 61255.

I. CONTACT INFORMATION

The name, address, and telephone number of the employer is:

Carmel Area Wastewater District
3495 Rio Rd.
Carmel, CA 93922
(831) 624-1248

The name, address and telephone number of the employer’s agent to be contacted is:

Richard Bolanos
Liebert Cassidy Whitmore
135 Main St., 7th Floor
San Francisco, CA 94105
(415) 512-3000

Re: *United Public Employees of California, Local 792 and Carmel Area Wastewater District*
Case No. SF-RR-1038-M

May 5, 2023

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II. AMENDED PETITION FOR RECOGNITION

A copy of the Amended Petition for Recognition is attached to this letter as **Attachment 1**.

III. EMPLOYER POSITION REGARDING THE AMENDED PETITION FOR RECOGNITION

The District submits its position regarding the Amended Petition for Recognition pursuant to PERB Regulation 61255. As discussed below, the below identified supervisory and confidential positions must be excluded from the proposed unit.

A. DOES THE EMPLOYER REASONABLY DOUBT THE APPROPRIATENESS OF THE UNIT PROPOSED BY THE PETITIONER?

Yes, the District reasonably doubts the appropriateness of the unit proposed by Local 792. The District does not contest the appropriateness of the following positions being included in the proposed unit: Plant Administrative Assistant/CMMS, Collections Worker I/II/III, Lab Analyst I/II/ Environmental Compliance Inspector I/II, Lab Analyst I/II/ Environmental Compliance Inspector I/II, Maint Mechanic I/II/II, Plant Operator I/II, Purchaser/Plant Asset Coordinator, Safety/Reg Compliance Admin, and Sr Plant Operator. The District also does not contest the appropriateness of the following positions being excluded from the proposed unit: General Manager, Principal Accountant, Plant Engineer, Maintenance Superintendent, Operations Superintendent, and Collection Superintendent. Accordingly, the District will not address the appropriateness of these positions unless the PERB Agent specifically requests additional clarity. Also, this confirms the District's understanding that, like the Plant Engineer, the Principal Engineer is also excluded from the proposed unit. The Plant Engineer and the Principal Engineer are essentially the same position, just with different areas of responsibility.

1. If so, What Classifications or Positions Remain in Dispute?

The three positions, which the District contends should not be included in the unit, are as follows:

1. Supervisory Positions
 - a. Laboratory Supervisor
 - b. Operations Supervisor
2. Confidential Positions
 - a. Administrative Assistant/Board Clerk

Mr. Jeremy Zeitlin

Re: *United Public Employees of California, Local 792 and Carmel Area Wastewater District*
Case No. SF-RR-1038-M

May 5, 2023

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2. What is the Employer's Position Regarding the Dispute?

a. Supervisory Positions

As established by the Declaration of District General Manager Barbara Buikema (attached), the Laboratory Supervisor and the Operations Supervisor are supervisory positions with responsibilities managing positions in the proposed unit. Such responsibilities go directly to the community of interest standard for determining appropriate bargaining units. A position having supervisory duties is relevant to the community of interest factors, which also include job function and duties, wages, qualifications, training and skills, and supervision. (*See Pasadena Non-Sworn Employees Association v. City of Pasadena*, PERB Decision No. 2788-M (September 1, 2021); *City of Sacramento and International Association of Machinists and Aerospace Workers and Stationary Engineers Local 39*, PERB Decision No. 2354-M (February 14, 2014).)

The Laboratory Supervisor “plans, organizes, and provides oversight and direction for Environmental Services division of District including water pollution control laboratory, pollution prevention, pre-treatment, and recycled water programs, functions and activities.” This position “[e]xercises general supervision over lower-level staff.” (Declaration of Barbara Buikema (“Buikema Decl.”), ¶ 3.) The essential functions of the Laboratory Supervisor include, but are not limited to, the following:

- Planning, organizing, administering, reviewing, and evaluating the work of assigned laboratory staff;
- Authorizing discipline for the laboratory staff as required;
- Providing policy guidance and interpretation to staff;
- Planning, managing and overseeing the environmental compliance inspection staff to plan, implement and execute an environmental compliance inspection and monitoring program;
- Developing, evaluating and implementing laboratory policies, procedures, and standards; and
- Monitoring changes in laws, regulations, and technology that may affect departmental operations and implementing policy and procedural changes as required.

The Operations Supervisor “[e]xercises direct supervision over wastewater treatment operations staff.” (Buikema Decl., ¶ 6.) The Operations Supervisor’s essential functions include, but are not limited to, the following:

///

Mr. Jeremy Zeitlin

Re: *United Public Employees of California, Local 792 and Carmel Area Wastewater District*
Case No. SF-RR-1038-M

May 5, 2023

Page 4

- Planning, organizing, administering, reviewing, and evaluating the work of operations staff and completing employee evaluations;
- Training staff in work and safety procedures and in the operation and use of equipment and supplies and implementing procedures and standards;
- Coordinating the operation and maintenance of the District’s wastewater treatment facilities in a safe and sanitary manner to ensure safe conditions for the District; and
- Investigating complaints and recommending corrective actions to resolve issues.

The position also requires the ability to “[i]nspect the work of others and maintain established quality control standards.”

The above job requirements set the Laboratory Supervisor and the Operations Supervisor apart from other positions in the proposed unit. These Supervisors have a level of responsibility not found in the other positions, and the District believes that there would be a conflict of interest in including the Supervisors with the rank-and-file employees, given that the Supervisors are responsible for evaluating other employees’ work. Thus, the Laboratory Supervisor and Operations Supervisor do not share a community of interest with the other positions in the proposed unit and must be excluded.

b. Confidential Positions

Government Code section 3507.5 permits the governing board of a public agency to adopt reasonable rules and regulations “providing for the designation of management and confidential employees” and “restricting such employees from representing any employee organization, which represents other employees of the public agency, on matters within the scope of representation.” (Gov. Code § 3507.5.) This section allows public agencies “to adopt rules restricting lawfully designated management and confidential employees from being included in a rank-and-file bargaining unit.” (See *City of Palmdale v. Teamsters Local 911*, PERB Decision No. 2203-M (September 23, 2011).) This section inherently recognizes the absence of a community of interest between confidential employees and other employees of the public agency by providing a public agency the means to exclude confidential employees from representing other employees of the public agency in matters within the scope of representation.

As the MMBA does not define confidential employees, PERB can look for guidance to other statutes under its jurisdiction. The Ralph C. Dills Act defines a confidential employee as “an employee who is required to develop or present management positions with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management positions.” (Gov. Code § 3513(f).) The Education Employment Relations Act defines a confidential employee the same way. (Gov. Code § 3540.1(c).)

Mr. Jeremy Zeitlin

**Re: *United Public Employees of California, Local 792 and Carmel Area Wastewater District*
*Case No. SF-RR-1038-M***

May 5, 2023

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PERB has also held that confidential employees includes “those employees who assist and act in a confidential capacity to persons who formulate, determine and effectuate management policies in the field of labor relations.” (*See Upper Lake Union Elementary School District v. California School Employees Association and its Upper Lake Chapter #427*, PERB Decision No. 735 (May 4, 1989.)) In *Marin Community College District*,¹ the secretaries to the personnel officer were found to be confidential employees in part because they had access “to and maintain[ed] files with respect to classified salaries, fringe benefits, evaluation procedures and other information that might relate to negotiations.” (*Marin Community College District*, PERB Decision No. 55 (June 26, 1978).))

The Administrative Assistant/Board Clerk position has been classified as confidential by the District and is responsible for providing support to the administrative offices and District’s Board of Directors. (Buikema Decl., ¶ 10.) The essential functions of an Administrative Assistant/Board Clerk include, but are not limited to, the following:

- Maintaining and storing a variety of records, files, logs, and reports related to departmental operations and activities;
- Scheduling, coordinating, and attending Board meetings and taking minutes and preparing Board of Director documents, posting, notices and agendas, including personnel and labor relations matters;
- Explaining and interpreting departmental policies and procedures to staff;
- Interpreting and applying District rules, policies, and procedures, collective bargaining agreements and local, state, and federal laws;
- Preparing transcription records of all Board meetings and committee meetings as necessary;
- Maintaining accurate records of all proceedings of Board and committee meetings, resolutions, agreements, and ordinances of the Board of Directors and committees of the District; and
- Following up on Board actions, as required, and attesting, publishing, and posting ordinances and resolutions, executing legal contracts, overseeing the recording of documents, and preparing follow-up correspondence.

The position also requires the ability to maintain benefit program enrollment/termination status of all employees and reconcile employee benefit records and to maintain accurate and confidential records. (Buikema Decl., ¶ 12.)

¹ *Marin Community College District* (1978) PERB Decision No. 55.

Mr. Jeremy Zeitlin

Re: *United Public Employees of California, Local 792 and Carmel Area Wastewater District*
Case No. *SF-RR-1038-M*

May 5, 2023

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Based on the foregoing information, the Administrative Assistant/Board Clerk position should be excluded from the proposed unit as it is a confidential position. The Administrative Assistant/Board Clerk has access to confidential information, including information that might relate to negotiations, such as employee benefit information. In addition, the Administrative Assistant/Board Clerk assists and acts in a confidential capacity to the District's Governing Board, who formulate, determine and effectuate management policies in the field of labor relations.

B. DOES THE EMPLOYER BELIEVE THAT THERE ARE OTHER REASONS WHY RECOGNITION SHOULD NOT BE GRANTED IN THE PROPOSED UNIT, IF SO PLEASE FULLY EXPLAIN?


The District reserves the right to revise its response and provide additional defenses to the amended petition as more information may be learned. Currently, based on the District's current knowledge and understanding it is not contesting the amended petition for recognition on any other grounds besides the reasons contained above.

IV. CONCLUSION

The District reasonably doubts the appropriateness of the unit proposed by Local 792. The Laboratory Supervisor and Operations Supervisor positions do not share a community of interest with the other positions in the proposed unit. In addition, the District has authority to exclude confidential positions from the proposed unit under Government Code section 3507.5, and the Administrative Assistant/Board Clerk normally has access to confidential information that contributes significantly to the development of management positions. For these reasons, the above-identified positions must be excluded from the proposed unit.

Sincerely,

LIEBERT CASSIDY WHITMORE



Richard C. Bolanos

Cindy Allen

RCB:CLA:ql
Enclosure

ATTACHMENT 1



United Public Employees of California, Local 792

Laborers' International Union of North America, AFL-CIO

"Serving Those Who Serve Our Communities"

1800 Park Marina Drive · Redding, California 96001-0913
530-245-1890 · Toll Free 800-241-1890 · Fax 530-246-1651 · www.upec792.com

April 12th, 2022

AMENDED PETITION FOR RECOGNITION OF UNITED PUBLIC EMPLOYEES OF CALIFORNIA LOCAL 792 (UPEC 792, LiUNA, AFL-CIO) TO BECOME THE EXCLUSIVE RECOGNIZED EMPLOYEE ORGANIZATION REPRESENTING THE CARMEL AREA WASTEWATER DISTRICT EMPLOYEES

The United Public Employees of California Local 792 seeks to be formally recognized as the "Recognized Employee Organization" representing the Carmel Area Wastewater District bargaining unit and hereby submits the below information required by the rules set forth by the California Public Employment Relations Board:

1. Name and address, telephone number and facsimile number of the employee organization:

United Public Employees Local 792
1800 Park Marina Dr
Redding, CA 96001
Phone: 530-245-1890
Fax: 530-246-1651

2. Names and title of officers:

Steve Allen, Business Manager / Secretary Treasurer
Michael Cottone, President
Twyla Carpenter, Vice President
Ron Copeland, Recording Secretary
Robert DeLong, Executive Board Member
Margi Perotti, Executive Board Member
Ryan Heron, Executive Board Member
Greg Harnage, Auditor

3. Names of employee organization representatives who are authorized to speak on behalf of its members, and the address and telephone number and e-mail of those representatives:

Steve Allen, Business Manager / Secretary Treasurer. Email: Sallen@upec792.com
Ron Copeland, Labor Relations Representative. Email: Rcopeland@upec792.com
Ryan Friesen, Labor Relations Representative. Email: Rfriesen@upec792.com
Ryan Heron, Labor Relations Representative. Email: Rheron@upec792.com
Cindy Walton, Office Manager. Email: Cwalton@upec792.com

Mailing address and phone number for all representatives is:

UPEC 792
1800 Park Marina Dr
Redding, CA 96001

530-245-1980

4. United Public Employees of California Local 792 has, as one of its primary purposes, representing employees in their employment relations to the District.
5. A statement whether the employee organization is a chapter or local of, or affiliated directly or indirectly in any manner with, a regional or state, or national or international organization, and if so, the name and address of each such regional, state or international organization:

Laborers International Union of North America (LIUNA)
905 16th Street N.W Washington D.C. 20009

American Federation of Labor & Congress of Industrial Organizations (AFL-CIO)
800 16th Street N.W. Washington D.C. 20009

Five Counties Central Labor Council
900 Locust Street Redding, California 96001

South Bay Central Labor Council
2102 Almaden Blvd. Suite 114 San Jose, California 95125

Monterey Bay Central Labor Council
931 E. Market Street Salinas, California 93905

6. Copies of the employee organization's constitution and by-laws;

"I, Ryan Heron, certify the attached Constitution of the Laborers International Union of North America is the true and current constitution of United Public Employees of California Local 792 and declare this under penalty of perjury."

Ryan Heron, Labor Representative

February 22nd, 2022

7. A designation of those persons, not exceeding two in number, and their addresses or e-mail, to whom notice sent by regular United States mail or electronically, as designated, will be deemed sufficient notice on the employee organization for any purpose:

Primary Contact: Ryan Heron, Rheron@upec792.com
Secondary Contact: Steve Allen, Sallen@upec792.com

Mailing Address: UPEC 792, 1800 Park Marina Dr Redding, CA 93955

8. A statement that the employee organization recognizes that the provisions of Section 923 of the Labor Code are not applicable to District Employees.

UPEC 792 recognizes that the provisions of Section 923 of the Labor Code are not applicable to District Employees.

9. A statement that the employee organization has no restriction on membership based on race, color, creed, sex, sexual orientation, disability, medical condition or genetic characteristics, pregnancy, age or national origin:

UPEC 792 has no restriction on membership based on race, color, creed, sex, sexual orientation, disability, medical condition or genetic characteristics, pregnancy, age or national origin.

The job classifications of the Bargaining Unit are as follows (additional positions from original petition are highlighted):

- Admin Service Coordinator / Board Secretary
- CMMS Administrator
- Collections Worker I
- Collections Worker II
- Collections Worker II
- Environmental Inspector
- Laboratory Analyst I
- Laboratory Analyst II
- Laboratory Analyst II/Environmental Inspector
- Laboratory/Environmental Compliance Supervisor
- Laboratory Supervisor
- Maintenance Mechanic I
- Maintenance Mechanic II
- Maintenance Mechanic III
- Operations Supervisor
- Plant Operator I
- Plant Operator II
- Purchaser

- Safety/Regulatory Compliance Administrator
- Senior Plant Operator

10. UPEC 792 has within its possession written proof dated within the past six months of the date of this petition to establish at least thirty percent of the employees in the Mid Management bargaining unit have designated UPEC 792 to represent them in their employment relations with the District.

11. By submission of this petition, UPEC 792 requests that the District recognize UPEC 792 as the majority representative of the employees in the bargaining unit for purposes of meeting and conferring in good faith on all matters within the scope of representation under the Meyers-Milias-Brown Act.

PROOF OF SERVICE

I declare that I am a resident of or employed in the County of Monterey,
State of CA. I am over the age of 18 years. The name and address of my
Residence or business is 1800 Park Marina Dr. Redding, CA 96001

On 4/12/2023, I served the Amended Petition for Recognition
(Date) (Description of document(s))

Amended Petition for Recognition in Case No. SF-RR-1038-M
(Description of document(s) continued) PERB Case No., if known)

on the parties listed below by (check the applicable method(s)):

placing a true copy thereof enclosed in a sealed envelope for collection and
delivery by the United States Postal Service or private delivery service following
ordinary business practices with postage or other costs prepaid;

personal delivery;

electronic service - I served a copy of the above-listed document(s) by
transmitting via electronic mail (e-mail) or via e-PERB to the electronic service
address(es) listed below on the date indicated. (May be used only if the party
being served has filed and served a notice consenting to electronic service or has
electronically filed a document with the Board. See PERB Regulation 32140(b).)

(Include here the name, address and/or e-mail address of the Respondent and/or any other parties served.)

Barbara Buikema
General Manager
Carmel Area Wastewater District
3945 Rio Rd
Carmel, CA
93922

I declare under penalty of perjury under the laws of the State of California that the
foregoing is true and correct and that this declaration was executed on 4/12/2023,
at Seaside, CA (Date)
(City) (State)

Ryan Heron

(Type or print name)

Ryan Heron
(Signature)

PROOF OF SERVICE

I declare that I am a resident of or employed in the County of San Francisco,
State of California. I am over the age of 18 years. The name and address of my
Residence or business is Liebert Cassidy Whitmore, 135 Main Street,
7th Floor, San Francisco, California 94105.

On May 5, 2023, I served the Carmel Area Wastewater District's Response to
Local 792's Amended Request for Recognition
(Date) *(Description of document(s))*
and Declaration of Barbara Buikema in Support of
Carmel Area Wastewater District's Opposition to
Local 792's Amended Request for Recognition in Case No. SF-RR-1038-M.
(Description of document(s) continued) *PERB Case No., if known)*

on the parties listed below by (check the applicable method(s)):

placing a true copy thereof enclosed in a sealed envelope for collection and
delivery by the United States Postal Service or private delivery service following
ordinary business practices with postage or other costs prepaid;

personal delivery;

electronic service - I served a copy of the above-listed document(s) by
transmitting via electronic mail (e-mail) or via e-PERB to the electronic service
address(es) listed below on the date indicated. *(May be used only if the party
being served has filed and served a notice consenting to electronic service or has
electronically filed a document with the Board. See PERB Regulation 32140(b).)*

(Include here the name, address and/or e-mail address of the Respondent and/or any other parties served.)

Mr. Ryan Heron
Labor Relations Representative
United Public Employees of California Local
792
1800 Park Marina Drive
Redding, California 96001

I declare under penalty of perjury under the laws of the State of California that the
foregoing is true and correct and that this declaration was executed on May 5, 2023,
(Date)
at San Francisco, California.
(City) *(State)*

Qianxi Loo



(Type or print name)

(Signature)



Carmel Area Wastewater District

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

Barbara Buikema
General Manager
Ed Waggoner
Operations Superintendent
Robert R. Wellington
Legal Counsel

Board of Directors
Gregory D'Ambrosio
Michael K. Rachel
Robert Siegfried
Ken White
Kevan Urquhart

May 24, 2023

Jeremy Zeitlin
Senior Regional Attorney
California Public Employment Relations Board
1515 Clay Street, Suite 2206
Oakland, CA 94612-1403

Re: United Public Employees of California, Local 792 and Carmel Area Wastewater District
Case No. SF-RR-1038-M

Dear Mr. Zeitlin:

We believe that the "Excluding" list should include the Principal Engineer position. The Plant Engineer and the Principal Engineer are essentially the same position, just with different areas of responsibility.

The District voluntarily recognizes United Public Employees of California, Local 792 as the exclusive representative of the unit.

Sincerely,

Barbara Buikema
General Manager

cc: Ryan Heron, Labor Relations Representative, UPEC/LiUNA Local 792 (rheron@upec792.com)
Richard Bolanos, Liebert Cassidy Whitmore
Cindy Allen, Liebert Cassidy Whitmore
Robert Wellington, legal counsel
Stephanie Atigh, legal counsel

PROOF OF SERVICE

I declare that I am a resident of or employed in the County of Monterey,
State of CA. I am over the age of 18 years. The name and address of my
Residence or business is Carmel Area Wastewater District
3945 Rio Road, Carmel, CA 93922

On May 24, 2023, I served the Letter of Recognition
(Date) *(Description of document(s))*
(Description of document(s) continued) in Case No. SF-RR-1038-M
PERB Case No., if known

on the parties listed below by (check the applicable method(s)):

- placing a true copy thereof enclosed in a sealed envelope for collection and delivery by the United States Postal Service or private delivery service following ordinary business practices with postage or other costs prepaid;
- personal delivery;
- electronic service - I served a copy of the above-listed document(s) by transmitting via electronic mail (e-mail) or via e-PERB to the electronic service address(es) listed below on the date indicated. *(May be used only if the party being served has filed and served a notice consenting to electronic service or has electronically filed a document with the Board. See PERB Regulation 32140(b).)*

(Include here the name, address and/or e-mail address of the Respondent and/or any other parties served.)
Jeremy Zeitlin, California Public Employment Relations Board
1515 Clay Street, Suite 2206
Oakland, CA 94612
Ryan Heron
1800 Park Marina Drive
Redding, CA 96001-0913
rheron@upec792.com

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was executed on May 24, 2023,
(Date)
at Carmel, CA
(City) *(State)*

Barbara Buikema



(Type or print name)

(Signature)



May 22, 2023

Jeremy Zeitlin
Senior Regional Attorney
California Public Employment Relations Board
1515 Clay St, Ste 2206
Oakland, CA 94612

Re: *United Public Employees of California, Local 792 and Carmel Area Wastewater District
Case No. SF-RR-1038-M*

Dear Mr. Zeitlin,

United Public Employees of California (LIUNA), Local 792 submits the following response to your letter dated May 9, 2023 regarding the Carmel Area Wastewater District's objections to the inclusion of three classifications within the proposed bargaining unit that we are seeking to represent.

The Union does not contest the District's assertion that the three classifications of Laboratory Supervisor, Operations Supervisor, and Administrative Assistant/Board Clerk are not appropriate for inclusion in the bargaining unit.

The Union wishes to proceed with recognition for the remaining classifications in the petition for representation.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Ryan Heron".

Ryan Heron
Labor Relations Representative,
UPEC/LIUNA Local 792

PROOF OF SERVICE

I declare that I am a resident of or employed in the County of Monterey,
State of CA. I am over the age of 18 years. The name and address of my
Residence or business is LIUNA (UPEC) Local 792
1800 Park Marina Dr Redding, CA 96001

On 12/13/2022, I served the Position Statement
(Date) (Description of document(s))

(Description of document(s) continued) in Case No. SF-RR-1038-M
PERB Case No., if known)

on the parties listed below by (check the applicable method(s)):

placing a true copy thereof enclosed in a sealed envelope for collection and
delivery by the United States Postal Service or private delivery service following
ordinary business practices with postage or other costs prepaid;

personal delivery;

electronic service - I served a copy of the above-listed document(s) by
transmitting via electronic mail (e-mail) or via e-PERB to the electronic service
address(es) listed below on the date indicated. (May be used only if the party
being served has filed and served a notice consenting to electronic service or has
electronically filed a document with the Board. See PERB Regulation 32140(b).)

(Include here the name, address and/or e-mail address of the Respondent and/or any other parties served.)

Barbara Buikema
General Manager,
Carmel Area Wastewater District
3945 Rio Rd
Carmel, CA 93922

I declare under penalty of perjury under the laws of the State of California that the
foregoing is true and correct and that this declaration was executed on 5/22/2022,
(Date)

at Seaside, CA
(City) (State)

Ryan Heron
(Type or print name)

Ryan Heron
(Signature)

PROOF OF SERVICE

I declare that I am a resident of or employed in the County of Alameda, California. I am over the age of 18 years and not a party to the within entitled cause. The name and address of my residence or business is Public Employment Relations Board, San Francisco Regional Office, 1515 Clay Street, Suite 2206, Oakland, CA, 94612-1403.

On June 2, 2023, I served the Voluntary Recognition Exclusive Rep regarding Case No. SF-RR-1038-M on the parties listed below by

I am personally and readily familiar with the business practice of the Public Employment Relations Board for collection and processing of correspondence for mailing with the United States Postal Service, and I caused such envelope(s) with postage thereon fully prepaid to be placed in the United States Postal Service at Oakland, California.

Personal delivery.

Electronic service (e-mail).

Ryan Heron, Labor Relations Representative
United Public Employees of California Local 792
1800 Park Marina Drive
Redding, CA 96001
Email: rheron@upec792.com

Barbara Buikema
Carmel Area Wastewater District
3945 Rio Rd
Carmel, CA 93922
Email: Buikema@cawd.org

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed on June 2, 2023, at Oakland, California.

Aryana M Kazimi

(Type or print name)



(Signature)

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: June 29, 2023
Subject: Carmel Meadows Pipeline Replacement Project
#19-03

RECOMMENDATION

It is recommended that the Board of Directors direct staff to move forward with the county permitting and confirm the District's future ownership of the four ejector pumps.

BACKGROUND

On April 20, 2022 a community meeting with all affected neighbors was held via Zoom in order to present the Carmel Meadows Pipeline Replacement Project (Project) and explain the reasons for the design configuration and need for the Project. An invitation was sent to all of the residences adjacent to the project. On June 30, 2022, your Board approved the Project and adopted an Initial Study/Mitigated Negative Declaration (IS/MND) for the Project. As analyzed in the IS/MND and as approved by Your Board, the Project includes four ejector pumps.

Since that time, staff have been pursuing a coastal development permit from Monterey County. Two meetings with the Land Use Advisory Committee (LUAC) were held and a site visit to demonstrate the need to replace the existing line. Rather than evaluate the project that was presented to the committee, the LUAC chose to take public testimony and request that a different project be constructed.

After the LUAC meetings, staff reached out to the Regional Water Quality Control Board (RWQCB), Coastal Commission staff and Planning Department staff to verify that staff was pursuing the best option from their standpoint. Both the RWQCB and Coastal Commission staff indicated that they wanted the pipeline redirected as approved by the District Board.

DISCUSSION

The residents in the area have repeatedly expressed their concerns about ejector pumps and pump stations in general. These concerns include: paying for electricity, electrical outages, maintenance, future replacement pump costs and generator related issues.

CAWD staff have been working together to brainstorm ways to address the residents' concerns. We have determined that the District can own and operate the four ejector pumps within the District's existing pipeline easement and provide power to the four ejector pumps and Mariposa Pump Station from the Calle La Cruz pump station, which would eliminate the need for additional generators. The figure below shows a schematic of how this would be accomplished.



The IS/MND thoroughly analyzed potential environmental impacts from four ejector pumps and the Project as approved contemplated four ejector pumps. The District's proposed ownership of the ejector pumps and electrical connections to the pump stations do not make any changes to the Project as approved and do not themselves make any physical changes to the environment. Specifying that the District will own the ejector pumps, locate them within the District's existing pipeline easement and provide electrical connection to the pump stations is not a separate "project" under the California Environmental Quality Act (CEQA) and it does not change the approved Project. Rather, this proposal simply implements the already approved Project and addresses the residents' concerns. No further environmental review is necessary.

CONCLUSION

It is the District Engineer's opinion that the District should move forward with County permitting and accept ownership of the ejector pumps in this project.

Carmel Area Wastewater District

WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

Construction Progress Report

June 16th, 2023

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		4	
Value Added Change Order Cost ⁽¹⁾	% of Bid Amount	\$59,212.57	0.81%
Non Value Added Change Order Cost ⁽²⁾	% of Bid Amount	\$73,505.95	1.0%
Total Change Order Cost	% of Bid Amount	\$132,718.52	1.8%
Current Contract Value		\$7,424,218.52	
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		646 Days	
Weather Days: Accepted to Date		5 Days	
Contract Change Order(s) Time Extension		0 Days	
Current Contract Completion Date		March 11 th , 2023	
Contract Progress Summary			
Total Project Time Expended		118%	
Total Project Construction Cost Expended		76% (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 focused on installation and commissioning of mechanical equipment at the Influent and Headworks, and start of mechanical work at the Effluent Building.

2.1.1 Submittals

Submittals reviewed this month included signage, HVAC equipment, pipe support fabrication drawings, and various startup reports.

2.1.2 PLC Programming

PLC programming by Frisch Engineering is in progress.

2.2 Site Work

2.2.1 Potholing/Locating Existing Utilities

None.

2.3 Sludge Holding Tank Replacement

Now that the ground has adequately dried up from the winter rains, Clark Bros began finish grading and subgrade preparation for paving in the area where the demolished sludge tanks stood.

2.4 Influent Pump Station Rehab

The second new Influent Pump was commissioned this month. Following that, installation commenced on the third new Influent Pump and associated piping. New electrical from the new MCC was hooked up to several existing equipment motors in the Influent Pump Station.

2.5 Headworks Rehab

The second mechanical barscreen was installed and commissioned this month, completing the installation of the new Headworks screens. In addition, the new grit removal system was installed and commissioned.

2.6 Chlorination Building Rehab/3W System Improvements

No work observed. Work pending MCC delivery.

2.7 Effluent Pump Station Rehab

Preparation work began for the temporary bypass of the Effluent Pump Station that is planned for July. The temporary bypass will allow installation of the new MCC and mechanical improvements in this existing pump station. Preparation work included new piping tie-ins and onsite meetings with the temporary pump supplier to plan the upcoming installation.

Section 3: Project Issues

On September 1st, 2022, Clark Bros notified CAWD that the MCC were experiencing extended delays beyond what was previously anticipated and that the MCC may not be onsite until June of 2023. CAWD sent a notice to Clark Bros on September 7th, 2022 stating that CAWD will incur financial loss if the work is not completed in the Contract Time, and reaffirming that there hasn't been a change to the Contract Time stipulated in the Agreement.

Clark Bros has been working diligently with the supplier in getting the MCC onsite without significant delays. The Influent Pump Station MCC was delivered on March 2nd, 2023. The Headworks MCC was delivered on March 24th, 2023. The Chlorination Building MCC and the Effluent Building MCC are projected to arrive onsite in July.

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	58	1
Submittals	185	8

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)	12	0	0	NA
Change Orders	4	1	0	\$132,718.52

Section 6: Project Schedule and Budget

6.1 Schedule

MCC deliveries have been a moving target and have already delayed the project by about 6 months. The remaining two MCC are estimated to arrive onsite in July. Clark Bros and CAWD are currently negotiating a potential time extension to account for delays in MCC procurement.

6.2 Budget

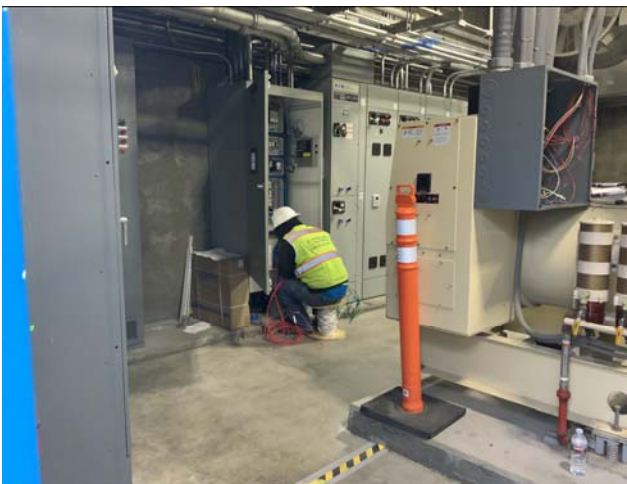
At this time the approved change orders amount to 1.8% of the project cost. The project management team is continually monitoring the costs of potential changes to manage costs.

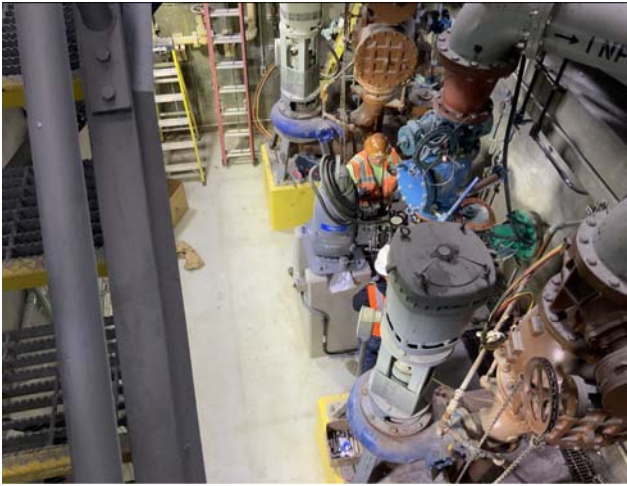
Currently the amount to be paid to CBI is 76% (not including retention) of the total approved budget (83% with retention).

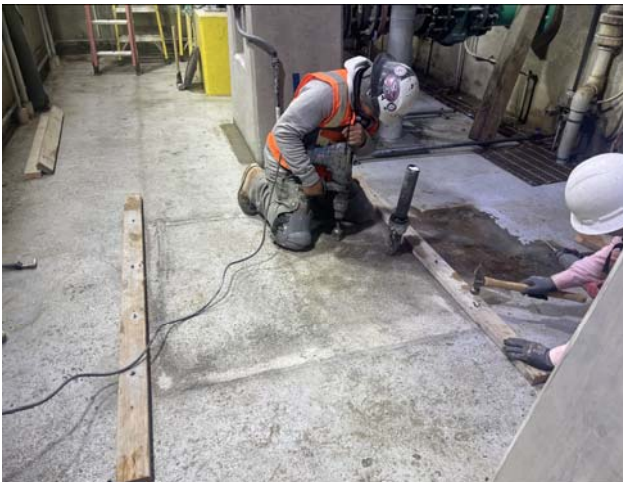
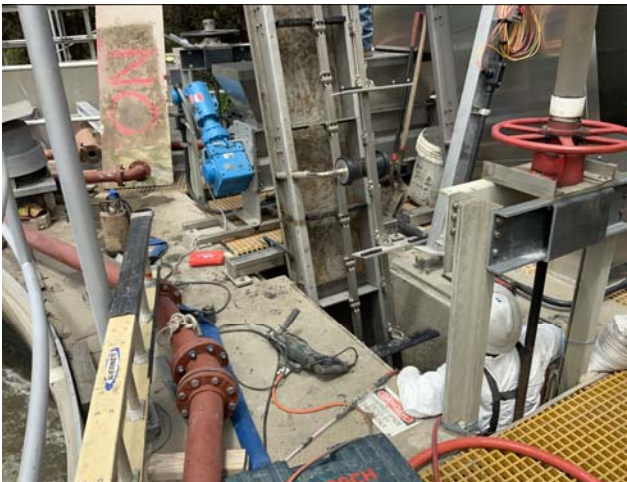
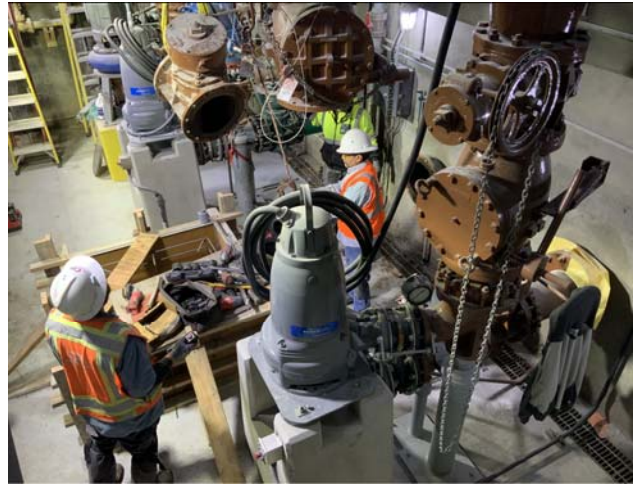
Section 7: Photos

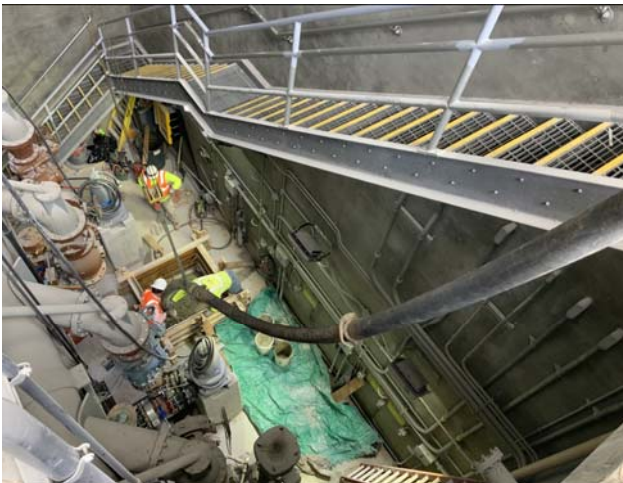
- Influent Pump Station Rehab
 - Headworks Rehab
 - Sludge Holding Tank Replacement
 - Effluent Pump Station Rehab
-

Photos:
Influent Pump Station Rehab

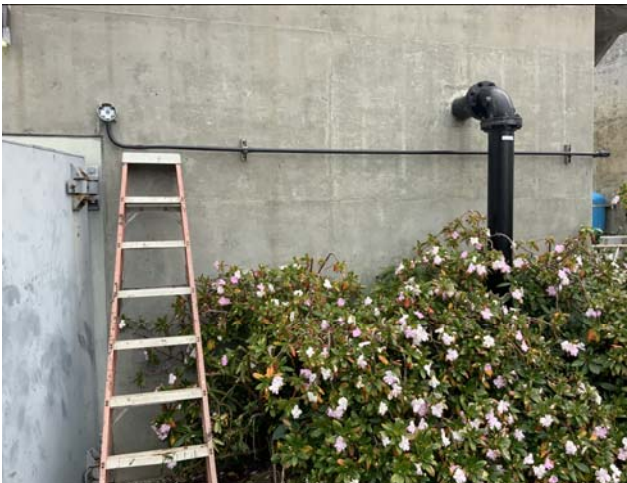
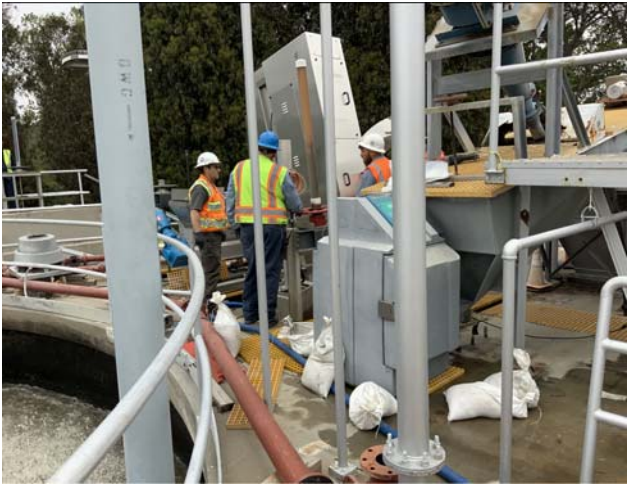




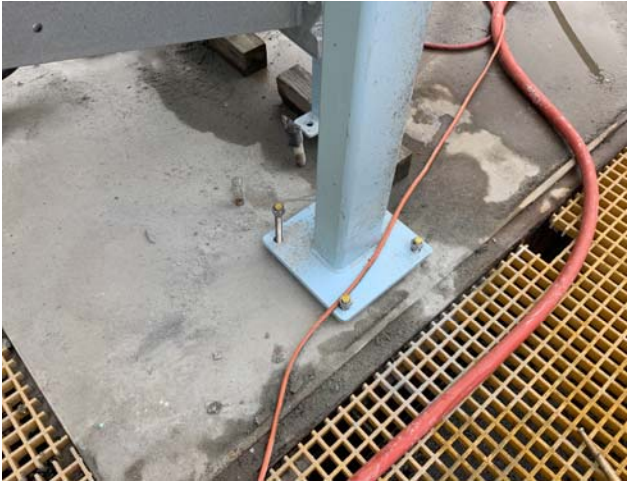




Photos:
Headworks Rehab











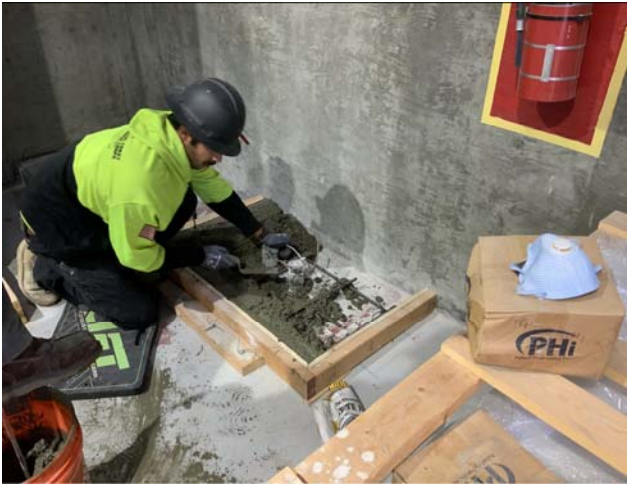
Photos:
Sludge Holding Tank
Replacement





Photos:
Effluent Pump Station Rehab







STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 29, 2023

Subject: Pebble Beach Community Services District (PBCSD)- Regular Board Meeting on May 26, 2023

DISCUSSION

Agenda items from May 26, 2023, meeting that are of specific interest to this District:

- Total cash balance at the end of April 2023 was \$32.8M; of that \$23.3M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues with user fees making up 22% of the total actual cost of wastewater operations.
- Total revenues through April 2023 in the cash-based budget were \$23.6M or 80% of the FY22-23 budget. Total expenditures were \$13.8M or 47% of the FY22-23 budget.
- The Board accepted the Treasurer's Report of Investments for the Quarter ending March 31, 2023.
- The Board approved an agreement to provide engineering and field support services required for fire hydrant testing in an amount not to exceed \$150,000.
- Approximately 113 million gallons (MG) or 347 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 98% of permitted capacity. The storage volume is 13% higher than the historic average of 100 MG or 307 AF.
- Average daily wastewater flow of 547,000 gallons per day (GPD) was measured in April at the PBCSD-Carmel gate. This represents 38% of the total monthly flow at the Carmel Area Wastewater District (CAWD) treatment facility. The measured PBCSD flows were 17% above the five-year average of 468,000 gpd for April. The CAWD flows were 9% above the five-year average of 1,220,000 gpd for April.

- Total irrigation water demand for the 2023 calendar year through April was 89 AF. Total demand for the calendar year is 43% below the 5-year average of 155 AF through April. The month of March reflected a net storage decrease of 4M gallons as the reservoir dropped from full capacity of 115 MG down to 111 MG.
- The District extended the contract with the California Highway Patrol for supplemental law enforcement and security services to June 30, 2024.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
Aug -22	35.881	24.412	11.469	31.96%
Sept - 22	33.941	23.173	10.768	31.73%
Oct -22	31.961	22.411	9.55	29.88%
Nov - 22	34.002	22.641	11.361	33.41%
Dec -22	57.963	33.771	24.192	41.74%
Jan -23	81.216	45.825	35.391	43.58%
Feb-23	43.194	26.652	16.542	38.30%
Mar-23	102.585	72.259	30.326	29.56%
Apr - 23	43.486	27.079	16.407	37.729%
Total	464.229	298.223	166.006	35.759%

FUNDING

Informational item only

Oral Report - Road Work Update

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

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:
Friday, June 30, 2023, at 9:30 a.m. – President White is scheduled to attend.
Friday, July 28, 2023, at 9:30 a.m. – Director D’Ambrosio is scheduled to attend.
Friday, August , 2023 – No PBCSD Meeting

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, July 18, 2023, at 6:00 p.m. –President White is scheduled to attend.
Tuesday, October TBD , 2023, at 6:00 p.m. –Director Rachel are scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 7, 2023, at 9:30 a.m. President White and Director Rachel is scheduled to attend.

CLOSED SESSION

A. Public Employee Performance Evaluation

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

B. Public Employee Performance Evaluation

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

Adjournment