



# CARMEL AREA WASTEWATER DISTRICT

## Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

May 30, 2024

Thursday

9:00AM

**From:** [Barbara Buikema](#)  
**To:** [Domine Barringer](#)  
**Subject:** FW: New form submission received: Contact Us  
**Date:** Wednesday, May 1, 2024 4:26:44 PM

---

Please place this one in the Board packet

Thanks  
Barbara

---

**From:** Streamline <noreply@specialdistrict.org>  
**Sent:** Wednesday, May 1, 2024 4:25 PM  
**To:** Downstream Distribution Group <downstream@cawd.org>; Domine Barringer <barringer@cawd.org>; Barbara Buikema <Buikema@cawd.org>  
**Subject:** New form submission received: Contact Us

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.

Logo used for headers



## Contact Us

<b>Your name:</b>	Elizabeth Cervantes
<b>Your email:</b>	<a href="mailto:etc1103@comcast.net">etc1103@comcast.net</a>
<b>Subject:</b>	Thank you

<b>Message:</b>	Hello, Everyone at CAWD. THANK YOU for keep the rates the same for the upcoming fiscal year. That is amazing! I hope all of your customers appreciate it--no one is keeping their rates the same, especially PG&E. Thank you for the good work you do and for being so fiscally responsible.
<b>Attachment:</b>	

[Reply / Manage](#)

Powered by [Streamline](#).

Carmel Area Wastewater District

May3, 2024

Atten: Board of Directors

Ken White, President

Members of the Board

Re Landscape Design and Construction Plans

Dear Board Members,

Congratulations to all for your diligence completing improvements restoring CAWD's treatment plant. Doing this hard work rendered great benefits for our entire community. As a direct result of your excellent financial approach, superb design and construction, the results are already being realized as reflected in energy savings and reduced rate adjustments for the past two years. Just outstanding!

I am writing to encourage you to continue your path restoring the plant by moving forward developing a comprehensive landscape plan and making that a reality.

The timing is right considering funding has been set aside in the CIP. Eucalyptus, an invasive tree species, needs replacing, and new fast growing replacement trees planted to screen the treatment plant. The gate entry and interior landscaped areas of the plant also need significant improvement.

Looking into the foreseeable future, CAWD will have to prepare a restoration plan for Rio Park and vegetation screening commitments to your residential neighbors adjacent to the Bridge to Everywhere Project.

I encourage board members to approve completing development of the landscape design and construction plans for both the Sanitary Plant Grounds and the BTE/Rio Park Project.

Respectfully,  
Greg D'Ambrosio  
CAWD Fan

*Chair to request any agenda  
changes or list any known  
agenda changes*

# *Introduction of New Staff Member*

*Recognition & Promotion Collection*  
*Worker II*

# CERTIFICATE OF APPRECIATION

Proudly presented to

*Carmel Area Wastewater District*

In recognition for your outstanding contribution as a valued employer and partner. Your dedication, support, and collaboration have greatly contributed to the success of our organization.

*Lindsay Peelman*

Lindsay Peelman  
Business & Work  
Experience Instructor

*Herbert Cortez*

Herbert Cortez  
Associate Dean of  
Instruction-STEM

*Carla Becerra*

Carla Becerra  
Work-Based Learning  
Coordinator





**CARMEL AREA WASTEWATER DISTRICT  
REGULAR BOARD MEETING MINUTES  
Thursday, 9:00 a.m., April 25, 2024  
3945 Rio Road  
Carmel, California 93950**

*Via Teleconference Webinar & In Person with Proof of Vaccination*

---

**CALL TO ORDER - ROLL CALL** - The meeting was called to order at 9:00 a.m.

*\*Signifies Virtual Attendance*

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

**Absent:**

**A quorum was present.**

**Others:** Barbara Buikema, General Manger Carmel Area Wastewater District (CAWD or District)  
Domine Barringer, Board Clerk, CAWD  
Patrick Treanor, District Engineer, CAWD  
Jeff Bandy, Principal Engineer, CAWD  
Ed Waggoner, Plant Superintendent, CAWD  
Kevin Young, Plant Operations Supervisor, CAWD\*  
Carla James, Laboratory Supervisor, CAWD\*  
Chris Foley, Maintenance Superintendent, CAWD  
Daryl Lauer, Collections Superintendent, CAWD  
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel  
Jeffrey Froke, Director, Pebble Beach Community District  
Mike Niccum, General Manager, PBCSD  
Nick Becker, Deputy General Manager, District Engineer, PBCSD

**In Person Public Attendees:**

**\*Virtual Public Attendees:**

Steve Thomas |TBC Communications

- 1. *Appearances/Public Comments:*** *Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

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

*There was Board consensus to pull agenda item #24 regarding the post mortem report on Corona Road to allow additional time for further review.*

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

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

### **Board Action**

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

3. March 20,2024 Bridge To Everywhere Minutes, March 28,2024 Regular Meeting Minutes, March 28,2024 Special Meeting Minutes, April 17, 2024 Bridge To Everywhere Minutes, April 19, 2024 Investment Committee Minutes
4. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)-March 2024
5. Receive and Accept Schedule of Cash Receipts & Disbursements- March 2024
6. Approve Register of Disbursements – Carmel Area Wastewater District-March 2024
7. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –March 2024
8. Receive and Accept Financial Statements and Supplementary Schedules – *March 2024*
9. Receive and Accept Collection System Superintendent’s Report –March, February & January 2024
10. Receive and Accept Safety and Regulatory Compliance Report –March 2024
11. Receive and Accept Treatment Facility Operations Report – March, February & January 2024
12. Receive and Accept Laboratory/Environmental Compliance Report – March 2024
13. Receive and Accept Capital Projects Report/Implementation Plan
14. Receive and Accept Project Summaries – Capital & Non-Capital
15. Receive and Accept Plant Operations Report – March 2024
16. Receive and Accept Maintenance Projects Report – March 2024
17. Receive and Accept Source Control-Environmental Compliance Report-March 2024

## **ACTION ITEMS BEFORE THE BOARD**

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

## **RESOLUTIONS**

- 18. Resolution No. 2024-21:** A Resolution Accepting The Lowest Responsible And Responsive Bid For The “Wastewater Treatment Plant Vactor Receiving Station Project” (Project #22-06), Awarding Construction Contract, And Authorizing A Change Order Allowance- *Report by Principal Engineer, Jeff Bandy*

*A Motion To Approve The Resolution Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-21 Accepting The Lowest Responsible And Responsive Bid For The “Wastewater Treatment Plant Vactor Receiving Station Project” (Project #22-06), Awarding Construction Contract To Monterey Peninsula Engineering, Inc. (MPE), And Authorizing A Change Order Allowance.*

- 19. Resolution No. 2024-22:** A Resolution Authorizing The General Manager To Execute An Amended Contract With Kennedy/Jenks Consultants For Professional Services In An Amount Not To Exceed \$87,090 To Provide Engineering Services During Construction For The “Wastewater Treatment Plant (WWTP) Vactor Receiving Station Project”- *Report by Principal Engineer, Jeff Bandy*

*A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-22 Authorizing The General Manager To Execute An Amended Contract With Kennedy/Jenks Consultants For Professional Services In An Amount Not To Exceed \$87,090 To Provide Engineering Services During Construction For The “Wastewater Treatment Plant (WWTP) Vactor Receiving Station Project.*

- 20. Resolution No. 2024-23:** A Resolution Authorizing The General Manager To Enter Into A Contract With National Auto Fleet Group For The Purchase Of A Pipe-Hunter Sewer Cleaning Truck Not To Exceed An Amount Of \$302,013- *Report by Superintendent of Collections, Daryl Lauer*

*A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By President White. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-23 Authorizing The General Manager To Enter Into A Contract With National Auto Fleet Group For The Purchase Of A Pipe-Hunter Sewer Cleaning Truck Not To Exceed An Amount Of \$302,013.*

***An Additional Motion was made by Director Cole and was seconded by President White referring the original contract on the previous vehicle to legal counsel to review to see if the District has any recourse. The Board was in consensus with this additional motion.***

- 21. Resolution No. 2024-24:** A Resolution Amending The Vehicle Use Policy To Eliminate The Accident Section That Requires Employees Pay For The First \$2,000 In Physical Damages If They Are At Fault- *Report by General Manager, Barbara Buikema*

***A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-24 Amending The Fees In The Vehicle Use Policy To Eliminate The Accident Section That Requires Employees Pay For The First \$2,000 In Physical Damages And If They Are At Fault to also remove the penalty of \$25.00 for a traffic violation.***

- 22. Resolution No. 2024-25:** A Resolution Authorizing The General Manager To Enter Into A Professional Services Agreement With Enterprise Automation In Fiscal Year 2023-24 In An Amount Not To Exceed \$150,000- *Report by Superintendent of Maintenance Chris Foley and Principal Engineer, Jeff Bandy*

***A Motion To Approve The Resolution Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-25 Authorizing The General Manager To Enter Into A Professional Services Agreement With Enterprise Automation In Fiscal Year 2023-24 In An Amount Not To Exceed \$150,000.***

## **COMMUNICATIONS**

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

- *Director Siegfried requested the addition of the collaborative Sea Level Rise letter*

## **OTHER ITEMS BEFORE THE BOARD**

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

***Action Required*** – *Requesting A Motion to Accept The Report*

***The Board was in consensus to pull this item from the agenda to allow additional time for review.***

- 25. Carmel Area Wastewater District’s Staff Report- Audit, June 30,2023–** *Report by General Manager, Barbara Buikema*

***Action Required*** – *Requesting A Motion to Accept the Fiscal Year Ending Audit Report As of June 30,2023*

*The report presented under separate cover*

***A Motion To Accept The District Audit Report Was Made By President White And Seconded By Director Rachel, With A Yes Vote By Directors Rachel and Urquhart, and President White, Director Cole Abstaining, And Director Siegfried With A No Vote. Following A Roll Call Vote, The Motion To Accept The Report Was Approved.***

- 26.** Board Retreat- Requesting a date and time from the Board

***Action Required – Requesting A Date and Time  
For A Board Only Retreat***

***The Board Was In Consensus To Have A Retreat, Which Would Include The Discussion Of The Coaching Project And The Post Mortem Report On Corona Road. The Date And Time Is To Be Determined.***

## **INFORMATION/DISCUSSION ITEMS**

- 27.** Pebble Beach Community Service District Meeting March 23, 2024,-*Report by General Manager, Barbara Buikema*
- 28.** Ultraviolet Light Exposure Safety Update *Report by Superintendent, Chris Foley*
- 29.** Presentation Scenic Road *Report by District Engineer, Patrick Treanor*
- *This presentation will be provided to the general public, Carmel Residence Association, City Council, Carmel Chamber of Commerce, And Others.*
  - *Two large sewer projects (Scenic Road and Santa Rita and Guadalupe) in residential areas that will impact the public*
  - *Short video was presented showing underground stresses, cracks in clay pipe, and root intrusion*
  - *Short video was presented showing what a pipe replacement looks like with an explanation of the pipe bursting process*
  - *Road closure will occur but pedestrian traffic will not be impacted*
  - *Weekend and nights the roadway will be open but there is no overnight parking*
  - *Work will occur during the off season after the AT&T Pro Am and other events*
  - *No work on the weekends or at night*
  - *A request will be made to not use their sewer facilities for an 8 hour period and flyers will be posted on the designated day.*
- 30.** Quarterly Special District Meeting Minutes, April 17,2024- *Report by General Manager, Barbara Buikema*
- *President White encouraged all of the Board members to read about the proposed new bills.*

### **31. 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, April 26, 2024, at 9:30 a.m. – Director Cole is scheduled to attend.*  
*Friday, May 31, 2024, at 9:30 a.m. – Director Urquhart is scheduled to attend.*

**Special Districts Association of Monterey County** – The next SDA meeting is scheduled for:  
*Tuesday, April 16, 2024, at 6:00 p.m. –President White is scheduled to attend*  
*Tuesday, July 16, 2024, at 6:00 p.m. –Director Rachel is scheduled to attend.*

**Reclamation Management Committee (RMC) Meeting** – The next RMC meeting is scheduled for:  
*Tuesday, May 7, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.*

### **32. ADJOURNMENT**

*There being no further business to come before the Board, the President adjourned the meeting at 10:42 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, June 27, 2024, or an alternate acceptable date, via teleconference webinar.*

***As Reported To:***

---

*Domine Barringer, Board Clerk*

***APPROVED:***

---

*Ken White, President of the Board*



**CARMEL AREA WASTEWATER DISTRICT**  
**BRIDGE TO EVERYWHERE**  
**STANDING COMMITTEE MEETING MINUTES**  
*May 15, 2024, Wednesday, 2:00 p.m.*

**Via teleconference and in-person**

---

**CALL TO ORDER - ROLL CALL:**

The meeting was called to order at 2:02 p.m.

**Present:** President Ken White  
Director Mike Rachel

*\*Signifies Virtual Attendance*

**Other Attendees:**

Barbara Buikema, General Manager  
Patrick Treanor, District Engineer  
Mayor Dave Potter, City of Carmel-by-the-Sea  
Katherine Wallace, Associate Planner, City of Carmel-by-the-Sea  
Greg D'Ambrosio-Friends of Mission Nature Preserve Trail  
Laura Bowling, Friends of Mission Trail Nature Preserve  
Doug Schmitz, Friends of Mission Trail Nature Preserve  
Brett Bell, Terracon-Restoration Ecologist, Local Biologist/Botanist  
Brent Cox, Terracon - Scientist  
Paul Bartow, Citizen Representative  
Dan Paul, Chief Operating Officer, Carmel Unified School District (arrived 2:10 pm)

**Absent:** Albert Ramirez, Principal, Carmel River School

**Appearances/Public Comments: None**

**Agenda Changes:**

**AGENDA ITEMS:**

1. **Appearances/Public Comments:** *Anyone wishing to address the Committee on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person per topic. No action shall be taken on any item not appearing on the agenda.*
2. **Agenda Changes: Any requests to move an item on the agenda will be considered at this time.**  
*The group was notified that Mr. Ramirez would be arriving later on.*

### 3. INFORMATION/DISCUSSION ITEMS:

*Brief Introduction of Brett Bell and Brent Cox of Terracon.*

#### **Presentation & Discussion:**

- Alberto Ramirez, Principal, Carmel River Elementary School

*Mr. Ramirez was running late and the suggested arrival time was to be at 3 p.m..  
Mr. Ramirez did not attend the meeting*

- BTE Presentation

*At the start of the meeting the General Manager, Barbara Buikema, requested that the BTE presentation be presented when Mr. Ramirez and Dan Paul, Chief Operating Officer, Carmel Unified School District are at the meeting.*

*President White stated that a BTE presentation will be done on Monday, June 3<sup>rd</sup> for the Carmel Residents Association.*

#### **Discussion Of Benefits To The City of Carmel-by-the-Sea & The Public:**

- This project will engage and bring together participants locally, regionally, and globally to the natural beauty of the Carmel Area by experiencing the extended walking and hiking trails, stimulating economic opportunity across our tourism and local economy ecosystem. Parts of the trail will be accessible to people with disabilities
- Creates a major trail connection for residents and visitors walking or biking from Carmel south and north over the Carmel River
- Will improve the well-being and health of our residents, including by drawing in other local communities from across Monterey County and adjacent counties to participate in healthy outdoor activities and to learn about/appreciate the beauty of our natural resources.
- Elevates Carmel-by-the Sea's marketing and publicity opportunities, which will drive tourism, particularly as a marketing resource for the Carmel Hotel Owners Associations and other local businesses.
- Will motivate more people to access BTE's connection spaces without needing to create new parking areas.
- Opening Rio Park creates a new 6.5-acre passive-use park for safe walking and biking with a modest city investment. This is the first new park in 34 years.
- Rio Park area will maintain a modest, restricted Public Works/Forestry materials storage compound.
- Addition of Rio Park to the City's public open spaces with active/passive recreational opportunities.
- Rio Park's design will be a dual-purpose infrastructure concept for the retention and processing of stormwater.
- Rio Park's design will provide some seasonal flooding relief.
- A new crosswalk at Mission Trail Nature Preserve Rio Road will create a dual-purpose safe pathway for children and other walkers to circumvent busy Rio Road in order to access the youth baseball field and the Carmel Mission Basilica.
- Future opportunities to expand and improve "Flows to the Bay".



*Additional comments were made by Laura Bowling stating the meeting with the City went well. A sample lease will be prepared and a written response to the questions the City asked for will be provided by District.*

*There was a discussion about the need to clean up the Rio Park site. Mayor Potter responded that a schematic be drawn up with the ingress and egress and how the easements will be addressed, any parking needed, would there be the ability to store building material at the site or elsewhere at a District property.*

*At 2:13 pm Laura Bowling and Patrick Treanor went through the BTE presentation and discussed:*

- *10 public access walking trails*
- *Safety for the youth walking to school*
- *Increasing public access and improving the community well being*

*President White suggested changing the terminology from park to nature preserve. This language change will be investigated.*

*Patrick Treanor stated that the new bridge would be ADA compliant.*

*Brett Bell is interested in keeping apprised of this project.*

#### **General Discussion Items:**

##### **4. Future Protocols:**

- This committee has recurring meetings on the 3<sup>rd</sup> Wednesday of each month.
- Items that are to be placed on the agenda for next month must be received eight days prior to each meeting.
- All communication response turnaround time is within 24 hours or less (e.g. phone calls, emails, invitation request, information request).
- Next assigned target goals will require your focus in order to meet targeted deadlines.

*Greg D'Ambrosio brought up that action is needed by the City regarding the annexation of Rio Park from the County. The City representative stated that it is policy not to initiate annexations but they would consider a request. Doug Schmitz stated the property in question belongs to the City. The City representative stated they will work with the City attorney to provide an answer.*

*President White requested to contact the neighbors in the area and explain the BTE project. Paul Bartow stated he will follow up on this request.*

##### **5. Initial Report On Rio Park- Protected Species Survey Results:**

- See initial field study of the Dusky footed woodrat nesting sites-recommendation is for a second field study in late fall.
- Storage Site or Alternate Option

##### **6. Topics of discussion:**

- Where are we on the easement? Do we have a definitive answer or do

we need to solicit a professional to make a final determination.

*Patrick is going to discuss this topic more with Doug Schmitz.*

- Rio Park Zone Designation- Currently this is under county jurisdiction until annexation by the City is completed. Requesting the City of Carmel-by-the-Sea start the annexation process to take control.
  - Discuss zoning designation

*The City representative will meet with the City attorney to provide an answer regarding annexation.*

7. **Requesting Status Update on the Logo Trademark:**

- What is the time line to securing the trademark?

*This is still in process per Laura Bowling*

- Are there any additional requirements?

*This is still in process per Laura Bowling*

8. **Designated Negotiating Team:** (Doug, Greg, Barbara, and Patrick)

- Requesting general discussion on negotiation issues.

*The meeting took place and an introduction was completed with Chip Rerig.*

9. **Schedule BTE Presentation to the City Council.**

- Suggested date and time

*Ken White will work with Mayor Potter to get a date.*

10. **Budget Expenditures Guidelines:**

- What are the staff's established expenditure limitation for the BTE?

*The Dusky Footed Woodrats nest are present and an assessment was completed. Greg D'Ambrosio asked how the expenses will be addressed as they come up. Barbara Buikema stated that a summary report will be provided to the BTE committee and the District current policy will be followed.*

- When do we need to submit approvals to the District board?

*When it exceeds the General Managers signing authority of \$35K.*

11. **Future identifiable Project Expenditures:**

- Pending protected species field survey report and map
- Trimming & general cleanup
- Cost of hauling log debris and spoils
- Clear debris and make site safe
- Identify costs as necessary

*Ken White stated these expenditures will be dependent on the City's reaction to cleaning up the site.*

*Patrick Treanor suggested that an item be agendaized regarding grants and/or funding in general. Laura Bowling stated that Brett's comment on educational aspects of this project could be grant funded. At the next board meeting could the types of grants be discussed.*

*Patrick Treanor also suggested a public bond funding, which will leave it up to the public to decide if the project should move forward.*

*Paul Bartow was concerned about the right of way through the Dioceses. Doug Schmitz is working on this communication.*

*Paul also asked if the District could consider clearing the area up so the bridge can be seen by the public.*

12. **BTE Outreach:**

- Who will manage the outreach and scheduling for our target audiences(s)

*Mike Rachel requested that other agencies be reached out (e.g. Sierra Club). Laura Bowling stated that the outreach will be at a grass root level until additional funding can be obtained. Laura suggested developing an outreach scheduling calendar.*

- *In written communication: Greg D'Ambrosio requested that Peninsula Bicycling Clubs be included in the public outreach (e.g., Monterey Velo Bicycle Club and Monterey Off Road Bicycling Associations)*

13. **ADJOURNMENT:** *The committee adjourned the meeting at 3:25. The next Bridge to Everywhere committee meeting will occur on Wednesday, June 19, 2024 at 2 p.m. The next regular Board meeting will be held at 9:00 a.m., Thursday, May 30, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, [www.cawd.org](http://www.cawd.org), calling the District office at 831-624-1248 or via email at [downstream@cawd.org](mailto:downstream@cawd.org).*

**AS REPORTED TO:**

---

**Domine Barringer, Board Clerk**

**APPROVED:**

---

**Ken White, President of the Board**



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

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

May 20, 2024

To the Board of Directors  
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of April 2024. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

- (1) We reviewed individual checks (or electronic images of individual checks or substitute checks). This procedure revealed check numbers 5662 through 5717 on your check register did not match the check numbers shown on the bank statement.
- (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 revealed check number 7242 does not appear to be an authorized check. The bank will issue credit for this check in May.
- (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

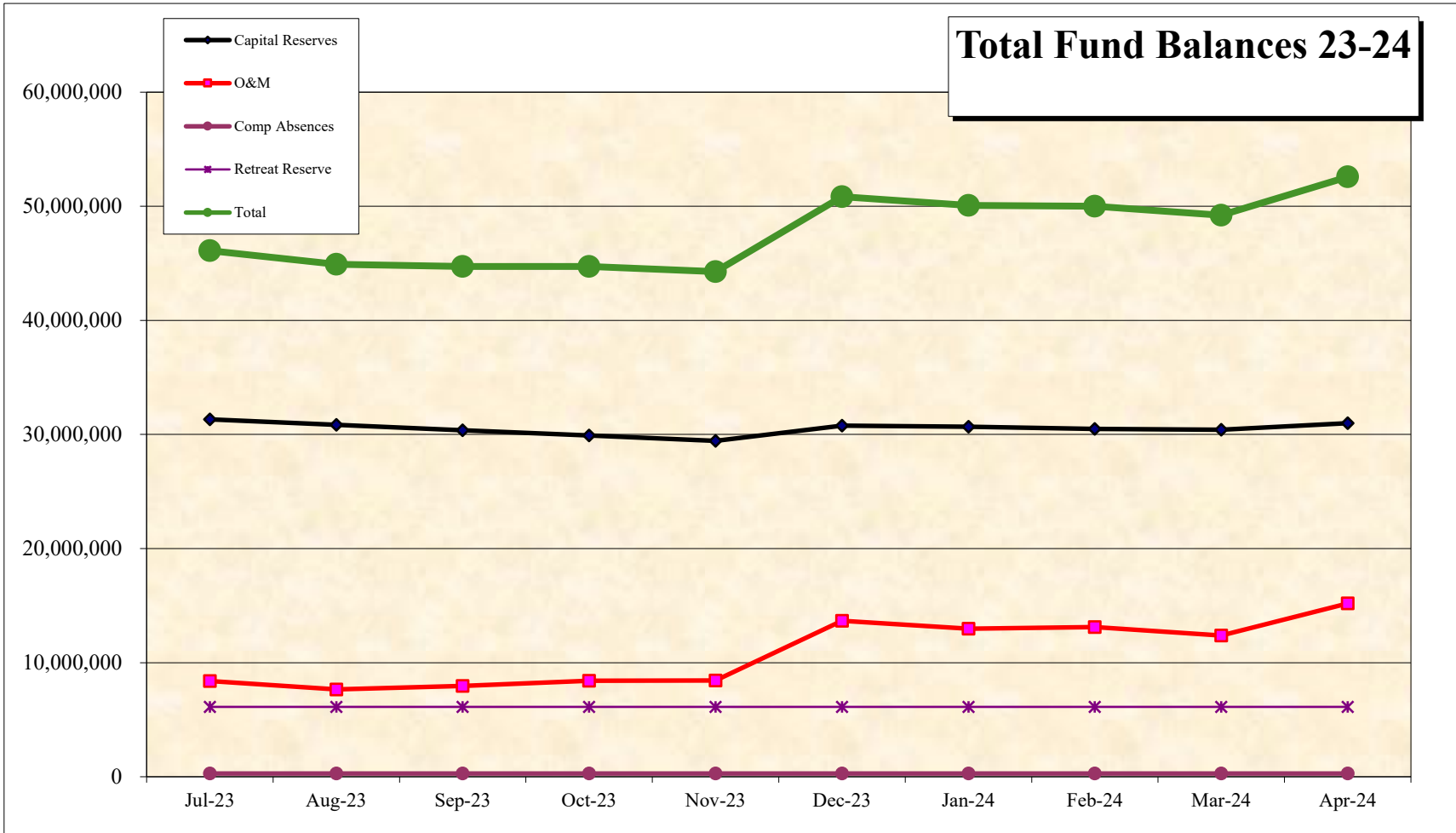
Principle

**CliftonLarsonAllen LLP**

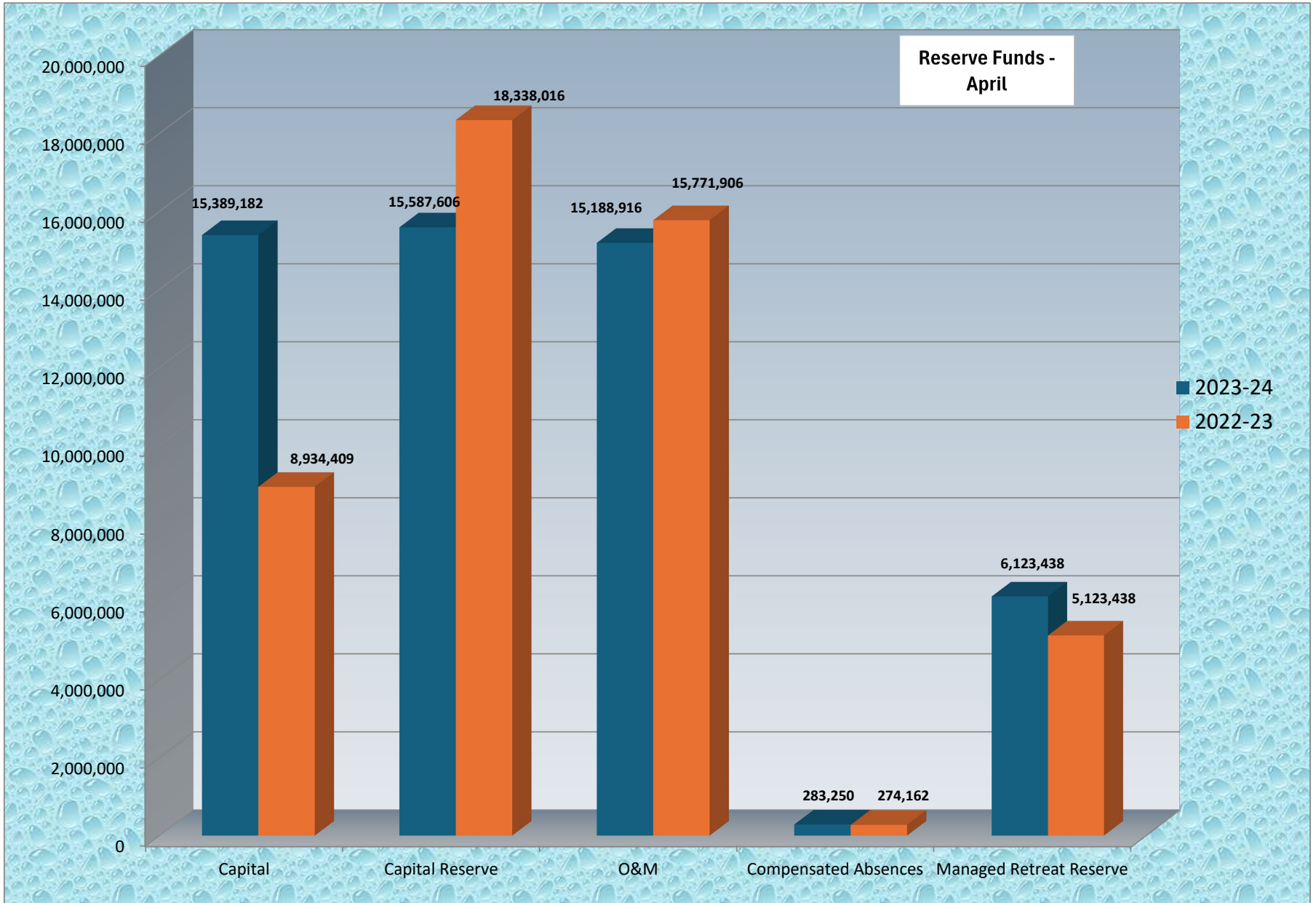
Cc: Mr. Ken White, President

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

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$14,837,055	\$15,587,606	\$12,386,467	\$283,250	\$6,123,438	\$49,217,816	\$1,162,590	\$11,677	\$1,252,114
<b>Receipts:</b>									
User Fees			3,272,147						
Property Taxes	981,481								
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							76,005		
Reclamation capital billing									
Permits							3,810		
PBCSD capital billing									
Other misc. revenue							974		
Interest income			323,519						13,379
Connection Fees									
CCLEAN receipts							26,913		
Brine disposal fees							5,450		
City of Carmel Public Works-interceptors cleanouts							2,795		
Fake check reimbursed by Chase Bank							1,250		
SJSU grant receipts-Applied Marine Sciences									
<b>Total Receipts</b>	<b>981,481</b>	<b>0</b>	<b>3,595,666</b>	<b>0</b>	<b>0</b>	<b>4,577,147</b>	<b>232,197</b>	<b>0</b>	<b>13,379</b>
<b>Fund Transfers:</b>									
Transfers to Chase Bank O&M	(429,354)		(770,646)				1,200,000		
Transfers to Chase Bank PR							(270,000)	270,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
<b>Total Transfers</b>	<b>(429,354)</b>	<b>0</b>	<b>(770,646)</b>	<b>0</b>	<b>0</b>	<b>(1,200,000)</b>	<b>930,000</b>	<b>270,000</b>	<b>0</b>
<b>Disbursements:</b>									
Operations and capital							854,853		
Payroll & payroll taxes								268,312	
Employee Dental reimbursements							1,105		
CALPERS EFT							44,481		
CAWD SAM pension EFT							0		
Union dues EFT							746		
Home Depot EFT							776		
US Bank EFT							7,900		
Deferred comp contributions EFT							12,692		
PEHP contributions EFT							3,607		
Bank/ADP fees							5	1,146	
Highlands Bond Debt Service Payment							0		
Annual County admin billing fee			22,571				0		
Fake check blocked-returned in May							2,814		
Unfunded CALPERS liabilities							644,443		
<b>Total Disbursements</b>	<b>0</b>	<b>0</b>	<b>22,571</b>	<b>0</b>	<b>0</b>	<b>22,571</b>	<b>1,573,423</b>	<b>269,458</b>	<b>0</b>
<b>BALANCE END OF MONTH</b>	<b>15,389,182</b>	<b>15,587,606</b>	<b>15,188,916</b>	<b>283,250</b>	<b>6,123,438</b>	<b>52,572,392</b>	<b>751,364</b>	<b>12,219</b>	<b>1,265,492</b>



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





**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-24**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/02/24	5723	Alameda Electrical Distributors	Electrical parts for admin generator and Plant repairs	250.93
04/02/24	5724	Amazon Capital Services	Operating supplies	754.88
04/02/24	5725	American Legal Publishing Corporation	Annual renewal fee for website hosting	400.00
04/02/24	5726	AT&T Mobility	SCADA text modem	71.15
04/02/24	5727	AT&T CALNET 3	Admin alarm	38.07
04/02/24	5728	AT&T	Plant fiber router and IP card	4,567.44
04/02/24	5729	Bret D. Boatman	Maintenance services Plant and collections	5,365.00
04/02/24	5730	Bryan Mailey Electric	Plant and collections projects	5,685.00
04/02/24	5731	Cintas Corporation	Laundry service	496.28
04/02/24	5732	Clark Pest Control	Plant service	317.00
04/02/24	5733	Comcast	Pump station internet	537.00
04/02/24	5734	Culligan Water Conditioning	C&I exchange for the lab	17.35
04/02/24	5735	Direct TV	Plant service	100.99
04/02/24	5736	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,561.21
04/02/24	5737	Exceedio	Highlands advanced firewall	525.00
04/02/24	5738	First Alarm	Admin and Plant alarm service	648.90
04/02/24	5739	Fisher Scientific	Lab supplies	661.70
04/02/24	5740	FKC CO., LTD.	Evaluation of screw press gearbox	1,000.00
04/02/24	5741	Frank A. Olsen Company	DeZurik PEC Eccentric Plug Valves with cast iron bodies	3,313.13
04/02/24	5742	Got.Net	Domain parking	4.20
04/02/24	5743	Grainger	Utility cart and ladder	472.86
04/02/24	5744	ICONIX Waterworks	Zenner Ultrasonic hydrant water meter	1,101.35
04/02/24	5745	Idexx Laboratories	Lab supplies	198.30
04/02/24	5746	Monterey Peninsula Engineering	Emergency manhole repairs	26,040.40
04/02/24	5747	Patelco Credit Union	Health savings accounts contributions	4,071.32
04/02/24	5748	Peninsula Welding & Medical Supply	Non-liquid cylinders rental	64.50
04/02/24	5749	Pacific Gas & Electric	Monthly service	6,354.96
04/02/24	5750	Public Agency Coalition Enterprise	Health insurance premium	38,653.97
04/02/24	5751	Pure Water	Plant and admin service	169.50
04/02/24	5752	Quinn Company	Load testing on Plant and collections generators	1,127.50
04/02/24	5753	Raymond De Ocampo	CWEA conference per diem advance	360.00
04/02/24	5754	Rooter King Monterey County Inc.	Sewer line repairs on Ribera, install clean outs with cast iron covers	21,667.00
04/02/24	5755	Scarborough Lumber (Ace Hardware)	Operating supplies	126.52

**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-24**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/02/24	5756	Sierra Safety Training Inc.	Confined Space Entry training class	645.00
04/02/24	5757	Univar Solutions USA	Sodium bisulfate and hypochlorite	17,842.62
04/02/24	5758	Vision Service Plan	Vision insurance premium	551.25
04/05/24	5759	Robert Bowman-VOID	AC 2024 Conference per diem advance-VOID WRONG AMOUNT	0.00
04/08/24	5760	Robert Bowman	AC 2024 Conference per diem advance	360.00
04/12/24	5761	Alameda Electrical Distributors	Admin generator battery and Plant supplies	243.20
04/12/24	5762	Amazon Capital Services	Operating and office supplies	1,903.07
04/12/24	5763	American Fidelity Assurance Company	Flex accounts	383.90
04/12/24	5764	American Fidelity Assurance	Employee insurance premiums	287.49
04/12/24	5765	American Lock & Key	Pump station locks and truck keys	725.53
04/12/24	5766	American Legal Publishing Corporation	Codification edits	242.00
04/12/24	5767	Beck's Shoes	Employee work boots	157.87
04/12/24	5768	Bret D. Boatman	Maintenance services Plant and collections	2,035.00
04/12/24	5769	Calcon Systems	Annual SCADA software support	4,603.33
04/12/24	5770	Christopher Foley	Dental	523.00
04/12/24	5771	Cintas Corporation	Laundry service	1,183.60
04/12/24	5772	Clark Bros., Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	283,218.49
04/12/24	5773	Datco Services Corporation	Quarterly service fees	146.25
04/12/24	5774	DKF Solutions Group	SERP training	2,900.00
04/12/24	5775	Enterprise Automation	Artificial Intelligence Pilot Project (CAPITAL)	25,923.19
04/12/24	5776	Fastenal Company	Plant supplies and collections wet/dry vac	847.34
04/12/24	5777	Firato Service Co.	Plant and admin janitorial service	1,796.00
04/12/24	5778	Fisher Scientific	Lab supplies	1,513.01
04/12/24	5779	G3 Engineering, Inc.	Two Encore 700 metering pumps	15,961.13
04/12/24	5780	Grainger	Handheld sprayer	65.11
04/12/24	5781	Green Infrastructure Design	Web GIS Mapping	2,880.00
04/12/24	5782	Harrington Industrial Plastics	Operating supplies	109.39
04/12/24	5783	ICON Cloud Solutions	Monthly telephone service	601.06
04/12/24	5784	JRG Attorneys at Law	Plant Bridge Retrofit Project #22-04 (CAPITAL)	64.50
04/12/24	5785	Justifacts Credential Verification	New employee report	183.44
04/12/24	5786	Kevin Young	Dental	221.00
04/12/24	5787	MBS Business Systems	Admin copier quarterly billing	1,829.66
04/12/24	5788	Monterey Bay Engineers	Ribera Road retaining wall engineering	5,340.00

**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-24**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/12/24	5789	Monterey Peninsula Engineering	Calle La Cruz storm drain repair <b>(CAPITAL)</b>	14,950.00
04/12/24	5790	NAPA Auto Parts	Antifreeze	91.70
04/12/24	5791	Pacific Gas & Electric	Monthly service	36,668.97
04/12/24	5792	Quill LLC	Office supplies	570.73
04/12/24	5793	REXEL	Controller and annual support	11,520.54
04/12/24	5794	Rooter King Monterey County Inc.	Sewer line repair	7,259.00
04/12/24	5795	Star Sanitation LLC	Collections portable toilet	48.60
04/12/24	5796	Streamline	Website maintenance	497.00
04/12/24	5797	Synagro Technologies	Sludge hauling	11,890.04
04/12/24	5798	Town & Country Gardening	Plant and admin gardening	700.00
04/12/24	5799	ULINE	Trash liners	150.91
04/12/24	5800	Universal Staffing	Admin temp service	658.95
04/12/24	5801	Westech	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	10,516.29
04/12/24	5802	WM Corporate Services	Plant rollofts and admin garbage	2,912.15
04/12/24	5803	YSS Builders	Repair Plant toilet	343.00
04/25/24	5804	Alameda Electrical Distributors	Admin building repair parts	109.32
04/25/24	5805	All American Mailing, Inc.	Spring Summer newsletter mailing	3,441.87
04/25/24	5806	Amazon Capital Services	Operating, office and safety supplies	679.72
04/25/24	5807	American Legal Publishing Corporation	Supplemental pages for codification	245.85
04/25/24	5808	Applied Marine Sciences	CCLEAN March ocean monitoring and the SJSU grant expenses	46,722.99
04/25/24	5809	Barbara Buikema	CSDA dinner meeting tickets and office supplies	88.57
04/25/24	5810	Beck's Shoes	Skinkle work boots	245.00
04/25/24	5811	California American Water	Monthly service	1,066.61
04/25/24	5812	CAL FIRE	Easement clearing labor	2,386.24
04/25/24	5813	Cintas Corporation	Laundry service	526.84
04/25/24	5814	Comcast	Admin internet	264.35
04/25/24	5815	Comcast	Pump station internet	537.00
04/25/24	5816	Culligan Water Conditioning	Lab supplies	30.00
04/25/24	5817	Drive Carmel	Employee driver training	200.00
04/25/24	5818	Exceedio	New PowerEdge R550 rack server <b>(CAPITAL)</b>	21,577.86
04/25/24	5819	FGL Environmental	Sample analysis	888.00
04/25/24	5820	Got.Net	Domain parking	4.20
04/25/24	5821	Grainger	Chain saw safety boots	505.02

**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-24**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/25/24	5822	Harrington Industrial Plastics	Operating supplies	569.14
04/25/24	5823	Idexx Laboratories	Lab supplies	1,292.60
04/25/24	5824	Integral Consulting, Inc.	CRFREE Mitigation Project #19-21 expenses	2,123.75
04/25/24	5825	Liebert Cassidy Whitmore	District legal services	637.50
04/25/24	5826	Mandell Municipal Counseling	District legal services-Revenue Advice	116.00
04/25/24	5827	Mark Dias	Dental	250.00
04/25/24	5828	MNS Engineers, Inc.	September Ranch Sewer Project #18-29, Scenic Rd Pipe Bursting Project #20-08 ( <b>CAPITAL \$16,907.06</b> ), Pescadero Creek Area Pipe Rehab Project #21-05 ( <b>CAPITAL \$5,519.94</b> ) and Santa Rita & Guadalupe Pipeline Project #23-01 ( <b>CAPITAL \$19,044.10</b> )	57,119.98
04/25/24	5829	NAPA Auto Parts	Conventional green coolant	183.41
04/25/24	5830	Northern Safety Co., Inc.	Surveyor safety vests	365.92
04/25/24	5831	Pacific Crest Engineering, Inc.	Lorca Lane and Del Monte Ave. sewer engineering	611.25
04/25/24	5832	Palace Business Solutions	New Plant office furniture	3,817.48
04/25/24	5833	Public Agency Coalition Enterprise	Health insurance premium	36,524.92
04/25/24	5834	The Pun Group	Final audit billing	10,371.00
04/25/24	5835	REXEL	Rockwell Automation Software license and maintenance	8,729.88
04/25/24	5836	Robert Bowman	CWEA conference expense and dental ( <b>\$111.00</b> )	119.00
04/25/24	5837	Rooter King Monterey County Inc.	Connect admin gas line to generator	341.00
04/25/24	5838	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 ( <b>CAPITAL</b> )	6,430.00
04/25/24	5839	TBC Communications & Media	Scenic Rd Pipe Bursting Project #20-08 ( <b>CAPITAL</b> )	9,112.50
04/25/24	5840	ULINE	Operating supplies	638.44
04/25/24	5841	Univar Solutions USA	Sodium bisulfate	7,462.64
04/25/24	5842	Valley Fabrication, Inc.	Hydraulically Driven Roll Up Attachment for Skid Steer ( <b>CAPITAL</b> )	16,090.36
04/25/24	5843	Visual Edge IT, Inc.	Plant copier billing	151.69
04/25/24	5844	West Yost Associates	Hydraulic Model Update and Lift Station Evaluation engineering	7,980.25
04/25/24	5845	Wilbur-Ellis Company LLC	CAL NIT SOL bulk for Highlands force main	3,612.12
				<b>855,957.99</b>

**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**Apr-24**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/02/24	1306	Brenntag Pacific, Inc.	Ammonium hydroxide	4,637.14
04/02/24	1307	Bret D. Boatman	Maintenance services	2,220.00
04/02/24	1308	Bryan Mailey Electric	Pump and VFD's work	1,200.00
04/02/24	1309	Fisher Scientific	Lab supplies	541.99
04/02/24	1310	Harrington Industrial Plastics	Operating supplies	7,265.20
04/02/24	1311	Iconix Waterworks	Mega flange kits	624.69
04/02/24	1312	Idexx Laboratories	Lab supplies	198.30
04/02/24	1313	Pebble Beach Company	O&M reimbursement	4,734.10
04/02/24	1314	Pacific Gas & Electric	Tertiary billing	9,279.23
04/02/24	1315	Rental Depot	Scissor lift rental	315.50
04/02/24	1316	Rexel	16 Point Digital Output Modules	2,090.37
04/02/24	1317	Wells Fargo Advisors	Transfer to capital reserves	68,750.00
04/12/24	1318	Airtec Service	Condenser fan motor and pressure switch	8,553.00
04/12/24	1319	Brenntag Pacific, Inc.	Ammonium hydroxide	4,644.27
04/12/24	1320	Bret D. Boatman	Maintenance services	1,665.00
04/12/24	1321	Calcon Systems	Annual SCADA software support	2,301.67
04/12/24	1322	Carmel Area Wastewater District	Plant O&M reimbursement	49,565.01
04/12/24	1323	Fisher Scientific	Lab supplies	1,512.99
04/12/24	1324	Gavilan/Salinas Crane & Rigging	Crane to hoist motor for repair	800.00
04/12/24	1325	Harrington Industrial Plastics	Operating supplies	718.63
04/12/24	1326	McMaster-Carr	Operating supplies	82.34
04/12/24	1327	Myron L Company	New pH sensor and annual service	481.01
04/12/24	1328	Pebble Beach Community Services District	O&M reimbursement	41,086.19
04/12/24	1329	Professional Water Technologies	Spectraguard360-330G antiscalant	21,164.26
04/25/24	1330	Acme Analytical Solutions	Phenylarsine oxide, acetic acid, acetate buffer solution, potassium iodate solution and potassium iodide crystals	3,827.93
04/25/24	1331	Cal-Am Water Company	Hydrant meter K monthly service	3,114.74
04/25/24	1332	Carmel Area Wastewater District	Reclamation's 90% share of the new ion chromatograph ( <b>CAPITAL</b> )	56,434.74

**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**Apr-24**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/25/24	1333	Iconix Waterworks	Operating supplies	20.67
04/25/24	1334	Idexx Laboratories	Lab supplies	1,292.60
04/25/24	1335	Motion Industries	TEFC motor and oil seals	536.85
04/25/24	1336	Myron L Company	Handheld meter	1,593.44
04/25/24	1337	Pacific Gas & Electric	MFRO billing	10,182.94
04/25/24	1338	The Pun Group	Final audit fee	7,355.50
				<b>318,790.30</b>



---

**Financial Statements  
and  
Supplementary Schedules**

**April 2024**

---

May 30, 2024

# *Carmel Area Wastewater District*

## *Balance Sheet*

April 2024

ASSETS		
Current Assets		
Cash		
Cash	54,601,466.80	
TOTAL Cash	54,601,466.80	54,601,466.80
Other Current Assets		
Other Current Assets	499,995.73	
TOTAL Other Current Assets	499,995.73	499,995.73
TOTAL Current Assets		55,101,462.53
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	308,059.76
Treatment Structures		
Treatment Structures	70,428,545.55	
TOTAL Treatment Structures	70,428,545.55	70,428,545.55
Treatment Equipment		
Treatment Equipment	9,746,805.62	
TOTAL Treatment Equipment	9,746,805.62	9,746,805.62
Collection Structures		
Collection Structures	1,267,447.92	
TOTAL Collection Structures	1,267,447.92	1,267,447.92
Collection Equipment		
Collection Equipment	1,702,695.20	
TOTAL Collection Equipment	1,702,695.20	1,702,695.20
Sewers		
		15,783,372.56
Disposal Facilities		
Disposal Facilities	1,643,890.85	
TOTAL Disposal Facilities	1,643,890.85	1,643,890.85
Other Fixed Assets		
Other Fixed Assets	4,600,851.24	
TOTAL Other Fixed Assets	4,600,851.24	4,600,851.24
Capital Improvement Projects		
Capital Improvement Projects	11,985,029.52	
TOTAL Capital Improvement Projects	11,985,029.52	11,985,029.52
Accumulated depreciation		
		(59,627,072.07)
TOTAL Fixed Assets		57,839,626.15
Other Assets		
Other Assets		4,255,045.74
TOTAL Other Assets		4,255,045.74
TOTAL ASSETS		117,196,134.42



# *Carmel Area Wastewater District*

## *Balance Sheet*

April 2024

### LIABILITIES

Current Liabilities		
Current Liabilities	621,963.79	
TOTAL Current Liabilities	621,963.79	621,963.79
Long-Term Liabilities		
Long Term Liabilities	1,389,773.70	
TOTAL Long-Term Liabilities	1,389,773.70	1,389,773.70
TOTAL LIABILITIES		2,011,737.49
	NET POSITION	
Net Assets	107,438,507.66	
Year-to-Date Earnings	7,745,889.27	
TOTAL NET POSITION	115,184,396.93	115,184,396.93
TOTAL LIABILITIES & NET POSITION		117,196,134.42

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

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	11,710,071.24	12,640,490.00	(930,418.76)	-7.4 %
TOTAL Income	11,710,071.24	12,640,490.00	(930,418.76)	-7.4 %
Adjustments				
Discounts	206.18	0.00	206.18	
TOTAL Adjustments	206.18	0.00	206.18	
*****	11,710,277.42	12,640,490.00	(930,212.58)	-7.4 %
***** OPERATING INCOME	11,710,277.42	12,640,490.00	(930,212.58)	-7.4 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	3,252,689.15	3,327,785.00	75,095.85	2.3 %
TOTAL Salaries and Payroll Taxes	3,252,689.15	3,327,785.00	75,095.85	2.3 %
Employee Benefits				
Employee Benefits	1,294,366.65	690,650.00	(603,716.65)	-87.4 %
TOTAL Employee Benefits	1,294,366.65	690,650.00	(603,716.65)	-87.4 %
Director's Expenses				
Director's Expenses	21,500.18	28,100.00	6,599.82	23.5 %
TOTAL Director's Expenses	21,500.18	28,100.00	6,599.82	23.5 %
Truck and Auto Expenses				
Truck and Auto Expenses	65,255.94	54,680.00	(10,575.94)	-19.3 %
TOTAL Truck and Auto Expenses	65,255.94	54,680.00	(10,575.94)	-19.3 %
General and Administrative				
General and Administrative	631,647.38	608,600.00	(23,047.38)	-3.8 %
TOTAL General and Administrative	631,647.38	608,600.00	(23,047.38)	-3.8 %
Office Expense				
Office Expense	105,028.58	59,700.00	(45,328.58)	-75.9 %
TOTAL Office Expense	105,028.58	59,700.00	(45,328.58)	-75.9 %
Operating Supplies				
Operating Supplies	466,132.41	492,006.67	25,874.26	5.3 %
TOTAL Operating Supplies	466,132.41	492,006.67	25,874.26	5.3 %
Contract Services				
Contract Services	679,911.01	718,695.00	38,783.99	5.4 %
TOTAL Contract Services	679,911.01	718,695.00	38,783.99	5.4 %

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

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	515,344.09	460,400.00	(54,944.09)	-11.9 %
TOTAL Repairs and Maintenance	515,344.09	460,400.00	(54,944.09)	-11.9 %
Utilities				
<i>Utilities</i>	337,437.68	350,625.00	13,187.32	3.8 %
TOTAL Utilities	337,437.68	350,625.00	13,187.32	3.8 %
Travel and Meetings				
<i>Travel and Meetings</i>	56,840.33	53,505.00	(3,335.33)	-6.2 %
TOTAL Travel and Meetings	56,840.33	53,505.00	(3,335.33)	-6.2 %
Permits and Fees				
<i>Permits and Fees</i>	67,711.61	80,400.00	12,688.39	15.8 %
TOTAL Permits and Fees	67,711.61	80,400.00	12,688.39	15.8 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	37,960.50	37,200.00	(760.50)	-2.0 %
TOTAL Memberships and Subscriptions	37,960.50	37,200.00	(760.50)	-2.0 %
Safety				
<i>Safety</i>	51,084.85	54,930.00	3,845.15	7.0 %
TOTAL Safety	51,084.85	54,930.00	3,845.15	7.0 %
Other Expenses				
<i>Other Expense</i>	58,319.75	41,400.00	(16,919.75)	-40.9 %
TOTAL Other Expenses	58,319.75	41,400.00	(16,919.75)	-40.9 %
TOTAL Operating Expenses	7,641,230.11	7,058,676.67	(582,553.44)	-8.3 %
***** OPERATING INCOME (LOSS)	4,069,047.31	5,581,813.33	(1,512,766.02)	-27.1 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	3,676,841.96	2,851,768.75	825,073.21	28.9 %
TOTAL Other Income or Gain	3,676,841.96	2,851,768.75	825,073.21	28.9 %
TOTAL Non-op Income, Expense, Gain or Loss	3,676,841.96	2,851,768.75	825,073.21	28.9 %
***** NET INCOME (LOSS)	7,745,889.27	8,433,582.08	(687,692.81)	-8.2 %
***** NET INCOME (LOSS)	7,745,889.27	8,433,582.08	(687,692.81)	-8.2 %

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

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	719,287.61	568,100.00	(151,187.61)	-26.6 %
TOTAL Salaries and Payroll Taxes	719,287.61	568,100.00	(151,187.61)	-26.6 %
Employee Benefits				
<i>Employee Benefits</i>	297,612.81	171,255.00	(126,357.81)	-73.8 %
TOTAL Employee Benefits	297,612.81	171,255.00	(126,357.81)	-73.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	58,539.31	52,540.00	(5,999.31)	-11.4 %
TOTAL Truck and Auto Expenses	58,539.31	52,540.00	(5,999.31)	-11.4 %
General and Administrative				
<i>General and Administrative</i>	174,341.57	167,000.00	(7,341.57)	-4.4 %
TOTAL General and Administrative	174,341.57	167,000.00	(7,341.57)	-4.4 %
Office Expense				
<i>Office Expense</i>	14,885.80	9,700.00	(5,185.80)	-53.5 %
TOTAL Office Expense	14,885.80	9,700.00	(5,185.80)	-53.5 %
Operating Supplies				
<i>Operating Supplies</i>	53,141.90	54,880.00	1,738.10	3.2 %
TOTAL Operating Supplies	53,141.90	54,880.00	1,738.10	3.2 %
Contract Services				
<i>Contract Services</i>	171,097.41	177,900.00	6,802.59	3.8 %
TOTAL Contract Services	171,097.41	177,900.00	6,802.59	3.8 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	294,082.05	253,500.00	(40,582.05)	-16.0 %
TOTAL Repairs and Maintenance	294,082.05	253,500.00	(40,582.05)	-16.0 %
Utilities				
<i>Utilities</i>	46,107.85	39,800.00	(6,307.85)	-15.8 %
TOTAL Utilities	46,107.85	39,800.00	(6,307.85)	-15.8 %
Travel and Meetings				
<i>Travel and Meetings</i>	23,758.94	17,600.00	(6,158.94)	-35.0 %

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

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	23,758.94	17,600.00	(6,158.94)	-35.0 %
Permits and Fees				
<i>Permits and Fees</i>	9,470.11	8,300.00	(1,170.11)	-14.1 %
TOTAL Permits and Fees	9,470.11	8,300.00	(1,170.11)	-14.1 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	2,190.00	3,300.00	1,110.00	33.6 %
TOTAL Memberships and Subscriptions	2,190.00	3,300.00	1,110.00	33.6 %
Safety				
<i>Safety</i>	16,802.75	13,450.00	(3,352.75)	-24.9 %
TOTAL Safety	16,802.75	13,450.00	(3,352.75)	-24.9 %
Other Expenses				
<i>Other Expense</i>	635.00	0.00	(635.00)	
TOTAL Other Expenses	635.00	0.00	(635.00)	
TOTAL Operating Expenses	1,881,953.11	1,537,325.00	(344,628.11)	-22.4 %
***** OPERATING INCOME (LOSS)	(1,881,953.11)	(1,537,325.00)	(344,628.11)	-22.4 %
***** NET INCOME (LOSS)	(1,881,953.11)	(1,537,325.00)	(344,628.11)	-22.4 %
***** NET INCOME (LOSS)	(1,881,953.11)	(1,537,325.00)	(344,628.11)	-22.4 %

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

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</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	1,497,463.78	1,614,900.00	117,436.22	7.3 %
TOTAL Salaries and Payroll Taxes	1,497,463.78	1,614,900.00	117,436.22	7.3 %
Employee Benefits				
Employee Benefits	770,229.41	391,795.00	(378,434.41)	-96.6 %
TOTAL Employee Benefits	770,229.41	391,795.00	(378,434.41)	-96.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	6,644.93	2,140.00	(4,504.93)	-210.5 %
TOTAL Truck and Auto Expenses	6,644.93	2,140.00	(4,504.93)	-210.5 %
General and Administrative				
General and Administrative	300,307.84	271,000.00	(29,307.84)	-10.8 %
TOTAL General and Administrative	300,307.84	271,000.00	(29,307.84)	-10.8 %
Office Expense				
Office Expense	58,213.60	32,400.00	(25,813.60)	-79.7 %
TOTAL Office Expense	58,213.60	32,400.00	(25,813.60)	-79.7 %
Operating Supplies				
Operating Supplies	410,899.12	428,976.67	18,077.55	4.2 %
TOTAL Operating Supplies	410,899.12	428,976.67	18,077.55	4.2 %
Contract Services				
Contract Services	391,014.01	437,750.00	46,735.99	10.7 %
TOTAL Contract Services	391,014.01	437,750.00	46,735.99	10.7 %
Repairs and Maintenance				
Repairs and Maintenance	189,836.15	189,400.00	(436.15)	-0.2 %
TOTAL Repairs and Maintenance	189,836.15	189,400.00	(436.15)	-0.2 %
Utilities				
Utilities	269,251.34	289,740.00	20,488.66	7.1 %
TOTAL Utilities	269,251.34	289,740.00	20,488.66	7.1 %
Travel and Meetings				
Travel and Meetings	25,323.22	26,500.00	1,176.78	4.4 %

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

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	25,323.22	26,500.00	1,176.78	4.4 %
Permits and Fees				
<i>Permits and Fees</i>	33,426.50	40,100.00	6,673.50	16.6 %
TOTAL Permits and Fees	33,426.50	40,100.00	6,673.50	16.6 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	4,894.00	6,900.00	2,006.00	29.1 %
TOTAL Memberships and Subscriptions	4,894.00	6,900.00	2,006.00	29.1 %
Safety				
<i>Safety</i>	32,045.43	38,900.00	6,854.57	17.6 %
TOTAL Safety	32,045.43	38,900.00	6,854.57	17.6 %
Other Expenses				
<i>Other Expense</i>	1,524.82	5,200.00	3,675.18	70.7 %
TOTAL Other Expenses	1,524.82	5,200.00	3,675.18	70.7 %
TOTAL Operating Expenses	3,991,074.15	3,775,701.67	(215,372.48)	-5.7 %
***** OPERATING INCOME (LOSS)	(3,991,074.15)	(3,775,701.67)	(215,372.48)	-5.7 %
***** NET INCOME (LOSS)	(3,991,074.15)	(3,775,701.67)	(215,372.48)	-5.7 %
***** NET INCOME (LOSS)	(3,991,074.15)	(3,775,701.67)	(215,372.48)	-5.7 %

**Carmel Area Wastewater District**  
**Op. Exps. Actual to Budget-Admin.**  
*Year-to-Date Variance, April 2024 - current month, Consolidated by  
account, Department 7*

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</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	553,363.33	579,740.00	26,376.67	4.5 %
TOTAL Salaries and Payroll Taxes	553,363.33	579,740.00	26,376.67	4.5 %
Employee Benefits				
Employee Benefits	226,524.43	127,600.00	(98,924.43)	-77.5 %
TOTAL Employee Benefits	226,524.43	127,600.00	(98,924.43)	-77.5 %
Director's Expenses				
Director's Expenses	21,150.18	27,400.00	6,249.82	22.8 %
TOTAL Director's Expenses	21,150.18	27,400.00	6,249.82	22.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	71.70	0.00	(71.70)	
TOTAL Truck and Auto Expenses	71.70	0.00	(71.70)	
General and Administrative				
General and Administrative	156,997.97	170,600.00	13,602.03	8.0 %
TOTAL General and Administrative	156,997.97	170,600.00	13,602.03	8.0 %
Office Expense				
Office Expense	31,929.18	17,600.00	(14,329.18)	-81.4 %
TOTAL Office Expense	31,929.18	17,600.00	(14,329.18)	-81.4 %
Operating Supplies				
Operating Supplies	1,226.86	1,250.00	23.14	1.9 %
TOTAL Operating Supplies	1,226.86	1,250.00	23.14	1.9 %
Contract Services				
Contract Services	116,774.96	103,045.00	(13,729.96)	-13.3 %
TOTAL Contract Services	116,774.96	103,045.00	(13,729.96)	-13.3 %
Repairs and Maintenance				
Repairs and Maintenance	26,279.25	10,000.00	(16,279.25)	-162.8 %
TOTAL Repairs and Maintenance	26,279.25	10,000.00	(16,279.25)	-162.8 %
Utilities				
Utilities	22,078.49	21,085.00	(993.49)	-4.7 %



**Carmel Area Wastewater District**  
**Op. Exps. Actual to Budget-Admin.**  
*Year-to-Date Variance, April 2024 - current month, Consolidated by  
account, Department 7*

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Utilities	22,078.49	21,085.00	(993.49)	-4.7 %
Travel and Meetings				
Travel and Meetings	7,758.17	9,405.00	1,646.83	17.5 %
TOTAL Travel and Meetings	7,758.17	9,405.00	1,646.83	17.5 %
Permits and Fees				
Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
TOTAL Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
Memberships and Subscriptions				
Memberships and Subscriptions	30,876.50	27,000.00	(3,876.50)	-14.4 %
TOTAL Memberships and Subscriptions	30,876.50	27,000.00	(3,876.50)	-14.4 %
Safety				
Safety	1,884.43	1,400.00	(484.43)	-34.6 %
TOTAL Safety	1,884.43	1,400.00	(484.43)	-34.6 %
Other Expenses				
Other Expense	56,159.93	36,200.00	(19,959.93)	-55.1 %
TOTAL Other Expenses	56,159.93	36,200.00	(19,959.93)	-55.1 %
TOTAL Operating Expenses	1,277,890.38	1,164,325.00	(113,565.38)	-9.8 %
***** OPERATING INCOME (LOSS)	(1,277,890.38)	(1,164,325.00)	(113,565.38)	-9.8 %
***** NET INCOME (LOSS)	(1,277,890.38)	(1,164,325.00)	(113,565.38)	-9.8 %
***** NET INCOME (LOSS)	(1,277,890.38)	(1,164,325.00)	(113,565.38)	-9.8 %

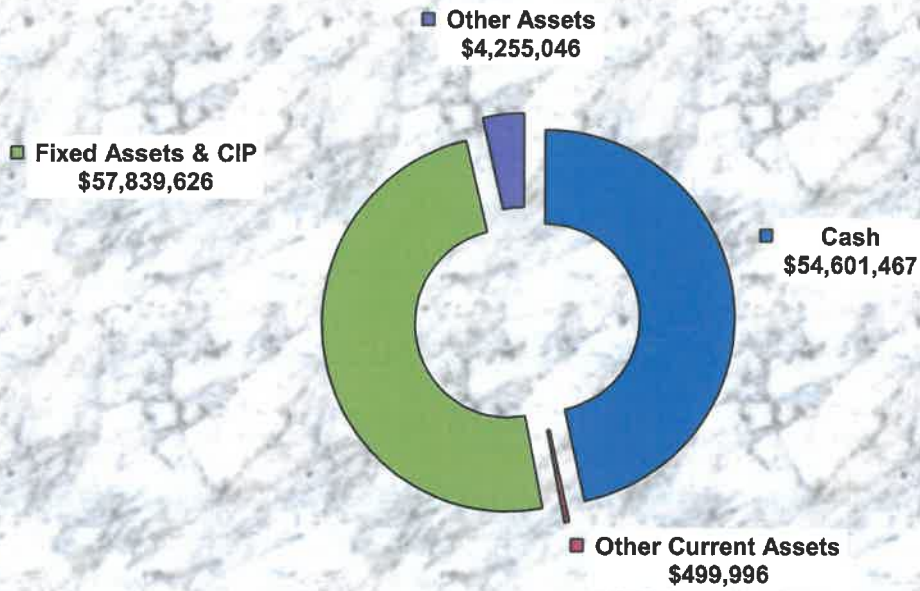
**Carmel Area Wastewater District**  
**Op. Exps. Actual to Budget-Reclamation**  
*Year-to-Date Variance, April 2024 - current month, Consolidated by  
account, Department 8*

	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</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>	482,574.43	563,400.00	80,825.57	14.3 %
TOTAL Salaries and Payroll Taxes	482,574.43	563,400.00	80,825.57	14.3 %
Director's Expenses				
<i>Director's Expenses</i>	350.00	700.00	350.00	50.0 %
TOTAL Director's Expenses	350.00	700.00	350.00	50.0 %
Operating Supplies				
<i>Operating Supplies</i>	864.53	6,900.00	6,035.47	87.5 %
TOTAL Operating Supplies	864.53	6,900.00	6,035.47	87.5 %
Contract Services				
<i>Contract Services</i>	1,024.63	0.00	(1,024.63)	
TOTAL Contract Services	1,024.63	0.00	(1,024.63)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	930.46	3,500.00	2,569.54	73.4 %
TOTAL Repairs and Maintenance	930.46	3,500.00	2,569.54	73.4 %
Safety				
<i>Safety</i>	352.24	1,180.00	827.76	70.1 %
TOTAL Safety	352.24	1,180.00	827.76	70.1 %
TOTAL Operating Expenses	486,096.29	575,680.00	89,583.71	15.6 %
***** OPERATING INCOME (LOSS)	(486,096.29)	(575,680.00)	89,583.71	15.6 %
***** NET INCOME (LOSS)	(486,096.29)	(575,680.00)	89,583.71	15.6 %
***** NET INCOME (LOSS)	(486,096.29)	(575,680.00)	89,583.71	15.6 %

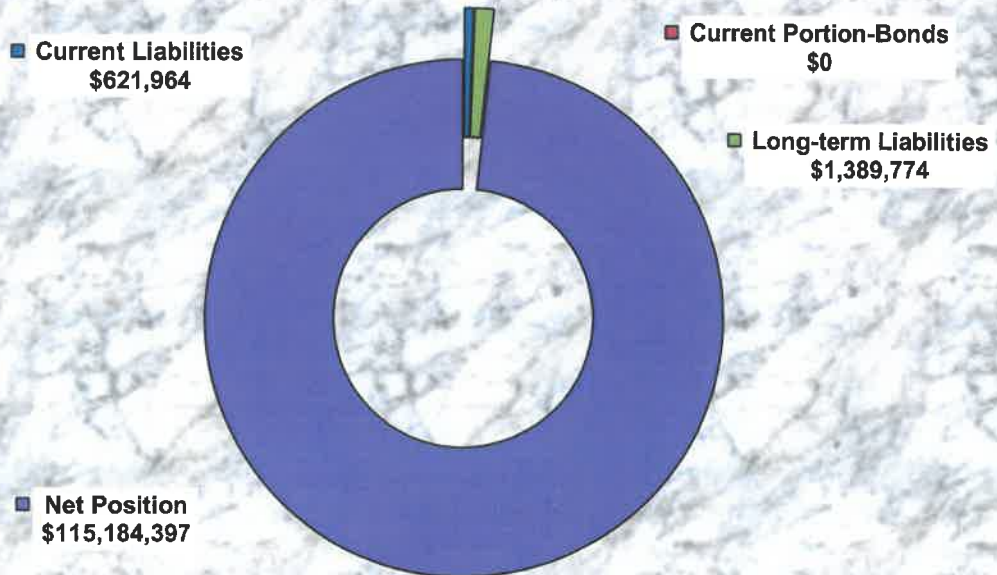
***Carmel Area Wastewater District***  
***I/S Actual to Budget-Brine Disposal***  
***Year-to-Date Variance, April 2024 - current month, Consolidated by***  
***account, Department 10***

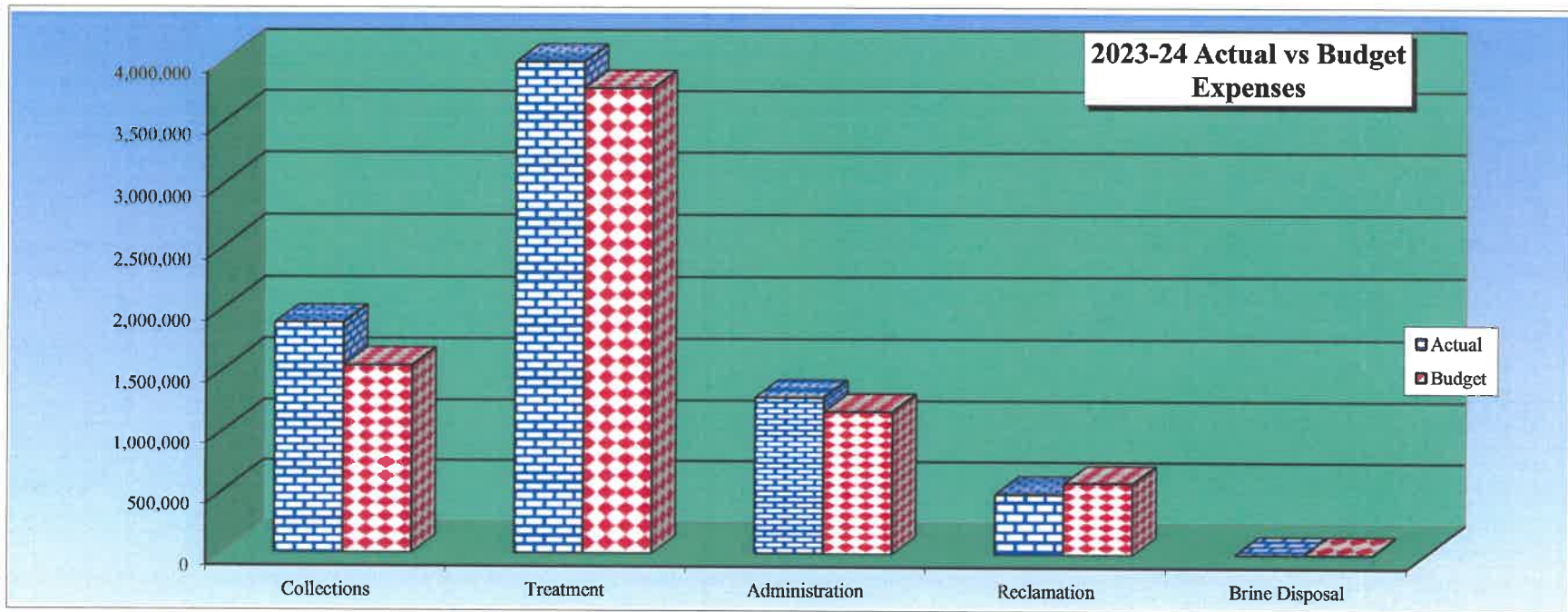
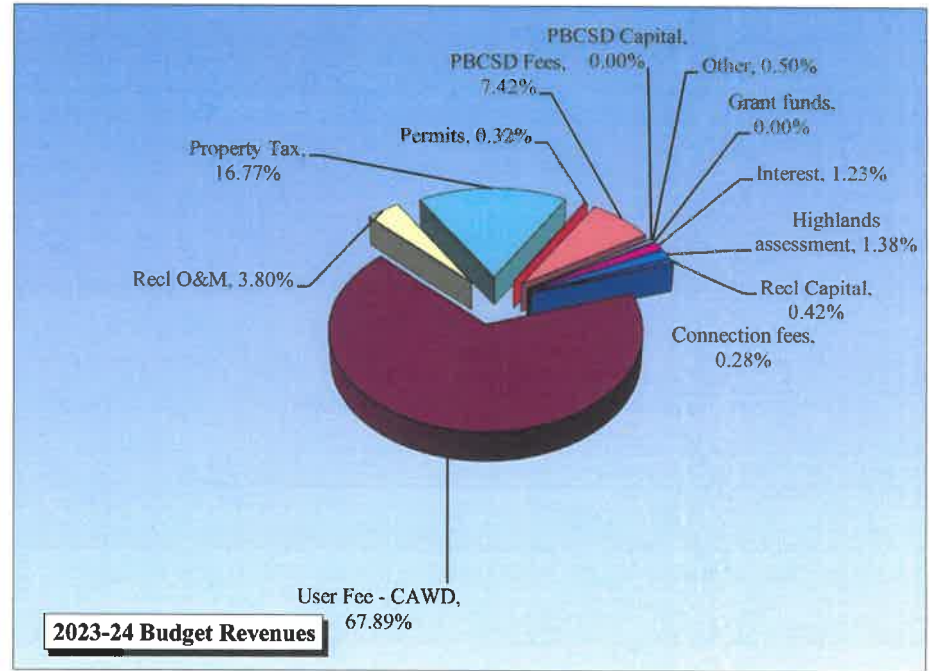
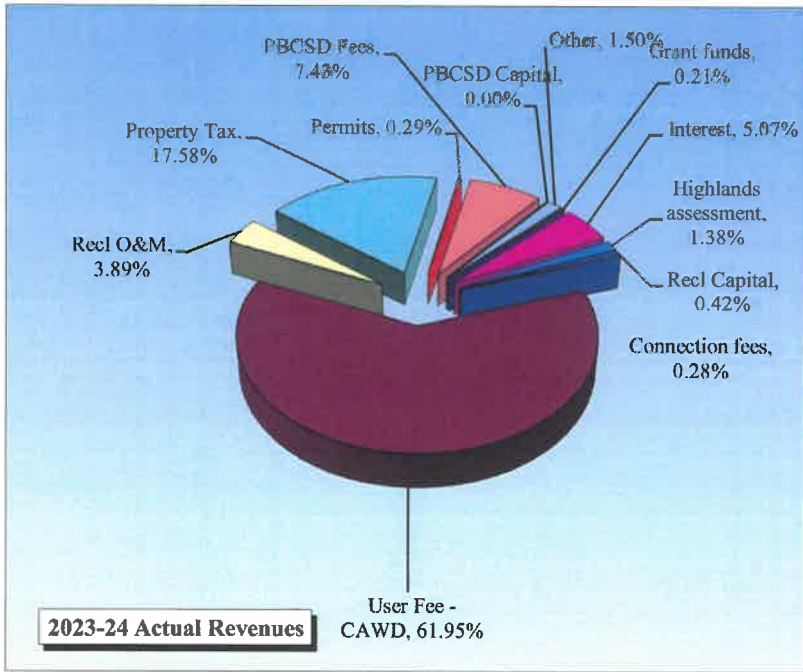
	<i>10 Months Ended April 30, 2024</i>	<i>10 Months Ended April 30, 2024 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	73,476.71	68,000.00	5,476.71	8.1 %
TOTAL Income	<u>73,476.71</u>	<u>68,000.00</u>	<u>5,476.71</u>	8.1 %
*****	<u>73,476.71</u>	<u>68,000.00</u>	<u>5,476.71</u>	8.1 %
***** OPERATING INCOME	<u>73,476.71</u>	<u>68,000.00</u>	<u>5,476.71</u>	8.1 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	0.00	1,645.00	1,645.00	100.0 %
TOTAL Salaries and Payroll Taxes	<u>0.00</u>	<u>1,645.00</u>	<u>1,645.00</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	4,216.18	4,000.00	(216.18)	-5.4 %
TOTAL Repairs and Maintenance	<u>4,216.18</u>	<u>4,000.00</u>	<u>(216.18)</u>	-5.4 %
TOTAL Operating Expenses	<u>4,216.18</u>	<u>5,645.00</u>	<u>1,428.82</u>	25.3 %
***** OPERATING INCOME (LOSS)	<u>69,260.53</u>	<u>62,355.00</u>	<u>6,905.53</u>	11.1 %
***** NET INCOME (LOSS)	<u>69,260.53</u>	<u>62,355.00</u>	<u>6,905.53</u>	11.1 %
***** NET INCOME (LOSS)	<u>69,260.53</u>	<u>62,355.00</u>	<u>6,905.53</u>	11.1 %

**Assets - April 30, 2024**

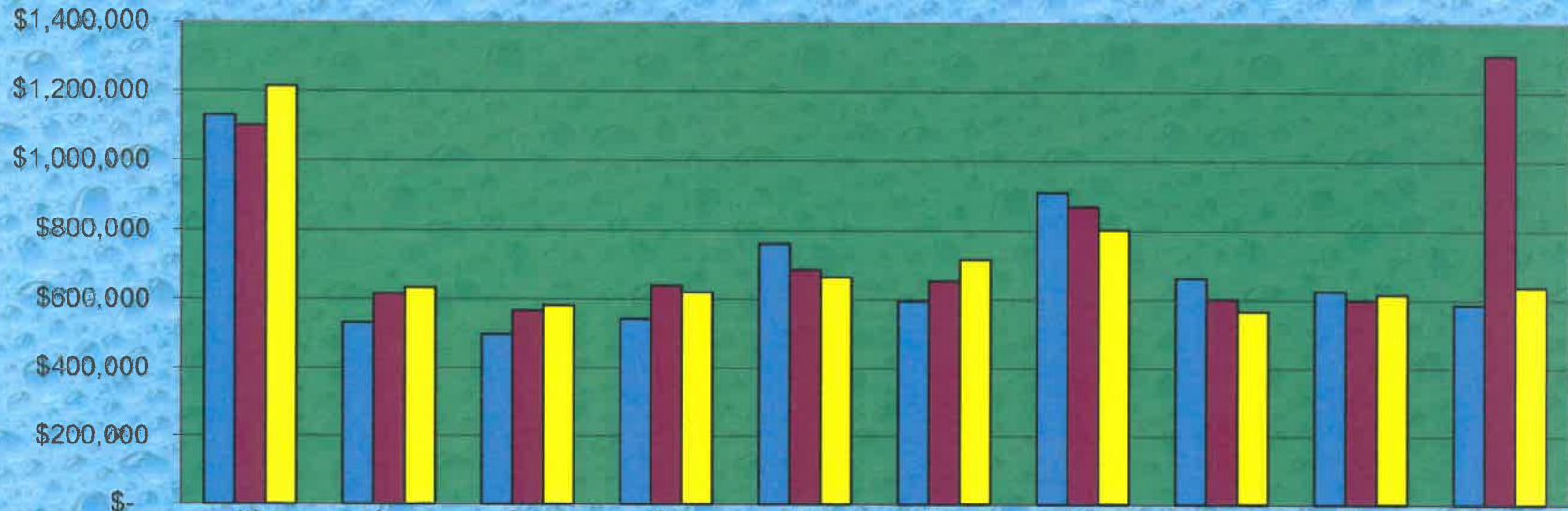


**Liabilities - April 30, 2024**





### Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
■ FY 22-23	\$1,129,398	\$532,107	\$498,951	\$543,933	\$761,735	\$595,405	\$910,312	\$663,465	\$626,573	\$586,797
■ FY 23-24	\$1,099,772	\$615,987	\$566,511	\$640,578	\$686,764	\$654,302	\$868,708	\$602,205	\$600,330	\$1,306,077
■ CY Budget	\$1,213,035	\$634,524	\$582,961	\$620,072	\$665,195	\$717,755	\$804,109	\$566,000	\$616,080	\$638,955

**Carmel Area Wastewater District  
Capital Expenditures  
2023-24**

	BEG BAL	APR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CAPITAL PURCHASES</u></b>						
<b><u>Admin</u></b>						
		0	0	0	0	NA
		0	0	0	0	NA
<b><u>Collections</u></b>						
Wells Cargo enclosed trailer-unbudgeted		0	11,073	11,073	0	NA
Monte Verde HT Hard Iron "N" Impeller pump-unbudgeted		0	15,270	15,270	0	NA
Carmel Valley Manor pump station alarm system-unbudgeted		0	2,581	2,581	0	NA
Flygt 3153 Impeller pump-Calle La Cruz-unbudgeted		0	28,028	28,028	0	NA
New 2023 Ford S-Duty truck-budget amendment		0	59,214	59,214	65,000	91.10%
Vaughn Trailer Mount Chopper Pump		0	84,623	84,623	82,843	102.15%
RIDGED Push Camera-unbudgeted		0	13,530	13,530	0	NA
MobilMMS Software		0	78,000	78,000	90,000	86.67%
Calle Storm Drain/Pipe-unbudgeted		0	14,950	14,950	0	NA
Hacienda 60 kw Cummins generator		0	8,280	8,280	78,500	10.55%
PowerEdge Rack Server-unbudgeted (50% Collections)		10,815	10,815	10,815	0	NA
<b><u>Treatment</u></b>						
1 HP Motor Gearbox-unbudgeted		0	11,203	11,203	0	NA
Oil Injected Screw Compressor-Air Cooled-unbudgeted		0	12,298	12,298	0	NA
SCE Aqua Dam-unbudgeted		0	12,888	12,888	0	NA
Dechlor Analyzer-unbudgeted		0	13,384	13,384	0	NA
Lab Autoclave (RECL 50%)		0	16,441	16,441	20,000	82.21%
Ion Chromatograph (RECL 90%)		62,705	62,705	62,705	57,000	110.01%
PowerEdge Rack Server-unbudgeted (50% Plant)		10,815	10,815	10,815	0	NA
Aqua Dam Rollup-unbudgeted		16,090	16,090	16,090	0	NA
RECL share	0	(56,435)	(64,656)	(64,656)	0	NA
PBCSD share (1/3 of cost)	0	(11,058)	(30,390)	(30,390)	0	NA
		<b>32,932</b>	<b>387,143</b>	<b>387,143</b>	<b>393,343</b>	<b>NA</b>

**Total Capital Purchases 23-24**

**Carmel Area Wastewater District  
Capital Expenditures  
2023-24**

	BEG BAL	APR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CIP PROJECTS</u></b>						
<b><u>Administration</u></b>						
<b><u>Collections</u></b>						
Construction of new Gravity Sewer Line-Carmel Meadows	615,044	6,430	98,731	713,775	2,000,000	4.94%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	334,692	69,203	173,394	508,086	4,560,760	3.80%
Bay/Scenic Pump Station Rehab	76,756	0	70,487	147,243	900,000	7.83%
Pescadero Creek Area Pipe Rehab	182,256	6,355	34,702	216,957	500,000	6.94%
Vactor Receiving Station	86,668	0	14,265	100,933	400,000	3.57%
Lorca Lane Sewer Repair-unbudgeted	81,482	0	191,461	272,943	0	NA
Santa Rita & Guadalupe Pipeline	46,003	41,857	88,747	134,750	3,669,330	2.42%
<b><u>Treatment</u></b>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<b><i>Total CIP Projects 23-24</i></b>	<b>1,423,080</b>	<b>123,846</b>	<b>671,787</b>	<b>2,094,867</b>	<b>12,030,090</b>	<b>5.58%</b>



**Carmel Area Wastewater District**  
**Capital Expenditures**  
**2023-24**

	BEG BAL	APR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>LONG TERM CIP PROJECTS</u></b>						
<b><u>Treatment</u></b>						
Perimeter Fence	48,856	0	945	49,801	275,000	0.34%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	7,771,132	1,066	1,857,868	9,629,000	2,441,500	76.10%
Potable Water & Gas Main Replacement (COLL 5.5%)	43,444	0	124,355	167,799	300,000	41.45%
Plant Bridge Retrofit Project-unbudgeted	968	0	11,289	12,257	0	NA
Artificial Intelligence Pilot Project	0	5,383	31,306	31,306	75,000	41.74%
RECL share	(209,821)	(29)	(50,163)	(259,984)	(65,921)	76.10%
PBCSD share (1/3 of cost)	(2,551,526)	(2,140)	(651,694)	(3,203,220)	(1,008,526)	64.62%
<b><i>Total Long Term CIP Projects 23-24</i></b>	<b>5,103,053</b>	<b>4,280</b>	<b>1,323,906</b>	<b>6,426,959</b>	<b>2,017,053</b>	<b>65.64%</b>
<b>Total Capital (net of RECL and PBCSD)</b>	<b>6,526,133</b>	<b>161,057</b>	<b>2,382,836</b>	<b>8,908,969</b>	<b>14,440,486</b>	<b>16.50%</b>

**Carmel Area Wastewater District  
Variance Analysis  
2023-24**

	YTD \$ Variance	YTD % Variance	
<b><u>Collections</u></b>			
Salaries and Payroll Taxes	(\$151,188)	-26.60%	Salaries underbudgeted.
Employee Benefits	(\$126,358)	-73.80%	CALPERS unfunded liability payments
Truck and Auto Expenses	(\$5,999)	-11.40%	Outside repair service and repair parts underbudgeted.
Office Expense	(\$5,186)	-53.50%	Computers and equipment underbudgeted.
Repairs and Maintenance	(\$40,582)	-16.00%	Pump station equipment underbudgeted.
Utilities	(\$6,308)	-15.80%	Slightly underbudgeted.
Travel and Meetings	(\$6,159)	-35.00%	Employee training underbudgeted.
Permits and Fees	(\$1,170)	-14.10%	Mo. Bay Air Resources District underbudgeted.
Safety	(\$3,353)	-24.90%	Fire extinguisher service unbudgeted. Training underbudgeted.
<b><u>Treatment</u></b>			
Employee Benefits	(\$378,434)	-96.60%	CALPERS unfunded liability payments
Truck and Auto Expenses	(\$4,505)	-210.50%	Gas and repair service underbudgeted.
General and Administrative	(\$29,308)	-10.80%	Insurance underbudgeted.
Office Expense	(\$25,814)	-79.70%	Computers and furnishings underbudgeted.
<b><u>Administration</u></b>			
Employee Benefits	(\$98,924)	-77.50%	CALPERS unfunded liability payments
Office Expense	(\$14,329)	-81.40%	Computers underbudgeted. Codifications and temp service unbudgeted.
Contract Services	(\$13,730)	-13.30%	HR consulting underbudgeted. Source control unbudgeted.
Repairs and Maintenance	(\$16,279)	-162.80%	Building repairs underbudgeted.
Memberships and Subscriptions	(\$3,877)	-14.40%	WateReuse membership unbudgeted. Employee certifications and memberships underbudgeted.
Safety	(\$484)	-34.60%	PPE and safety supplies underbudgeted. Small dollar amounts.
Other Expense	(\$19,960)	-55.10%	Recruiting unbudgeted.
<b><u>Brine Disposal</u></b>			
Repairs and Maintenance	(\$216)	-5.40%	Repairs and maintenance underbudgeted. Small dollar amounts.

**District Obligations:**

1) 2004 Highlands Project Bond Proceeds \$3,057,165 - Balance \$205,000

**Carmel Area Wastewater District  
2023-24 Resolutions Amending the Budget**

<b>Resolution #</b>	<b>Description</b>	<b>Original Budget</b>	<b>Amendment</b>	<b>Spent To Date</b>
2023-62	A Resolution authorizing the General Manager to execute a contract for the purchase of a new Collections truck not to exceed \$65,000. This was planned originally for 2024-25.	\$ -	\$ 65,000	\$ 59,214
2023-67	A Resolution authorizing the General Manager to execute a contract for the purchase of a new portable sewage by-pass pump not to exceed \$82,842.51.	\$ 72,500	\$ 10,343	\$ 84,623
2024-17	A Resolution approving the purchase of the Ion Chromatograph in the amount of \$66,196.30.	\$ 57,000	\$ 9,196	\$ 62,705
2024-20	A Resolution approving the payment of the CALPERS Classic Unfunded Liability in the amount of \$535,250 and the CALPERS Pepra Unfunded Liability in the amount of \$109,193	\$ -	\$ 644,443	\$ 644,443
2024-23	A Resolution authorizing the General Manager to enter into a contract with National Auto Fleet Group for the purchase of a Pipe-Hunter Sewer Cleaning Truck not to exceed an amount of \$302,013.	\$ -	\$ 302,013	\$ -
Total To Date		<u>\$ 129,500</u>	<u>\$ 1,030,995</u>	<u>\$ 850,985</u>

# STAFF REPORT



TO: Board of Directors

FROM: Daryl Lauer, Collection Superintendent

DATE: May 30, 2024

SUBJECT: Monthly Report – April 2024

## RECOMMENDATION

Receive Report- Informational only; no action required.

### Permits Issued

Sewer Lateral Permits issued in April ..... 19

Total Fees ..... \$3,310.00

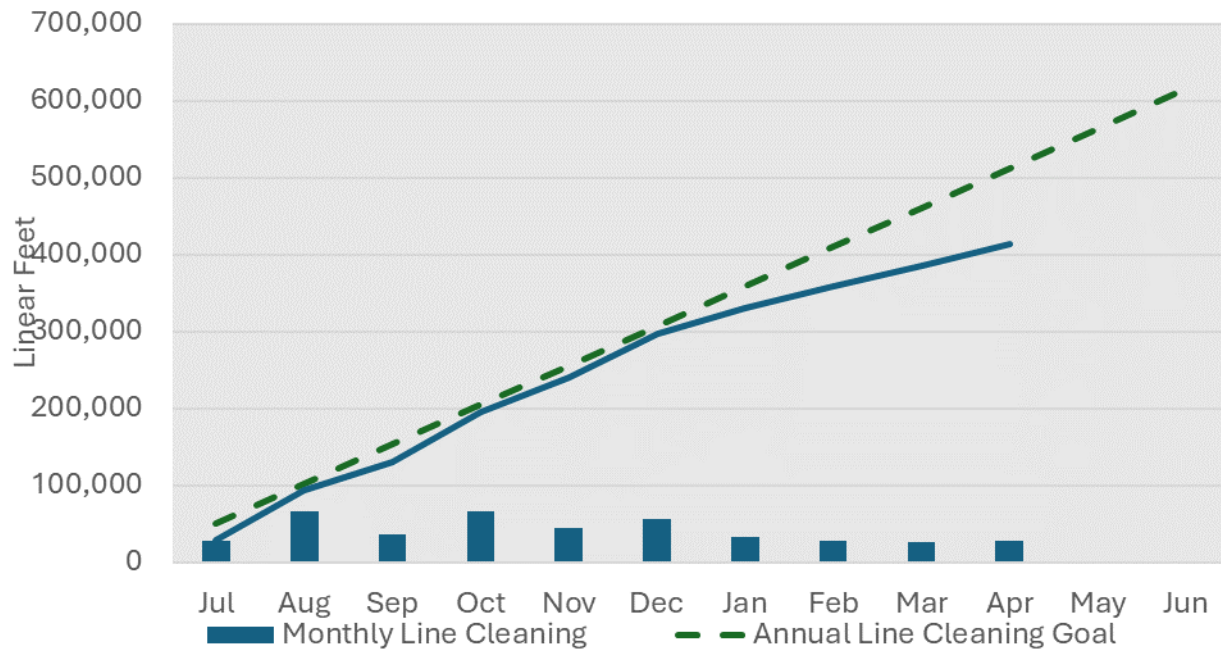
### Maintenance

Attached is a map of the areas cleaned in the past three months. There were 28,003 feet of sewer lines cleaned in April.

### Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
April	28,003 ft.	6.81%	6 - 10 inches
March	27,171 ft.	6.61%	6 - 12 inches
February	27,950 ft.	6.80%	6 – 15 inches

**Annual Line Cleaning Graph**



**Line Cleaning Table**

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	413,164	201,836

**Staff Development**

- Staff completed several in-person tailgate training courses (including Wound Dressing, Ultraviolet Skin Protection, Contractor Safety, and Emergency Phone Features)
- Staff attended the California Water Environment Association (CWEA) annual conference located in Sacramento.

**General comments**

- N/A

**Service calls responded to by crew**

<b>Date</b>	<b>Time</b>	<b>Callout</b>	<b>Resolution</b>
4/16/2024	8:05 AM	Private Lateral Spill	Called by Carmel Public Works for a report of an overflowing lateral. Staff arrived on scene to find a blocked and overflowing lateral. Staff ran the District main line and found no problems. Staff informed the property owner to call their plumber of choice. See callout map.
4/18/2024	8:30 AM	Water Leak	Called by main office for a report of a water leak. Staff arrived on scene to find a leaking water service line. Staff informed the property owner to call the local water company. See callout map.
4/18/2024	4:25 PM	Ground Water Leak	Called by the main office for a report of a sewer leak. Staff arrived on scene to find water seeping out from the road and pooling. Staff ran the District main line and found no problem and also checked the neighboring property's sewer laterals to ensure they were not overflowing. Just ground water no resolution. See callout map.
4/19/2024	8:15 AM	Leaking Vault	Called by main office for a report of an overflowing manhole at Yankee Point. Staff investigated this issue as this location is within the District boundaries, however, there is no infrastructure to maintain in that area. When on scene a Pacific Bell manhole/vault had water leaking from it. The homeowner was informed it was more than likely groundwater leaking out of the manhole. See callout map.

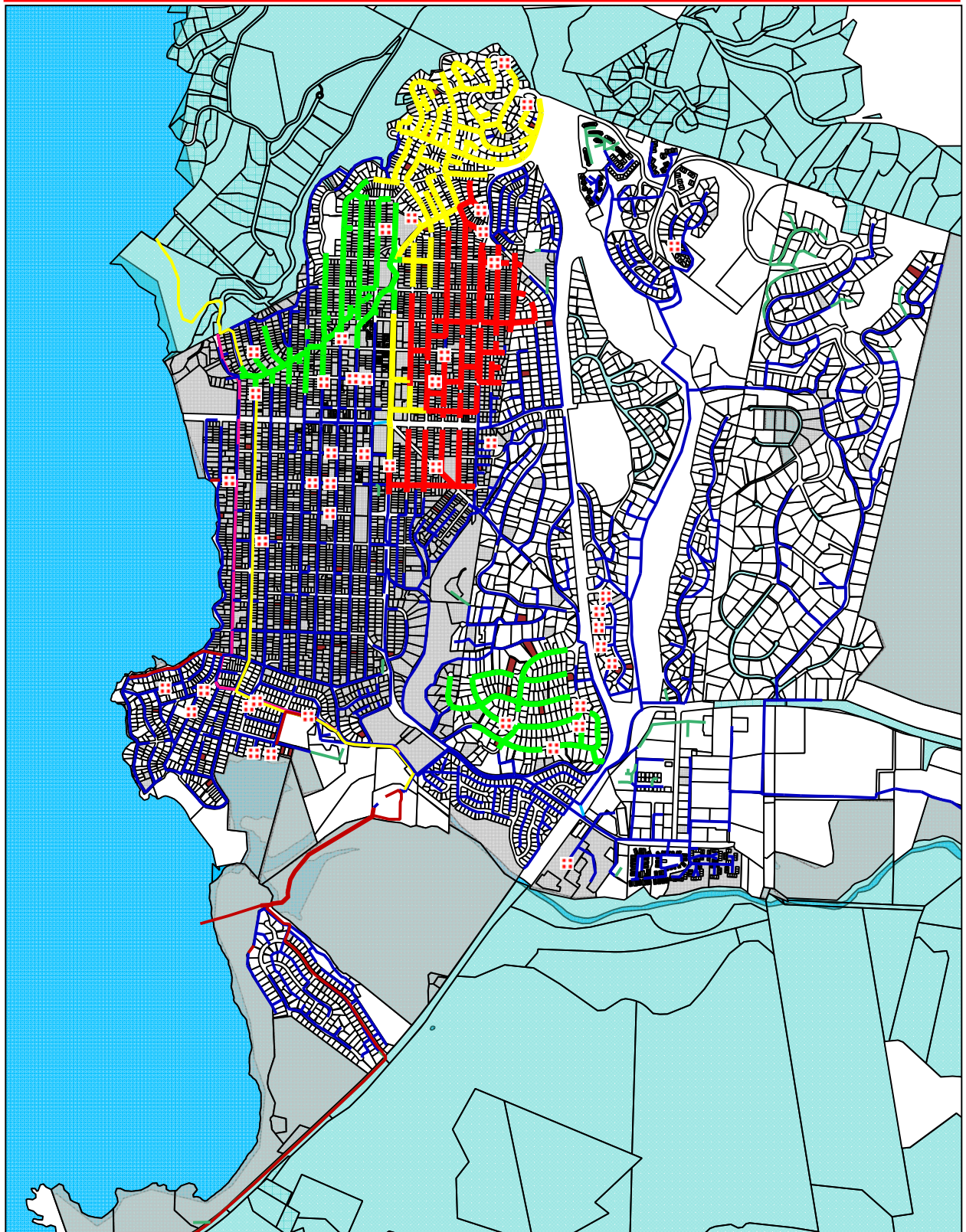
USA Location Requests – 203

Plumbing permit inspections – 18

Private Sewer Lateral Compliance Certificates Issued – 14

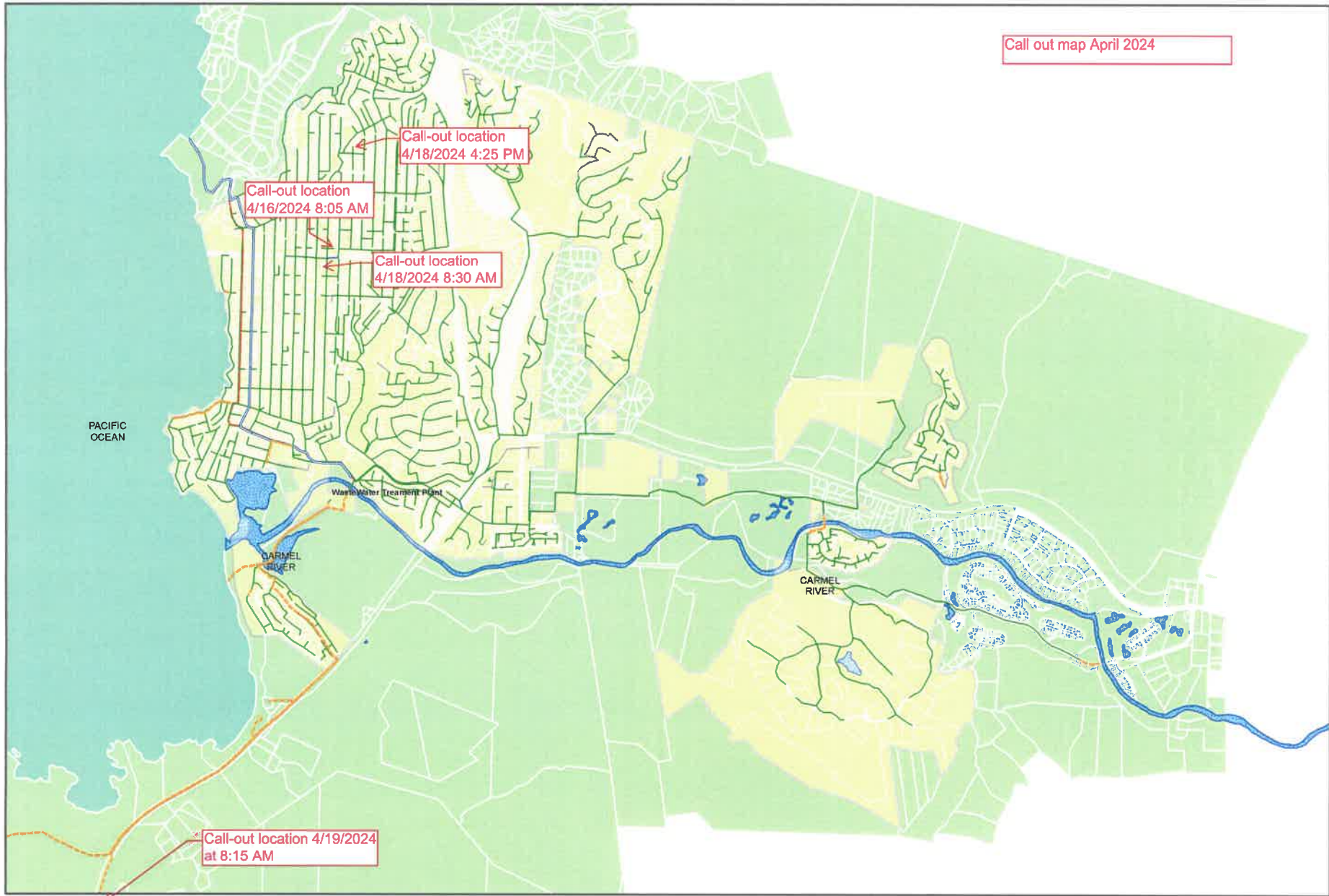
April (Red) 28,003 feet  
March (Yellow) 27,171 feet  
February (Green) 27,950 feet

### Monthly Cleaning Map



5/10/2024





Call out map April 2024

- Legend**
- Force Mains
  - Sewer Pipes**
    - Gravity
    - Private
    - PK2SD
    - Force main
    - FM Outfall
    - OFW
  - Reclamation
  - Service Area
  - County Parcels

**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: May 30, 2024

Subject: Monthly Safety Report (for April 2024)

## RECOMMENDATION

Receive Report- Informational only; no action required

## DISCUSSION

### Safety & Training

- **April 3: Tailgate Training- Wound Dressing and Bleeding Control.** Ray DeOcampo, Lab Technician, gave a presentation on bleeding control options available in the first aid kits located around the plant. The kits contain bleeding control pads and liquids. The kits also contain tourniquets for serious injuries. A video was shown on how to apply the same model/type of tourniquet stored on site.
- **April 10: Tailgate Training– Ultraviolet (UV) Skin Protection.** Maintenance Superintendent Chris Foley and S/C Admin Dias co-presented on skin protection. S/C Admin Dias presented on the hazards from UV radiation, the most common types of cancers and the most common ways to identify skin changes that should be discussed with a doctor. Superintendent Chris Foley described planned improvements for skin protection. This topic was also covered in a separate Board report in April.
- **April 17: Tailgate Training– Emergency phone features.** S/C Admin Dias presented on three different emergency phone features. **First**, was the use of FirstNet cell phones available through AT&T. FirstNet cell phones will be prioritized for access to the cellular network in the event of a large-scale disaster. The FirstNet network also has mobile cell sites stationed around the country that would be mobilized to the area of a disaster. **Next**, the “broadcast” phone feature was also described and then tested.

A dedicated button is available on the district phones where if anyone pushes the button it immediately broadcasts their voice to every other phone on the system. This is one way communication (the listeners cannot respond verbally). Each department took a turn using the system and broadcasting a message. **Lastly**, the 911 notification system was described. If anyone on the phone system calls 911, all phones generate a unique alarm sound and show which extension number has called 911. This would allow others to come to their assistance and/or direct responders to the exact location of the emergency. When 911 is dialed there is a response call from 911 directly to the District requesting information on the purpose of the call.

- **April 24: Tailgate Training– Contractor Safety.** Principal Engineer, Jeff Bandy, gave a detailed presentation on contractor safety. One point of emphasis was how to report unsafe acts by contractors.

**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 April included:

- **Skin UV Protection Improvements.** Immediately following the April 10 tailgate on UV skin protection, several items were ordered to improve skin protection. These included: (1) mineral-based type (zinc oxide) sunscreen, (2) broad spectrum sunscreen in individual packets, (3) cooling sleeves to protect the arms, and (4) safari style hats with neck protection. The sunscreens were distributed around the site and to the Collections crew. The safari hats are popular and are being worn by several operators.

**Tours and Outreach**

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

**Injuries; First Aid Incidents; Workers Compensation Claims**

There were no new Workers Comp claims or first aid injuries in April. The latest yearly tracking matrix is below.

	<b>Work Related Injuries and Illnesses for 2024 Calendar Year</b>				
<b>TYPE</b>	<b>New Incidents (Month)</b>	<b>Total Incidents (Year)</b>	<b>Total Days Away from Work (Year)</b>	<b>Total Days of Job Restriction (Year)</b>	<b>Cumulative days lost (Year)</b>
<b>OSHA Injuries</b>	0	0	0	33*	0
<b>OSHA Illnesses</b>	0	0	0	0	0
<b>Other WC Claims</b>	0	0	0	0	0
<b>First Aid (non-OSHA)</b>	0	0	0	0	0

\*Excludes holidays, vacation days and sick days

**FUNDING**

N/A- Informational item only

# Wastewater Treatment Facility Operations Report

Report for: April 2024	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	28.940	0.917	0.805	1.212	64.738	132.25	405.69
PBCSD Flow	15.763	0.525	0.403	0.683	35.262	75.78	232.44
<b>Total Plant Flow</b>	<b>44.703</b>	<b>1.442</b>	<b>1.208</b>	<b>1.895</b>	<b>100.00</b>	<b>208.03</b>	<b>638.13</b>
Tertiary Flow (3)	16.112	0.767	0.320	1.222	36.042	35.70	109.51
Ocean Discharge	28.562	0.952	0.085	2.073	63.893	168.59	517.16
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	35.70MG (109.51acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.58 BG (29.40 K acre-ft.)
12 Month Rolling Total Reclamation Production	284.38 MG (872.76 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Apr'24 kWh	Price per kWh	Apr'24	Mar'24	Feb'24	Jan'24
Secondary	97,694.00	\$ 0.223	\$ 21,825.65	\$ 21,860.91	\$ 25,461.01	\$ 24,265.87
Blowers	45,599.36	\$ 0.230	\$ 10,503.05	\$ 11,253.53	\$ 10,621.03	\$ 11,983.47
<b>CAWD Total</b>	<b>143,293.36</b>		<b>\$ 32,328.70</b>	<b>\$ 33,114.44</b>	<b>\$ 36,082.04</b>	<b>\$ 36,249.34</b>
Tertiary	33,213.60	\$ 0.355	\$ 11,779.02	\$ 9,279.23	\$ 2,028.62	\$ 15,483.53
MF/RO	74,733.00	\$ 0.300	\$ 22,404.09	\$ 10,182.94	\$ 5,310.75	\$ 13,659.81
<b>Reclaim Total</b>	<b>107,946.60</b>		<b>\$ 34,183.11</b>	<b>\$ 19,462.17</b>	<b>\$ 7,339.37</b>	<b>\$ 29,143.34</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 18,586.33</b>	<b>Reclamation Total</b>		<b>\$ 47,925.48</b>

## kW-h Per Acre Foot

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

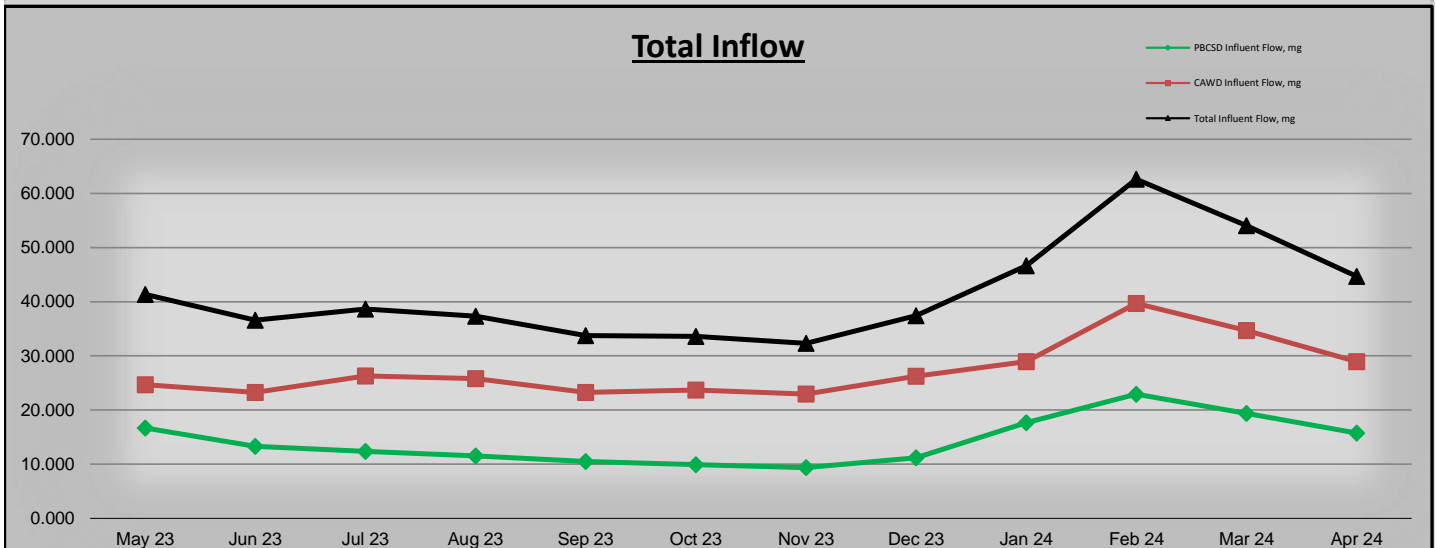
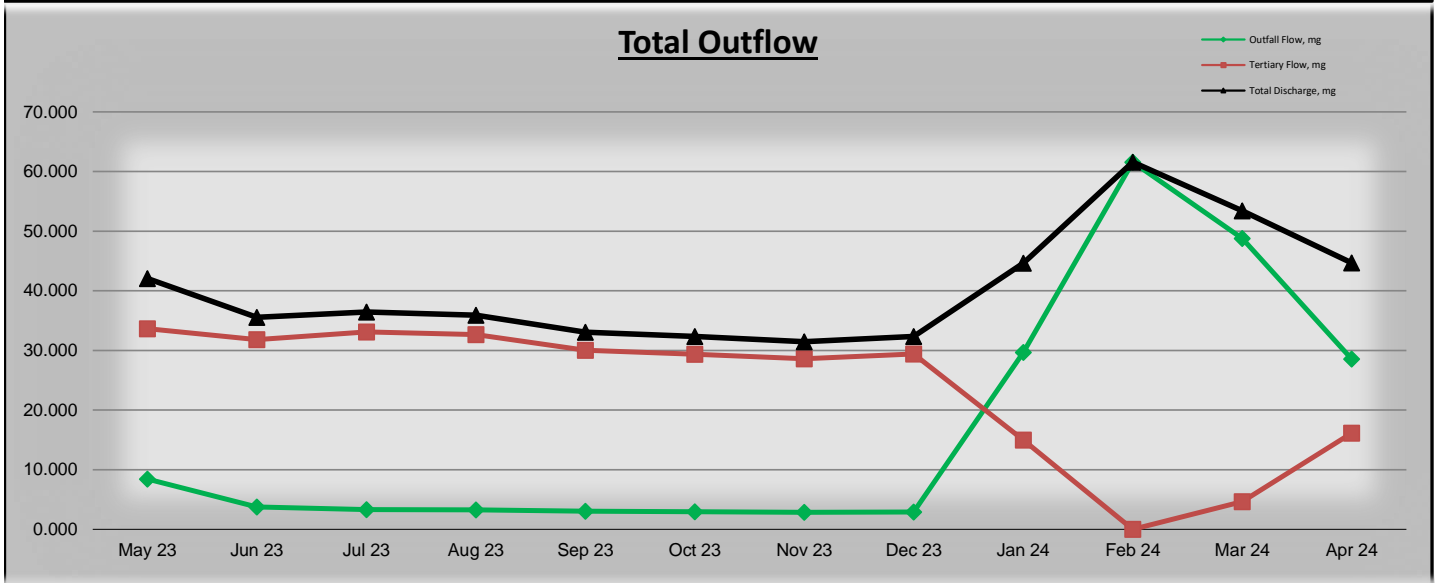
## MICROTURBINE SUMMARY

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

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

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

(3) Reclamation facility went into full water production on April 17, 2024



# Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
Report for: March 2024	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	34.659	1.118	0.837	1.634	64.110	103.31	316.91
PBCSD Flow	19.403	0.626	0.433	0.920	35.890	60.01	184.09
<b>Total Plant Flow</b>	<b>54.062</b>	<b>1.744</b>	<b>1.270</b>	<b>2.554</b>	<b>100.00</b>	<b>163.33</b>	<b>501.00</b>
Tertiary Flow (3)	4.626	0.578	0.234	0.920	8.557	19.59	60.08
Ocean Discharge	48.796	1.574	0.608	2.551	90.259	140.03	429.55
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	19.59MG (60.08acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.56 BG (29.35 K acre-ft.)
12 Month Rolling Total Reclamation Production	292.29 MG (897.04 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Mar'24 kWh	Price per kWh	Mar'24	Feb'24	Jan'24	Dec'23
Secondary	107,745.00	\$ 0.203	\$ 21,860.91	\$ 25,461.01	\$ 24,265.87	\$ 20,976.49
Blowers	50,326.24	\$ 0.224	\$ 11,253.53	\$ 10,621.03	\$ 11,983.47	\$ 10,373.70
<b>CAWD Total</b>	<b>158,071.24</b>		<b>\$ 33,114.44</b>	<b>\$ 36,082.04</b>	<b>\$ 36,249.34</b>	<b>\$ 31,350.19</b>
Tertiary	19,444.64	\$ 0.477	\$ 9,279.23	\$ 2,028.62	\$ 15,483.53	\$ 15,274.40
MF/RO	26,737.00	\$ 0.381	\$ 10,182.94	\$ 5,310.75	\$ 13,659.81	\$ 24,540.75
<b>Reclaim Total</b>	<b>46,181.64</b>		<b>\$ 19,462.17</b>	<b>\$ 7,339.37</b>	<b>\$ 29,143.34</b>	<b>\$ 39,815.15</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 19,096.71</b>	<b>Reclamation Total</b>		<b>\$ 33,479.90</b>

## kW-h Per Acre Foot

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

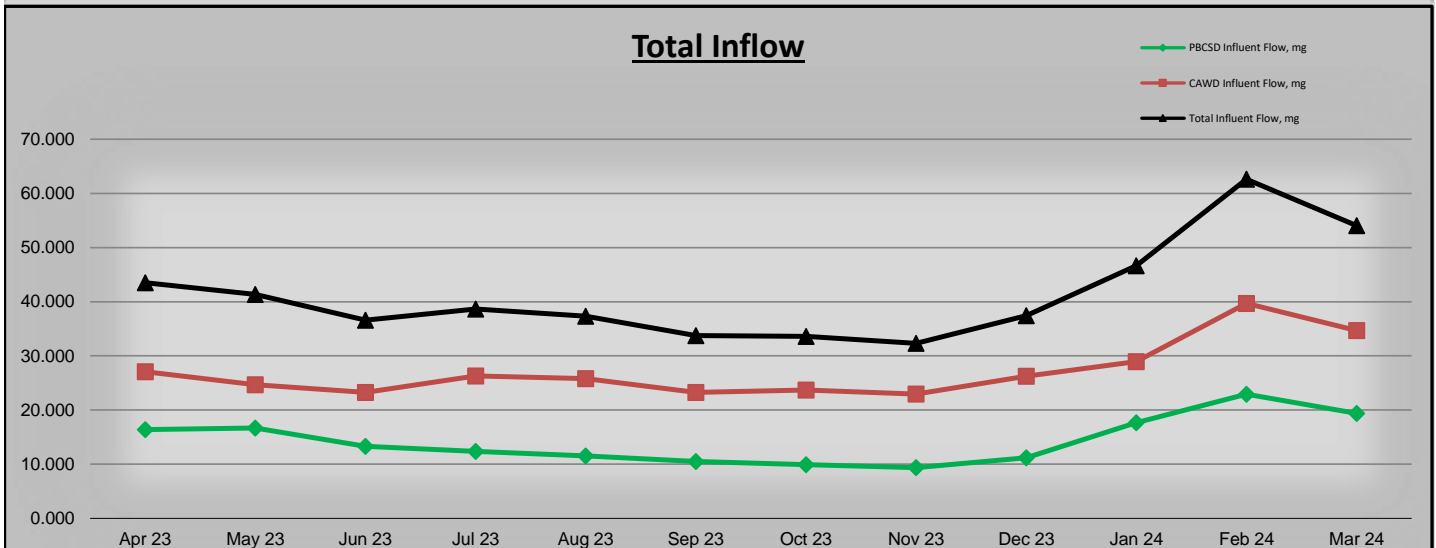
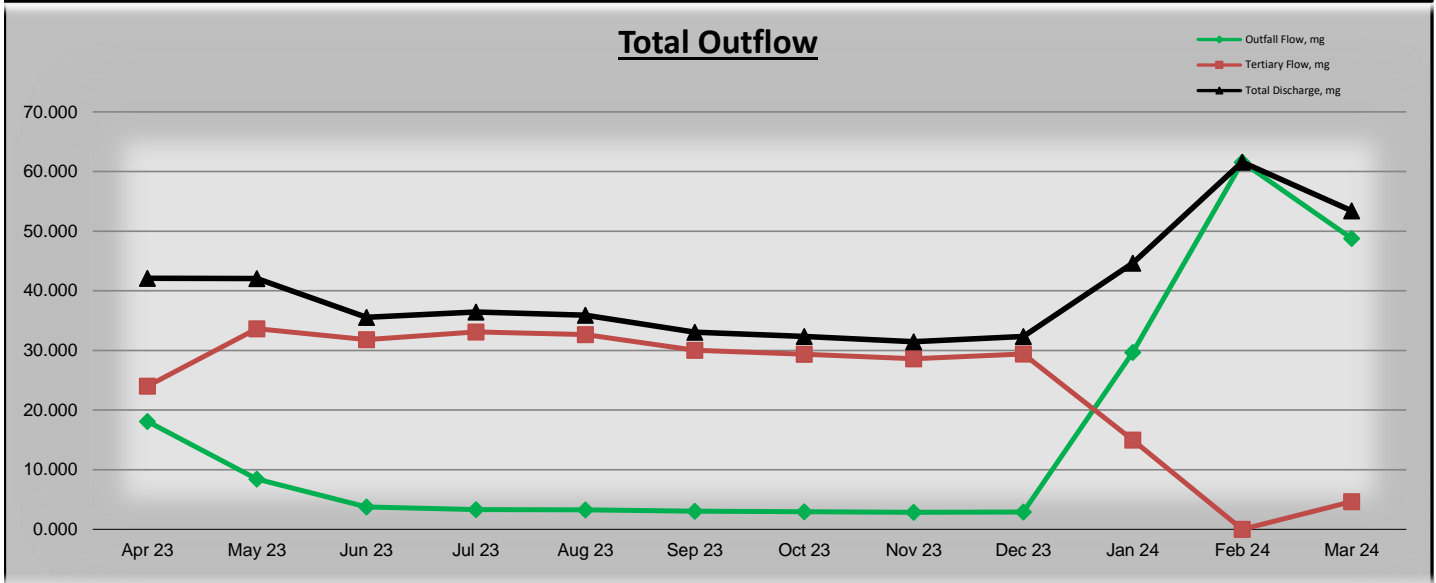
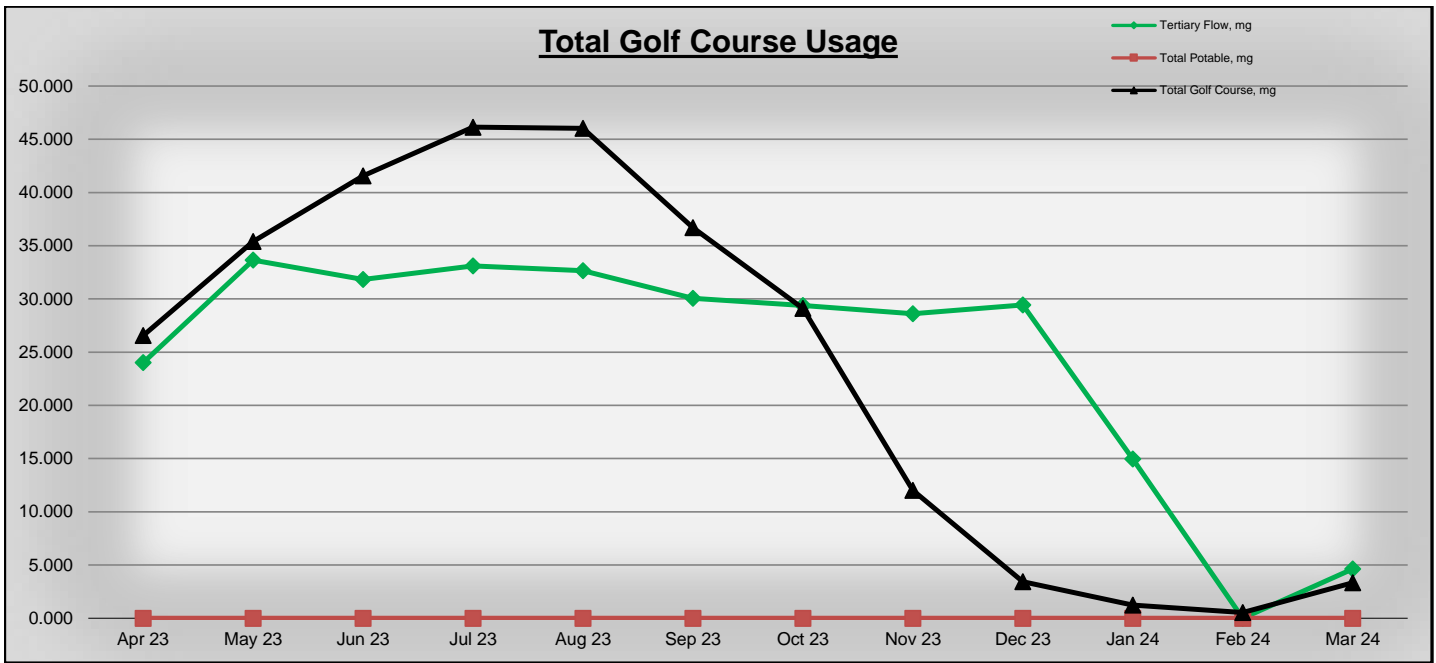
## MICROTURBINE SUMMARY

Month	Mar'24 kW-h (2)	Feb'24	Jan'24	Dec'23	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line. Compressor rebuilt should be completed on 3/29/2024

(3) Reclamation facility on-line for 8 days during the month due to low water demand



# Wastewater Treatment Facility Operations Report

Report for: February 2024	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	39.689	1.368	0.898	2.848	63.384	68.66	210.60
PBCSD Flow	22.928	0.791	0.492	1.218	36.616	40.61	124.57
<b>Total Plant Flow</b>	<b>62.617</b>	<b>2.159</b>	<b>1.390</b>	<b>4.066</b>	<b>100.00</b>	<b>109.27</b>	<b>335.17</b>
Tertiary Flow (3)	0.000	0.000	0.000	0.000	0.000	14.96	45.89
Ocean Discharge	61.578	2.123	0.876	3.989	98.341	91.24	279.87
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	14.96MG (45.89acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.56 BG (29.34 K acre-ft.)
12 Month Rolling Total Reclamation Production	288.51 MG (885.43 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Feb'24 kWh	Price per kWh	Feb'24	Jan'24	Dec'23	Nov'23
Secondary	111,876.00	\$ 0.228	\$ 25,461.01	\$ 24,265.87	\$ 20,976.49	\$ 21,191.73
Blowers	45,396.24	\$ 0.234	\$ 10,621.03	\$ 11,983.47	\$ 10,373.70	\$ 10,127.76
<b>CAWD Total</b>	<b>157,272.24</b>		<b>\$ 36,082.04</b>	<b>\$ 36,249.34</b>	<b>\$ 31,350.19</b>	<b>\$ 31,319.49</b>
Tertiary	6,579.36	\$ 0.308	\$ 2,028.62	\$ 15,483.53	\$ 15,274.40	\$ 16,526.92
MF/RO	7,891.00	\$ 0.673	\$ 5,310.75	\$ 13,659.81	\$ 24,540.75	\$ 22,487.40
<b>Reclaim Total</b>	<b>14,470.36</b>		<b>\$ 7,339.37</b>	<b>\$ 29,143.34</b>	<b>\$ 39,815.15</b>	<b>\$ 39,014.32</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 20,826.25</b>	<b>Reclamation Total</b>		<b>\$ 22,595.16</b>

## kW-h Per Acre Foot

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

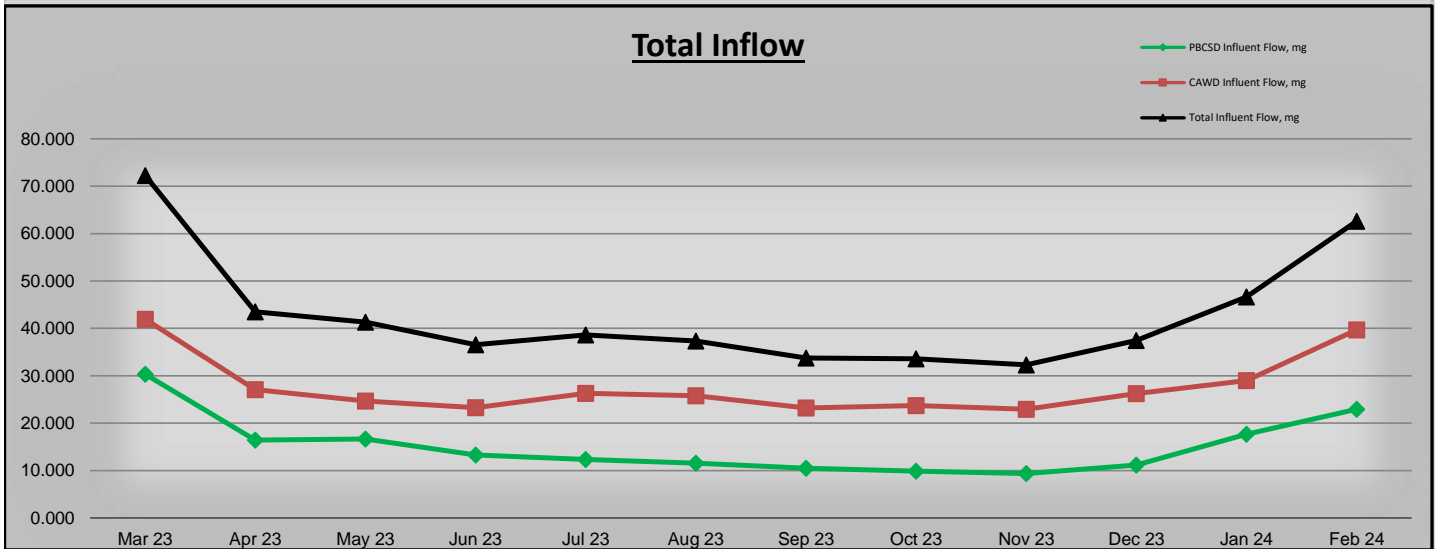
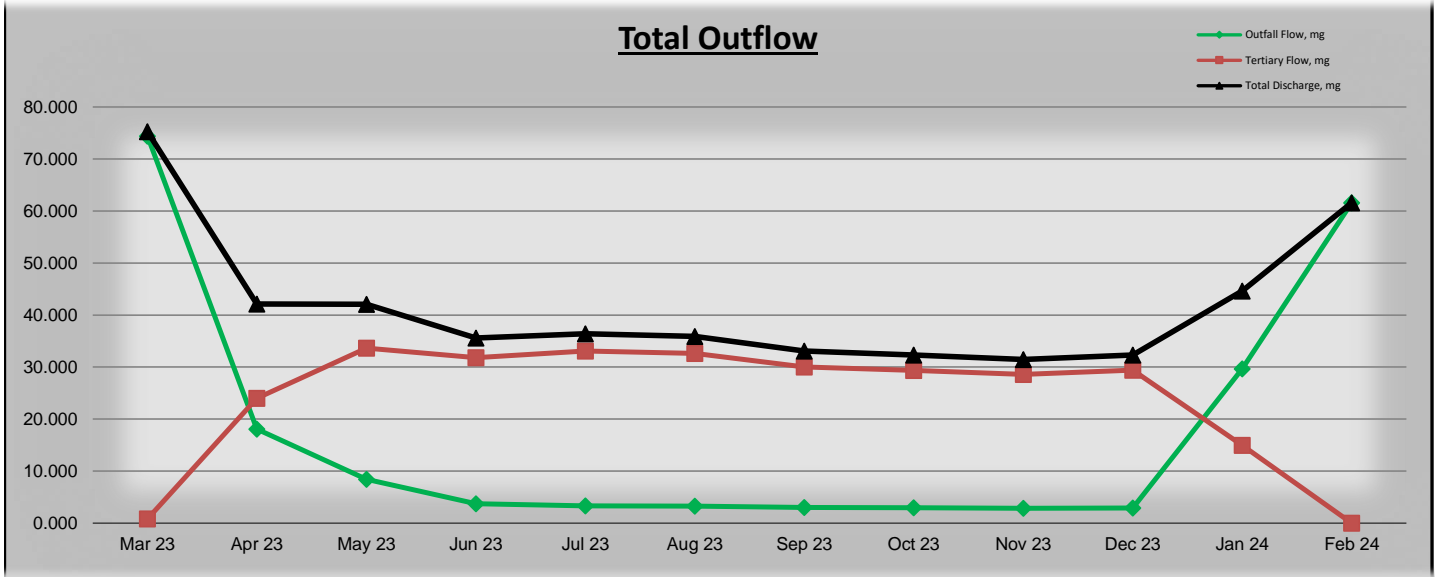
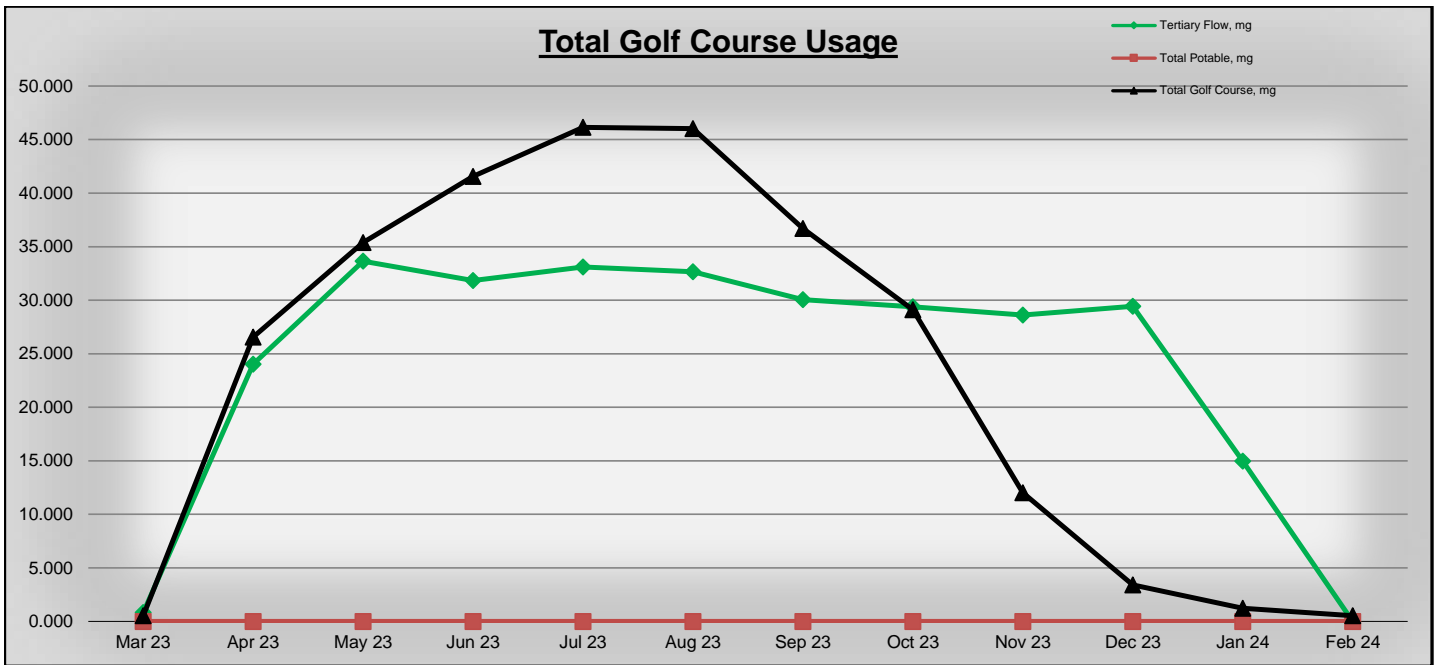
## MICROTURBINE SUMMARY

Month	Feb'24 kW-h (2)	Jan'24	Dec'23	Nov'23	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line. Compressor rebuilt should be completed on 3/29/2024

(3) Reclamation facility off-line due to full storage tank and reservoir





# STAFF REPORT



To: Board of Directors

From: Carla James - Laboratory/Environmental Compliance Supervisor

Date: May 30, 2024

Subject: Monthly Report – April 2024

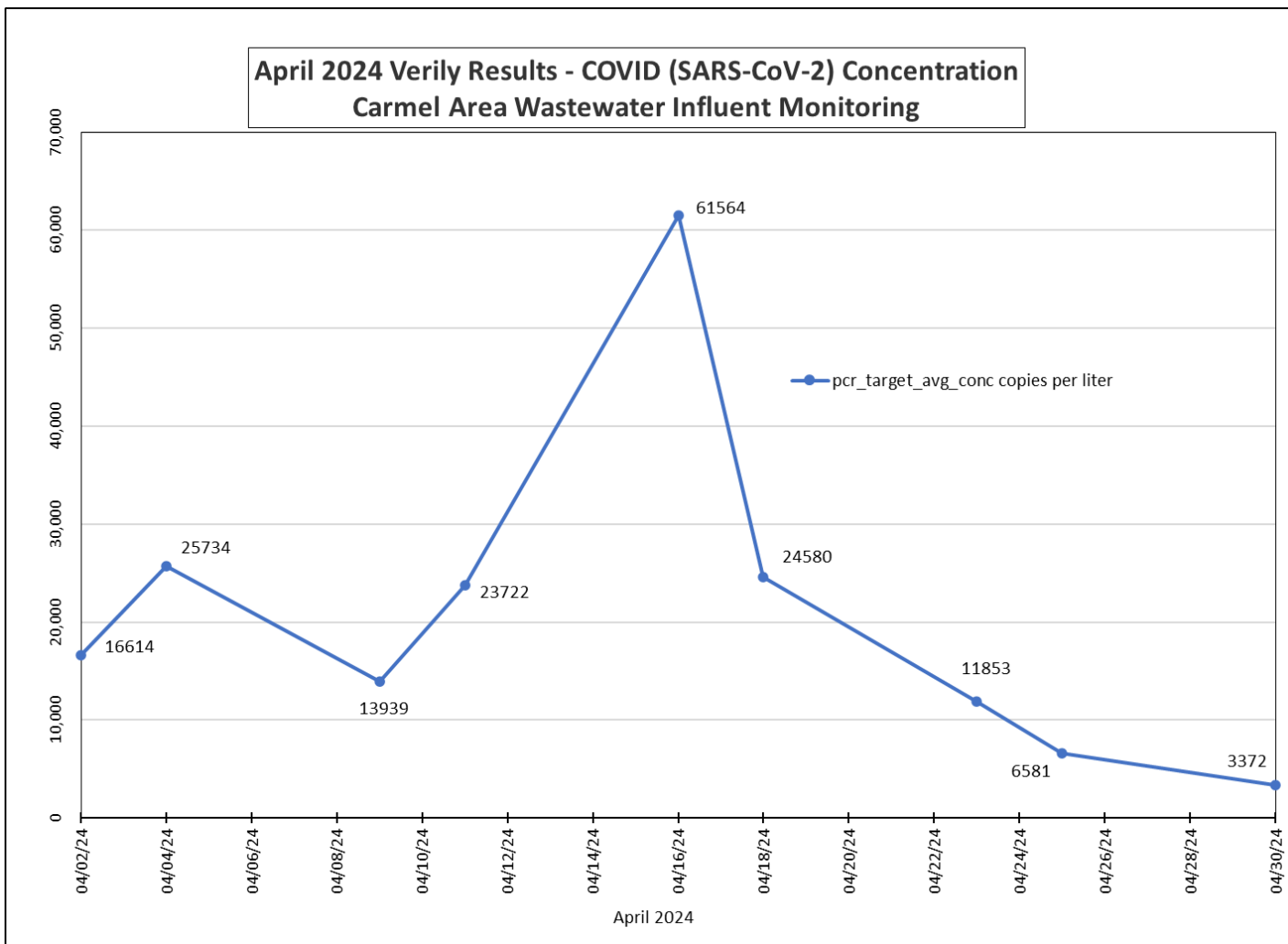
## RECOMMENDATION

Receive Report - Informational only; No action required.

## DISCUSSION

### INFLUENT MONITORING (VIRUSES)

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



### **LABORATORY REPORT**

- On April 3, 2024, Aleksandra Kalnozola started work as the new Laboratory Analyst/Environmental Compliance Inspector. Aleksandra comes to CAWD with a Bachelor of Science degree in Environmental Policy Analysis and Planning from University of California, Davis, and most recently worked as a Water Resources Technician for the County of Monterey.
- Ray De Ocampo attended the California Water Environment Association (CWEA) Spring Conference in Sacramento from April 8 through April 11, 2024.
- On April 18, 2024, both Laboratory Analysts/Environmental Compliance Inspectors attended a half-day training session in Castroville, hosted by the Monterey Bay Water Works Association (MBWWA). The training topic was Water Sampling and Quality Control for Field Measurements and was instructed by David Holland of Monterey Bay Analytical Services (MBAS).
- On April 22, 2024, the fume hood above the muffle furnace was upgraded/retrofitted for enhanced ventilation during volatile analysis of total solids and total suspended solids.

### **FUNDING**

N/A-Informational item only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	23	2024		2025		2026	
									H2	H1	H2	H1	H2	H1	H2
<b>Projects Implementation Plan Schedule</b>															
<u>Treatment Plant Capital Projects</u>															
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank R	Treanor	4/30/18	9/29/23	\$4,820,750	\$9,137,431	Substantial Completion	<b>Sludge Holding Tank Replacement Project</b>						
18-28	1626.000	Perimeter Tree Plan and Implementation	Bandy	7/1/19	6/30/26	\$75,000	\$130,020	Reviewing Height of Existing Native Trees	<b>Perimeter Tree Plan and Implementation</b>						
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	12/30/26	\$0	\$0	SHPO Consultation for FEMA Funding	<b>FREE Mitigation</b>						
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	10/13/23	\$0	\$17,332	In Progress							
19-18	1593.000	Perimeter Fencing	Bandy	7/1/22	12/31/25	\$275,000	\$275,000	Design/CEQA	<b>Perimeter Fencing</b>						
22-03	1639.000	WWTP Gas and Water Main Replacement	Bandy	5/2/22	6/30/26	\$100,000	\$300,000	30% Design	<b>Gas and Water Main Replacement</b>						
22-04	1642.000	CAWD Bridge Project	Treanor	3/1/21	2/29/28	\$0	\$550	Funding Strategy	<b>CAWD Bridge Project</b>						
22-06	1640.000	Vactor Receiving Station	Bandy	7/1/22	12/31/24	\$104,950	\$354,950	Construction Phase	<b>Receiving Station</b>						
<u>Reclamation Capital Projects</u>															
22-05	14794	Reclamation 15-Year CIP Master Plan	Bandy/Treanor	8/2/22	6/30/25	\$300,000	\$300,000	In Progress	<b>15-Year CIP Master Plan</b>						
<u>Collections Capital Projects</u>															
19-03	1586.000	Carmel Meadows Sewer Replacement	Treanor	8/1/19	6/30/26	\$2,000,000	\$2,615,044	Design Update In Progress	<b>Carmel Meadows Sewer Replacement</b>						
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Treanor	12/31/20	12/31/25	\$650,000	\$976,756	On Hold	<b>ation Rehabilitation</b>						
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Treanor	2/5/21	12/31/25	\$4,560,760	\$4,792,546	In Design / CEQA	<b>sting - Ocean to Bay</b>						
21-05	1637.000	Pescadero Sewer Relocation	Treanor	7/1/21	12/31/26	\$100,000	\$681,931	Environmental Impact Report	<b>adadero Sewer Relocation</b>						
23-01	1643.000	Santa Rita & Guadalupe Pipeline Rehab	Treanor	1/1/23	6/30/25	\$3,669,783	\$3,699,783	In Design	<b>a &amp; Guadalupe Pipeline Rehab</b>						
24-04		Highlands Forcemain Retrofits	Bandy	4/1/24	4/1/26	\$0	\$0	Study Phase	<b>Highlands Forcemain Retrofits</b>						
20-06		Collections 15-Year CIP	Treanor	7/1/20	7/1/40	\$0	\$66,372,100	Work In Progress	<b>ons 15-Year CIP</b>						
<u>Collections Non-Capital Projects</u>															
24-01	6130.005	2024 Sewer Pipe Repairs	Treanor	1/1/24	12/31/24	\$405,000	\$405,000	In Design	<b>2024 Sewer Pipe Repairs</b>						
24-02	6140.005	2024 Manhole Coating	Treanor	1/1/24	12/31/24	\$410,000	\$410,000	In Design	<b>2024 Manhole Coating</b>						
<u>Assessment Districts/Annexations</u>															
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Treanor	7/3/18	3/31/24	\$0	\$0	Startup Phase	<b>r Pipeline and Pump Station</b>						
18-29	2500.000	September Ranch Subdivision	Treanor	9/1/22	8/30/25	\$0	\$0	In Construction	<b>ember Ranch Subdivision</b>						
23-03		Rancho Cañada Village Subdivision	Treanor	3/1/23	2/27/25	\$0	\$0	Sewer Agreement	<b>Cañada Village Subdivision</b>						
<u>Other Non-Capital Projects</u>															
		Workforce Now	Lauer			\$0	\$0	Time Card System Pilot							

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	23		2024		2025		2026	
									H2	H1	H2	H1	H2	H1	H2	
		Real Property Investigation	Buikema			\$75,000	\$75,000	Ongoing								
		Cyber Security	Foley			\$17,000	\$17,000	Ongoing								
		Source Control Six Sigma	Treanor			\$0	\$0	Restaurant Plumbing Inspections In Progress								
24-03	1644.000	Artificial Intelligence Pilot Project	Foley			\$75,000	\$75,000	In Progress								
22-01	5500.006	Long Term SLR Planning	Buikema / Bandy / Treanor	5/3/21	2/29/40	\$260,000	\$1,400,000	2023 Study Complete	<b>Long Term SLR Planning</b>							
20-05		River Watch Agreement	Treanor	2/21/20	2/21/24	\$0	\$0	Work In Progress								
		CMMS Upgrade	Lauer / Foley / Treanor	11/1/23	11/1/24	\$85,800	\$85,800	Systems Setup	<b>CMMS Upgrade</b>							
		Summer Internship Program 2024	Waggoner	1/1/24	12/31/24	\$0	\$0	Planning	<b>Summer Internship Program 2024</b>							



## **Treatment Plant Capital Project Summaries**



Photo: New Sludge Tank Under Construction

<b>Project Number:</b>	<b>18-01</b>	
<b>Project Name:</b>	<b>Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab &amp; Sludge Holding Tank Replacement Project</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	Substantial Completion	
<b>Project Description:</b>	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.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$9,137,431	\$9,629,000
<b>Financial:</b>	FY Budget:	FY Spent:
	\$4,820,750	\$1,857,868
<b>Reclamation Share:</b>	Estimated at 2.7% of project cost.	
<b>Other Entities:</b>	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
<b>Permits Required:</b>	Coastal Commission Notification	
<b>Challenges:</b>	Electrical Equipment Supply Chains	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction anticipated for FY2021/2022 into FY2022/2023</li> </ul>	
<b>Consultants:</b>	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
<b>Contractor:</b>	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

<b>Project Number:</b>	<b>18-28</b>	
<b>Project Name:</b>	<b>Perimeter Tree Plan and Implementation</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Bandy	
<b>Status:</b>	Reviewing Height of Existing Native Trees	
<b>Project Description:</b>	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.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$130,020	\$5,020
<b>Financial:</b>	FY Budget:	FY Spent:
	\$75,000	\$0
<b>Reclamation:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	Currently unknown (In Study Phase)	
<b>Challenges:</b>	Time it will take for new trees to grow up that will fully screen treatment plant from view	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Study moved to 2024; anticipate completion 06-30-26</li> </ul>	
<b>Consultants:</b>	Scott Hall Landscape Design	
<b>Contractor:</b>	TBD	

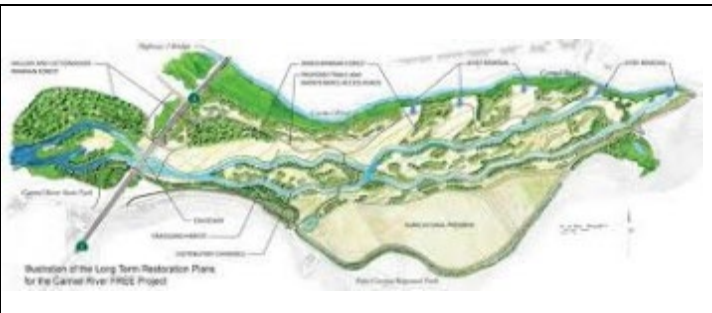


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

<b>Project Number:</b>	<b>19-21</b>	
<b>Project Name:</b>	<b>Carmel River Floodplain Restoration &amp; Environmental Enhancement (CRFREE) Mitigation</b>	
<b>Project Location:</b>	Carmel River Lagoon	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	State Historic Preservation Office (SHPO) Consultation for Federal Emergency Management Agency (FEMA) Funding	
<b>Project Description:</b>	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.	
<b>Department:</b>	Engineering	
<b>Financial:</b>	Coastal Conservancy Grant Budget:	Cumulative Spent: \$618,569
	\$750,000	FY Spent: \$0
** Project is being funded by CRFREE initiated grants		
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	Monterey County	
<b>Permits Required:</b>	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board (RWQCB)	
<b>Challenges:</b>	Construction near environmentally sensitive habitat and obtaining new easement from State Parks	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction anticipated in 2025</li> </ul>	
<b>Consultants:</b>	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
<b>Contractor:</b>	TBD	



Photo: Existing air diffuser system

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



*Photo: Existing Dilapidated Fence*

<b>Project Number:</b>	<b>19-18</b>
<b>Project Name:</b>	<b>Perimeter Fencing</b>
<b>Project Location:</b>	Wastewater Treatment Plant (WWTP)
<b>Project Manager:</b>	Bandy
<b>Status:</b>	Design/CEQA
<b>Project Description:</b>	Install a new fence around the perimeter of the WWTP.
<b>Department:</b>	Treatment
<b>Financial:</b>	Cumulative Budget: \$275,000
	Cumulative Spent: \$49,801
	FY Budget: \$275,000
	FY Spent: \$945
<b>Reclamation Share:</b>	N/A
<b>Other Entities:</b>	N/A
<b>Permits Required:</b>	California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), Coastal Developmental Permit (CDP) Notification
<b>Challenges:</b>	Environmental Mitigations
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Design in FY2022-2023</li> <li>Construction in FY2024-2025</li> </ul>
<b>Consultants:</b>	Kennedy Jenks
<b>Contractor:</b>	TBD



*Photo: Gas Meter on North Side of River*

<b>Project Number:</b>	<b>22-03</b>
<b>Project Name:</b>	<b>WWTP Gas and Water Main Replacement</b>
<b>Project Location:</b>	Wastewater Treatment Plant
<b>Project Manager:</b>	Bandy
<b>Status:</b>	30% Design
<b>Project Description:</b>	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.
<b>Department:</b>	Treatment
<b>Financial:</b>	Cumulative Budget: \$300,000
	Cumulative Spent: \$167,799
	FY Budget: \$100,000
	FY Spent: \$124,335
<b>Reclamation Share:</b>	N/A
<b>Other Entities:</b>	Cost Share w/ Collections @ 5.5%
<b>Permits Required:</b>	TBD
<b>Challenges:</b>	Underground work in riparian area
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Currently undergoing alternatives analysis study</li> <li>Design in FY2022-2023</li> <li>Construction in FY2024-2025</li> </ul>
<b>Consultants:</b>	Kennedy Jenks
<b>Contractor:</b>	N/A





Photo: Conceptual Rendering of Public Use and Bridge

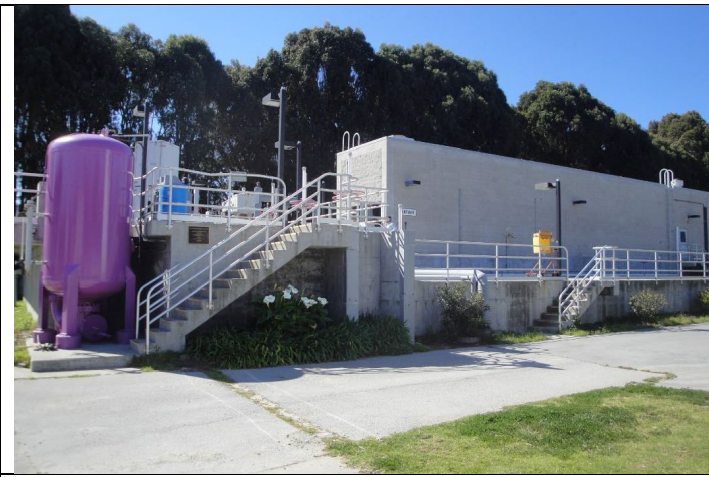
<b>Project Number:</b>	<b>22-04</b>	
<b>Project Name:</b>	<b>CAWD Bridge and Trail Project</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	Funding Strategy	
<b>Project Description:</b>	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget: \$550	Cumulative Spent: \$12,257
	FY Budget: \$0	FY Spent: \$11,289
**No budget. Funding potential via Carmel River settlement grants.		
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
<b>Permits Required:</b>	TBD	
<b>Challenges:</b>	Obtaining Funding and Community Support	
<b>Schedule:</b>	Currently working on video and marketing outreach effort	
<b>Consultants:</b>	TBD	
<b>Contractor:</b>	TBD	



Photo: CAWD Vactor Truck

<b>Project Number:</b>	<b>22-06</b>	
<b>Project Name:</b>	<b>Vactor Receiving Station</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Bandy	
<b>Status:</b>	Construction Phase	
<b>Project Description:</b>	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget: \$354,950	Cumulative Spent: \$100,933
	FY Budget: \$104,950	FY Spent: \$14,265
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	Coastal Developmental Permit (CDP) Notification	
<b>Challenges:</b>	Design for ultimate user satisfaction.	
<b>Schedule:</b>	Construction starts in June 2024	
<b>Consultants:</b>	Kennedy Jenks	
<b>Contractor:</b>	TBD	

# **Reclamation Capital Project Summaries**



*Photo: Exterior of Tertiary Building*

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

## **Collections Capital Project Summaries**



Photo: View gravity pipe in Carmel easement

<b>Project Number:</b>	<b>19-03</b>	
<b>Project Name:</b>	<b>Carmel Meadows Sewer Replacement</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Design Update in Progress	
<b>Project Description:</b>	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.	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$2,615,044	\$713,775
<b>Financial:</b>	FY Budget:	FY Spent:
	\$2,000,000	\$98,731
<b>Permits Required:</b>	Coastal Permit and Environmental Review	
<b>Challenges:</b>	Redirecting the sewer to the pump station without requiring ejector pumps.	
<b>Schedule:</b>	Design and Environmental Review completed 6/28/22. Construction on hold for permitting.	
<b>Consultants:</b>	TBD	
<b>Contractor:</b>	TBD	



Photo: Looking at Pump Station Exterior

<b>Project Number:</b>	<b>20-07</b>	
<b>Project Name:</b>	<b>Bay/Scenic Pump Station Rehabilitation</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	On Hold	
<b>Project Description:</b>	Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$976,756	\$147,243
<b>Financial:</b>	FY Budget:	FY Spent:
	\$650,000	\$70,487
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	Carmel-by-the-Sea, Coastal Commission	
<b>Permits Required:</b>	Exemptions from CEQA and Coastal dependent on panel location requirements.	
<b>Challenges:</b>	Traffic Control, Panel Location away from bluff	
<b>Schedule:</b>	Construct 2023/2024 Fiscal Year	
<b>Consultants:</b>	TBD	
<b>Contractor:</b>	Pending	



Photo: Pipe Bursting Limits on Scenic

<b>Project Number:</b>	<b>20-08</b>	
<b>Project Name:</b>	<b>Scenic Rd Pipe Bursting - Ocean to Bay</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	In Design / CEQA	
<b>Project Description:</b>	Replace approximately 10,561 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$4,792,546	\$508,086
	FY Budget:	FY Spent:
	\$4,560,760	\$173,394
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	Carmel-by-the-Sea, Coastal Commission	
<b>Permits Required:</b>	CEQA & Coastal Development permits from City and County	
<b>Challenges:</b>	Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.	
<b>Schedule:</b>	CEQA complete 2/1/2024, Construction 2025	
<b>Consultants:</b>	MNS, Rincon, TBC Communications	
<b>Contractor:</b>	Pending	



Photo: Sewer Line at Pescadero Creek

<b>Project Number:</b>	<b>21-05</b>	
<b>Project Name:</b>	<b>Pescadero Sewer Relocation</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Environmental Impact Report	
<b>Project Description:</b>	Relocate damaged pipe from creek slope to roadway	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$681,931	\$216,957
	FY Budget:	FY Spent:
	\$100,000	\$34,702
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	Environmental Review	
<b>Challenges:</b>	Narrow road, depth of manholes, environmentally sensitive area	
<b>Schedule:</b>	Start design, public outreach, & Environmental in Winter 2023.	
<b>Consultants:</b>	MNS, Denise Duffy, TBC Communications & Media	
<b>Contractor:</b>	TBD	

**Santa Rita & Guadalupe #23-01**



<b>Project Number:</b>	<b>23-01</b>	
<b>Project Name:</b>	<b>Santa Rita &amp; Guadalupe</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	In Design	
<b>Project Description:</b>	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent: \$134,750
	FY Budget: \$3,669,783	FY Spent: \$88,747
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	Carmel-by-the-Sea,	
<b>Permits Required:</b>	None	
<b>Challenges:</b>	Traffic Controls	
<b>Schedule:</b>	Construct Winter 2024. Preliminary Plans Complete.	
<b>Consultants:</b>	MNS Engineers	
<b>Contractor:</b>	TBD	

*Photo: LT Capital Schedule*

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

## **Collections Non-Capital Project Summaries**





*Photo: Pipe Repairs*

<b>Project Number:</b>	<b>24-01</b>	
<b>Project Name:</b>	<b>2024 Sewer Pipe Repairs</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Design Phase	
<b>Project Description:</b>	Miscellaneous repairs of existing pipes in the collection system	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget: \$405,000	Cumulative Spent: N/A
	FY Budget: \$405,000	FY Spent: 0
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	City and County Encroachment Permits	
<b>Challenges:</b>	Varied site conditions from location to location, as well as various types of deficiencies to repair throughout the collections system.	
<b>Schedule:</b>	2024 thru 2025	
<b>Contractor:</b>	TBD	



*Photo: Pipe Repairs*

<b>Project Number:</b>	<b>24-02</b>	
<b>Project Name:</b>	<b>2024 Manhole Coating</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Design Phase	
<b>Project Description:</b>	Coating manholes to extend life span	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget: \$410,000	Cumulative Spent: N/A
	FY Budget: \$410,000	FY Spent: 0
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>		
<b>Challenges:</b>		
<b>Schedule:</b>		
<b>Contractor:</b>	TBD	

## **Assessment Districts/Annexations**

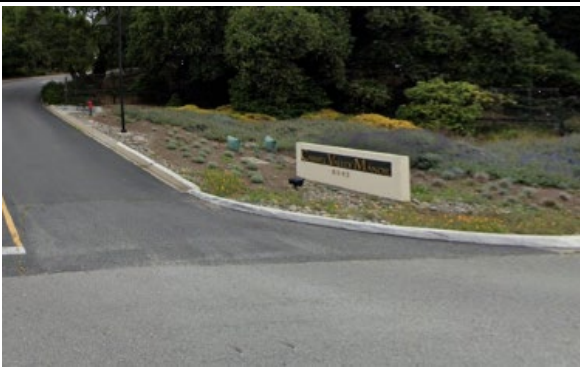


Photo: Entrance to Carmel Valley Manor

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

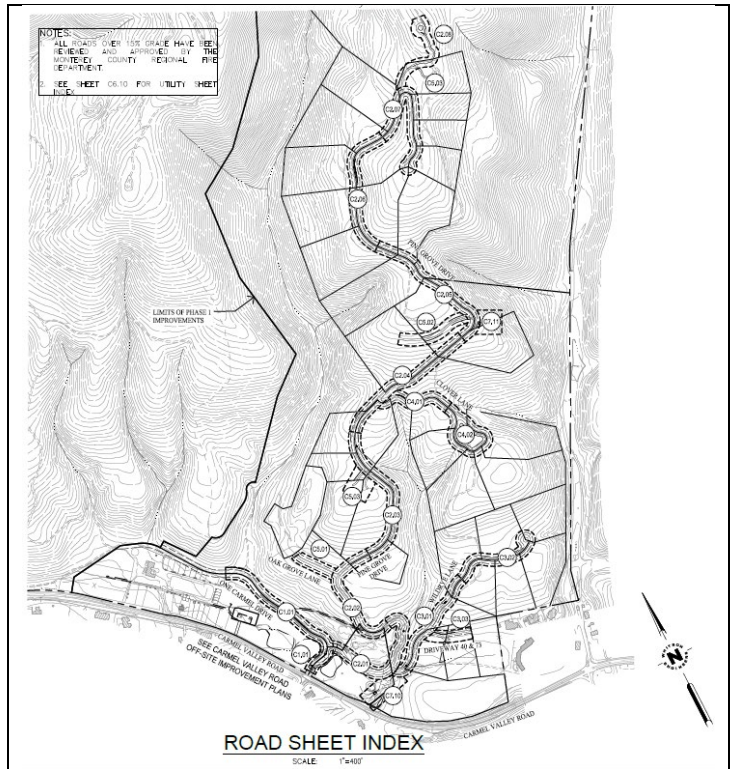
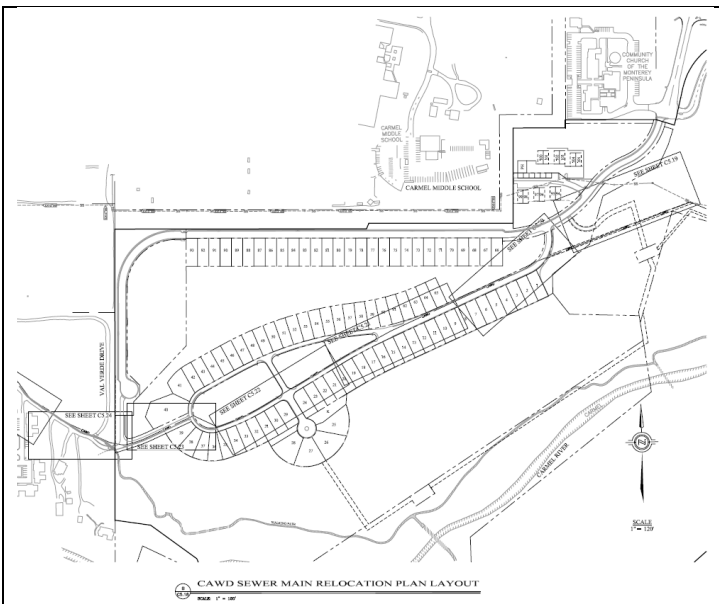


Photo: Map of September Ranch Subdivision

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



*Photo: Location of Rancho Cañada Village Subdivision*

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

## **Other Non-Capital Project Summaries**



## ADP Workforce Now

*Photo: ADP Clip Art*

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



*Photo: Real Estate Clip Art*

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



Photo: Cyber Security Clip Art

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

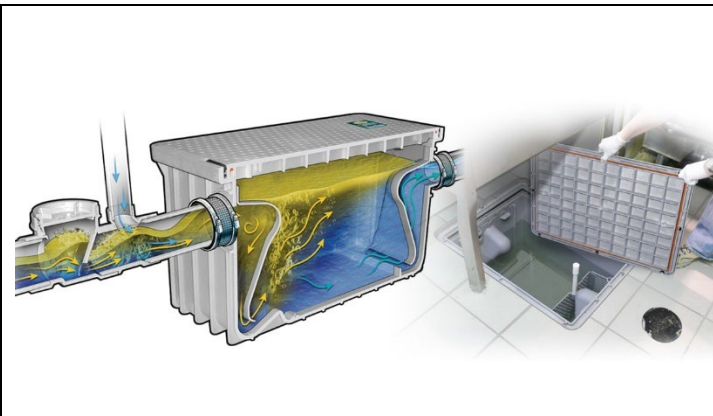


Photo: Grease Trap Graphic

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



Photo: Futuristic Circuitry

<b>Project Number:</b>	<b>24-03</b>	
<b>Project Name:</b>	<b>Artificial Intelligence Pilot Project</b>	
<b>Project Location:</b>	Treatment Plant	
<b>Project Manager:</b>	Foley	
<b>Status:</b>	In Progress	
<b>Project Description:</b>	A Pilot Project to test run new artificial intelligence algorithms on time series operating data being gathered in the existing Supervisory Control and Data Acquisition (SCADA) system. The new algorithms will be designed to conduct multivariate analysis of data for Anomaly Detection, and multivariate computations for process control. Initial investment in new computer hardware and software may be necessary as system requirements.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget: \$75,000	Cumulative Spent: \$31,306
	FY Budget: \$75,000	FY Spent: \$31,306
<b>Permits Required:</b>	N/A	
<b>Challenges:</b>	<ul style="list-style-type: none"> <li>Determining Hardware and Software needs to fulfill system requirements to run algorithms.</li> <li>Database restructuring.</li> </ul>	
<b>Schedule:</b>	Work started in March 2024 and is anticipated to continue through end of Fiscal Year (FY) 24-25.	
<b>Consultants:</b>	Enterprise Automation	



Photo: California coastline

<b>Project Number:</b>	<b>22-01</b>	
<b>Project Name:</b>	<b>Long-Term Sea Level Rise Planning</b>	
<b>Project Location:</b>	Treatment Plant	
<b>Project Manager:</b>	Buikema/ Treanor/Bandy	
<b>Status:</b>	2023 Study Complete	
<b>Project Description:</b>	As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Long-Term Coastal Hazards Plan on 03-03-22.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget: \$1,400,00	Cumulative Spent: \$219,862
	FY Budget: \$260,000	FY Spent: \$219,862
<b>Permits Required:</b>	In response to California Coastal Commission	
<b>Challenges:</b>	Establishing focus on long term objectives and committing to follow through items as outlined.	
<b>Schedule:</b>	Most recent study completed in 2023. Next study to start in 2024 or 2025.	
<b>Consultants:</b>	Greeley & Hansen	





Photo: River Watch logo

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

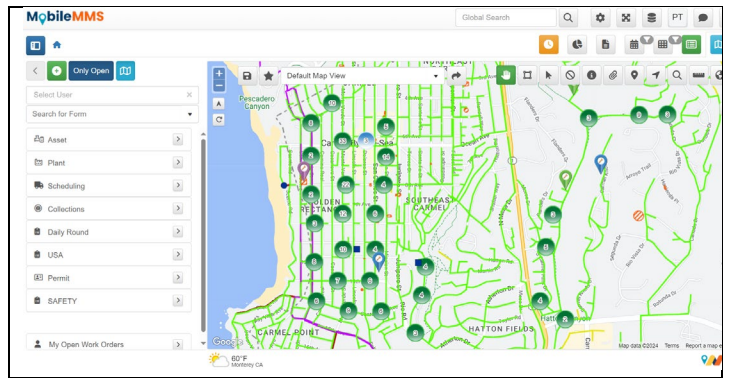


Photo: CMMS System

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



*Photo: Carmel Unified School District and Monterey Peninsula College Logos*

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Summer Internship Program 2024	
<b>Project Location:</b>	District Wide	
<b>Project Manager:</b>	Ed Waggoner	
<b>Status:</b>	Planning	
<b>Project Description:</b>	Hiring local student interns to work at CAWD.	
<b>Department:</b>	All Departments	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$40K	\$0
	FY Budget:	FY Spent:
	\$40K (2024-25)	\$0
<b>Permits Required:</b>	N/A	
<b>Challenges:</b>	Coordination with local schools and finding students.	
<b>Schedule:</b>	The goal is to have interns in the Summer of 2024	
<b>Consultants:</b>	N/A	

# STAFF REPORT



To: Board of Directors  
From: Ed Waggoner, Operations Superintendent  
Date: May 30, 2024  
Subject: Monthly Operations Reports – April 2024

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Plant Operation

#### Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of April.
- April 1 Polydyne Inc. continued onsite testing of a second polymer product to try and increase dewatering solids percent moisture content capture for final disposal. These tests will be running for at least two months to determine effectiveness and cost of their products.
- Staff started cleaning out aeration basins 4A and 4B for the upcoming maintenance project of replacing and adding aeration diffusers membranes.
- Planning and inventoried equipment for the confined space entry into aeration basins 4A and 4B.

#### Reclamation:

- Staff has operated the Reclamation Facility part time for the month of April to keep the Poppy Hills and Forest Lake Reservoir full.
- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- April 20 staff needed to repair the MF/RO Blend line after the PVC pipeline burst. Staff completed the repair and resumed operation on April 24.
- Cells were cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- Operations staff have been meeting and working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.

### **Training:**

- Staff continued to complete online training at the treatment facility from Target Solutions as Carmel Area Wastewater District (CAWD) implements new safety policies.
- Staff participated in scheduled tailgate safety meetings in the digester building conference room.
- April 4, Operations Superintendent attended an online training from Greeley-Hanson Engineering on "Filtration: Reliability and Stability".
- April 18, Ray DeOcampo, Rommel Lopez, and Aleksandra Ralnozola attended a class through Monterey Bay Water Works Association on "Water/Wastewater Sampling Quality Control for Field Measurement" at Hartnell College's Castroville Campus.
- April 24, Operations Superintendent and the Operations Supervisor attended a Zoom class through Liberty Cassidy Whitmore on "Maximizing Performance Through Documentation, Evaluation and Corrective Action".

### **Meetings Attended**

- On April 2, Operations Superintendent attended a Zoom meeting with Kelley Create, and on April 8, attended a similar meeting with Complete Paperless Solutions (CPS) regarding the vendor software for compliance with the District's Record Retention Policy at the District. Management staff is participating in these meetings to determine the functionality within their respective departments and how they will be incorporating this possible software in their functional areas (e.g., logbooks, permits, etc.). This would be a District wide process change.
- April 11, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County for upcoming events.
- April 14, Operations Superintendent and Operations Supervisor attended a Teams meeting with Trussell Technologies to review MicroFiltration/Reverse Osmosis operational and mechanical activities for the last two months of the irrigation season.
- April 16, Operations Superintendent attended a Zoom meeting with the Monterey Bay Water Works Association for upcoming training events.
- April 17, staff of Carmel Area Wastewater District and Pebble Beach Community Service District toured the CAWD Facilities and enjoyed a group luncheon together after the tour.
- April 22, Operations Superintendent and Maintenance Superintendent met with Ivonne Glenn to discuss the upcoming Pilot Intern Program with Carmel Area Wastewater District and Carmel Unified School District.
- April 30, Operations Supervisor a Zoom meeting with the State Water Resources Control Board's Operator Certification Committee meeting for an update on operator certification computer based testing. Thankfully, no changes are planned to the program.

- April 30, Operations Superintendent attended an in person meeting with the Technical Advisory Committee at the offices of the Pebble Beach Community Services District (PBCSD) for the CAWD/PBCSD Wastewater Reclamation Project.

**Discharge Permit Violations**

- There were no violations of Reclamation Permit 93-72 for the month of March 2024.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of March 2024.
- Submitted Semi-Annual October through March 2024 monitoring report. There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 for the Semi-Annual October thru March 2024 monitoring report.

FUNDING-N/A-Informational item only

# STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: May 30, 2024

Subject: Monthly Maintenance Report – April 2024

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### **Maintenance Projects in Progress/Completed**

- (Update) The motor for reclamation pump 931 had a current limit alarm. The motor is back in service and baseline insulation readings were documented.
- The check valve for the microfiltration pump will not open. The valve is original and worn out. A new valve was ordered since the existing valve bushings could not be replaced since they are integral to the housing. The new valve is an upgrade and has replaceable wear items so that complete replacement will not be required if the valve becomes frozen.
- (Update) The influent Vaughan chopper pump has a leaking seal. The oil was removed and replaced in the seal and staff are monitoring the pump to see if the leak is resolved. The preventative maintenance schedule was updated to change the seal oil at 6 months versus the initial recommendations of 1 year.
- The microturbine gas compressor has been repaired and installed back on the skid. The repair parts have been installed and staff are working on programming and startup of the system. The system will be pressurized with nitrogen to check for leaks. Startup scheduled for late May.
- The float and level transducer cables and conduits were replaced at 8<sup>th</sup> & Scenic pump station and tested. The previous conduit path required a confined space entry to replace a float. Now staff can replace without entering the wet well.

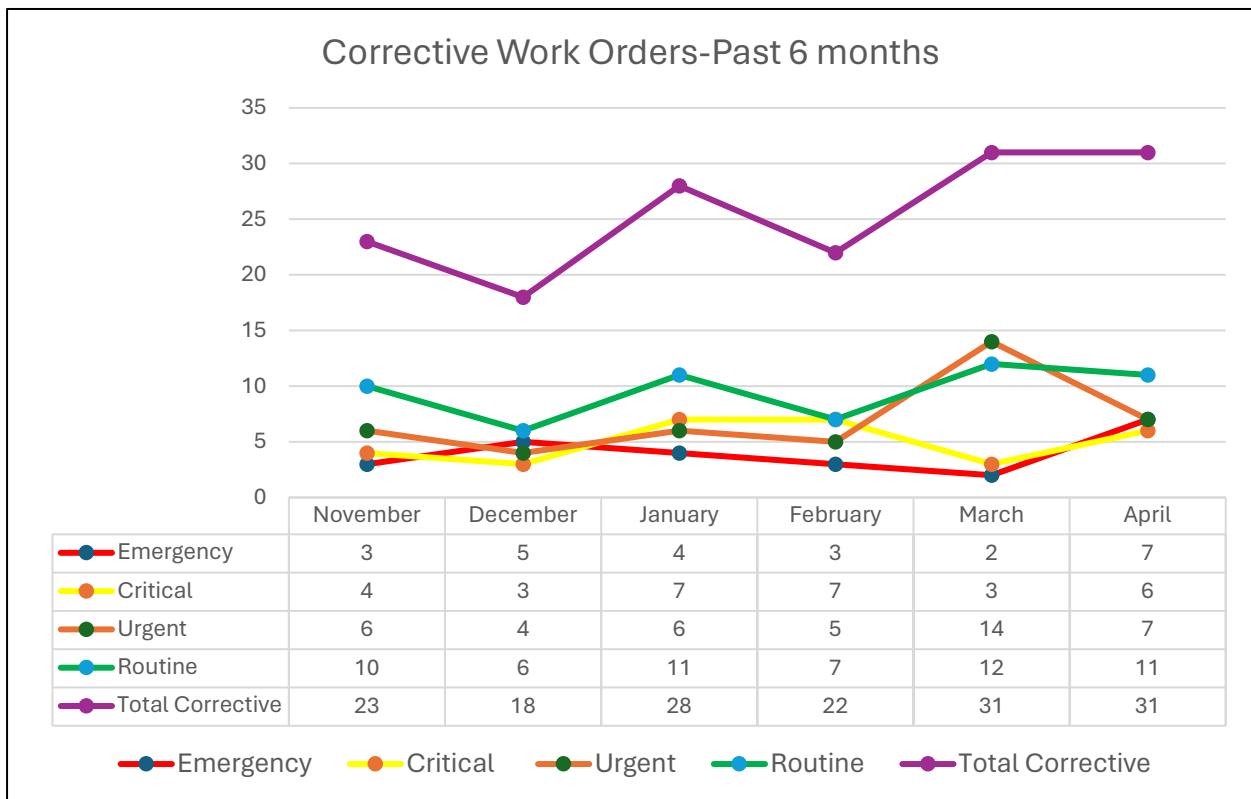
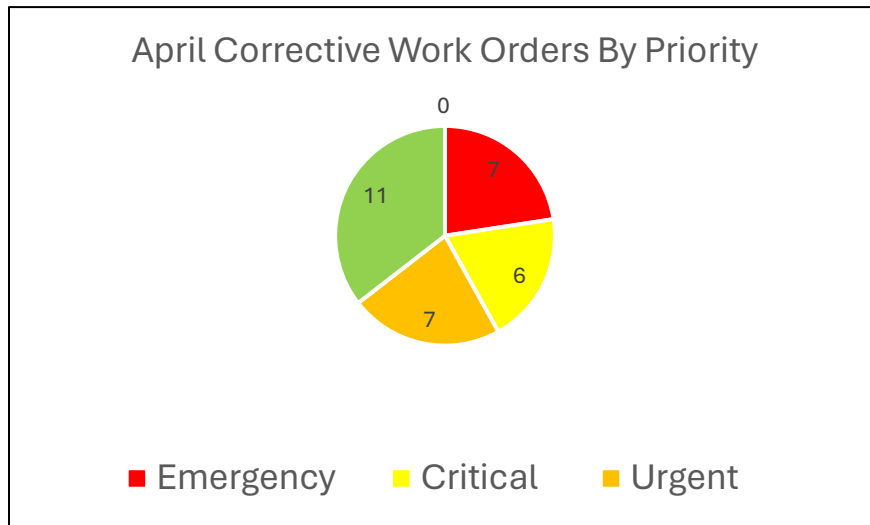
## Upcoming Maintenance Projects

- New pump station firewalls have been received. Staff will replace existing firewalls and reconfigure the pump station devices. This is a cyber security improvement and will increase uptime for the pump station to treatment plant communication link.
- Maintenance and laboratory staff are working with instrument firmware updates so the computers connected to the instruments can be updated to Windows 11. This requires coordination between the instrument vendor and Exceedio, which ensures that computers have up to date operating systems to mitigate cybersecurity vulnerabilities.
- The seal for reclamation neutralization pump P-601 is leaking. A new seal was ordered. The reclamation Gould brand pumps have been very reliable and this is an uncommon problem. Staff will track to see if this becomes a trend due to the age of the pumps.
- (Update) Waiting for a response from the contractor. A secondary level transducer is scheduled for installation at Highlands pumpstation. This new level sensor will read pressure, which is not affected by wet well conditions such as grease or moisture on the probe. Staff will be able to select between the existing ultrasonic and new pressure level sensors.
- The new Supervisory Control and Data Acquisition Server was installed by Exceedio. The network cabling in the server room required updating to connect the new server to the network. This was a scheduled replacement to update the operating system and additional capacity was specified for future data requirements.
- The Dissolved Air Flotation Thickener air control valve was not operating correctly. Maintenance and operation staff worked together to free the stuck valve without removing the center section with a crane. Staff are working on a solution to hone the interior of the valve seat to remove the buildup that prevented the valve from operating correctly.

## Work Order Metrics

### Preventive Maintenance (April)

Total Work Orders Generated	223
Total Work Orders Closed/Done	179
Total Work Orders Still Open	44
Percentage of Work Orders Completed	80%



FUNDING-N/A- Informational item only



# STAFF REPORT



To: Board of Directors  
From: Patrick Treanor, District Engineer  
Date: May 30, 2024  
Subject: Source Control Update

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

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

CAWD conducted drainage fixture surveys at 10 restaurants in the past month. There have been a total of 46 restaurants inspected since the start of 2024 (about 100 restaurants are in operation in the CAWD service area). CAWD is conducting these surveys as part of information gathering within restaurants subject to the CAWD Pretreatment Ordinance. So far, these drainage fixture surveys have revealed a prevalence of drainage fixtures (floor drains, sinks, etc.) that bypass the installed grease interceptors/traps.

An update of the Pretreatment Ordinance and the Administrative Penalties Ordinance is complete and will be brought to the full board of directors for approval after informational meetings are held with restaurant stakeholders. CAWD is currently reaching out to restaurant stakeholders to schedule meetings.

## FUNDING

N/A Information Only

# *Resolutions*

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, GM

Date: May 30, 2024

Subject: Classification Titles and Monthly Salary Ranges for the **Represented** Employee Group- Naming Convention Change Under Collections

## RECOMMENDATION

It is recommended that the Board of Directors approve a resolution Designating Classification Titles and providing for the number of positions and monthly salary ranges for the represented employee group regarding a naming convention change.

## DISCUSSION

The change being requested is to add "Maintenance" to the Collection job titles.

<b>Collection Maintenance</b>
Collection/Maintenance Worker III
Collection/Maintenance Worker II
Collection/Maintenance Worker I
Collection/Maintenance Utility Worker I

## FINANCIAL

None

RESOLUTION NO. 2024-26  
DESIGNATING CLASSIFICATION TITLES IN THE  
CARMEL AREA WASTEWATER DISTRICT  
AND PROVIDING FOR THE NUMBER OF POSITIONS AND  
MONTHLY SALARY RANGES FOR **REPRESENTED** EMPLOYEES

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

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

Positions	Range	Classification Titles	SALARY STEPS				
			A	B	C	D	E
<b>Represented Positions</b>							
<b>Treatment Maintenance</b>							
3	20	Senior Operator	8,229.13	8,640.59	9,072.62	9,526.25	10,002.56
2	20	Laboratory Analyst II/Environmental Inspector	8,229.13	8,640.59	9,072.62	9,526.25	10,002.56
1	19	Safety/Regulatory Compliance Administrator I	8,028.41	8,429.83	8,851.32	9,293.89	9,758.58
1	19	Maintenance Mechanic III	8,028.41	8,429.83	8,851.32	9,293.89	9,758.58
3	17	Plant Operator II	7,641.57	8,023.65	8,424.83	8,846.08	9,288.38
1	17	Purchaser Plant Asset Coordinator	7,641.57	8,023.65	8,424.83	8,846.08	9,288.38
0	16	Laboratory Analyst I/Environmental Inspector	7,455.19	7,827.95	8,219.34	8,630.31	9,061.83
1	15	Maintenance Mechanic II	7,273.36	7,637.02	8,018.88	8,419.82	8,840.81
0	14	Maintenance Worker II	7,095.96	7,450.76	7,823.29	8,214.46	8,625.18
1	12	Plant Operator I	6,754.03	7,091.74	7,446.32	7,818.64	8,209.57
0	12	Maintenance Mechanic I	6,754.03	7,091.74	7,446.32	7,818.64	8,209.57
0	9	Maintenance Worker I	6,271.80	6,585.39	6,914.66	7,260.39	7,623.41
<b>Collection Maintenance</b>							
4	19	Collection/ <b>Maintenance</b> Worker III	8,028.43	8,429.85	8,851.35	9,293.91	9,758.61
0	11	Collection/ <b>Maintenance</b> Worker II	6,589.29	6,918.75	7,264.69	7,627.93	8,009.32
0	6	Collection/ <b>Maintenance</b> Worker I	5,823.98	6,115.18	6,420.94	6,741.99	7,079.09
1	6	Collection/Maintenance Utility Worker I	5,823.98	6,115.18	6,420.94	6,741.99	7,079.09
<b>18.0</b>		<b>Total Positions authorized</b>					

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 May 30, 2024

Section 4. That this resolution supersedes 24-12 in its entirety.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Wastewater District duly held on February 29, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

-----  
Ken White, President of the Board

ATTEST:

-----  
Domine Barringer, Board Clerk

# STAFF REPORT



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: May 30, 2024  
Subject: Reclamation Budget 2024-25

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving the Carmel Area Wastewater District (CAWD)/Pebble Beach Community Service District (PBCSD) Fiscal Year 2024-2025 Reclamation Project Budget.

## DISCUSSION

The CAWD/PBCSD Reclamation Project Fiscal Year 2024-25 Budget was approved at the Technical Advisory Committee group level on April 30, 2024. Final approval was given by the Reclamation Management Committee (RMC) at its May 7, 2024 meeting. A copy of the 2024-25 Budget is attached.

Items approved by the RMC are brought to the CAWD or PBCSD Board, as appropriate, for approval and any applicable resolution.

## FUNDING

All funding is covered by the Reclamation Project or by the Pebble Beach Company and Independent Reclaimed Water Users Group, as project guarantors.

### Attachment:

- CAWD/PBCSD Reclamation Project 2024-2025 Budget
- Resolution 2024-27

CAWD/PBCSD RECLAMATION  
PROJECT

2024-25

Reviewed by Technical Advisory Committee (TAC) on April 30, 2024

Presented to Reclamation Management Committee (RMC) on May 7, 2024

CAWD/PBCSD Reclamation Project  
2024-25

Table of Contents

Budget Summary	1
Revenue Projections	2
Operating Expenses	3
Monthly budget	11
Non-Operating Expenses	18
Capital Budget	19
Project Descriptions - CAWD & PBCSD	20
Reclaimed & Potable Water Sales	36
Cost of Operating & Non Operating	37

**CAWD/PBCSD RECLAMATION PROJECT  
2024-25 BUDGET SUMMARY**

	<b>Budget 2022-23</b>	<b>Estimated Actual 2022-23</b>	<b>Budget 2023-24</b>	<b>Est. Actual 2023-24</b>	<b>Proposed 2024-25 Budget</b>	<b>Inc/(Dec) Proj. Actual 23-24</b>	<b>Proposed to Budget 23-24</b>
<b>User Revenue</b>							
Water Sales	3,421,188	2,771,615	3,314,586	2,658,522	3,444,189	29.55%	3.91%
Non Operating Share	4,057,756	4,057,757	1,420,215	1,392,368	1,741,250	25.06%	22.60%
<b>Operating Expenses</b>							
Plant Operating Expenses	2,535,195	2,173,588	2,388,305	2,010,534	2,476,661	23.18%	3.70%
PBCSD Expenses	580,000	477,614	600,000	465,937	565,000	21.26%	-5.83%
CAWD Admin. Expenses	111,798	125,464	113,681	176,424	186,835	5.90%	64.35%
MPWMD Admin. Expenses	61,520	63,237	73,760	73,760	79,575	7.88%	7.88%
PBCo / IRWUG Expenses	55,926	55,048	57,084	56,780	59,367	4.56%	4.00%
Potable Water Costs	6,750	64,209	6,750	3,427	6,750	96.95%	0.00%
MPWMD fee	70,000	85,385	75,000	59,597	70,000	17.45%	-6.67%
	<u>3,421,189</u>	<u>3,044,545</u>	<u>3,314,580</u>	<u>2,846,460</u>	<u>3,444,189</u>	<u>21.00%</u>	<u>3.91%</u>
<b>Operating Income/(Loss) before Amortization</b>	4,057,755	3,784,826	1,420,221	1,204,430	1,741,250	44.57%	22.60%
<b>Non Operating Revenues/(Expenses)</b>							
Interest Income	25,015	(1,095)	20,170	31,338	20,060	-35.99%	-0.55%
Bond Carrying Costs	(20,000)	(5)	0	0	0	n/a	n/a
Bank charges	(35)	(62)	(35)	(5)	(5)	0.00%	-85.71%
Interest to MPWMD	0	0	0	0	0	n/a	n/a
Principal Pymt to MPWMD	0	0	0	0	0	n/a	n/a
LC Carrying Costs	(24,000)	(3,000)	0	0	0	n/a	n/a
COP Interest Expense	(13,000)	0	0	0	0	n/a	n/a
COP Principal Payment	(2,600,000)	(2,600,000)	0	0	0	n/a	n/a
Interest on Principal Advanced	(35,880)	(90,694)	0	(1,518)	0	-100.00%	n/a
Past LC fees/Bond Carry Cost	(552,000)	(552,000)	0	0	0	n/a	n/a
Other Revenue/(Expense)	0	1,311	0	0	0	n/a	n/a
	<u>(3,219,900)</u>	<u>(3,245,546)</u>	<u>20,135</u>	<u>29,815</u>	<u>20,055</u>	<u>-32.74%</u>	<u>-100.62%</u>
<b>Income/(Loss) before Capital</b>	837,855	539,281	1,440,356	1,234,245	1,761,305	42.70%	110.22%
<b>Non Operating</b>							
Interest					20,055		
Purchases	237,300	46,887	65,350	86,500	232,000	168.21%	255.01%
Improvement Projects	1,220,556	1,180,050	550,000	680,166	979,250	43.97%	78.05%
Addition to Reserves	0	0	825,000	825,000	530,000	-35.76%	-35.76%
	<u>1,457,856</u>	<u>1,226,937</u>	<u>1,440,350</u>	<u>1,591,666</u>	<u>1,761,305</u>	<u>43.55%</u>	<u>20.81%</u>
<b>Net Income/(Loss)</b>	(620,001)	(687,656)	6	(357,421)	0	-100.00%	-100.00%
<b>Less Unspent Capital</b>		230,919		(151,316)			
<b>Less Excess O&amp;M Contributions</b>		376,644		468,120			
<b>Balanced Net Income</b>	<u>(620,001)</u>	<u>(80,093)</u>	<u>6</u>	<u>(40,616)</u>	<u>0</u>	<u>-100.00%</u>	<u>n/a</u>
<b>Amortization Exp</b>	1,700,000	1,775,783	1,750,000	1,775,783	1,775,790	0.00%	4.46%



**CAWD/PBCSD RECLAMATION PROJECT  
REVENUE PROJECTIONS  
FY 2024-25**

Description	Acct. No.	Budger 2022-23	Actual 2022-23	Budget 2023-24	Estimated Actual 2023-24	Proposed Budget 2024-25	Comments
Revenue							
Interest Income - County	99906	15	17	40	29	30	O&M operating funds are on deposit with the County of Monterey.
Interest Income - Bank of America	99904	0	5	40	0	30	Water sales revenue funds are invested in money market account
Interest Income- (O&M Reserve & Cap Repl)	99908	10,000	5,632	10,000	20,275	10,000	Renewal & replacement funds invested in highly rated comm'l
Gain (loss) on Securities	99936	15,000	(6,749)	10,000	11,034	10,000	
Interest Income - Union Bank (O&M)	99910	0	0	75	0	0	
Interest Income - Wells Fargo Escrow Acct	99912	0	0	15	0	0	
Other Revenue	99945	0	1,311	0	0	0	
Water Sales (inc. late prmts)	52000	3,421,188	2,771,615	3,314,586	2,658,522	3,444,189	See schedule p. 17
Fixed Cost Charge	52100	4,057,756	4,057,757	1,420,215	1,392,368	1,741,250	
MPWMD fees (8.325%)	99997	(70,000)	(85,385)	(75,000)	(59,597)	(70,000)	Increase due to resumption of Districts User Fee on Cal-Am bills
<b>TOTAL REVENUE</b>		<b>7,433,959</b>	<b>6,744,202</b>	<b>4,679,971</b>	<b>4,022,631</b>	<b>5,135,499</b>	<b>16.34% increase from 23-24 budget</b> <b>35.35% increase from 23-24 Projected actual</b>

Note 1: The origin of the 8.325% charge is based on the premise that all users of water provided by the Reclamation Project will pay the exact same cost as they would pay for a similar quantity of potable water. The specific provision related to the MPWMD User Fee is contained in Section 5, Bond Carrying Costs, Operation and Maintenance Expenses and Operating Revenues, of the Financing Implementation Agreement Relating to Wastewater Reclamation Project dated Dec 1, 1992.

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2024-25**

ITEM	Acct No.	Budget 2022-23	Actual 2022-23	Estimated		Proposed Budget 2024-25	Comments/Notes
				Budget 2023-24	Actual 2023-24		
<b>PLANT OPERATING EXPENSES:</b>							
Plant Salaries, Benefits & Overhead							
Plant Superintendent	61100	19,655	\$ 20,014	\$ 18,031	\$ 22,556	\$ 24,230	From CAWD O&M Recl 23-24
Laboratory Supervisor	61200	25,392	\$ 29,115	\$ 26,469	\$ 42,795	\$ 45,975	
Laboratory Technicians	61300	79,635	\$ 56,221	\$ 74,833	\$ 33,080	\$ 35,535	
Plant Operators	61400	213,818	\$ 170,734	\$ 205,743	\$ 190,524	\$ 204,670	
Maintenance Supervisor	61450	20,589	\$ 13,420	\$ 17,678	\$ 12,443	\$ 13,365	
Maintenance Mechanics	61500	32,815	\$ 24,250	\$ 26,587	\$ 24,199	\$ 25,995	
Plant Engineer	61600	17,338	\$ 33,787	\$ 14,032	\$ 6,906	\$ 6,345	Principal/District Engineer for capital planning
Safety Officer	61700	13,906	\$ 10,358	\$ 14,163	\$ 10,788	\$ 11,590	
Differential PR	62000	19,576	\$ 16,689	\$ 19,247	\$ 17,378	\$ 18,670	
Payroll Taxes, Benefits & Indirect Overhead	62100	221,362	\$ 187,294	\$ 201,375	\$ 180,334	\$ 193,188	
<b>TOTAL PLANT SALARIES</b>		<b>664,086</b>	<b>\$ 561,883</b>	<b>\$ 618,158</b>	<b>\$ 541,001</b>	<b>\$ 579,563</b>	COLA 4.5% (March 2024) plus 2.8% (July 2024)
<b>Energy Cost</b>							
Tertiary Operations	63300	278,598	\$ 186,706	\$ 278,598	\$ 185,347	\$ 278,600	plus/minus due to weather conditions and storage levels
MF/RO Pad	63400	295,648	\$ 234,137	\$ 295,648	\$ 241,444	\$ 295,650	Budget estimate assumes operational 12 mos. and does not account for rain or shut downs
Secondary Costs - EQ Basin PD Blower	63500	151,033	\$ 148,237	\$ 151,033	\$ 159,753	\$ 158,600	
<b>SUBTOTAL</b>		<b>725,279</b>	<b>\$ 569,079</b>	<b>\$ 725,279</b>	<b>\$ 586,544</b>	<b>\$ 732,850</b>	
<b>Chemical Costs:</b>							
Clean-in-place chemicals	64200	42,000	\$ 32,700	\$ 41,580	\$ -	\$ 30,800	
Antiscalant	64400	48,000	\$ 43,631	\$ 36,722	\$ 14,119	\$ 36,722	
Phenylarsine oxide	64410	1,150	\$ 892	\$ 525	\$ -	\$ 525	
Acetate buffer solution	64420	320	\$ 118	\$ 250	\$ -	\$ 250	
Chlorine	65100	-	\$ -	\$ -	\$ -	\$ 360	
Iodine solution	64430	500	\$ 246	\$ 324	\$ -	\$ 360	
Citric Acid	65160	85,000	\$ 68,721	\$ 81,545	\$ -	\$ 45,391	
Sulfuric Acid	65170	40,755	\$ 36,974	\$ 48,450	\$ 23,917	\$ 34,850	
Acetic Acid	65180	1,050	\$ 474	\$ 1,093	\$ 664	\$ 1,148	
Sodium Bisulfite	65200	69,000	\$ 42,247	\$ 56,610	\$ 51,143	\$ 66,970	
Sodium Hypochlorite	65250	45,000	\$ 63,051	\$ 72,420	\$ 121,851	\$ 82,280	
Polymer	65400	19,620	\$ 11,725	\$ 23,358	\$ 17,578	\$ 26,930	
Gypsum	65500	-	\$ -	\$ -	\$ -	\$ -	
Miscellaneous chemicals	65600	1,150	\$ 64	\$ 1,000	\$ 64	\$ 29,500	
Potassium Hydroxide	65700	29,960	\$ -	\$ 33,396	\$ -	\$ 33,396	
Potassium iodate solution	65725	800	\$ 460	\$ 780	\$ -	\$ 829	
Potassium iodide	65750	2,900	\$ -	\$ 2,200	\$ -	\$ 2,200	
Ammonia Hydroxide		89,000	\$ 99,789	\$ 78,033	\$ 86,554	\$ 78,033	
Ammonium Sulfate	65900	-	\$ 5,951	\$ -	\$ -	\$ -	
PHOS-58	65910	100,000	\$ 119,526	\$ 108,900	\$ 116,179	\$ 108,900	
Enzymes	65920	7,000	\$ -	\$ 7,650	\$ -	\$ 9,450	
<b>SUBTOTAL</b>		<b>583,205</b>	<b>\$ 526,569</b>	<b>\$ 594,836</b>	<b>\$ 432,069</b>	<b>\$ 588,894</b>	
<b>Operating Supplies - Plant</b>							
Repairs & Maintenance	66100	98,000	\$ 119,297	\$ 93,310	\$ 188,923	\$ 135,060	
Plant Pumps	66190	30,000	\$ 28,438	\$ 29,650	\$ 30,944	\$ 70,150	
Laundry	66200	1,500	\$ 744	\$ 1,500	\$ 1,024	\$ 1,500	
Lubricants/Packing	66300	1,000	\$ -	\$ -	\$ -	\$ 400	
Electrical Supplies	66400	15,000	\$ 1,761	\$ 15,000	\$ 20,345	\$ 15,000	
Laboratory Supplies	66500	46,200	\$ 43,947	\$ 57,532	\$ 45,177	\$ 62,265	
Paint	66600	2,000	\$ 176	\$ 500	\$ -	\$ 500	
Postage & Office Supplies	67000	1,000	\$ -	\$ -	\$ -	\$ 1,000	
First Aid Supplies	67100	200	\$ -	\$ -	\$ -	\$ 200	
Janitorial Supplies	67100	-	\$ -	\$ 1,000	\$ -	\$ 1,500	
Tertiary Pump Alarm	67300	-	\$ -	\$ -	\$ -	\$ -	
Personnel Supplies	67400	1,000	\$ -	\$ -	\$ -	\$ 1,000	
Hand Tools	67800	1,500	\$ 1,744	\$ 1,000	\$ -	\$ 1,000	

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2024-25**

ITEM	Acct No.	Budget 2022-23	Actual 2022-23	Budget 2023-24	Estimated Actual 2023-24	Proposed Budget 2024-25	Comments/Notes
General Operating Supplies	67700	1,000 \$	5,473 \$	200 \$	6,634 \$	2,940 \$	
Safety	67800	3,275 \$	2,490 \$	3,500 \$	322 \$	3,000 \$	
Training	67900	2,500 \$	- \$	3,500 \$	- \$	3,500 \$	
<b>SUBTOTAL</b>		<b>204,175 \$</b>	<b>204,071 \$</b>	<b>206,692 \$</b>	<b>293,368 \$</b>	<b>299,015 \$</b>	
<b>Membrane Costs</b>							
Microfilter Membrane Modules	67510	160,000 \$	157,130 \$	- \$	- \$	- \$	
Annual Cartridge Filter Replacement	66700	12,500 \$	12,741 \$	12,500 \$	13,305 \$	16,800 \$	
RO Membrane Elements	67500	15,000 \$	14,683 \$	37,170 \$	- \$	34,000 \$	
Spare Parts & Outfitting	66750	25,000 \$	25,109 \$	13,800 \$	- \$	12,400 \$	
<b>SUBTOTAL</b>		<b>212,500 \$</b>	<b>209,663 \$</b>	<b>63,470 \$</b>	<b>13,305 \$</b>	<b>63,200 \$</b>	
<b>Contractual Services:</b>							
Chemical Waste Disposal	68100	500 \$	- \$	- \$	- \$	750 \$	
Plant Instrumentation	68200	38,800 \$	39,282 \$	51,350 \$	61,685 \$	42,500 \$	
Fire Extinguisher Service	68300	500 \$	138 \$	200 \$	352 \$	500 \$	
Calibration	68400	7,400 \$	13,325 \$	4,700 \$	667 \$	22,500 \$	
Contract Laboratory Analysis	68500	6,500 \$	9,639 \$	9,500 \$	21,286 \$	9,500 \$	
Gypsum Injection System Maintenance/Lease	68600	- \$	- \$	- \$	- \$	- \$	
Contract Painting	68700	- \$	- \$	- \$	- \$	- \$	
System software/IT consulting	68710	30,500 \$	15,602 \$	44,200 \$	24,968 \$	43,500 \$	
SAR Equipment Maintenance	68720	- \$	- \$	5,500 \$	- \$	9,978 \$	
Hoist Certification	68730	1,000 \$	- \$	1,000 \$	- \$	600 \$	
Alarm-Tertiary Equipment	68900	250 \$	193 \$	300 \$	226 \$	300 \$	
<b>SUBTOTAL</b>		<b>85,450 \$</b>	<b>78,179 \$</b>	<b>116,750 \$</b>	<b>109,184 \$</b>	<b>130,128 \$</b>	
Fees & Permits	69110	5,500 \$	2,388 \$	5,120 \$	4,142 \$	13,013 \$	
Engineering Fees:							
Consulting	69200	35,000 \$	21,769 \$	38,000 \$	21,735 \$	50,000 \$	
Membrane Cleaning Pilot	69250	20,000 \$	- \$	20,000 \$	9,200 \$	20,000 \$	
Discounts			(12) \$	- \$	(14) \$	- \$	
<b>SUBTOTAL</b>		<b>55,000 \$</b>	<b>21,757 \$</b>	<b>58,000 \$</b>	<b>30,921 \$</b>	<b>70,000 \$</b>	
<b>TOTAL PLANT OPERATING EXPENSES</b>		<b>\$ 2,535,195</b>	<b>\$ 2,173,588</b>	<b>\$ 2,388,305</b>	<b>\$ 2,010,534</b>	<b>\$ 2,476,661</b>	<b>3.7% increase from 23-24 budget 23.18% increase from 23-24 Projected actual</b>

**PEBBLE BEACH COM SVC DISTRICT  
DISTRIBUTION SYSTEM ADMIN & MAINT:  
Salaries, Benefits & Overhead**

General Manager	71000	- \$	1,357 \$	- \$	- \$	- \$	Calculated based on the estimated PBCSD Admin staff time for CAWD/PBCSD Reclamation Project related duties. Prior years experience and next year's anticipated activities are used in the prediction of the FY 2023-24 estimated hours. FY 2024/25: COLA is 2.5% and 5% step increases for 3 qualified admin/engineering personnel; Other Staffing Notes: In Jul 2023 the finance director was promoted to CFO, In Jan 2023 an environmental compliance coordinator position was filled, and in Apr 2023 a new accounting technician position was filled. On Jul 1, 2024, it is planned that the District Engineer/Deputy GM will be promoted to General Manager, due to the retirement of the current GM. The hours budgeted for this position has been re-allocated to the Associate Engineer & Environmental Compliance Coordinator. An assistant engineering position remains vacant.
Principal Engineer	71100	10,000 \$	14,269 \$	8,000 \$	5,987 \$	- \$	
Finance Director	71200	2,000 \$	4,030 \$	2,000 \$	1,480 \$	2,000 \$	
Senior Accountant/Accountant	71300	4,500 \$	693 \$	4,500 \$	4,869 \$	5,000 \$	
Administrative Coordinator	71400	500 \$	- \$	1,000 \$	500 \$	1,000 \$	
Environmental Compliance Coordinator	71500	- \$	- \$	3,000 \$	4,719 \$	5,000 \$	
Senior/Associate/Associate Engineers	71600	10,500 \$	- \$	4,500 \$	4,709 \$	10,000 \$	
Engineering Intern	71700	500 \$	- \$	500 \$	360 \$	500 \$	
Payroll Taxes , Benefits & Overhead	71800	14,000 \$	10,175 \$	11,500 \$	11,292 \$	11,500 \$	The payroll taxes, benefits and indirect overhead is calculated at 50% as agreed upon by the project participants.
<b>SUBTOTAL</b>		<b>42,000 \$</b>	<b>30,525 \$</b>	<b>35,000 \$</b>	<b>33,856 \$</b>	<b>35,000 \$</b>	
<b>Other Administrative &amp; General Expenses:</b>							
Insurance - Property & Liability	72100	7,500 \$	7,500 \$	9,000 \$	9,543 \$	11,000 \$	Property (\$8,000) / Liability (\$3,000); FY 2024/25 Budgeted based on an 15% increase from actual paid in 2023/24

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2024-25**

ITEM	Acct No.	Budget 2022-23	Actual 2022-23	Budget 2023-24	Estimated Actual 2023-24	Proposed Budget 2024-25	Comments/Notes
Insurance - Earthquake	72100	26,000	\$ 26,619	\$ 31,000	\$ 32,308	\$ 36,500	\$25M Policy limit - FL Reservoir (\$26,000) & Poppy Hills Storage Tank (\$10,500); FY 2024/25 Budget based on an 18% increase from actual paid in 2023/24
Insurance - Forest Lake Dam Failure Liability	72100	4,000	\$ 4,000	\$ 4,500	\$ 4,208	\$ 5,000	In 2020-21 due to substantial increase in insurance costs, reduced coverage from \$10M to \$5M. (The cost of \$10M coverage is \$28,000); FY 2024/25 Budget based on an 15% increase from actual paid in 2023/24
Directors Fees	72200	500	\$ 200	\$ 500	\$ 300	\$ 500	2 Directors x 5 meetings/year x \$50 per meeting
<b>SUBTOTAL</b>		<b>38,000</b>	<b>\$ 38,319</b>	<b>\$ 45,000</b>	<b>\$ 46,357</b>	<b>\$ 53,000</b>	
<b>Total Administrative &amp; General Expenses</b>		<b>\$ 80,000</b>	<b>\$ 68,844</b>	<b>\$ 80,000</b>	<b>\$ 80,213</b>	<b>\$ 88,000</b>	
<b>Distribution System O.&amp;M. Expenses:</b>							
<b>Salaries, Benefits &amp; Overhead:</b>							
Field Operations Supervisor	73000	10,000	\$ 9,181	\$ 10,000	\$ 9,205	\$ 10,000	Calculated based on the estimated time to operate and maintain the Forest Lake Reservoir, 8 miles of distribution pipeline, the 2.5M gallon storage tank, and the Viscalno Rd emergency potable water station. FY 2024/25 COLA is at 2.5%; Total of 3 Maintenance staff budgeted (1 Maint Manager & and 1 Maint Technician/ Maintenance Worker II) expected to receive 5% merit increases; Increase in personnel costs primarily due to in-house installation of the Strainer at Forest Lake in 2024-25.
Maintenance Technicians	73100	50,000	\$ 60,023	\$ 55,000	\$ 58,699	\$ 65,000	
Payroll taxes, Benefits & Overhead	73200	30,000	\$ 34,602	\$ 33,000	\$ 34,452	\$ 37,500	The payroll taxes, benefits and indirect overhead is calculated at 50% as agreed upon by the project participants.
<b>SUBTOTAL</b>		<b>90,000</b>	<b>\$ 103,806</b>	<b>\$ 98,000</b>	<b>\$ 103,356</b>	<b>\$ 112,500</b>	
<b>Energy &amp; Utilities:</b>							
Potable Water Pump Station - PG&E	74000	1,000	\$ 1,078	\$ 1,000	\$ 636	\$ 1,000	PBCSD pumps will be turned on during emergencies. PBCSD pays a minimum of 1% of the cost per agreement with CalAm.
SCADA System: DSL ATM / Telemetry Anak	74200	12,000	\$ 11,116	\$ 13,000	\$ 11,178	\$ -	Monthly AT&T / Comcast & Verizon charges for lines between Potable Water Pump Station, Forest Lake, CAWD and PBCSD. FY 2024-25 Planned disconnection of ATT voice telemetry and DSL SCADA lines.
Wireless Alarm Sys Chg (Mission)	74300	1,000	\$ 563	\$ 1,500	\$ 900	\$ 2,000	Annual maint agmt for Cell Phone Alarm System at Poppy Hills Storage Tank and PB Golf Links 4th Fairway / 18th Green. FY 2024-25 Add 18th Fairway
Forest Lake Treatment Facility (PG&E)	74400	30,000	\$ 27,991	\$ 30,500	\$ 35,611	\$ 40,000	Budgeted based on previous experience & anticipated operations
Forest Lake Eyewash Station (CalAm)	74500	1,500	\$ 1,116	\$ 1,500	\$ 1,140	\$ 1,500	Budgeted based on previous experience. Includes service to eyewash station at the chemical building.
Poppy Hill Booster Pump Station - PG&E	74600	1,500	\$ 1,044	\$ 1,500	\$ 1,277	\$ 1,500	Budgeted based on previous experience & anticipated operations.
Cathodic Protection	74700	1,000	\$ 729	\$ 1,000	\$ 928	\$ 2,000	2 Locations: Forest Lake Rd & Whitman Ln; Budgeted based on previous experience & anticipated operations; FY 2024-25 addition of a location with the completion of the 2023-24 Cathodic Protection Project.
<b>SUBTOTAL</b>		<b>48,000</b>	<b>\$ 43,638</b>	<b>\$ 50,000</b>	<b>\$ 51,670</b>	<b>\$ 48,000</b>	
<b>Source Water / Dry Weather Diversion</b>							
Reclamation Source Water	77600	3,000	\$ 2,954	\$ 4,000	\$ 3,222	\$ 5,000	Materials/Supplies for Reclam Wells (MPCC #8 / MPCC #9 / Bird Rock #1 / Bird Rock #2); Budgeted \$1,000 per location. FY 2024-25 Planned meter replacements at 2 wells
4th Fairway Dry Weather Diversion Facility	77700	2,000	\$ 1,738	\$ 3,000	\$ 1,013	\$ 6,000	Materials / Supplies for dry-weather diversion facilities at the PB Golf Links: 4th Fairway / 18th Green / 18th Fairway; Budgeted at \$1,000 per location.; FY 2024-25 Planned meter replacements at 3 locations.
Remote Flow Monitoring	77900	4,000	\$ -	\$ 4,000	\$ 4,254	\$ 4,000	Neptune Meter at Bird Rock Well / Remote Reporting (Cloud-Based) Annual Service; Badger Meter annual cellular svc chg for the other 2 well sites, and 2 dry-weather diversion sites. Bird Rock Wells 1 & 2 / MPCC #8 Well Level (In-Situ)

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2024-25**

ITEM	Acct No.	Budget 2022-23	Actual 2022-23	Budget 2023-24	Estimated Actual 2023-24	Proposed Budget 2024-25	Comments/Notes
Water Treatment Cost	77800	115,000	\$ 76,329	\$ 95,000	\$ 75,000	\$ 85,000	Cost to provide primary and secondary treatment at CAWD Treatment Plant. Alternative Source Water Locations @ Wells: MPCC Well No 8 / 9 & Bird Rock Well No 1 & 2; Diversion: Pebble Beach Golf Links 4th Fairway / 18th Green & 18th Fairway
<b>SUBTOTAL</b>		<b>124,000</b>	<b>\$ 81,020</b>	<b>\$ 106,000</b>	<b>\$ 83,489</b>	<b>\$ 100,000</b>	
<b>Distribution System - Other O.&amp;M. Expenses:</b>							
Other professional services	75200	1,500	\$ 1,540	\$ 1,500	\$ 915	\$ 1,500	Mgmt Comm Mtg Attendance & Minutes (Nov / Feb / May / Aug - may not be held)
Permits	75300	30,000	\$ 27,468	\$ 30,000	\$ 28,611	\$ 32,000	1. SWRCB-General Permit (\$5,000) 2. DSOD-Forest Lake Operating Permit (\$27,700) 3. MBUAPCD-Viscaino Generator (\$500) / Environ Health-Viscaino Fuel Tank Permit (\$700) (PBCSD: 2/5 & CalAm: 3/5)
Fuel	75500	4,000	\$ 3,943	\$ 4,000	\$ 2,500	\$ 4,000	1) Estimated fuel use for vehicles billed in May (Jan 2023 mileage reimb rate / mile increased from \$0.655 to \$0.67) and 2) Diesel fuel for Viscaino Rd. pump station UGST (Cal Am 3/5; Reclam Prj 2/5); UGST diesel fuel last purchased in Feb 2023.
Training & Tuitions	75600	2,500	\$ 2,220	\$ 2,500	\$ 4,727	\$ 5,000	Maint & safety programs (regist/materials/travel/misc exp. Memberships & Certif) Includes Water Awareness Committee Membership (\$1K); Watereuse Membership & training for maint employees (\$1.5K); FY 2024-25: Budgeted Increase for Water
GIS Development & Maintenance	75800	7,000	\$ 7,590	\$ 10,000	\$ -	\$ 5,000	Consulting svcs related to GIS Development
SCADA Platform Support Svcs Subscription	75900	7,000	\$ 1,134	\$ 10,000	\$ 2,538	\$ 5,000	Inductive Ignition Support Services Subscription (25% Reclam = \$1.5K); Annual SCADA Updates & Programming Costs (E2 Consulting / Frisch Engineering) - Assignment #50 (\$3.5K); SCADA Programmin (TES01) & SCADA Hardware & Server
Consulting Services	76000	80,000	\$ 15,059	\$ 70,000	\$ 34,679	\$ 35,000	Misc General Consulting (\$30K); Forest Lake Annual Monument Survey (\$5K).
Reclamation Line Distribution Sys	76300	10,000	\$ -	\$ 10,000	\$ -	\$ 15,000	Meter calibration & Other General Repairs and Maintenance (R&M); Materials & Supplies: FY 2024-25 Planned Cathodic Prev Maint / Annual load bank test / Underground tank leak detect & general R&M
Viscaino Rd/Poppy Hills Pump Station	76400	4,000	\$ 1,796	\$ 14,000	\$ 4,053	\$ 5,000	Quarterly Reimbursement to Maintenance Crew for vehicle mileage paid for work performed after hours, weekends & holidays
Call Out Mileage Expense	76500	2,000	\$ 1,756	\$ 2,000	\$ 2,004	\$ 2,000	General repairs and maintenance to Forest Lake \$25,000; FY 2024/25: FL Outlet Structure Level (\$10,000) replaced every 10 years.
Forest Lake Reservoir - R & M	76600	25,000	\$ 67,596	\$ 35,000	\$ 25,726	\$ 35,000	Misc Supplies, Equipment R&M
Poppy Hills Storage Tank (2.5 million gallon)	76700	2,000	\$ 218	\$ 2,000	\$ 340	\$ 2,000	
Rescue & Safety Supplies & Equipment	76800	-	\$ 459	\$ -	\$ -	\$ -	Sulfuric Acid / Hypochlorite Tablets. Actual costs will be based on water usage. Chemicals needed based on demand, wet weather decreases demand which reduces the chemical purchases.
Forest Lake Chemicals	76900	40,000	\$ 27,453	\$ 40,000	\$ 22,276	\$ 35,000	
SCADA system equipment	77000	-	\$ 40	\$ -	\$ -	\$ -	Supplies & Equipment (\$15K) / Gopher Contrl (\$5K) / Vegetation Management (\$15K)
Forest Lake Reservoir - Materials & Supplier	77100	23,000	\$ 3,173	\$ 35,000	\$ 18,840	\$ 35,000	
Forest Lake reservoir equipment	77200	-	\$ 128	\$ -	\$ -	\$ -	
Forest Lake reservoir ops service	77300	-	\$ 18,736	\$ -	\$ -	\$ -	
<b>SUBTOTAL</b>		<b>238,000</b>	<b>\$ 180,306</b>	<b>\$ 266,000</b>	<b>\$ 147,209</b>	<b>\$ 216,500</b>	
Professional Fees - PBCSD: Remote Flow Monitoring	77900	-	\$ -	\$ -	\$ -	\$ -	
<b>SUBTOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Total Distribution System O.&amp;M. Expenses</b>		<b>\$ 500,000</b>	<b>\$ 408,770</b>	<b>\$ 520,000</b>	<b>\$ 385,724</b>	<b>\$ 477,000</b>	
<b>TOTAL PBCSD EXPENSES.....</b>		<b>\$ 580,000</b>	<b>\$ 477,614</b>	<b>\$ 600,000</b>	<b>\$ 465,937</b>	<b>\$ 565,000</b>	<b>5.83% decrease from 23-24 budget</b>

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2024-25**

ITEM	Acct No.	Budget 2022-23	Actual 2022-23	Budget 2023-24	Estimated Actual 2023-24	Proposed Budget 2024-25	Comments/Notes
							<b>21.26% increase from 23-24 Projected actual</b>
<b>CAWD ADMIN &amp; GENERAL EXPENSES</b>							
<b>ADMINISTRATIVE SALARIES</b>							
	No.						
General Manager	81000	1,194	\$ 1,311	\$ 1,078	\$ 1,021	\$ 1,200	
Project Accountant	81200	13,207	\$ 11,545	\$ 13,283	\$ 12,084	\$ 13,300	
Engineering Associate	81100	0	\$ -	\$ -	\$ -	\$ 6,345	
Admin. Services Coordinator/Scanner	81400	13,918	\$ 22,791	\$ 12,523	\$ 24,669	\$ 23,570	
Payroll Taxes, Benefits & Overhead	82100	14,160	\$ 17,824	\$ 13,442	\$ 18,887	\$ 22,208	
<b>SUBTOTAL</b>		<b>42,479</b>	<b>\$ 53,471</b>	<b>\$ 40,326</b>	<b>\$ 56,661</b>	<b>\$ 66,623</b>	COLA 6.0%
<b>Administrative &amp; General Expenses:</b>							
Office Supplies & Postage	84000	250	\$ -	\$ 250	\$ 365	\$ 300	
Audit & Consulting Fees	84100	16,850	\$ 16,850	\$ 17,355	\$ 17,876	\$ 18,412	
Employee training	84200	0	\$ -	\$ -	\$ -	\$ -	
Directors Fees	85000	1,050	\$ 850	\$ 1,000	\$ 900	\$ 900	
Legal Notices	89400	0	\$ -	\$ -	\$ -	\$ -	
Legal Fees	89400	750	\$ 1,197	\$ 750	\$ 600	\$ 600	
Insurance Expense	89500	50,419	\$ 53,096	\$ 54,000	\$ 100,022	\$ 100,000	CSRMA recommends 10-15% increase in insurance
Consulting	89600	0	\$ -	\$ -	\$ -	\$ -	
<b>SUBTOTAL</b>		<b>69,319</b>	<b>\$ 71,993</b>	<b>\$ 73,355</b>	<b>\$ 119,764</b>	<b>\$ 120,212</b>	
<b>TOTAL CAWD EXPENSES</b>		<b>111,798</b>	<b>\$ 125,464</b>	<b>\$ 113,681</b>	<b>\$ 176,424</b>	<b>\$ 186,835</b>	<b>64.35% increase from 23-24 budget</b> <b>5.90% increase from 23-24 Projected actual</b>
<b>MONTEREY PENINSULA WATER MANAGEMENT DISTRICT</b>							
<b>ADMINISTRATIVE EXPENSES:</b>							
<b>Administrative Salaries, Benefits &amp; Overhead</b>							
General Manager	91000	6,300	\$ 9,900	\$ 6,500	\$ 6,500	\$ 6,950	based on 10 hours
Administrative Services Manager	91200	8,300	\$ 10,922	\$ 8,600	\$ 8,600	\$ 9,200	based on 35 hours
Accountant	91300	4,200	\$ 4,944	\$ 4,400	\$ 4,400	\$ 4,700	based on 65 hours
Accounting/Office Specialist	91400	0	\$ 1,386	\$ -	\$ -	\$ -	
IT Manager	91500	7,200	\$ 7,500	\$ 7,500	\$ 7,500	\$ 8,000	based on 40 hours
Payroll Taxes, Benefits & Overhead	92100						
<b>SUBTOTAL</b>		<b>26,000</b>	<b>\$ 34,652</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 28,850</b>	
<b>Administrative &amp; General Expenses</b>							
CAL-Am Water Meter Service Charge	94300	30,720	\$ 28,502	\$ 41,760	\$ 41,760	\$ 42,000	8" meter (assumes 20% increase based on actual billings)
Legal Fees	99400	500	\$ 83	\$ 500	\$ 500	\$ 4,000	
Office Expense	99410	4,300	\$ 2,162	\$ 4,500	\$ 4,500	\$ 4,725	Software annual maintenance fee (financial & billing combined)
		<b>\$ 35,520</b>	<b>\$ 30,746</b>	<b>\$ 46,760</b>	<b>\$ 46,760</b>	<b>\$ 50,725</b>	
<b>TOTAL MPWMD EXPENSES</b>		<b>\$ 61,520</b>	<b>\$ 63,237</b>	<b>\$ 73,760</b>	<b>\$ 73,760</b>	<b>\$ 79,575</b>	<b>7.88% increase from 23-24 budget</b> <b>7.88% increase from 23-24 Projected actual</b>
<b>PBCo / IRWUG Representative</b>							
	79920	37,284	\$ 37,912	\$ 39,314	\$ 39,105	\$ 40,887	4% increase
Payroll Taxes, Benefits & Overhead	79990	18,642	\$ 17,136	\$ 17,770	\$ 17,675	\$ 18,481	
R&D Water Sources	99965	0	\$ -	\$ -	\$ -	\$ -	
<b>SUB TOTAL</b>		<b>\$ 3,344,439</b>	<b>\$ 2,894,951</b>	<b>\$ 3,232,830</b>	<b>\$ 56,780</b>	<b>\$ 3,367,439</b>	
<b>POTABLE WATER COSTS</b>	99601	6,750	\$ 64,209	\$ 6,750	\$ 3,427	\$ 6,750	
<b>TOTAL OPERATING EXPENSES</b>		<b>\$ 3,351,189</b>	<b>\$ 2,959,160</b>	<b>\$ 3,239,580</b>	<b>\$ 2,786,862</b>	<b>\$ 3,374,189</b>	<b>4.2% increase from 23-24 budget</b> <b>21.1% increase from 23-24 Projected actual</b>

CAWD/PBCSD Reclamation Budget  
CAWD O M - 2024/25

GL	Item Description	Units	Unit Cost	Quantity	Total
64150	currently not used		\$ -	0	\$ -
64200	OptiClean A, OptiClean B, OptiClean S	pound	\$ 7.70	4000	\$ 30,800
64400	for the RO system	pound	\$ 3.50	10492	\$ 36,722
64410	chemicals used for calibration	gallon	\$ 175.00	3	\$ 525
64420	chemicals used for calibration	gallon	\$ 125.00	2	\$ 250
64430	chemicals used for calibration	gallon	\$ 59.95	6	\$ 360
65160	mini-bulk costs: \$10.95/gal	gallon	\$ 11.50	3947	\$ 45,391
65170	mini-bulk costs: \$3.89/gal	gallon	\$ 4.10	8500	\$ 34,850
65180	4 gal/case	case	\$ 95.65	12	\$ 1,148
65200	de-chlorinate RO Reject for ocean discharge	gallon	\$ 1.81	37000	\$ 66,970
65250	used for disinfection for permit compliance and MF CIP's	gallon	\$ 2.42	34000	\$ 82,280
65400	costs include delivery/surcharges	pound	\$ 2.94	9160	\$ 26,930
65500	currently not used		\$ -	0	\$ -
65600	Lavazol 7 are new RO CIP cleaning chemicals based on the recent RO membrane autopsies-cleaning cost are an estimate due to running RO C at 90% recovery-may require more cleanings	misc.	\$ 29,500.00	1	\$ 29,500
65700	CIP neutralization	pound	\$ 0.69	48400	\$ 33,396
65725	chemicals used for analyzers	box	\$ 138.22	6	\$ 829
65750	chemicals used for analyzers	bucket	\$ 2,200.00	1	\$ 2,200
65800	price per pound- 10 % increase by vendor	pound	\$ 0.55	141879	\$ 78,033
65900	not used anymore		\$ -		\$ -
65910	suspended solids/phosphorous removal	pound	\$ 0.99	110000	\$ 108,900
65920	7.5 % increase by vendor- 2 cleanings a year	pound	\$ 10.50	900	\$ 9,450
66100					
	MF Electric air relief valves		\$ 1,000	3	\$ 3,000
	Pipe repairs		\$ 5,000	1	\$ 5,000
	RO high pressure isolation valves		\$ 1,000	4	\$ 4,000
	Electrical repairs- Includes time to replace large VFDs		\$ 40,000	1	\$ 40,000
	ABZ RO Electric Actuated Valves		\$ 3,000	8	\$ 24,000
	HDPE repair parts		\$ 2,000	1	\$ 2,000
	Distiller maintenance		\$ -	0	\$ -
	electric pallet jack service		\$ 500	2	\$ 1,000
	General repairs		\$ 20,000	1	\$ 20,000
	Lab microscope maintenance 50/50		\$ 310	1	\$ 310
	Forklift service		\$ 1,500	0.5	\$ 750
	Check valve repairs		\$ 35,000	1	\$ 35,000
	subtotal				\$ 135,060
66190					
	Recondition Reclaim pump 933		\$ 25,000	1	\$ 25,000
	Hypo/SBS Tuthill annual PM kits -		\$ 2,500	1	\$ 2,500
	Replace Tuthill with Encore		\$ 7,500	4	\$ 30,000
	Gould pump PM parts		\$ 10,000	1	\$ 10,000
	Sample pumps		\$ 550	3	\$ 1,650
	Utility pumps		\$ 1,000	1	\$ 1,000
	subtotal				\$ 70,150
66200	Cintas		\$ 1,500	1	\$ 1,500
			\$ 400	1	\$ 400
66400	VFD Wiring and VFD parts		\$ 3,000	5	\$ 15,000
66500					
	UV lamp calibration \$250 (50/50)		\$ 250	0.5	\$ 125
	lab general supplies*		\$ 43,830	1	\$ 43,830
	IDEXX		\$ 16,500	1	\$ 16,500
	IC- replacing which will reduce buffer cost and consumables first year		\$ 1	0	\$ -
	Hach		\$ 1,600	1	\$ 1,600
	Culligan (softener) 50/50		\$ 420	0.5	\$ 210
	Fisher Scientific - included in lab general supplies				\$ -

CAWD/PBCSD Reclamation Budget  
CAWD O M - 2024/25

	Peninsula Welding (IC gas) - not needed in 24/25				\$ -
	DI water consumables - included in lab general supplies				\$ -
		subtotal			\$ 62,265
66600	Paint and supplies		\$ 500	1	\$ 500
67000			\$ 1,000	1	\$ 1,000
67100	Band aids and first aid kits		\$ 200	1	\$ 200
67100	brooms, dust pans, towels, cleaners		\$ 1,500	1	\$ 1,500
67300				0	\$ -
67400	gloves		\$ 1,000	1	\$ 1,000
			\$ -	0	\$ -
			\$ -	0	\$ -
		subtotal			\$ 1,000
67600	Wrenches, screwdrivers, cordless batteries		\$ 1,000	1	\$ 1,000
67700					
	Circular Charts		\$ 64	10	\$ 640
	Wall keyboards, clip boards, hoses, nozzles,		\$ 1,800	1	\$ 1,800
	Miscellaneous Supplies		\$ 500	1	\$ 500
subtotal		subtotal			\$ 2,940
67800	Safety equipment		\$ 1	1500	\$ 1,500
	Safety training for chemicals		\$ 1	1500	\$ 1,500
		subtotal			\$ 3,000
67900	membrane conference		\$ 3,500	1	\$ 3,500
67510	2 cells in storage		\$ -	0	\$ -
66700	RO prefilter and CIP - increased change outs due to more RO CIPs because of increased RO system recovery		\$ 16,800	1	\$ 16,800
67500	replacement for 3rd and 4th stages (33 in storage - need 63 for stages 3 & 4)		\$ 590	30	\$ 17,700
66750					
	level switches, pressure switches	part	\$ 2,500	1	\$ 2,500
	Hach controller	part	\$ 4,200	1	\$ 4,200
	Turbidity supplies	consumable	\$ 1,800	1	\$ 1,800
	Analyzer parts	consumable	\$ 2,500	1	\$ 2,500
	MF/RO supplies	consumable	\$ 1,400	1	\$ 1,400
			\$ -	0	\$ -
			\$ -	0	\$ -
		subtotal			\$ 12,400
68100			\$ 750	1	\$ 750
68200					
	RO flow meters train A		\$ 22,000	1	\$ 22,000
	Eaton UPS Annual Maintenance Contract 50/50		\$ 1,000	1	\$ 1,000
	Instrument replacements		\$ 10,000	1	\$ 10,000
	Blend Line 10" Flowmeter		\$ 9,500	1	\$ 9,500
		subtotal			\$ 42,500
68300	Annual service		\$ 500	1	\$ 500
68400	Lab scale/balance/microscope calibration 50/50		\$ 1,500	0.5	\$ 750
	Myron L- 3 units annual calibration		\$ 650	3	\$ 1,950
	Tesco all flow meter calibrations		\$ 12,000	1	\$ 12,000
	Instrument calibrations		\$ 2,000	1	\$ 2,000
	Hach calibrations- MF turbidity meters including benchtop)		\$ 5,800	1	\$ 5,800
					\$ 22,500



CAWD/PBCSD Reclamation Budget  
CAWD O M - 2024/25

68500	RO quarterly		\$ 6,500	1	\$ 6,500
			\$ -	0	\$ -
68600	not used		\$ -	0	\$ -
68700			\$ -	0	\$ -
68710					
	Johnson-E-NPDES 50/50		\$ 2,000	0.5	\$ 1,000
	ATL-LIMS annual 50/50		\$ 5,600	0.5	\$ 2,800
	Parser (custom) 50/50		\$ 1,000	0.5	\$ 500
	H2O Portal		\$ 6,000	1	\$ 6,000
	Ignition Annual 33%		\$ 2,200	1	\$ 2,200
	Exceedio		\$ 2,000	1	\$ 2,000
	CMMS support 33%		\$ 9,000	1	\$ 9,000
	PLC programming		\$ 20,000	1	\$ 20,000
					\$ 43,500
68720					
	Gallery service contract PM 50/50		\$ 6,000	0.5	\$ 3,000
	IC System PM 90/10		\$ 5,000	0.9	\$ 4,500
	TOC service contract PM 50/50		\$ 4,955	0.5	\$ 2,478
					\$ 9,978
68730	Annual PM		\$ 200	3	\$ 600
68900	Alarm Notification	quarterly	\$ 75	4	\$ 300
68910	Not Used		\$ -	0	\$ -
69400	Not used		\$ -	0	\$ -
69110					
	SWRCB		\$ 7,000	1	\$ 7,000
	TNI Accreditation 50/50		\$ 6,500	0.5	\$ 3,250
	ELAP 50/50		\$ 5,525	0.5	\$ 2,763
					\$ 13,013
69200					
	Trussell		\$ 35,000	1	\$ 35,000
	Beecher		\$ 15,000	1	\$ 15,000
					\$ -
					\$ 50,000

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
 2024-25

3338389

5 yr avg

	ACCT No.	Jul-24 14.65%	Aug-24 14.45%	Sep-24 11.97%	Oct-24 9.91%	Nov-24 4.13%	Dec-24 0.72%	Jan-25 1.03%	Feb-25 2.68%	Mar-25 2.99%	Apr-25 8.77%	May-25 13.31%	Jun-25 15.38%	ANNUAL BUDGET 2024-25
Water Sales	52000	759,889	749,186	620,754	513,728	214,053	37,459	53,513	139,135	155,189	454,863	690,322	797,348	5,185,439
Less MPWMD Fees	2225	(10,258)	(10,114)	(8,380)	(6,935)	(2,890)	(506)	(722)	(1,878)	(2,095)	(6,140)	(9,319)	(10,764)	(70,000)
		749,631	739,073	612,374	506,793	211,164	36,954	52,791	137,256	153,094	448,723	681,003	786,584	5,115,439
Plant Superintendent	61100	1,864	2,796	1,864	1,864	1,864	1,864	2,796	1,864	1,864	1,864	1,864	1,864	24,230
Laboratory Supervisor	61200	3,537	5,305	3,537	3,537	3,537	3,537	5,305	3,537	3,537	3,537	3,537	3,537	45,975
Laboratory Technicians	61300	2,733	4,100	2,733	2,733	2,733	2,733	4,100	2,733	2,733	2,733	2,733	2,733	35,535
Plant Operators	61400	15,744	23,616	15,744	15,744	15,744	15,744	23,616	15,744	15,744	15,744	15,744	15,744	204,670
Maint Supervisor	61450	1,028	1,542	1,028	1,028	1,028	1,028	1,542	1,028	1,028	1,028	1,028	1,028	13,365
Plant Mechanics	61500	2,000	2,999	2,000	2,000	2,000	2,000	2,999	2,000	2,000	2,000	2,000	2,000	25,995
Safety Officer		488	732	488	488	488	488	732	488	488	488	488	488	6,345
Plant Engineer		892	1,337	892	892	892	892	1,337	892	892	892	892	892	11,590
Differential	62000	1,436	2,154	1,436	1,436	1,436	1,436	2,154	1,436	1,436	1,436	1,436	1,436	18,670
Payroll Taxes & Benefits & OH	62100	14,861	22,291	14,861	14,861	14,861	14,861	22,291	14,861	14,861	14,861	14,861	14,861	193,188
		44,582	66,873	44,582	44,582	44,582	44,582	66,873	44,582	44,582	44,582	44,582	44,582	579,563
Tertiary Treatment	63300	40,827	40,252	33,351	27,601	11,501	2,013	2,875	7,475	8,338	24,439	37,089	42,839	278,600
MFRO Electrical	63400	43,325	42,715	35,393	29,290	12,204	2,136	3,051	7,933	8,848	25,934	39,359	45,461	295,650
Secondary Costs - EQ Basin PD Blo	63500	23,242	22,914	18,986	15,713	6,547	1,146	1,637	4,256	4,747	13,912	21,114	24,387	158,600
		107,394	105,881	87,730	72,604	30,252	5,294	7,563	19,664	21,933	64,285	97,562	112,688	732,850
Low Mag Ferric	64150	0	0	0	0	0	0	0	0	0	0	0	0	0
Clean-in-place chemicals	64200	4,514	4,450	3,687	3,051	1,271	222	318	826	922	2,702	4,100	4,736	30,800
Sodium hydroxide	64300	0	0	0	0	0	0	0	0	0	0	0	0	0
Antiscalant	64400	5,381	5,306	4,396	3,638	1,516	265	379	985	1,099	3,221	4,889	5,647	36,722
Phenylarsine oxide	64410	77	76	63	52	22	4	5	14	16	46	70	81	525
Acetate buffer solution	64420	37	36	30	25	10	2	3	7	7	22	33	38	250
Iodine solution	64430	53	52	43	36	15	3	4	10	11	32	48	55	360
Chlorine	65100	53	52	43	36	15	3	4	10	11	32	48	55	360
Citric Acid	65160	6,652	6,558	5,434	4,497	1,874	328	468	1,218	1,358	3,982	6,043	6,980	45,391
Sulfuric Acid	65170	5,107	5,035	4,172	3,453	1,439	252	360	935	1,043	3,057	4,639	5,359	34,850
Acetic Acid	65180	168	166	137	114	47	8	12	31	34	101	153	176	1,148
Sodium Bisulfite	65200	9,814	9,676	8,017	6,635	2,764	484	691	1,797	2,004	5,875	8,916	10,298	66,970
Sodium Hypochlorite	65250	12,058	11,888	9,850	8,152	3,396	594	849	2,208	2,462	7,218	10,954	12,652	82,280

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
2024-25

3338389

	<b>ACCT No.</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Oct-24</b>	<b>Nov-24</b>	<b>Dec-24</b>	<b>Jan-25</b>	<b>Feb-25</b>	<b>Mar-25</b>	<b>Apr-25</b>	<b>May-25</b>	<b>Jun-25</b>	<b>ANNUAL BUDGET 2024-25</b>
Polymer	65400	3,946	3,891	3,224	2,668	1,112	195	278	723	806	2,362	3,585	4,141	26,930
Gypsum	65500	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous chemicals	65600	4,323	4,262	3,531	2,923	1,218	213	304	792	883	2,588	3,927	4,536	29,500
Potassium Hydroxide	65700	4,894	4,825	3,998	3,309	1,379	241	345	896	999	2,929	4,446	5,135	33,396
Potassium iodate solution	65725	122	120	99	82	34	6	9	22	25	73	110	128	829
Potassium iodide	65750	322	318	263	218	91	16	23	59	66	193	293	338	2,200
Ammonia Hydroxide	65800	11,435	11,274	9,341	7,731	3,221	564	805	2,094	2,335	6,845	10,388	11,999	78,033
Phosphoric Acid	65900	0	0	0	0	0	0	0	0	0	0	0	0	0
PHOS-58	65910	15,959	15,734	13,037	10,789	4,495	787	1,124	2,922	3,259	9,553	14,498	16,745	108,900
Enzymes	65920	1,385	1,365	1,131	936	390	68	98	254	283	829	1,258	1,453	9,450
		<b>86,298</b>	<b>85,083</b>	<b>70,497</b>	<b>58,342</b>	<b>24,309</b>	<b>4,254</b>	<b>6,077</b>	<b>15,801</b>	<b>17,624</b>	<b>51,657</b>	<b>78,398</b>	<b>90,552</b>	<b>588,894</b>
Repairs & Maintenance	66100	19,792	19,513	16,168	13,381	5,575	976	1,394	3,624	4,042	11,847	17,980	20,768	135,060
Plant Pumps	66190	10,280	10,135	8,398	6,950	2,896	507	724	1,882	2,099	6,154	9,339	10,787	70,150
Laundry	66200	220	217	180	149	62	11	15	40	45	132	200	231	1,500
Lubricants\Packing	66300	59	58	48	40	17	3	4	11	12	35	53	62	400
Electrical Supplies	66400	2,198	2,167	1,796	1,486	619	108	155	402	449	1,316	1,997	2,307	15,000
Laboratory Supplies	66500	9,124	8,996	7,454	6,169	2,570	450	643	1,671	1,863	5,462	8,289	9,574	62,265
Paint	66600	73	72	60	50	21	4	5	13	15	44	67	77	500
Postage	67000	147	144	120	99	41	7	10	27	30	88	133	154	1,000
First Aid Supplies	67100	29	29	24	20	8	1	2	5	6	18	27	31	200
Janitorial Supplies	67100	220	217	180	149	62	11	15	40	45	132	200	231	1,500
Tertiary Pump Alarm	67300	0	0	0	0	0	0	0	0	0	0	0	0	0
Personnel Supplies	67400	147	144	120	99	41	7	10	27	30	88	133	154	1,000
Hand Tools	67600	147	144	120	99	41	7	10	27	30	88	133	154	1,000
Operating Supplies	67700	431	425	352	291	121	21	30	79	88	258	391	452	2,940
Safety	67800	440	433	359	297	124	22	31	80	90	263	399	461	3,000
Training	67900	513	506	419	347	144	25	36	94	105	307	466	538	3,500
		<b>43,819</b>	<b>43,201</b>	<b>35,795</b>	<b>29,624</b>	<b>12,343</b>	<b>2,160</b>	<b>3,086</b>	<b>8,023</b>	<b>8,949</b>	<b>26,229</b>	<b>39,807</b>	<b>45,979</b>	<b>299,015</b>
Microfilter Membrane Modules	67510	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Cartridge Filter Replacement	66700	2,462	2,427	2,011	1,664	693	121	173	451	503	1,474	2,237	2,583	16,800
RO Membrane Elements	67500	4,982	4,912	4,070	3,368	1,404	246	351	912	1,018	2,982	4,526	5,228	34,000
Spare Parts & Outfitting	66750	1,817	1,792	1,484	1,228	512	90	128	333	371	1,088	1,651	1,907	12,400
		<b>9,262</b>	<b>9,131</b>	<b>7,566</b>	<b>6,261</b>	<b>2,609</b>	<b>457</b>	<b>652</b>	<b>1,696</b>	<b>1,891</b>	<b>5,544</b>	<b>8,414</b>	<b>9,718</b>	<b>63,200</b>
Chemical Waste Disposal		110	108	90	74	31	5	8	20	22	66	100	115	750
Plant Instrumentation	68200	6,228	6,140	5,088	4,211	1,754	307	439	1,140	1,272	3,728	5,658	6,535	42,500

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
 2024-25

3338389

	<b>ACCT No.</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Oct-24</b>	<b>Nov-24</b>	<b>Dec-24</b>	<b>Jan-25</b>	<b>Feb-25</b>	<b>Mar-25</b>	<b>Apr-25</b>	<b>May-25</b>	<b>Jun-25</b>	<b>ANNUAL BUDGET 2024-25</b>
Fire Extinguisher Service	68300	73	72	60	50	21	4	5	13	15	44	67	77	500
Calibration	68400	3,297	3,251	2,693	2,229	929	163	232	604	673	1,974	2,995	3,460	22,500
Contract Laboratory Analysis	68500	1,392	1,373	1,137	941	392	69	98	255	284	833	1,265	1,461	9,500
Gypsum Injection System Maintenance	68600	0	0	0	0	0	0	0	0	0	0	0	0	0
Contract Painting	68700	0	0	0	0	0	0	0	0	0	0	0	0	0
System software/IT consulting	68710	0	0	0	0	0	0	0	0	0	0	0	0	0
SAR Equipment Maintenance	68720	6,375	6,285	5,207	4,310	1,796	314	449	1,167	1,302	3,816	5,791	6,689	43,500
Hoist Certification	68730	1,462	1,442	1,194	988	412	72	103	268	299	875	1,328	1,534	9,978
Alarm - Tertiary	68900	88	87	72	59	25	4	6	16	18	53	80	92	600
Alarm - Chlorine	68910	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment Rent - Ion Chromatograph	69400	44	43	36	30	12	2	3	8	9	26	40	46	300
Demolition		0	0	0	0	0	0	0	0	0	0	0	0	0
Clearlogx rental		0	0	0	0	0	0	0	0	0	0	0	0	0
		18,959	18,692	15,488	12,818	5,341	935	1,335	3,471	3,872	11,349	17,224	19,894	130,128
<b>Fees &amp; Permits (MBUAPCD)</b>	69100	1,907	1,880	1,558	1,289	537	94	134	349	389	1,141	1,732	2,001	13,013
Engineering Fees														
Consulting	69200	7,327	7,224	5,986	4,954	2,064	361	516	1,342	1,496	4,386	6,656	7,688	50,000
Membrane Cleaning Pilot	69250	2,931	2,890	2,394	1,981	826	144	206	537	599	1,754	2,663	3,075	20,000
Disposal expense	69350	0	0	0	0	0	0	0	0	0	0	0	0	0
		10,258	10,114	8,380	6,935	2,890	506	722	1,878	2,095	6,140	9,319	10,764	70,000
		322,478	340,855	271,596	232,455	122,862	58,281	86,443	95,464	101,335	210,928	297,037	336,177	2,476,661
<b>General Manager</b>	71000	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Principal/Assistant Engineer</b>	71100	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Deputy General Manager/CFO</b>	71200	293	289	239	198	83	14	21	54	60	175	266	308	2,000
<b>Senior Accountant</b>	71300	733	722	599	495	206	36	52	134	150	439	666	769	5,000
<b>Administrative Assistant</b>	71400	147	144	120	99	41	7	10	27	30	88	133	154	1,000
<b>Finance &amp; Info Sys Coordinator</b>	71500	733	722	599	495	206	36	52	134	150	439	666	769	5,000
<b>Associate Engineers</b>	71600	1,465	1,445	1,197	991	413	72	103	268	299	877	1,331	1,538	10,000
<b>Engineering Intern</b>	71700	73	72	60	50	21	4	5	13	15	44	67	77	500
<b>PR Taxes, Benefits &amp; Overhead</b>	71800	1,685	1,662	1,377	1,139	475	83	119	309	344	1,009	1,531	1,768	11,500
		5,129	5,057	4,190	3,467	1,445	253	361	939	1,047	3,070	4,659	5,382	35,000
<b>Insurance - Property &amp; Liability</b>	72100	1,612	1,589	1,317	1,090	454	79	114	295	329	965	1,464	1,691	11,000
<b>Insurance - Earthquake</b>	72100	5,349	5,273	4,369	3,616	1,507	264	377	979	1,092	3,202	4,859	5,612	36,500
<b>Insurance - FL Dam Failure Liability</b>	72100	733	722	599	495	206	36	52	134	150	439	666	769	5,000

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
 2024-25

3338389

	ACCT No.	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL BUDGET 2024-25
Directors Fees	72200	73	72	60	50	21	4	5	13	15	44	67	77	500
		7,693	7,585	6,285	5,201	2,167	379	542	1,409	1,571	4,605	6,989	8,073	53,000
Salaries, Benefits & Overhead:														
Field Maintenance Supervisor	73000	1,465	1,445	1,197	991	413	72	103	268	299	877	1,331	1,538	10,000
Maintenance Technicians	73100	9,525	9,391	7,781	6,440	2,683	470	671	1,744	1,945	5,702	8,653	9,995	65,000
PR Taxes, Benefits & O.H.	73200	5,495	5,418	4,489	3,715	1,548	271	387	1,006	1,122	3,289	4,992	5,766	37,500
		16,486	16,254	13,467	11,146	4,644	813	1,161	3,019	3,367	9,868	14,977	17,299	112,500
Potable Water Pump Station - PG&E	74000	147	144	120	99	41	7	10	27	30	88	133	154	1,000
SCADA System: DSL ATM/Telemetry	74200	0	0	0	0	0	0	0	0	0	0	0	0	0
Wireless Alarm Sys Chg. (Mission)	74300	293	289	239	198	83	14	21	54	60	175	266	308	2,000
Forest Lake Treatment Facility (PG&E)	74400	5,862	5,779	4,788	3,963	1,651	289	413	1,073	1,197	3,509	5,325	6,151	40,000
Forest Lake Eyewash Station (CalAm)	74500	220	217	180	149	62	11	15	40	45	132	200	231	1,500
Poppy Hill Booster Pump Station - PG&E	74600	220	217	180	149	62	11	15	40	45	132	200	231	1,500
Cathodic Protection	74700	293	289	239	198	83	14	21	54	60	175	266	308	2,000
		7,034	6,935	5,746	4,755	1,981	347	495	1,288	1,437	4,211	6,390	7,381	48,000
Reclamation Source Water	77600	733	722	599	495	206	36	52	134	150	439	666	769	5,000
4th Fairway Dry Weather Diversion Facility	77700	879	867	718	594	248	43	62	161	180	526	799	923	6,000
Remote Flow Monitoring	77900	586	578	479	396	165	29	41	107	120	351	533	615	4,000
Water Treatment Cost	77800	12,456	12,281	10,175	8,421	3,509	614	877	2,281	2,544	7,456	11,316	13,070	85,000
		14,654	14,448	11,971	9,907	4,128	722	1,032	2,683	2,993	8,772	13,313	15,377	100,000
Other professional services	75200	220	217	180	149	62	11	15	40	45	132	200	231	1,500
Permits	75300	4,689	4,623	3,831	3,170	1,321	231	330	859	958	2,807	4,260	4,921	32,000
Fuel	75500	586	578	479	396	165	29	41	107	120	351	533	615	4,000
Training & Tuitions	75600	733	722	599	495	206	36	52	134	150	439	666	769	5,000
SCADA System software/IT consulting	75800	733	722	599	495	206	36	52	134	150	439	666	769	5,000
Consulting Services		5,129	5,057	4,190	3,467	1,445	253	361	939	1,047	3,070	4,659	5,382	35,000
Reclamation Line Distribution System	76300	2,198	2,167	1,796	1,486	619	108	155	402	449	1,316	1,997	2,307	15,000
Viscaino Rd/Poppy Hills Pump Station	76400	733	722	599	495	206	36	52	134	150	439	666	769	5,000
Call Out Mileage Expense	76500	293	289	239	198	83	14	21	54	60	175	266	308	2,000
Forest Lake Reservoir - R & M	76600	5,129	5,057	4,190	3,467	1,445	253	361	939	1,047	3,070	4,659	5,382	35,000
Poppy Hills Storage Tank (2.5 million gallons)	76700	293	289	239	198	83	14	21	54	60	175	266	308	2,000
Rescue & Safety Supplies & Equipment	76800	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Lake Chemicals	76900	5,129	5,057	4,190	3,467	1,445	253	361	939	1,047	3,070	4,659	5,382	35,000
SCADA system equipment	77000	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Lake Reservoir - Material	77100	5,129	5,057	4,190	3,467	1,445	253	361	939	1,047	3,070	4,659	5,382	35,000
		31,727	31,280	25,917	21,449	8,937	1,564	2,234	5,809	6,479	18,991	28,822	33,291	216,500

**CAWD/PBCSD Reclamation Project**  
 Monthly Budget Projections  
 2024-25

3338389

	ACCT No.	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL BUDGET 2024-25
Consulting	76000	0	0	0	0	0	0	0	0	0	0	0	0	0
Remote Flow Monitoring	77900	0	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0	0
		68,069	67,110	55,606	46,019	19,174	3,356	4,794	12,463	13,901	40,746	61,837	71,425	565,000
General Manager	81000	92	138	92	92	92	92	138	92	92	92	92	92	1,200
Project Accountant	81200	1,023	1,535	1,023	1,023	1,023	1,023	1,535	1,023	1,023	1,023	1,023	1,023	13,300
Engineering Assistant	81100	488	732	488	488	488	488	732	488	488	488	488	488	6,345
Secretary/Finance Tech.	81400	1,813	2,720	1,813	1,813	1,813	1,813	2,720	1,813	1,813	1,813	1,813	1,813	23,570
Payroll Taxes & Benefits	82100	1,708	2,562	1,708	1,708	1,708	1,708	2,562	1,708	1,708	1,708	1,708	1,708	22,208
Indirect Overhead	82100	0	0	0	0	0	0	0	0	0	0	0	0	0
		5,125	7,687	5,125	5,125	5,125	5,125	7,687	5,125	5,125	5,125	5,125	5,125	66,623
Office Supplies & Postage	84000	44	43	36	30	12	2	3	8	9	26	40	46	300
Audit & Consulting Fees	84100	0	5,000	10,000	2,355	1,057	0	0	0	0	0	0	0	18,412
Employee Training	84200	0	0	0	0	0	0	0	0	0	0	0	0	0
Directors Fees	85000	132	130	108	89	37	7	9	24	27	79	120	138	900
Legal Notices	89400	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal Fees	89400	88	87	72	59	25	4	6	16	18	53	80	92	600
Insurance Expense	89500	14,654	14,448	11,971	9,907	4,128	722	1,032	2,683	2,993	8,772	13,313	15,377	100,000
		14,918	19,708	22,187	12,440	5,259	735	1,051	2,731	3,047	8,930	13,552	15,653	120,212
		20,043	27,395	27,311	17,565	10,384	5,860	8,738	7,856	8,171	14,055	18,677	20,778	186,835
General Manager	91000	1,018	1,004	832	689	287	50	72	186	208	610	925	1,069	6,950
Admin Services Manager	91200	1,348	1,329	1,101	911	380	66	95	247	275	807	1,225	1,415	9,200
Accountant	91300	689	679	563	466	194	34	49	126	141	412	626	723	4,700
Chief Tech Officer	91500	0	0	0	0	0	0	0	0	0	0	0	0	0
Payroll Taxes & Benefits& O.H.	92100	1,172	1,156	958	793	330	58	83	215	239	702	1,065	1,230	8,000
		4,228	4,168	3,454	2,858	1,191	208	298	774	863	2,531	3,841	4,436	28,850
CAL-Am Water Meter Svc. Chg.	94300	6,155	6,068	5,028	4,161	1,734	303	433	1,127	1,257	3,684	5,591	6,458	42,000
Legal Fees	99400	586	578	479	396	165	29	41	107	120	351	533	615	4,000
Software Maint Fees	99410	692	683	566	468	195	34	49	127	141	414	629	727	4,725

**CAWD/PBCSD Reclamation Project**  
 Monthly Budget Projections  
 2024-25

3338389

	ACCT No.	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL BUDGET 2024-25
		10,969	10,814	8,960	7,415	3,090	541	772	2,008	2,240	6,566	9,965	11,509	50,725
PBCo / IRWUG Representative		4,947	4,947	4,947	4,947	4,947	4,947	4,947	4,947	4,947	4,947	4,947	4,947	59,367
Total Expenses		426,506	451,122	368,420	308,402	160,458	72,985	105,694	122,739	130,595	277,241	392,463	444,837	3,338,588
Exp less Revenues		323,125	287,951	243,954	198,391	50,706	(36,031)	(52,903)	14,517	22,498	171,481	288,539	341,748	1,776,850
POTABLE WATER COSTS	99601	989	975	808	669	279	49	70	181	202	592	899	1,038	6,750
		322,136	286,975	243,146	197,722	50,427	(36,080)	(52,973)	14,336	22,296	170,889	287,641	340,710	1,770,100
Interest Income - Reserve Funds	551	1,465	1,445	1,197	991	413	72	103	268	299	877	1,331	1,538	10,000
Interest Income- Union Bank	553	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Income - Well Fargo/Phase	554	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Entitlements	555	0	0	0	0	0	0	0	0	0	0	0	0	0
Gain/(loss) on Mkt Value of Securitie	560	1,465	1,445	1,197	991	413	72	103	268	299	877	1,331	1,538	10,000
Interest Income-County	550	4	4	4	3	1	0	0	1	1	3	4	5	30
Interest Income - Bank of Amer.	549	4	4	4	3	1	0	0	1	1	3	4	5	30
Other Income	561	0	0	0	0	0	0	0	0	0	0	0	0	0
Bank Charges - BoA	571	(1)	(1)	(1)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(1)	(1)	(5)
Bond Carrying Costs	573	0	0	0	0	0	0	0	0	0	0	0	0	0
O&M Reserve Funds	10.1	0	0	0	0	0	0	0	0	0	0	0	0	0
Contribution to Capital Repl. Fund	11.1	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal		2,939	2,898	2,401	1,987	828	145	207	538	600	1,759	2,670	3,084	20,055
Interest Income - Construction Fd.	25100	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Income - Bond Fund	25101	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Income - W.F.-Construct.	25104	0	0	0	0	0	0	0	0	0	0	0	0	0
Loss on Disposal	26300	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Expense - COP's	99958	0	0	0	0	0	0	0	0	0	0	0	0	0
Principal Payment - COP's	26450	0	0	0	0	0	0	0	0	0	0	0	0	0
L/C Carrying Costs	573	0	0	0	0	0	0	0	0	0	0	0	0	0
Amortization Expense	576	(260,228)	(256,563)	(212,581)	(175,929)	(73,304)	(12,828)	(18,326)	(47,647)	(53,145)	(155,770)	(236,405)	(273,056)	(1,775,783)

**CAWD/PBCSD Reclamation Project**  
 Monthly Budget Projections  
 2024-25

3338389

	ACCT No.	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL BUDGET 2024-25
		Interest Pymt to MPWMD		0	0	0	0	0	0	0	0	0	0	0
Principal Pymt to MPWMD		0	0	0	0	0	0	0	0	0	0	0	0	0
Interest on Principal Advanced		(222)	(219)	(182)	(150)	(63)	(11)	(16)	(41)	(45)	(133)	(202)	(233)	(1,518)
Past LC fees/Bond Carry Cost payable		0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal		(260,451)	(256,782)	(212,763)	(176,079)	(73,366)	(12,839)	(18,342)	(47,688)	(53,191)	(155,904)	(236,607)	(273,290)	(1,777,301)
		(257,512)	(253,885)	(210,362)	(174,092)	(72,539)	(12,694)	(18,135)	(47,150)	(52,590)	(154,144)	(233,937)	(270,206)	(1,757,246)
		324,852	289,654	245,365	199,559	51,192	(35,946)	(52,781)	14,833	22,851	172,515	290,109	343,560	1,788,637



**CAWD/PBCSD Reclamation Project  
Non-Operating Expenses  
Fiscal Year 2024-25**

ITEM	Acct No.	Budget 2022-23	Actual 2022-23	Estimated		Proposed Budget 2024-25	
				Budget 2023-24	Actual 2023-24		
<b>NON-OPERATING EXPENSES:</b>							
Project - Bond Carrying Costs	99956	20,000	5	0	0	0	
							Bond Carrying Costs
							U.S. Bank (Admin fee) \$3,850
							U.S. Bank (Incidental fee) \$ 385
							Arbitrage Calculation - Yield Restriction (3-13 next due 3-23) \$0
							Moody's - annual fee \$5,000
							Standard & Poors - review credit rating \$3,500
							Stifel, Nicolaus & Co - quarterly \$16,000
							Total..... \$28,735
Bank charges	99952	35	62	35	5	5	Stop payments (0 @ \$20) & wire transfer fees (3 @ \$25)
L/C Carrying Costs	99959	24,000	3,000	0	0	0	
COP Interest Expense	99958	13,000	0	0	0	0	
COP Principal Payment	22041	2,600,000	2,600,000	0	0	0	
Interest on Principal Advanced	99957	35,880	90,694	0	1,518	0	
Past LC fees/Bond Carry Cost payable	22041	552,000	552,000	0	0	0	
Interest Payment to MPWMD	99961	0	0	0	0	0	Paid in full 10-31-21
Funding Agreement with MPWMD		0	0	0	0	0	
R & D Water Sources		0	0	0	0	0	
Abandoned Well Costs/R&D Water Costs		0	0	0	0	0	
Contribution to Capital Replacement Fund	11.1	0	0	0	0	0	
Amortization Exp	99962	1,700,000	1,775,783	1,750,000	1,775,783	1,775,790	
<b>TOTAL NON OPERATING EXPENSES</b>		<b>4,944,915</b>	<b>5,021,545</b>	<b>1,750,035</b>	<b>1,777,306</b>	<b>1,775,795</b>	<b>1.47% increase from 23-24 budget</b> <b>0.85% decrease from 23-24 Projected actual</b>

CAWD/PBCSD Reclamation Project  
Capital Budget  
Fiscal Year 2024-25

CAWD/PBCSD Reclamation Project				FY 2023/24 thru 2027/28						
#	Owner	PROJECT	% CAWD Allocation	Est. Prior Spent Thru 23/24	24/25	25/26	26/27	27/28	Unscheduled	Total
<b>CAPITAL PROJECTS</b>										
1	CAWD	WWTP Phase 2 - Reclamation Share		\$ 255,166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 255,166
2	CAWD	15-Year Treatment Facilities Master Plan		\$ 188,436	\$ 349,250	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ 2,537,686
3	PBCSD	Pipeline Cathodic Protection (Carmel)		\$ 250,000						\$ 250,000
4	PBCSD	Viscaino Pumps & Motor Starters (2)		\$ 50,000						\$ 50,000
5	PBCSD	Flow Meters Remote Measuring System (12) Installation		\$ 25,000						\$ 25,000
6	CAWD	Sand Filter Rehab		\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
7	CAWD	Upgrade MF and RO PLC Controlnet to Ethernet		\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
<b>RECLAMATION SHARE - PROJECTS</b>				<b>\$ 768,602</b>	<b>\$ 629,250</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,397,852</b>
<b>CAPITAL PURCHASES</b>										
a	CAWD	Laboratory Ion Chromatograph	10%	\$ 61,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,500
b	CAWD	ATL LIMS System new generation	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,790	\$ 38,790
c	CAWD	Laboratory Autoclave	50%	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
d	CAWD	Laboratory Dishwashers (2)	75%	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
e	CAWD	MF/RO VFD Replacements 5 VFDs total	0%	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
f	CAWD	MF Feed Pump Replacement	0%	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 100,000
g	CAWD	HVAC MF/RO MCC	0%	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
h	CAWD	Reclamation Pump Spare Motor	0%	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ 27,000
<b>Allocated Total</b>				<b>\$ 81,500</b>	<b>\$ 167,000</b>	<b>\$ 50,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 38,790</b>	<b>\$ 367,290</b>
<b>RECLAMATION SHARE - PURCHASES</b>				<b>\$ 65,350</b>	<b>\$ 167,000</b>	<b>\$ 50,000</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 19,395</b>	<b>\$ 309,245</b>
<b>PBCSD SHARE (1/3 of CAWD Allocation)</b>				<b>\$ 5,383</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 6,465</b>	<b>\$ 19,348</b>
<b>CAWD SHARE (2/3 of CAWD Allocation)</b>				<b>\$ 10,767</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 12,930</b>	<b>\$ 38,697</b>

15 Yr Treatment Facilities Master Plan	349,250
Sand Filter Rehab	150,000
Upgrade MF & RO PLC Controlnet to Ethernet	130,000
Forest Lake Strainer	250,000
Viscaino Pump Controls	100,000
<i>total Capital Projects</i>	<u>979,250</u>
 <i>Grand total 2024/25</i>	 1,211,250

MF/RO VFD Replacements	50,000
MF Feed Pump Replacement	50,000
HVAC MF/RO MCC	40,000
Recl Pump Spare Motor	27,000
Viscaino Pumps & Motor Starters	25,000
Storage Tank Emergency Power	25,000
SCADA System Servers & Software	15,000
<i>Total Capital Purchases</i>	<u>232,000</u>

**CAWD/PBCSD RECLAMATION PROJECT**

ITEM	Actual Spent thru 2/29/2024	Projected thru 6/30/24	FY 2023-24 Original Budget	FY 2023-24 Adjusted Budget	STATUS	\$ to Rebudget	Comments/Notes
<b>CAPITAL FY 2023-24</b>							
Pipeline Cathodic Protection (Carmel)	-	250,000	250,000	250,000	Planned completion by 6/30/24		One will probably not be done by 6-30-24
Viscaino Pumps & Motor Starters (2)	-	25,000	50,000	50,000		25,000	
Flow Meters Remote Measuring System (12) Installation	-	5,000	25,000	25,000	Planned completion by 6/30/24		
<b>TOTAL PBCSD CAPITAL EXPENSES</b>	<b>-</b>	<b>280,000</b>	<b>325,000</b>	<b>325,000</b>			

<b>PROPOSED BUDGET FY 2024-25</b>	<b>Proposed FY 2024-25</b>	<b>DESCRIPTION</b>
<b>Forest Lake Strainer Replacement</b>	<b>250,000</b>	Three strainers that remove algae material prior to distribution will be replaced.
<b>Viscaino Pump Controls</b>	<b>100,000</b>	Replace the control system for the pumps at the Viscaino Pump Station
<b>Viscaino Pumps &amp; Motor Starters (1)</b>	<b>25,000</b>	Replace one potable water pump and motor starter at the Viscaino pump station that supplies potable water to the 2.5 million-gallon storage tank.
<b>Storage Tank Emergency Power Supply</b>	<b>25,000</b>	Storage tank generator to be replaced every fifteen years with new automatic transfer switch.
<b>Scada System Servers &amp; Software</b>	<b>15,000</b>	Cost Share (25%) replacement of SCADA servers every five years, servers facilitates communication amongst reclamation facilities.
<b>TOTAL PBCSD CAPITAL EXPENSES</b>	<b>415,000</b>	

1 **FY 2024-25 Budget**  
CAWD/PBCSD Reclamation Project

Project Name: WWTP Phase 2 - Reclamation Share  
Agency: CAWD  
Total Cost: \$ 255,166  
CY Budget \$ -

Contact: Treanor  
Area: Effluent Building and Lab  
Asset Type: Electrical  
Avg Useful Life: 30 years  
Est Residual Life: 10 years  
% Consumed Life: 66%  
Category: Maintenance  
Urgency: High  
Carry Forward: No

**Project Description**

CAWD is currently constructing the Elec/Mech Rehab and Sludge Holding Tank Project which includes Reclamation costs for new electrical and wet well mixing equipment for the Effluent Building and new power feeder to the Laboratory. About 2.7% of the total project is attributable to Reclamation based on the bid price and contractor schedule of values.

Year Built: Various  
Rehabilitation Date (Extending life of Asset): Various  
Rehab Life Extension: 30 Years

**Justification**

Electrical improvements are required to address aging electrical in the Effluent Building which includes the RO Concentrate Effluent Pump. The project also includes providing a new power feed to the lab so that the lab equipment has automatic standby power from the main switchgear. Additional cost attributable to Reclamation includes the Effluent Pump Station wet well mixing system which is needed to avoid build up of precipitates from RO Concentrate in the wet well which can cause discharge permit exceedances for TSS.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor	\$ 55,555.00							\$ 55,555
Engineering	\$ 12,500.00							\$ 12,500
Parts & Supplies	\$ 55,555.00							\$ 55,555
Chemicals								\$ -
Utility								\$ -
Other	\$ 106,556.00	\$ 25,000.00						\$ 131,556
<b>Total</b>	\$ 230,166	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 255,166

2 **FY 2024-25 Budget**  
CAWD/PBCSD Reclamation Project

Project Name: 15-Year Treatment Facilities Master Plan  
Agency CAWD  
Total Cost: \$ 2,449,250  
CY Budget \$ 349,250

Contact: Treanor  
Area Tertiary/MF/RO  
Asset Type: NA  
Avg Useful Life: NA  
Est Residual Life: NA  
% Consumed Life: NA  
Category: Study  
Urgency: Med  
Carry Forward: No

**Project Description**

Development of a 15-year Capital Improvement Plan for the MF/RO and Tertiary Facilities. FY 24-25 expense is for Kennedy/Jenks to develop a Tertiary System Master Plan based on the already completed asset risk management analysis and preliminary budget projections with input on alternatives selections to be provided by CAWD staff during preparation of the Master Plan. FY 24-25 and 25-26 engineering costs are estimates of the detailed design effort that will follow completion of the Master Plan.

Year Built: NA  
Rehabilitation Date (Extending life of Asset): NA  
Rehab Life Extension: NA

**Justification**

Long Term Budget Planning

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering		\$100,000	\$ 349,250	\$ 1,000,000	\$ 1,000,000			\$ 2,449,250
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ 100,000	\$ 349,250	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ 2,449,250

3      **FY 2024-25 Budget**  
 CAWD/PBCSD Reclamation Project

Contact:            Treanor  
 Area                Tertiary/MF/RO  
 Asset Type:        NA  
 Avg Useful Life:   NA  
 Est Residual Life: NA  
 % Consumed Life: NA  
 Category:         Study  
 Urgency:          Med  
 Carry Forward:    No

Project Name: Pipeline Cathodic Protection (Carmel)  
 Agency        PBCSD  
 Total Cost:    \$            -  
 CY Budget     \$            -

**Project Description**

Year Built:        NA  
 Rehabilitation Date (Extending life of Asset): NA  
 Rehab Life Extension: NA

**Justification**

Long Term Budget Planning

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**4 FY 2024-25 Budget**  
CAWD/PBCSD Reclamation Project

Project Name: Viscaino Pumps & Motor Starters (2)  
Agency: PBCSD  
Total Cost: \$ -  
CY Budget: \$ -

Contact: Treanor  
Area: Tertiary/MF/RO  
Asset Type: NA  
Avg Useful Life: NA  
Est Residual Life: NA  
% Consumed Life: NA  
Category: Study  
Urgency: Med  
Carry Forward: No

**Project Description**

Year Built: NA  
Rehabilitation Date (Extending life of Asset): NA  
Rehab Life Extension: NA

**Justification**

Long Term Budget Planning

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

5 **FY 2024-25 Budget**  
CAWD/PBCSD Reclamation Project

Contact: Treanor  
Area: Tertiary/MF/RO  
Asset Type: NA  
Avg Useful Life: NA  
Est Residual Life: NA  
% Consumed Life: NA  
Category: Study  
Urgency: Med  
Carry Forward: No

Project Name: Flow Meters Remote Measuring System (12) Installation  
Agency: PBCSD  
Total Cost: \$ -  
CY Budget \$ -

**Project Description**

Year Built: NA  
Rehabilitation Date (Extending life of Asset): NA  
Rehab Life Extension: NA

**Justification**

Long Term Budget Planning

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**6 FY 2024-25 Budget**  
CAWD/PBCSD Reclamation Project

Project Name: Sand Filter Rehabilitation  
 Agency: CAWD  
 Total Cost: \$ 150,000  
 CY Budget \$ 150,000

Contact: Waggoner  
 Area: Tertiary/MF/RO  
 Asset Type: NA  
 Avg Useful Life: NA  
 Est Residual Life: NA  
 % Consumed Life: NA  
 Category: Maintenance  
 Urgency: Med  
 Carry Forward: No

**Project Description**

Cleaning and inspection of sand filter system. Replace components identified as deficient during inspection. Add additional sand to optimal level.

Year Built: 1998  
 Rehabilitation Date (Extending life of Asset): NA  
 Rehab Life Extension: NA

**Justification**

Reliability and process control.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor			\$ 110,000					\$ 110,000
Engineering								\$ -
Parts & Supplies			\$ 40,000					\$ 40,000
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

7 **FY 2024-25 Budget**  
CAWD/PBCSD Reclamation Project

Project Name: Upgrade MF and RO PLC Controlnet to Ethernet  
 Agency: CAWD  
 Total Cost: \$ 130,000  
 CY Budget \$ 130,000

Contact: Waggoner  
 Area: Tertiary/MF/RO  
 Asset Type: Automation  
 Avg Useful Life: 15 years  
 Est Residual Life: 0 years  
 % Consumed Life: 100%  
 Category: Upgrade  
 Urgency: High  
 Carry Forward: No

**Project Description**

Replace obsolete Programmable Logic Controller network cards with updated Ethernet cards. Replace obsolete local operator interface with supported hardware. This work includes new network hardware for 3 PLCs, configuration of the software to map all the input/output wiring connections to the new network cards and conversion/migration of operator interface application to new hardware. This hardware was installed in 2008 and is a 16 old antiquated network that controls all of the equipment for the MF/RO system. Support is virtually nonexistent for this system if a failure was to occur.

Year Built: 2008  
 Rehabilitation Date (Extending life of Asset): NA  
 Rehab Life Extension: NA

**Justification**

The network cards that control the RO, MF and MF/RO Master PLC are obsolete and no longer supported. If a card fails the system will not operate. The local operator interface is obsolete and no longer supported. The cost estimate includes engineering, programming, parts and labor to install and test.

**Budget Impact: Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering			\$ 80,000					\$ 80,000
Parts & Supplies			\$ 50,000					\$ 50,000
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000

**a FY 2024-25 Budget**  
CAWD/PBCSD Reclamation Project

Project Name: Laboratory Ion Chromatograph (90% Reclamation)  
Agency  
Total Cost: \$ 61,500  
CY Budget \$ -

Contact: Waggoner  
Area: Misc. Structures  
Asset Type: Support Equipment  
Avg Useful Life: 10 years  
Est Residual Life: 1 year  
% Consumed Life: 97%  
Category: Capital Equipment  
Urgency: 2 = Very Important  
Carry Forward: Yes

**Asset Description**

The Ion Chromatograph unit is a Laboratory instrument used to analyze various chemical constituents for the process control and reporting for the Reclamation Project.

Year Built: Jul-05  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A

**Justification**

The Ion Chromatography unit (IC) is coming to the end of its useful life as outlined by the manufacturer service representative. The manufacture of the Ion Chromatography unit will stop supporting parts and services in the next two years. Once that support stops replacement parts and consumables will become difficult to obtain along with service request of the equipment. The Ion Chromatography unit is used to analyze the reclaim water sent to Pebble Beach for golf course irrigation. The samples are tested at different intervals ranging from weekly, monthly and daily if needed. Samples collected and tested on a weekly schedule are the Reclaim Line and MF/RO Blend, for the monthly schedule samples that are collected are PBCSD Storage Tank, Pebble Beach Golf Course, Spanish Bay Golf Course and Forest Lake Reservoir, and depending if Pebble Beach Wells are turned on there are three other samples. The specific analysis that can be performed on the IC are the Anion and Cation ions in the water sample. The Anions are negative charged ions- Fluoride, Chloride, Nitrate, Sulfate and Phosphate. The Cations are positive charged ions- Sodium, Ammonium, Potassium, Magnesium, Calcium. Also the Sodium Absorption Ratio (SAR) and Adjusted SAR are calculated from the various test. Since the feed source of water is coming from the CAWD Secondary Effluent we are also testing the water coming in.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies		\$ 61,500						\$ 61,500
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ 61,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,500

b **FY 2024-25 Budget**  
Carmel Area Wastewater District

Contact: Waggoner  
Area: Misc. Structures  
Asset Type: Office Equip  
Avg Useful Life: 20 years  
Est Residual Life: 15 years  
% Consumed Life: 25%  
Category: Capital Equipment  
Urgency: 5 = Future  
Carry Forward: Yes

Project Name: ATL Laboratory Information Management System (LIMS)  
Dept: Treatment  
Total Cost: \$ 38,790  
CY Budget \$ -  
GL Account:

**Asset Description**

The Accelerated Technology Laboratory (ATL) Laboratory Information Management System (LIMS) is used for laboratory data management. All the laboratory data (NPDES and process control) is entered into the LIMS and able to generate reports, and queries from all the different projects and analysis tests.

Year Built: 2014  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A

**Justification**

This is entered into the "Unscheduled" due to uncertainty of when ATL will update the software current version being used. ATL works from the Microsoft programs and when Microsoft makes changes to the operating system some of the ATL features will not work. The ATL representative could not give me any updates on what Microsoft will upgrade. The new version of LIMS are built from different modules that the customer would like to have.

**Budget Impact Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies							\$ 36,000	\$ 36,000
Chemicals								\$ -
Utility								\$ -
Other							\$ 2,790	\$ 2,790
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,790	\$ 38,790

c **FY 2024-25 Budget**  
Carmel Area Wastewater District

Contact: Waggoner  
Area: Lab  
Asset Type: Support Equipment  
Avg Useful Life: 20 years  
Est Residual Life: 1 year  
% Consumed Life: 95%  
Category: Capital Equipment  
Urgency: 3 = Important  
Carry Forward: Yes

Project Name: Laboratory Autoclave  
Dept: Treatment  
Total Cost: \$ 20,000  
CY Budget \$ -  
GL Account:

**Asset Description**

The autoclave is used for sterilizing bacteriological media used for microbiological analysis of the final effluent, tertiary effluent and ocean receiving samples if needed. The unit is also used to sterilize used positive tests material to be able to discard to the trash or dispose in the drain.

Year Built: 1993  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A

Asset Condition Rating: Rehab unlikely

**Justification**

Lab staff has been able to keep autoclave operational by changing gaskets so that the unit can maintain the correct sterilization temperature and pounds per square inch (psi). The unit has corrosion building along the base and may not be repairable.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies		\$ 20,000.00						\$ 20,000
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000

c **FY 2024-25 Budget**  
Carmel Area Wastewater District

Project Name: MF/RO VFD Replacements 5 VFDs total  
Agency: CAWD  
Total Cost: \$ 50,000  
CY Budget: \$ 50,000  
GL Account:

Contact: Waggoner  
Area: Lab  
Asset Type: Process Equip (Chemical)  
Avg Useful Life: 15 years  
Est Residual Life: 0 years  
% Consumed Life: 100%  
Category: Capital Equipment  
Urgency: 1= Critical  
Carry Forward: No

**Asset Description**

This is a replacement of the 3 x 125HP VFDs for RO feed pumps and 2 x 75HP MF pumps. The VFDs are stand alone cabinets and this project would replace the obsolete Eaton SVX9000 VFDs chassis and the cabinets would remain. This will extend the life of the VFDs at a much lower cost compared to replacing the whole cabinet.

Year Built: 2008  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A  
Asset Condition Rating: Good

**Justification**

VFDs have a life expectancy of 10-15 years. These VFDs were installed in 2008 and internal components will fail and lead to downtime while repairs are completed. The existing chassis are obsolete so this would replace them with Yaskawa VFDs that are still supported. This does require wiring modifications to adapt the new VFDs and should be planned rather than waiting to fail since lead time is 4-6 weeks for parts and 1 week to install.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies			\$ 50,000					\$ 50,000
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

f **FY 2024-25 Budget**  
Carmel Area Wastewater District

Project Name: MF Feed Pump Replacement  
Agency: CAWD  
Total Cost: \$ 100,000  
CY Budget \$ 50,000  
GL Account:

Contact: Waggoner  
Area: Lab  
Asset Type: Process Equip (Chemical)  
Avg Useful Life: 20 years  
Est Residual Life: 4 years  
% Consumed Life: 80%  
Category: Capital Equipment  
Urgency: 5 = Future  
Carry Forward: No

**Asset Description**

Microfiltration (MF) KSB brand feed pump in the flow equalization basin (FEB). This pump has been in service for 16 years and is due for a rebuild soon. This pump supplies water from the FEB to MF cells and is critical to operated the MF/RO system. The system does have redundancy with 2 other Flygt pumps and this is the last remaining KSB pump.

Year Built: 2008  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A  
Asset Condition Rating: Fair

**Justification**

The new MF Feed pump purchased was a Flygt due to better reliability, availability of support and standardization. Rather than rebuild or replace this pump with another KSB pump staff recommends replacing with a Flygt.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies			\$ 50,000	\$ 50,000				\$ 100,000
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 100,000

g **FY 2024-25 Budget**  
Carmel Area Wastewater District

Project Name: HVAC MF/RO MCC  
Agency: CAWD  
Total Cost: \$ 40,000  
CY Budget \$ 40,000  
GL Account:

Contact: Waggoner  
Area: Lab  
Asset Type: Process Equip (Chemical)  
Avg Useful Life: 15 Years  
Est Residual Life: 0 Years  
% Consumed Life: 100%  
Category: Capital Equipment  
Urgency: 1- Critical  
Carry Forward: No

**Asset Description**

The HVAC system controls the temperature in the MF/RO electrical room. This is critical to keep the VFDs and equipment from overheating and protect them from condensation. If this system fails it will result in lower than expected life of equipment in the electrical room.

Year Built: 2008  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A  
Asset Condition Rating: Poor

**Justification**

The system is failing even with annual maintenance. The harsh environment from the coastal climate has caused significant deterioration. Temporary repairs have been made until the unit can be replaced. Staff hired a new vendor to complete repairs and assess the unit. They recommended replacement and staff verified the observations in the recommendation.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies			\$ 40,000					\$ 40,000
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000



d **FY 2024-25 Budget**  
Carmel Area Wastewater District

Project Name: Laboratory Dishwashers (2) (75% CAWD/25% Reclamation)  
Agency: Treatment  
Total Cost: \$ 30,000  
CY Budget: \$ -  
GL Account:

Contact: Waggoner  
Area: Lab  
Asset Type: Process Equip (Chemical)  
Avg Useful Life: 10 years  
Est Residual Life: 5 years  
% Consumed Life: 50%  
Category: Capital Equipment  
Urgency: 5 = Future  
Carry Forward: Yes

**Asset Description**

The laboratory uses two specialized, industrial dishwasher configured for different bottle washing uses. One dishwasher is used for glassware of BOD bottles, beakers and flasks that go through a washing cycle of hot water, soap wash, rinse -tap and DI water, and acid wash. The second dishwasher is used as a universal wash that larger items can be washed and the sample bottles used for sample collection.

Year Built: 2016  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A  
Asset Condition Rating: Good

**Justification**

This is listed as "Unscheduled", the dishwashers are currently working well - no time frame when to replace. These Laboratory dishwashers are Specialty Industrial Units designed to accommodate specifically designed laboratory glassware and equipment.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor					\$ 2,000			\$ 2,000
Engineering								\$ -
Parts & Supplies					\$ 26,000			\$ 26,000
Chemicals								\$ -
Utility								\$ -
Other					\$ 2,000			\$ 2,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000

h **FY 2024-25 Budget**  
Carmel Area Wastewater District

Project Name: ReclaimPump 931 Spare Motor  
Agency: CAWD  
Total Cost: \$ 27,000  
CY Budget: \$ 27,000  
GL Account:

Contact: Foley  
Area: Tertiary  
Asset Type: Process Equip (Water)  
Avg Useful Life: 25 Years  
Est Residual Life: 0 Years  
% Consumed Life: 100%  
Category: Capital Equipment  
Urgency: 1- Critical  
Carry Forward: No

**Asset Description**

The reclaim pumps 931, 932 and 933 motors are original to the tertiary system and were installed in 1998. Each pump has a 100HP motor that is located outdoors and exposed to coastal environment. All 3 motors are identical model number.

Year Built: 2008  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A  
Asset Condition Rating: Poor

**Justification**

The motors are critical to the operation of the reclamation project and have a 15 week lead time if one fails. All 3 motors have been reconditioned but they are still critical and if a failure occurs during the irrigation season there will be no redundancy until the motor can be repaired. Repairs can take 4-6 weeks. This request would provide a spare for one of the most critical processes of pumping water from the plant to the Poppy Hills storage tank.

**Budget Impact/Other**

Cost Center	Prior Yrs.	23-24	24-25	25-26	26-27	27-28	Unscheduled	Total
Labor								\$ -
Engineering								\$ -
Parts & Supplies			\$ 27,000					\$ 27,000
Chemicals								\$ -
Utility								\$ -
Other								\$ -
<b>Total</b>	\$ -	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ 27,000

CAWD/PBCSD Reclamation Project

RECLAIMED & POTABLE WATER SALES

Total Water sales - excluding meter charges.

Year	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Annual Change
1994-95 (partial year)	n/a	n/a	675,863	780,869.00	\$1,155	
1995-96	277.00	726.56	1,003.56	1,142,810.00	\$1,139	46.39%
1996-97	372.00	889.00	1,081.00	1,291,410.00	\$1,217	13.00%
1997-98	166.31	628.00	792.31	880,924.43	\$1,213	-25.59%
1998-99	163.63	646.37	809.99	1,004,078.00	\$1,201	4.49%
1999-00	282.92	780.41	1,063.33	1,278,885.77	\$1,209	27.37%
2000-01	317.00	636.00	953.00	1,370,989.00	\$1,448	7.90%
2001-02	344.37	642.49	986.86	1,413,050.00	\$1,432	2.40%
2002-03	272.16	706.55	978.71	1,408,089.00	\$1,437	-0.49%
2003-04	496.60	810.31	1,206.91	2,158,690.00	\$1,884	53.52%
2004-05	240.79	684.36	925.15	1,544,084.00	\$1,670	-28.43%
2005-06	158.16	718.51	874.67	1,490,644.00	\$1,704	-3.52%
2006-07	161.21	883.00	1,044.21	1,891,132.53	\$1,811	26.67%
2007-08	128.92	1,061.01	1,189.93	2,235,383.00	\$1,879	18.20%
2008-09	56.00	980.00	1,036.00	1,916,828.00	\$1,849	-14.29%
2009-10	61.84	866.66	928.50	1,807,929.00	\$1,947	-5.83%
2010-11	0.00	867.00	867.00	1,840,264.00	\$2,123	1.79%
2011-12	0.00	977.00	977.00	2,344,687.00	\$2,400	27.41%
2012-13	0.00	964.00	964.00	4,315,770.67	\$4,477	84.07%
2013-14	0.00	1,039.00	1,039.00	5,420,192.00	\$5,217	25.59%
2014-15	0.00	1,001.30	1,001.30	5,379,027.00	\$5,372	-0.76%
2015-16	24.00	1,006.00	1,030.00	5,613,758.00	\$5,363	2.50%
2016-17	0.00	839.00	839.00	5,651,358.00	\$6,748	2.88%
2017-18	0.00	1,032.00	1,032.00	6,328,302.00	\$6,132	11.78%
2018-19	15.37	894.00	909.37	6,299,411.00	\$6,927	-0.48%
2019-20	0.00	1,066.00	1,066.00	7,183,291.00	\$6,720	13.71%
2020-21	0.00	1,025.00	1,025.00	6,838,737.84	\$6,672	-4.53%
2021-22	0.00	1,077.00	1,077.00	7,220,935.02	\$6,705	5.69%
2022-23	5.00	807.00	812.00	6,829,372.00	\$8,411	-5.42%
2023-24 (est)	0.00	1,000.00	1,000.00	4,859,385.00	\$4,859	-28.85%
2024-25 (budget)	0.00	1,000.00	1,000.00	5,185,438.88	\$5,185	6.71%

Actual 2024-25	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-23		142.00	142.00	587,720.00	\$4,139	
Aug-23		141.00	141.00	586,607.00	\$4,160	
Sep-23		113.00	113.00	491,762.00	\$4,352	
Oct-23		89.00	89.00	414,376.00	\$4,656	
Nov-23		37.00	37.00	240,508.00	\$6,500	
Dec-23		11.00	11.00	152,377.00	\$13,852	
Jan-24		4.00	4.00	130,853.00	\$32,719	
Feb-24		2.00	2.00	123,817.00	\$61,909	
Mar-24		10.00	10.00	152,165.00	\$15,217	
Apr-24 est		80.00	80.00	802,000.00	\$7,525	
May-24 est		100.00	100.00	651,200.00	\$6,512	
Jun-24 est		120.00	120.00	726,000.00	\$6,050	
YTD		849.00	849.00	4,859,385.00	\$5,724	

Actual 2022-23	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-22	0.00	146.00	146.00	837,083.00	5,733.00	-14.49%
Aug-22	0.00	143.00	143.00	826,901.00	5,783.00	-13.75%
Sep-22	0.00	103.00	103.00	690,321.00	6,702.00	-0.04%
Oct-22	0.00	75.00	75.00	563,252.00	7,910.00	17.98%
Nov-22	0.00	18.00	18.00	398,103.00	22,117.00	228.87%
Dec-22	0.00	1.00	1.00	342,061.00	342,061.00	5001.83%
Jan-23	0.00	2.00	2.00	346,558.00	173,279.00	2484.45%
Feb-23	0.00	4.00	4.00	350,818.00	87,665.00	1207.37%
Mar-23	0.00	1.00	1.00	343,235.00	343,235.00	5019.34%
Apr-23	0.00	82.00	82.00	817,033.00	7,525.00	12.24%
May-23	0.00	109.00	109.00	709,774.00	6,512.00	-2.87%
Jun-23	0.00	128.00	128.00	774,428.00	6,050.00	-8.76%
YTD	0.00	812.00	812.00	6,829,372.00	8,411.00	25.45%

Actual 2021-22	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-21	0.00	122.00	122.00	694,873.84	5,696.00	-15.04%
Aug-21	0.00	132.00	132.00	723,497.84	5,481.00	-18.25%
Sep-21	0.00	121.00	121.00	691,107.65	5,712.00	-14.81%
Oct-21	0.00	72.00	72.00	551,595.94	7,661.00	14.26%
Nov-21	0.00	33.00	33.00	440,602.39	13,352.00	99.14%
Dec-21	0.00	9.00	9.00	365,237.13	40,582.00	505.28%
Jan-22	0.00	28.00	28.00	418,126.37	18,082.00	139.86%
Feb-22	0.00	74.00	74.00	556,368.86	7,518.00	12.13%
Mar-22	0.00	74.00	74.00	550,483.00	7,520.00	12.18%
Apr-22	0.00	86.00	86.00	591,612.00	6,879.00	2.60%
May-22	0.00	184.00	184.00	816,538.00	4,679.00	-25.74%
Jun-22	0.00	164.00	164.00	814,921.00	4,989.00	-25.69%
YTD	0.00	1,077.00	1,077.00	7,220,935.02	6,705.00	0.00%

Actual 2020-21	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-20	0.00	146.00	146.00	730,113.74	5,001.00	-25.04%
Aug-20	0.00	128.00	128.00	682,039.00	5,328.00	-20.14%
Sep-20	0.00	105.00	105.00	621,987.97	5,924.00	-11.21%
Oct-20	0.00	101.00	101.00	610,503.60	6,045.00	-9.40%
Nov-20	0.00	51.00	51.00	479,193.55	9,386.00	40.83%
Dec-20	0.00	22.00	22.00	402,919.10	18,315.00	174.51%
Jan-21	0.00	13.00	13.00	378,586.19	29,122.00	338.48%
Feb-21	0.00	8.00	8.00	364,055.73	45,507.00	582.07%
Mar-21	0.00	48.00	48.00	486,058.67	10,132.00	51.86%
Apr-21	0.00	117.00	117.00	854,258.85	5,562.00	-16.19%
May-21	0.00	138.00	138.00	702,903.82	5,168.00	-22.54%
Jun-21	0.00	152.00	152.00	746,117.62	4,909.00	-28.42%
YTD	0.00	1,025.00	1,025.00	6,838,737.84	6,672.00	0.00%

Actual 2019-20	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-19	0.00	155.00	155.00	776,100.00	5,007.00	-25.49%
Aug-19	0.00	155.00	155.00	776,422.00	5,009.00	-25.46%
Sep-19	0.00	139.00	139.00	729,402.00	5,247.00	-21.92%
Oct-19	0.00	127.00	127.00	697,805.00	5,495.00	-18.23%
Nov-19	0.00	51.00	51.00	481,889.00	9,449.00	40.61%
Dec-19	0.00	2.00	2.00	343,410.00	171,705.00	2455.13%
Jan-20	0.00	3.00	3.00	346,008.00	115,336.00	1616.31%
Feb-20	0.00	46.00	46.00	466,461.00	10,140.00	50.89%
Mar-20	0.00	19.00	19.00	391,008.00	20,578.00	206.24%
Apr-20	0.00	61.00	61.00	576,389.00	9,449.00	40.61%
May-20	0.00	151.00	151.00	762,297.00	5,247.00	-21.92%
Jun-20	0.00	157.00	157.00	766,098.00	5,007.00	-25.49%
YTD	0.00	1,066.00	1,066.00	7,183,291.00	6,720.00	0.00%

Water Price  
2024-25

Operating Costs - billed per AF usage

Operating Expenses	3,374,188.68		
MPWMD fee	70,000.00		
Prior Yr O&M rollover	0.00		
	3,444,188.68	/ 1000 AF	\$3,444.19

Non Operating Costs - billed per Agreement %

Addition to Reserves	530,000.00		
Non Operating	0.00		
Capital Budget	1,211,250.00		
Prior Yr Capital Projects (rollover)	0.00		
	1,741,250.00	/ 1000 AF	\$1,741.25

---

**\$5,185.44**

Monthly

MPCC-Dunes	12.13%	17,593.88
MPCC-Shore	12.13%	17,593.88
Cypress Point	12.13%	17,593.88
Poppy Hills	12.13%	17,593.88
Pebble Beach	12.13%	17,593.88
Spyglass Hill	12.13%	17,593.88
Spanish Bay	12.13%	17,593.88
PB Range	3.63%	5,260.03
Peter Hay	3.50%	5,078.65
PB Resorts	3.50%	5,078.65
Equestrian Center	3.00%	4,353.13
Stevenson School	1.50%	2,176.56
	100.00%	145,104.17

RESOLUTION NO. 2024-27

A RESOLUTION ADOPTING THE CARMEL AREA WASTEWATER DISTRICT  
(CAWD)/PEBBLE BEACH COMMUNITY SERVICE DISTRICT (PBCSD)  
FISCAL YEAR 2024-2025 RECLAMATION PROJECT BUDGET

-oOo-

WHEREAS, the attached CAWD/PBCSD Reclamation Project Fiscal Year 2024-2025 Budget was approved at the Technical Advisory Committee group level and final approval was given by the Reclamation Management Committee (RMC) at its May 7, 2024 meeting; and

WHEREAS, items approved by the RMC are brought to the CAWD or PBCSD Board, as appropriate, for approval and any applicable resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby adopt the attached CAWD/PBCSD Reclamation Project Fiscal Year 2024-2025 Budget.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 30, 2024, by the following vote:

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

\_\_\_\_\_  
Ken White, President of the Board

ATTEST:

\_\_\_\_\_  
Domine Barringer, Board Clerk

# STAFF REPORT



To: Board of Directors

From: Jeff Bandy, Principal Engineer

Date: May 30, 2024

Subject: Project #22-05 – Authorize Professional Engineering Services for the Microfiltration/Reverse Osmosis and Tertiary System 15-year Capital Improvements Program Master Plan Phase 2 – Kennedy Jenks

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a Professional Services Agreement with Kennedy Jenks for Phase 2 of the 15-year Capital Improvements Program (CIP) Master Plan for the Microfiltration/Reverse Osmosis (MF/RO) and Tertiary System in the amount of \$349,250.

## DISCUSSION

The Reclamation Project partners are seeking a future long-term capital plan to guide funding of a new reserve fund for the project. From 2007 to 2022, the Reclamation Project paid off the bonds used to finance the Reclamation Microfiltration/Reverse Osmosis (MF/RO) Facility, costing the Reclamation Project about \$2 Million per year. The bonds were paid off at the end of the 2022-2023 fiscal year. The Reclamation Project partners have planned to use the funding that will be available following the completion of annual bond payments to pay into a capital reserve fund. The master planning efforts will help determine how much capital should be set aside.

Staff anticipate that a variety of capital improvements will soon be necessary at the MF/RO Facility (which has been in service for 15 years), and the Tertiary Facility (which has been in service for about 30 years). The capital improvements master plan will be developed using a risk centered asset management methodology, including probability of failure, consequence of failure, level of service, and risk management. This methodology was used on the CAWD Treatment Plant 15-year Master Plan that was completed in 2013.

Kennedy Jenks completed Phase 1 of the 15-year CIP Master Plan in August 2023. Phase 1 focused on assessing the risks of each of the individual reclaimed water treatment plant assets to develop a risk-based list of potential capital improvement projects as well as preliminary CIP budget projections for the next 15 years associated with those projects. Phase 2 evaluates the potential capital improvement alternatives to refine the budget projections and develop a 15-year CIP Master Plan. The Master Plan will provide a strategic roadmap for completing the needed improvements to the reclaimed water systems at the plant.

Kennedy Jenks spent approximately 66% of their awarded budget for Phase 1 of the master planning effort, showing that they have efficiently managed their scope of services on this effort so far.

## **FUNDING**

The FY23/24 CAWD/PBCSD Reclamation Project Capital Budget included \$200,000 in for professional engineering services for Project #22-05. While the proposed total budget exceeds the amount included in the current capital budget, District engineers have carefully reviewed the proposal and reduced the scope and budget to arrive at the proposed total. The Technical Advisory Committee and Reclamation Management Committee were briefed about these professional services at the April 30<sup>th</sup> and May 7<sup>th</sup> meetings, respectively. The FY 24/25 CAWD/PBCSD Reclamation Project Capital Budget that was approved on the May 7<sup>th</sup> meeting included \$349,250 for the proposed scope of work for Phase 2 of the Master Plan.

### **Attachment:**

1. Proposal – Kennedy Jenks
2. Resolution 2024-28

April 2, 2024



# MF/RO and Tertiary System 15-year CIP Master Plan Proposal – Phase 2







275 Battery Street., Suite 550  
San Francisco, CA 94111  
Office Ph: (415) 243-2150

2 April 2024

Patrick Treanor, P.E.  
District Engineer  
Carmel Area Wastewater District  
3945 Rio Road  
Carmel, CA 93922

Subject: Proposal for Professional Engineering Services  
MF/RO and Tertiary System 15-year CIP Master Plan – Phase 2  
KJ Proposal No. B018340\*33128

Dear Patrick Treanor,

Kennedy Jenks (KJ) is pleased to submit this proposal to provide engineering services for Phase 2 of the MF/RO and Tertiary System 15-year CIP Master Plan.

## Background

KJ previously completed Phase 1 of the development of a 15-year Capital Improvements Program (CIP) Master Plan for the Carmel Area Wastewater District (CAWD, District) Wastewater Treatment Plant (WWTP), MF/RO and Tertiary System. Phase 1 focused on assessing the risks of each of the individual CAWD reclaimed water treatment plant assets to develop a risk-based list of potential capital improvement projects as well as preliminary CIP budget projections for the next 15 years associated with those projects. The preliminary projection resulting from the Phase 1 tasks indicate that average capital improvement expenditures could range between \$1.3M and \$2.7M a year for the next 15 years (in January 2023 dollars without escalation).

Phase 2 evaluates the potential capital improvement alternatives to refine the budget projections and develop a 15-year CIP Master Plan. The Master Plan will provide a strategic roadmap for completing the needed improvements.

## Scope of Services

### **Phase 1 – Preliminary Capital Improvement Budget Projections**

KJ previously completed the following tasks as part of Phase 1 of the MF/RO and Tertiary System 15-year CIP Master Plan.

#### Task 1 – Preliminary Capital Improvement Budget Projections Without Risk Assessment or Alternatives Analysis

- Task 1.1 – Create Asset List and Perform Condition Assessment
- Task 1.2 – Estimate Asset Replacement Costs
- Task 1.3 – Add Electrical and Instrumentation Assets to Asset Registry
- Task 1.4 – Develop Preliminary Capital Improvement Budget Projections
- Task 1.5 – Refine Preliminary Capital Improvement Budget Projections with Partial Risk Assessment and Electrical System Alternatives Analysis

#### Task 2 – Asset Management Evaluations

- Task 2.1 – Business Risk Evaluations
- Task 2.2 – Set-up Asset Management Strategies

#### Task 3 – Master Planning Alternatives Analysis

- Task 3.1 – Electrical Systems Alternatives Analysis

#### Task 5 – Project Management, QA/QC, and Meetings

- Task 5.1 – Project Management
- Task 5.2 – Quality Assurance Quality Control (QA/QC)
- Task 5.3 – Workshops/Meetings/Site Visits

### **Phase 2 – 15-Year CIP Master Plan**

#### **Task 3 – Master Planning Alternatives Analysis**

KJ and Trussell Technologies (Trussell) will evaluate the alternatives of each of the potential capital improvement projects identified in Phase 1. The suggested improvements will not only inform the 15-year CIP but will also set the groundwork for implementation of the CIP projects.

For each of the project alternatives, initial engineering will be performed to determine:

- Design criteria (treatment objectives, capacity, etc.)
- Major equipment layout
- Process flow schematic

Subsequently, additional evaluations will determine the information listed below for the alternatives. For alternatives that are mutually exclusive, “Pros and Cons” will be compared head-to-head for:

- Water production
- Water quality
- Safety
- Reliability
- Operations and Maintenance
- Useful life
- Construction schedule
- Capital and lifecycle costs
- Maintaining Operations during Construction (MODC)

### **Task 3.2 – Filtration Alternatives Analysis**

The coagulation system doses cerium chloride upstream of the sand filters. If the sand filters are down for maintenance, the MF membrane filters do not receive any upstream coagulant dose, and this negatively affects the MF performance. Currently the coagulation system is a pilot system that was built in-house and does not include bulk chemical storage.

After coagulation and flocculation, sand filters provide pretreatment for the membrane filters and reduce suspended solids, turbidity, organics, and phosphorous entering the membrane filters. The MF membrane filters are required to treat the water prior to the Reverse Osmosis (RO) membranes. Both the sand filters and membrane filters include assets (pumps, valves, piping, membranes, and sand filter mechanisms) nearing the end of their expected useful life and due for replacement.

To address condition issues and potentially increase water production, the Project Team developed the following mutually exclusive alternatives as part of Phase 1:

- Alternative 3.2.1 – Sand Filter and MF In-Place Rehabilitation with Bulk Storage Tank for Coagulant and Additional Coagulant Dosing Point.
- Alternative 3.2.2 – MF Expansion with Bulk Storage Tank for Coagulant
- Alternative 3.2.3 – Membrane Bioreactors (MBR)

Trussell will evaluate and prepare the Design Criteria, Process Flow Schematic, Water Production, and Water Quality information. KJ will prepare the equipment layout and “Pros and Cons” for safety, reliability, operations and maintenance, useful life, construction schedule, capital and lifecycle costs, and MODC. Additionally, KJ will lead the preparation and author the Filtration Alternatives Analysis TM.

Beecher Engineering, Inc. will provide electrical single line diagram, major equipment layout, and electrical capital costs for Alternative 3.2.3.

Assumptions:

- *For Alternative 3.2.3, no changes will occur in the secondary process, the MBR design will focus on membranes and associated ancillary equipment.*

Deliverables:

- *Draft and Final Filtration Alternatives Analysis TM (electronic PDF).*

### **Task 3.3 – RO Alternatives Analysis**

The original 2-stage RO system was designed for 75% recovery and has been upgraded to achieve 87.5% recovery by adding a stage 3 and 4 to each of the three RO trains. The flow between stages is controlled via a single back pressure valve between each stage. These valves have been difficult to adjust and often do not properly provide stage 3 and 4 with the needed inlet pressure to achieve higher recoveries. CAWD’s goals are to achieve 90% RO recovery and reduce membrane cleanings. Many of the RO system assets are nearing the end of their expected useful life in the next 10 years.

To maintain the condition and increase recovery if desired, the Project Team developed the following mutually exclusive alternatives as part of Phase 1:

- Alternative 3.3.1 – Flow Reversal Reverse Osmosis (FRRO)
- Alternative 3.3.2 – RO System Reconfiguration and Additional Booster Pump
- Alternative 3.3.3 – Separate RO System for Concentrate Recovery

Trussell will evaluate and prepare the Design Criteria, Process Flow Schematic, Water Production, and Water Quality information. KJ will prepare the equipment layout and “Pros and Cons” for safety, reliability,

operations and maintenance, useful life, construction schedule, capital and lifecycle costs, and MODC. Additionally, KJ will lead the preparation and author the RO Alternatives Analysis TM.

Assumptions:

- No electrical support from Beecher Engineering on this task.

Deliverables:

- Draft and Final RO Alternatives Analysis TM (electronic PDF).

### **Task 3.4 – Miscellaneous Improvements Alternatives Analysis**

The miscellaneous improvements include a variety of assets in other areas. Certain process areas that are recommended for more improvements include the ammonia system, MF and RO clean-in-place systems, the interstage blend tank and pump station, and post treatment equipment.

The Ammonia System doses aqueous ammonia to chloramine the secondary effluent at the flow equalization basin and chlorine contact channels. Aqueous ammonia is a corrosive, volatile chemical with the potential to create a toxic cloud if spilled. To reduce this hazard, as well as address condition issues, the Project Team developed the following project alternative as part of Phase 1:

- Alternative 3.4.1 – Non-volatile Ammonium Sulfate in lieu of Aqueous Ammonia

To reduce the spill hazard, further reduce ammonia stored on-site, address condition issues, and save on chemical costs, the Project Team developed the following project alternative as part of Phase 1:

- Alternative 3.4.2 – UV Reactors for Disinfection in lieu of Aqueous Ammonia at the tertiary facility chlorine contact channels (Aqueous Ammonia chloramination will be assumed for the secondary effluent disinfection). The evaluation will include two options for the UV System: 1) submerged lamps in an open channel, and 2) flow through enclosed reactor.

The interstage blend system includes one tank to equalize membrane filter flow to the RO system and to bypass the RO system. An additional tank would provide better control of MF membrane filter flux by reducing the need to increase flux of online membrane cells while one cell is offline for cleaning. This would reduce the rate of fouling on the MF and decrease cleaning demands. To address this, the Project Team developed the following project alternative as part of Phase 1:

- Alternative 3.4.3 – Additional Interstage Tank

The existing post treatment system provides pH neutralization if needed and corrosion protection for the downstream Reclaimed Water transmission pipeline. The system is meant to dose gypsum to increase the alkalinity of the water to prevent corrosion of downstream piping. The existing gypsum system has not been operational for years due to frequent clogging by the gypsum slurry. To evaluate the corrosion indices of the water and determine if post treatment is needed to increase the stability of the water, the Project Team developed the following project alternative as part of Phase 1:

- Alternative 3.4.4 – Corrosion Control Alternatives

Trussell will evaluate and prepare the Design Criteria, Process Flow Schematic, Water Production, and Water Quality information for Alternatives 3.4.1, 3.4.2, and 3.4.3. KJ will prepare the equipment layout and create “Pros and Cons” for safety, reliability, operations and maintenance, useful life, construction schedule, capital and lifecycle costs, and MODC for Alternatives 3.4.1, 3.4.2, and 3.4.3. Additionally, KJ will perform all work related to Alternative 3.4.4 and lead the preparation and author the Miscellaneous Improvements Alternatives Analysis TM.

Beecher Engineering, Inc. will provide electrical single line diagram, major equipment layout, electrical capital costs, and electrical operating costs for Alternative 3.4.2.

Deliverables:

- *Draft and Final Miscellaneous Improvements Alternatives Analysis TM (electronic PDF).*

## **Task 4 – 15-year Capital Improvements Master Plan**

KJ will compile the asset information collected during Phase 1 and the Master Planning Alternatives Analysis evaluations completed in the previous tasks of Phase 2 to develop a 15-year CIP Master Plan. It is assumed that the District will select Alternatives for inclusion in the CIP writeup prior to the preparation of the CIP; however, all alternatives will still be included in the various Task 3 TM's that will be attached in the report appendices.

### **Task 4.1 – Refine Cost Estimates and Life Cycles**

KJ will refine the cost estimates and life cycles developed in Task 1.5 of Phase 1 based on the Master Planning Alternatives Analysis evaluations completed in the previous tasks of Phase 2. Asset replacement costs will be estimated at a Class 4 level representing Planning to Feasibility level information with an estimated accuracy range between -30% and +50%, in accordance with standard cost estimating guidelines complied by the AACE, using assumptions that will be clearly stated. The updated cost estimates and life cycles will be presented in the 15-year CIP Master Plan.

### **Task 4.2 – Develop Draft 15-year CIP**

KJ will develop a Draft 15-year CIP Master Plan document and submit it to the District for review and comment. The document will be in report format with individual project descriptions for high value projects and lists of smaller projects. Tables will be included to show the future planned budget expenditures by process area or by building area. The report will also include the previous written alternatives analysis technical memoranda and asset management technical memoranda in an appendix that will be referenced in the report body to support the decisions made in the CIP. The CIP Master Plan is expected to have the following sections:

- Executive Overview
  - Introduction
  - Scope
  - Methodology
  - Technical Memoranda
  - Budget Overview
- CIP Budget Projections
  - Introduction
  - Risk Management
  - Budget by Process Area
- Capital Improvement Projects
  - Introduction
  - Major CIP Projects (Recommended Projects from Alternatives Analysis)
  - Capital Improvements Yearly Budget Projections and Scheduling

#### Deliverable:

- *Draft 15-year CIP Master Plan Report.*

### **Task 4.3 – Develop Final 15-year CIP**

KJ will respond to District comments and prepare a Final 15-year CIP Master Plan document and submit the report to the District.

#### Deliverable:

- *Response to District's comments to Draft 15-year CIP Master Plan Report.*
- *Final 15-year CIP Master Plan Report.*

## **Task 5 – Project Management, QA/QC, and Meetings**

KJ will provide project management, QA/QC, and meetings for Phase 2 in support of other tasks outlined above.

### **Task 5.1 – Project Management**

KJ will provide project management focused on managing project costs, meeting the District's schedule requirements, and communicating key issues to the District. A project file will be maintained, including copies of correspondence, reports, minutes of meetings, and memoranda.

### **Task 5.2 – Quality Assurance Quality Control (QA/QC)**

Quality assurance reviews will be performed in accordance with KJ's standards. Senior technical staff with a background in asset management will perform technical review of the project's concepts and criteria, and will review each deliverable before submission to the District.

### **Task 5.3 – Workshops/Meetings/Site Visits**

Workshops, meetings, and site visits will be conducted with District staff to facilitate round table discussions and to obtain District input during the process to customize the work to meet the District's needs. Workshops and meetings include:

- 8 virtual, 1-hour meetings to discuss progress, deliverables, or any other as needed topics
- 1 site visit
- 1 in-person Workshop/Presentation

#### Deliverables:

- *Workshop/meeting agendas, meeting materials, and notes (electronic PDF).*

## Schedule

NTP – 4/26/2024

Completion of Tasks 3.3, 3.4, and 3.5 – 10/25/2024

Completion of Tasks 4.1 and 4.2 – 12/27/2024

Completion of Task 4.3 and Phase 2 – 2/28/2025

## Basis of Compensation

KJ previously had a budget of \$281,981 for Phase 1 services, but only expended \$188,446. The previous authorization still has \$93,535 remaining that will not be used. This is a significant remaining amount of budget that is not typical and should not be expected for Phase 2 but was the result of efficient support by the CAWD and Pebble Beach Community Services District (PBCSD).

KJ proposes to perform the abovementioned Phase 2 services for a budget of \$349,250 in accordance with the enclosed Schedule of Charges dated January 1, 2023.

	Budget	Effort Invoiced	Remaining
Phase 1	\$281,981	\$188,446	\$93,535
Phase 2	Requesting \$349,250	TBD	TBD

The KJ Team appreciates the opportunity to submit another proposal for the continual improvements of the Carmel Area Wastewater District's Wastewater Treatment Plant and look forward to continuing to work with you and your staff. Please feel free to contact me at [nicklazarakis@kennedyjenks.com](mailto:nicklazarakis@kennedyjenks.com) or (925) 953-1521 should you have any questions.

Authorization

**KENNEDY/JENKS CONSULTANTS, INC.**

Signature: 

Printed Name: Nick Lazarakis, P.E.

Title: Project Manager, Principal

Date: April 2, 2024

**CARMEL AREA WASTEWATER DISTRICT**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



Proposal Fee Estimate

CLIENT Name: Carmel Area Wastewater District (CAWD)  
 PROJECT Description: 15-year CIP Master Plan for the MF/RO and Tertiary System - Phase 2  
 Proposal/Job Number: B018340\*33128 Date: 4/2/2024

January 1, 2023 Rates	Eng-Sci-9 Gerald Fejarang	Eng-Sci-8 Todd Reynolds	Eng-Sci-8 Don Ervin	Eng-Sci-6 Janet Hoffman	Eng-Sci-6 Nick Lazarakis	Eng-Sci-4	Eng-Sci-3 Christian Eustaquio	Eng-Sci-2	Eng-Sci-1	Sr. CAD-Design	CAD-Design	Sr. CAD-Tech	CAD-Tech	Project Assistant	Admin. Assist.	Aide	Total	KJ Labor	Sub Trussell	Sub Beecher	KJ Sub-Markup	KJ ODCs	KJ ODCs Markup	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses
Hourly Rate:	\$320	\$305	\$305	\$260	\$260	\$220	\$200	\$180	\$150	\$185	\$170	\$155	\$140	\$140	\$120	\$95	Hours	Fees	Fees	Fees	5%	Fees	10%				Fees
<b>Task 3 - Master Planning Alternatives Analysis</b>																											
Task 3.2 - Filtration Alternatives Analysis		12		20	32		48			20					4		136	\$31,040	\$48,160	\$13,800	\$3,098			\$31,040	\$65,058	\$0	\$96,098
Task 3.3 - RO Alternatives Analysis		12		20	32		48			20					4		136	\$31,040	\$37,840		\$1,892			\$31,040	\$39,732	\$0	\$70,772
Task 3.4 - Miscellaneous improvements Alternatives Analysis		12		12	48		64			16					4		156	\$35,580	\$28,620	\$9,200	\$1,891		\$0	\$35,580	\$39,711	\$0	\$75,291
<b>Task 3 - Subtotal</b>	<b>0</b>	<b>36</b>	<b>0</b>	<b>52</b>	<b>112</b>	<b>0</b>	<b>160</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>428</b>	<b>\$97,660</b>	<b>\$114,620</b>	<b>\$23,000</b>	<b>\$6,881</b>	<b>\$0</b>	<b>\$0</b>	<b>\$97,660</b>	<b>\$144,501</b>	<b>\$0</b>	<b>\$242,161</b>
<b>Task 4 - 15-year CIP Improvements Master Plan</b>																											
Task 4.1 - Refine Cost Estimates and Life Cycles				16	24		16										56	\$13,600			\$0		\$0	\$13,600	\$0	\$0	\$13,600
Task 4.2 - Develop Draft 15-year CIP		4		8	40		48								8		108	\$24,420		\$3,680	\$184		\$0	\$24,420	\$3,864	\$0	\$28,284
Task 4.3 - Develop Final 15-year CIP					16		16								8		40	\$8,480			\$0		\$0	\$8,480	\$0	\$0	\$8,480
<b>Task 4 - Subtotal</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>24</b>	<b>80</b>	<b>0</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>204</b>	<b>\$46,500</b>	<b>\$0</b>	<b>\$3,680</b>	<b>\$184</b>	<b>\$0</b>	<b>\$0</b>	<b>\$46,500</b>	<b>\$3,864</b>	<b>\$0</b>	<b>\$50,364</b>
<b>Task 5 - Project Management, QA/QC, and Meetings</b>																											
Task 5.1 - Project Management					72												72	\$18,720			\$0		\$0	\$18,720	\$0	\$0	\$18,720
Task 5.2 - QA/QC	6	20	20		4		4										54	\$15,960			\$0		\$0	\$15,960	\$0	\$0	\$15,960
Task 5.3 - Workshops, Meetings, and Site Visits		4			48		12										64	\$16,100	\$5,400		\$270	\$250	\$25	\$16,100	\$5,670	\$275	\$22,045
<b>Task 5 - Subtotal</b>	<b>6</b>	<b>24</b>	<b>20</b>	<b>0</b>	<b>124</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>190</b>	<b>\$50,780</b>	<b>\$5,400</b>	<b>\$0</b>	<b>\$270</b>	<b>\$250</b>	<b>\$25</b>	<b>\$50,780</b>	<b>\$5,670</b>	<b>\$275</b>	<b>\$56,725</b>
<b>All Tasks Total</b>	<b>6</b>	<b>64</b>	<b>20</b>	<b>76</b>	<b>316</b>	<b>0</b>	<b>256</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>822</b>	<b>\$194,940</b>	<b>\$120,020</b>	<b>\$26,680</b>	<b>\$7,335</b>	<b>\$250</b>	<b>\$25</b>	<b>\$194,940</b>	<b>\$154,035</b>	<b>\$275</b>	<b>\$349,250</b>

**Client/Address:** CAWD  
 3945 Rio Road  
 Carmel, CA 93922

**Contract/Proposal Date:** April 2, 2024

## Schedule of Charges

**Date:** March 9, 2023

### PERSONNEL COMPENSATION

<b>Classification</b>	<b>Hourly Rate</b>
Engineer-Scientist-Specialist 1 .....	\$150
Engineer-Scientist-Specialist 2 .....	\$180
Engineer-Scientist-Specialist 3 .....	\$200
Engineer-Scientist-Specialist 4 .....	\$220
Engineer-Scientist-Specialist 5 .....	\$240
Engineer-Scientist-Specialist 6 .....	\$260
Engineer-Scientist-Specialist 7 .....	\$285
Engineer-Scientist-Specialist 8 .....	\$305
Engineer-Scientist-Specialist 9 .....	\$320
Senior CAD-Designer .....	\$185
CAD-Designer .....	\$170
Senior CAD-Technician.....	\$155
CAD-Technician .....	\$140
Project Assistant .....	\$140
Administrative Assistant .....	\$120
Aide .....	\$95

### 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 through December 31, 2024. After December 31, 2024, invoices will reflect the Schedule of Charges of the previous year (i.e. January 2024).

**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.

RESOLUTION NO. 2024-28

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH KENNEDY JENKS CONSULTANTS IN AN AMOUNT NOT TO EXCEED \$349,250 FOR RECLAMATION MICROFILTRATION/REVERSE OSMOSIS AND TERTIARY SYSTEM 15-YEAR CAPITAL IMPROVEMENT PROGRAM MASTER PLAN PHASE 2 (PROJECT #22-05)

-oOo-

WHEREAS, the Reclamation Project has budgeted for treatment facilities capital improvements master planning services this fiscal year; and

WHEREAS, the proposal from Kennedy Jenks has been reviewed and deemed suitable by the Reclamation Project partners and CAWD staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement, with a not to exceed amount of \$349,250, with Kennedy Jenks Consultants for engineering planning services to develop Phase 2 of a long-term capital improvements plan for the Reclamation Treatment Facilities.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 30, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

\_\_\_\_\_  
Ken White, President of the Board

ATTEST:

\_\_\_\_\_  
Domine Barringer, Board Clerk

# STAFF REPORT

To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: May 30, 2020  
Subject: Resolution Ordering an Election



## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution ordering an election, requesting the County Elections Department to conduct the election, and requesting consolidation of the election.

## DISCUSSION

At the January 2017 Board meeting the District agreed to consolidate its elections with the statewide schedule and move to even years. The District has three seats open for the November 5, 2024 election.

Elections Code §10403 requires that whenever an election is called that the District provide a resolution from the Board of Directors at least 88 days prior to the date of the election requesting the consolidation and setting forth the office to be voted upon. By approving this resolution now, the District will easily meet the requirement.

Note: If the number of candidates is equal to or less than the number of vacancies to be filled within the particular district, the office does not appear on the ballot. The Board of Supervisors appoints the unopposed candidates. Appointees by the Board of Supervisors take office and serve exactly as if elected at the General Election (Elections Code §10515).

## FUNDING

The District has three seats open for the November 5, 2024 election. Estimated cost per 200-word filing statement is \$250. This \$750 cost is provided for in the 2023-24 Operating Budget.

Should the election require that a ballot be run the District has 9,263 registered voters. The cost per voter is between \$7 - \$10/voter or \$68,841 - \$92,630. The variance is dependent upon the number of positions that are open and the number of electors in our service area that can share in the total costs. Because we do not have voting districts, any election would go to the highest three votes tabulated. The cost to run an election is not included in the 2024-25 budget; however, in the last twenty years we have only had to run an election one time.



# STATEMENT OF ELECTION FACTS

FULL LEGAL NAME OF DISTRICT AS IT SHOULD APPEAR ON ALL ELECTION DOCUMENTS:

Carmel Area Wastewater District

MAIL SHOULD BE ADDRESSED TO: Barbara Buikema

TITLE: General Manager

MAILING ADDRESS: 3945 Rio Road, Carmel, CA 93923

TELEPHONE: 831-624-1248

FAX: 831-622-0811 E-MAIL: buikema@cawd.org WEBSITE: cawd.org

## MEMBERS OF THE GOVERNING BOARD

NAME	ADDRESS	DISTRICT WARD OR TRUSTEE (If applicable)	<u>Member was elected by:</u>  1) ELECTED/AIL*  <u>OR</u>  2) APPOINTED TO FILL A VACANCY	YEAR Term ends	Full-term = 4yrs  <u>OR</u> Short-term = 2yrs	IF THE MEMBER WAS APPOINTED BY THE BOARD TO FILL A VACANCY, WHO DID THIS MEMBER REPLACE?
Ken White	3945 Rio Road, Carmel, CA 93923		(1)Elected/AIL	2026	4yrs.	
Mike Rachel	3945 Rio Road, Carmel, CA 93923		(1)Elected/AIL	2026	4yrs.	
Robert Siegfried	3945 Rio Road, Carmel, CA 93923		(1)Elected/AIL	2024	4yrs.	
Kevan Urquhart	3945 Rio Road, Carmel, CA 93923		(2) Appointed to fill a vacancy	2024	4yrs.(filled remainder of Townsend's term)	Charlotte Townsend
Suzanne Cole	3945 Rio Road, Carmel, CA 93923		(2) Appointed to fill a vacancy	2024	4yrs. (filled remainder of D'Ambrosio's term)	Greg D'Ambrosio

\*AIL= Appointed-in-lieu of Election (filed for office and didn't go on the ballot)

Name of the Presiding Officer: Ken White, President

Print Name

Name of the Secretary: Domine Barringer, Board Clerk

Print Name

### Check the box which applies to your district:

The District boundaries have changed since the last election. Enclosed is a new map to reflect those changes.

I declare that there have been no boundary changes since the \_\_\_\_\_ election.

Election Date

The limitation on the number of words in a candidate statement will be:

200 words     400 words

The entity charged for the candidate statement sent to each voter will be the:

District     Candidate

In case of a tie vote, the winner will be determined by: (see resolution -coin toss)

Lot     Runoff election

\_\_\_\_\_  
Signature of Presiding Officer

\_\_\_\_\_  
Date

SERVICE AGREEMENT FOR THE PROVISION OF ELECTION  
SERVICES BETWEEN CARMEL AREA WASTEWATER DISTRICT AND  
COUNTY OF MONTEREY DEPARTMENT OF ELECTIONS  
NOVEMBER 5, 2024

This Agreement, entered into this 30th day of May 2024, by and between Carmel Area Wastewater District and County of Monterey Department of Elections (hereinafter referred to as the Department);

WHEREAS, it is necessary and desirable that the Department be retained for the purpose of conducting an election hereinafter described for the Carmel Area Wastewater District (hereinafter referred to as the District);

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

SERVICES TO BE PERFORMED BY THE DISTRICT:

- 1) No later than the 123rd day prior to the election the District shall submit a board approved resolution which requests the County of Monterey Department of Elections to conduct an election for the District on **NOVEMBER 5, 2024** and requesting election related services of the Department.
- 2) The District shall submit to the Department in writing the exact number of offices to be voted on and/or the exact ballot wording to be voted by no later than the 88th day prior to the election, or by the 83rd day prior to the election if Elections Code §§ 10510, 10515, and 10516 are applicable.
- 3) The District shall prepare and deliver to the Department the Voter Guide information containing, as applicable, the ballot measure and tax rate statements. The last day for the submission of primary arguments (300 words) and impartial analysis shall be no later than **AUGUST 15, 2024**. The last day for the submission of rebuttal arguments (250 words) is **AUGUST 22, 2024**.

- 4) The District shall be responsible for reviewing and approving the language of the sample ballot and official ballot wording for candidates and measures.

**SERVICES TO BE PERFORMED BY THE DEPARTMENT:**

- 1) The Department shall publish the Notice of Election and the Notice to File Declarations of Candidacy for the District offices to be voted on, and/or the Notice to File Arguments for or against any measure.
- 2) The Department shall select and contract with the sample and official ballot printer(s) on behalf of the District.
- 3) The Department shall prepare and deliver to the printer the official ballot information.
- 4) The Department shall issue, receive, and process all ballots on behalf of the District matters.
- 5) The Department shall procure all necessary and appropriate polling place locations, hire polling place workers, and conduct the election in accordance with all applicable state, federal and local laws.
- 6) The Department shall prepare a Canvass of Votes Cast and submit a Certificate of Registrar of Voters to the District regarding the District matters.
- 7) The Department shall conduct other various and miscellaneous election activities as required including but not limited to all those required as the District's Election Official other than those described under "Services to be Performed by the District".

**TERMS:**

This Agreement shall be in effect for the performance of all services incident to the preparation and conduct of the election to be held on **NOVEMBER 5, 2024**.

The parties will use best efforts to perform services herein. However, in the event the Department is unable to perform services required under this Agreement that are beyond their control, including an employee strike, vendor conditions, natural disasters, war, or other similar conditions, the Department will be relieved of all obligations under this Agreement. The Department will provide reasonable notice, if practical, of any conditions beyond their control, including notice at least 60 days prior to **NOVEMBER 5, 2024** of vendor conditions affecting the election services. In the event a vendor does not perform, the Department will attempt to obtain substitute services.

**CONSIDERATION:**

In consideration of the performance of services and supplies provided by the Department, the District shall pay to the Department a sum equal to the actual cost of such services, expenses, and supplies related to the work performed on behalf of District. In the event that this Agreement is terminated prematurely, the District shall pay to the Department a sum equal to the actual cost of such services performed or supplies/expenses incurred as of the effective date of the termination.

The District shall make payment within 30 days of receipt of invoice from the Department.

**DISTRICT:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**COUNTY:**

Signature:  \_\_\_\_\_ Date: 04/23/2024

Print Name: Gina Martinez

Title: County of Monterey, Registrar of Voters

# Carmel Area Wastewater District

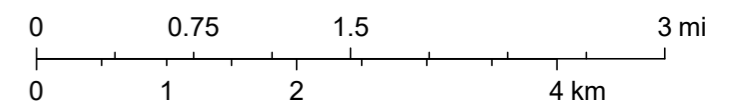


4/29/2024, 9:54:16 AM

APN

Service Area

1:72,224



Earthstar Geographics

**Who Uses Form 470:**

Form 470 is for use by officeholders and candidates who:

- do not have a controlled committee;
- do not anticipate receiving contributions totaling \$2,000 or more during the calendar year; and
- do not anticipate spending \$2,000 or more during the calendar year.

Officeholders and candidates who have a controlled committee or who have raised or spent \$2,000, file the Recipient Committee Statement – Form 460.

**Exceptions:**

The following individuals seeking or holding office are not required to file campaign disclosure statements (Form 470 or Form 460):

- candidates for county central committee offices that do not raise or spend \$2,000 or more in a calendar year;
- officeholders whose salaries are less than \$200 per month and judicial candidates who have not made or received contributions or made expenditures during non-election years; and
- judges who do not receive contributions and who make personal expenditures of less than \$1,000 or more in non-election years.

**Period Covered:**

The period covered is always the calendar year (January 1 through December 31).

**\$2,000 Threshold:**

To determine if \$2,000 has been raised or spent, or will be raised or spent, the candidate's personal funds for the filing fee or statement of qualifications are excluded.

A campaign bank account must be established if the candidate receives contributions from other persons.

**When to File:**

Ensure campaign deadlines are met. Go to [www.fppc.ca.gov](http://www.fppc.ca.gov) for campaign disclosure filing schedules.

If the Form 470 is filed in connection with an election, or on or before the filing deadline for the first campaign statement required for the calendar year, no additional campaign statements need to be filed for that calendar year as long as total contributions received remain less than \$2,000 and total expenditures made remain less than \$2,000. In most cases, July 31 is the filing deadline for the first campaign statement required to be filed by officeholders and candidates not being voted upon.

The Form 470 is filed in connection with an election if it is filed with the declaration of candidacy, or as a first preelection statement in connection with an election, covering the year of the election. If, after filing Form 470, receipts or expenditures reach \$2,000 or more, see the attached Form 470 Supplement for important reporting requirements.

**Where to File:**

**State Elections:**

State officeholders, state candidates, candidates and members of CalPERS and CalSTRS, judges and judicial candidates must file the original and one copy with:

Secretary of State  
Political Reform Division  
1500 11th Street, Room 495  
Sacramento, CA 95814  
Phone (916) 653-6224  
Fax (916) 653-5045  
[www.sos.ca.gov](http://www.sos.ca.gov)

**Additional Copies:**

A copy of the Form 470 must also be filed with the candidate's county of domicile's filing officer. CalPERS and CalSTRS board candidates must file a copy of the Form 470 with the relevant CalPERS or CalSTRS office and not the candidate's county of domicile.

**Local Elections:**

- Elected officers and candidates for local multi-county agencies file an original and one copy with the elections official for the county with the largest number of registered voters in the district and one copy with the candidate's county of domicile.
- Elected county officeholders and candidates for county offices file an original and one copy with the elections official for that county.
- Elected city officeholders and candidates for city offices file an original and one copy with the city clerk.

**Note:** A local agency may impose additional requirements.

**Amendments:** If you are filing an amendment to a previously filed statement, give a brief explanation of the amendment. Be sure to enter the calendar year covered by the statement you are amending and the date of election, if applicable.

This form was prepared by the Fair Political Practices Commission (FPPC). For detailed information on campaign reporting requirements and the Information Practices Act of 1977, see the FPPC Campaign Disclosure Manual.

**Officeholder and Candidate  
Campaign Statement –  
Short Form**

		Date Stamp	<b>CALIFORNIA FORM 470</b>
Date of election if applicable: (Month, Day, Year)	Amendment (Explain Below)		For Official Use Only

**1. Statement Covers Calendar Year 20 \_\_\_\_\_ .**

**2. Officeholder or Candidate Information**

**3. Office Sought or Held**

NAME OF OFFICEHOLDER OR CANDIDATE \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

AREA CODE/DAYTIME PHONE NUMBER \_\_\_\_\_ OPTIONAL: FAX / E-MAIL ADDRESS \_\_\_\_\_

OFFICE SOUGHT OR HELD \_\_\_\_\_

JURISDICTION (LOCATION) \_\_\_\_\_

DISTRICT NUMBER (IF APPLICABLE) \_\_\_\_\_

**4. Committee Information**

List all committees of which you have knowledge that are primarily formed to receive contributions or to make expenditures on behalf of your candidacy.

COMMITTEE NAME AND I.D. NUMBER	COMMITTEE ADDRESS	NAME OF TREASURER

**5. Verification**

I declare under penalty of perjury that to the best of my knowledge I anticipate that I will receive less than \$2,000 and that I will spend less than \$2,000 during the calendar year and that I have used all reasonable diligence in preparing this statement. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_ DATE

By \_\_\_\_\_ SIGNATURE OF OFFICEHOLDER OR CANDIDATE

**Officeholder and Candidate  
Campaign Statement  
Form 470 Supplement**

<p><b>Amendment</b> (Explain Below)</p> <hr/> <hr/>	<p>Date Stamp</p>	<p><b>CALIFORNIA FORM 470 SUPPLEMENT</b></p>
<p>This form is written notification that the officeholder/candidate listed below has received contributions totaling \$2,000 or more or has made expenditures of \$2,000 or more during the calendar year.</p>		<p>For Official Use Only</p>

SEE INSTRUCTIONS ON REVERSE

**1. Officeholder or Candidate Information**

NAME OF OFFICEHOLDER OR CANDIDATE \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

AREA CODE/DAYTIME PHONE NUMBER \_\_\_\_\_ OPTIONAL: FAX / E-MAIL ADDRESS \_\_\_\_\_

**2. Office Sought**

<p>OFFICE SOUGHT _____</p>	<p>DISTRICT NUMBER (IF APPLICABLE) _____</p>
<p>DATE OF ELECTION (MONTH, DAY, YEAR) _____</p>	

**3. Date Contributions Totaling \$2,000 or More Were Received or Date Expenditures of \$2,000 or More Were Made**

\_\_\_\_\_  
(MONTH, DAY, YEAR)



**Form 470 Supplement:**

If an officeholder or candidate files the Form 470 for an election year and later receives contributions (including monetary and non-monetary contributions, loans, and the candidate's personal funds) totaling \$2,000 or more or makes expenditures totaling \$2,000 or more during the same calendar year, the officeholder or candidate must send a written notice within 48 hours. Use the attached Form 470 Supplement or follow the instructions below for preparing the notice.

**When to File:**

The notice must be sent within 48 hours of receiving contributions totaling \$2,000 or more or making expenditures of \$2,000 or more.

**Method of Delivery:**

The notice must be sent by guaranteed overnight delivery service, personal delivery, fax, or email. Regular mail may not be used.

**Where to File:**

- Secretary of State's Office;
- local filing officer with whom the officeholder/candidate is required to file the originals of his/her campaign statements; and
- each candidate seeking the same office.

Contact your filing officer for candidate addresses.

**Officeholder/Candidate Information:**

Enter the officeholder/candidate's full name, residential or business address and daytime telephone number.

**Office Sought:**

- Enter the title of the office sought;
- the district number, if any; and
- the date of the election.

**Date Contributions/Expenditures Were Made or Received:**

Enter the date monetary or non-monetary contributions totaling \$2,000 or more (including the candidate's personal funds) were received or the date expenditures of \$2,000 or more were made.

**Amendments:** If you are filing an amendment to a previously filed statement, give a brief explanation of the amendment.

**Note:** Once an officeholder or candidate reaches the \$2,000 threshold in receipts or expenditures, in addition to filing the Form 470 Supplement, other forms are required. See FPPC Campaign Disclosure Manual 1 for state candidates or Manual 2 for local candidates.

## Who Files:

A candidate for state or local office must file this form for each election, including reelection to the same office. Exception: Candidates for county central committee that do not raise or spend \$2,000 or more in a calendar year are not required to file a Form 501.

## When to File:

File the Form 501 before you solicit or receive any contributions or before you make expenditures from personal funds on behalf of your candidacy. This form is considered filed the date it is postmarked or hand delivered. Ensure campaign deadlines are met. Go to [www.fppc.ca.gov](http://www.fppc.ca.gov) for most campaign disclosure filing schedules or check with your local filing officer.

## Where to File:

### State Candidates (including Judges):

Secretary of State  
Political Reform Division  
1500 11th Street, Room 495  
Sacramento, CA 95814  
Phone (916) 653-6224  
[www.sos.ca.gov](http://www.sos.ca.gov)

### Local Candidates:

Generally your county election office or city clerk.  
Electronic filing may be required.

### Bank Account:

A separate campaign bank account must be established including for campaigns that are self-funded by the candidate. A bank account is not required if a candidate will not receive any contributions or make personal expenditures of less than \$2,000 in a calendar year. The filing and statement of qualification fees are not included in calculating the \$2,000.

## How to Complete:

All candidates: Complete Parts 1 and 3.

Candidates for elective state office: Complete Parts 1, 2, and 3.

Exception: Candidates for an election to the California Public Employees' Retirement Board, the State Teachers' Retirement Board, judges, and judicial candidates do not complete Part 2.

### Part 1. Candidate Information

- Enter your name and street address.
- Enter the title of the office sought, agency name, and district number if any (e.g., City Council Member, City of Smalltown, Dist. 5).
- Enter your political party preference if seeking a partisan office. For a list of qualified political parties, go to: [www.sos.ca.gov/elections/political-parties/qualified-political-parties/](http://www.sos.ca.gov/elections/political-parties/qualified-political-parties/).
- Check the appropriate box regarding the office's jurisdiction.

### Part 2. Voluntary Expenditure Ceiling

This section applies to certain candidates for elective state office, including State Senate and Assembly and statewide offices.

The voluntary expenditure ceiling applicable to your office is set forth in FPPC Regulation 18545. You must state whether you accept or reject the expenditure ceiling. Candidates who accept the voluntary expenditure limit will be designated in either the state voter information guide (statewide candidates) or the county voter information guide (Senate and Assembly candidates) and may purchase space for a 250-word statement there.

You may amend the Form 501 to change your

acceptance or rejection of the voluntary expenditure ceiling only under the following circumstances:

- Between the date of filing an initial Form 501 for an election and the deadline for filing nomination papers for that election, you may amend your statement of acceptance or rejection of the voluntary expenditure ceiling no more than two times as long as the limit has not been exceeded.
- If you reject the voluntary expenditure ceiling in the primary or special election but do not exceed the ceiling during that election, you may amend the Form 501 to accept the expenditure ceiling for the general or special runoff election and receive all of the benefits accompanying the acceptance of the expenditure ceiling. The amended Form 501 must be filed within 14 days following the primary or special election.

### Personal Funds Notification:

You must disclose, if applicable, the date you contribute personal funds to your own campaign that exceed the expenditure ceiling. File an amended Form 501 within 24 hours by guaranteed overnight delivery, personal delivery, or, if applicable, by electronic means.

### Part 3. Verification

The verification is signed under penalty of perjury. This form was prepared by the Fair Political Practices Commission (FPPC). For detailed information on campaign reporting requirements and the Information Practices Act of 1977, see the FPPC Campaign Disclosure Manual for your type of committee.

# Candidate Intention Statement

Date Stamp	<b>CALIFORNIA FORM 501</b>
	For Official Use Only

**Check One:** Initial \_\_\_\_\_ Amendment (Explain) \_\_\_\_\_  
 \_\_\_\_\_

## 1. Candidate Information:

NAME OF CANDIDATE (Last, First Middle Initial)		DAYTIME TELEPHONE NUMBER	FAX NUMBER (optional)	EMAIL (optional)
		( )	( )	
STREET ADDRESS		CITY	STATE	ZIP CODE
OFFICE SOUGHT (POSITION TITLE)	AGENCY NAME	DISTRICT NUMBER, if applicable.	NON-PARTISAN OFFICE	
OFFICE JURISDICTION				PARTY PREFERENCE: (Check one box, if applicable.)
State (Complete Part 2.)				PRIMARY / GENERAL
City County Multi-County:	(Name of Multi-County Jurisdiction)	(Year of Election)	SPECIAL / RUNOFF	

## 2. State Candidate Expenditure Limit Statement:

*(CalPERS and CalSTRS candidates, judges, judicial candidates, and candidates for local offices do not complete Part 2.)*

(Check one box)

**I accept** the voluntary expenditure ceiling for the election stated above.

**I do not accept** the voluntary expenditure ceiling for the election stated above.

Amendment:

I did not exceed the expenditure ceiling in the primary or special election held on \_\_\_/\_\_\_/\_\_\_ and I accept the voluntary expenditure ceiling for the general or special run-off election.

(Mark if applicable)

On, \_\_\_/\_\_\_/\_\_\_ I contributed personal funds in excess of the expenditure ceiling for the election stated above.

## 3. Verification:

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_ Signature \_\_\_\_\_  
(month, day, year) (Candidate)

## Resolution No. 2020-29

# RESOLUTION ORDERING AN ELECTION, REQUESTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE ELECTION

---

## CARMEL AREA WASTEWATER DISTRICT

**WHEREAS**, pursuant to Elections Code §10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election. The city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

**WHEREAS**, pursuant to Elections Code §10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

**WHEREAS**, pursuant to Elections Code §10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation. The resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

**WHEREAS**, pursuant to Elections Code §13307, whenever an election called by a district, city, or other political subdivision has offices to be filled, it is required to fix and determine the number of words that a candidate may submit on the candidate's statement to be either 200 or 400 words and to determine if the candidate and or the political subdivision will pay the cost of the statement; and

**WHEREAS**, Elections Code §15651 requires the city or district to determine the means and manner in which a tie vote is to be resolved in the event that two or more persons receive an equal number of votes and the highest number of votes ("tie votes") for an office to be voted upon; and

**WHEREAS**, various district, county, state and other political subdivision elections may be or have been called to be held on a **November 5, 2024**.

**NOW THEREFORE, BE IT RESOLVED AND ORDERED** that the governing body of the **Carmel Area Wastewater District** hereby orders an election be called and consolidated with any and all elections also called to be held on **November 5, 2024** insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Carmel Area Wastewater District requests the Board of Supervisors of the County of Monterey to order such consolidation under Elections Code §10401 and §10403.

**BE IT FURTHER RESOLVED AND ORDERED** that pursuant to Elections Code §10002 said governing body hereby requests the Board of Supervisors of the County of Monterey to permit the Monterey County Elections Department to provide any and all services necessary for conducting an election and agrees to pay for said services in full, and

**BE IT FURTHER RESOLVED AND ORDERED** that the Monterey County Elections Department conduct the election for the purpose of electing **three** Members to this Governing Board on the **November 5, 2024** ballot:

SEATS OPEN	OFFICE	TERM	DIST/DIV (if applicable)
Robert Siegfried	Director	4 yrs.	
Kevan Urquhart	Director	4 yrs.	
Suzanne Cole	Director	4 yrs.	

**BE IT FURTHER RESOLVED AND ORDERED** that pursuant to Election Code §13307 the **Carmel Area Wastewater District** has resolved that all costs of the Candidate's statement be paid by the **District and** that no candidate may submit a statement of over **200** words.

**BE IT FURTHER RESOLVED AND ORDERED** that pursuant to code §15651, a tie vote shall be resolved by **Carmel Area Wastewater District Board of Directors**.

**BE IT FURTHER RESOLVED AND ORDERED** that tie votes shall be determined by **coin toss**.

**PASSED AND ADOPTED** by the **Carmel Area Wastewater District** on this 30th day of May, 2024 by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

SIGNED: \_\_\_\_\_  
Chairperson of said Governing Board

ATTEST: \_\_\_\_\_  
Secretary of Board

# STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: May 30, 2024

Subject: Project #20-08 - Amendment to Engineering Services for Scenic Road Sewer Main Replacement Project – Cultural Resources Monitoring Plan - MNS \$19,501

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a contract amendment with MNS Engineers, Inc. to prepare a Cultural Resources Monitoring Plan for a not to exceed price of \$19,501 for the Scenic Road Sewer Main Replacement Project. The existing contract amount was last amended in January 2023 to a not to exceed amount of \$620,093, and this amendment will increase the MNS Engineers contract total to \$639,594.

## DISCUSSION

The Scenic Road Sewer Main Replacement Project is in the final design and permitting phase. The Draft California Environmental Quality Act (CEQA) Mitigated Negative Declaration includes a mitigation that a Cultural Resources Monitoring Plan be prepared prior to construction activities. This amendment to the MNS Engineers contract will authorize that pre-construction mitigation to be completed.

## FUNDING

The CAWD Collections Department Capital Budget includes \$4,560,760 in FY23/24.

### Attachment:

1. Proposal – MNS Engineers, Inc.



811 El Capitan Way Suite 130, San Luis Obispo, CA 93401  
Ph. (805) 778-0326 / F. (805) 787-0437

April 23, 2024

Mr. Patrick Treanor, P.E.  
Carmel Area Wastewater District  
3945 Rio Road  
Carmel-By-The-Sea CA 93923

**Subject: Proposal for Professional Engineering Services – Scenic Drive Sewer Main Replacement Project, Amendment No. 6, Additional Environmental Support**

Dear Mr. Treanor:

Thank you for the opportunity to submit this amendment request for additional services for the Scenic Drive Sewer Main Replacement Project (Project) for the Carmel Area Wastewater District (District). During preparation of the Initial Study-Mitigated Negative Declaration (IS-MND) and during subsequent discussions with MNS, Rincon Consultants, Inc. (Rincon), and the District identified the need for additional environmental services to prepare a Cultural Resources Monitoring Plan (CRMP).

### Project Understanding

MNS is currently developing the design for replacement of approximately 4,950 linear feet (LF) of existing 6-inch diameter vitrified clay pipe (VCP) gravity sewer main with a new 8-inch high-density polyethylene (HDPE) sewer main located along Scenic Road from manhole O666 south of Ocean Avenue (Ave) to the Bay & Scenic Lift Station, 750-LF west of Martin Way, in the community of Carmel by the Sea and unincorporated Monterey County. The work also includes replacement of approximately 30-LF of 6-inch steel force main with new 6-inch pipe at the intersection of Santa Lucia Ave and San Antonio Ave.

As documented in the draft IS-MND, preparation of a CRMP is a required mitigation measure. The District requested MNS prepare the CRMP. Additional budget is requested to complete this work.

### Project Scope

MNS proposes to facilitate additional support services under Task 5 as described below.

#### Task 6 – Environmental Permitting Support

MNS subconsultant, Rincon, will continue to provide environmental permitting and support for the Project. A detailed proposal for Rincon’s additional services is provided as an attachment.

#### Subtask 5.5 Cultural Resources Monitoring Plan Preparation

Rincon will prepare a CRMP that includes provisions for archaeological and Native American monitoring of Project-related ground disturbing activities. The intent of the CRMP is to provide clear guidance regarding roles and responsibilities; protocols to be enacted in the case of inadvertent discoveries of archaeological resources and human remains; communication protocols; and which portions of the Project require full time monitoring versus those portions where monitoring may be reduced. MNS will coordinate and facilitate Rincon’s work.

### Deliverables

- Draft CRMP
- Final CRMP

**Compensation**

MNS proposes to perform the additional base services described herein as described in the following table. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the current MNS Standard Fee Schedule, provided as an attachment.

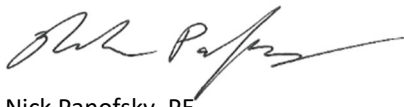
<b>Task</b>	<b>Fee</b>
Task 5.5 – Cultural Resources Monitoring Plan	\$19,501
<b>Subtotal</b>	<b>\$19,501</b>

**Closing**

Thank you for the opportunity to submit this amendment proposal. We are excited and look forward to continuing to work with the District. Please feel free to contact me with any questions you may have at 805.592.2074 or npanofsky@mnsengineers.com. Thank you for your consideration.

Sincerely,

**MNS Engineers, Inc.**



Nick Panofsky, PE  
Vice President – Water Resources

Attachments:

Rincon Consultants Proposal

Detailed Fee Spreadsheet

MNS 2024 Standard Fee Schedule





March 28, 2024

Rincon Project No. 20-10654

Nick Panofsky, PE, Vice President – Water Resources

MNS Engineers, Inc.

811 El Capitan Way, Suite 130

San Luis Obispo, California 93401

Via email: npanofsky@mnsengineers.com

**Subject: Scope Amendment Request #5 for the Carmel Area Wastewater District Scenic Road Pipeline Replacement Project, Carmel-by-the-Sea, California**

Dear Mr. Panofsky:

The purpose of this letter is to request an amendment to the March 10, 2021 contract scope of work and budget (as previously amended) between Rincon Consultants, Inc. (Rincon) and MNS Engineers, Inc. (MNS) for environmental services for the Carmel Area Wastewater District (CAWD) Scenic Road Pipeline Replacement Project (project). In March 2024, CAWD requested that Rincon provide a contract amendment request to prepare a Cultural Resources Monitoring Plan. The specific additional scope tasks associated with this request, as well as the total budget amendment request, are described in detail below.

## **Scope of Work**

As outlined in the Initial Study-Mitigated Negative Declaration (IS-MND) prepared for the project, Mitigation Measure CUL-3 requires the preparation of a Cultural Resources Monitoring Plan (CRMP) prior to the start of project construction. The following task for the preparation of a CRMP has been developed to comply with Mitigation Measure CUL-3.

### **Task 1 Cultural Resources Monitoring Plan Preparation**

Rincon will prepare a CRMP that includes provisions for archaeological and Native American monitoring of project-related ground disturbing activities. The intent of the CRMP is to provide clear guidance regarding: roles and responsibilities; protocols to be enacted in the case of inadvertent discoveries of archaeological resources and human remains; communication protocols; and which portions of the project require full time monitoring versus those portions where monitoring may be reduced. At a minimum, the CRMP will include the following:

- Map figures depicting which project components requiring full-time monitoring and project components wherein monitoring may be reduced or discontinued.
- Conditions under which monitoring may be reduced or for portions of the project not requiring full-time monitoring.
- A list of Native American groups that have expressed interest in the project.
- A schedule outlining the construction dates Native American groups that have expressed interest in the project will be providing Native American monitors.
- Descriptions of archaeological and Native American roles, responsibilities, and authority to temporarily halt or redirect work should resources be identified.



- Detailed protocols to be carried out by the archaeological and Native American monitors and construction personnel in the event archaeological resources and/or human remains are inadvertently discovered.
- Detailed chain of communication and contact information for construction management, CAWD representatives, the Qualified Archaeologist, and relevant Native American contacts.
- Detailed content of an Archaeological Resources Treatment Plan to be prepared in the event archaeological resources are encountered and cannot be avoided by project construction.

A draft CRMP will be submitted in electronic format (Microsoft Word and/or PDF) to CAWD and Native American groups that have expressed interest in the project for review and comment. Rincon assumes a total of two (2) rounds of revisions to the draft CRMP based on comments from CAWD and Native American groups before finalizing.

## **Assumptions**

- CAWD will consult with the Native American groups that have expressed interest in monitoring to determine the scheduling of monitors.
- The CRMP will not require a field visit.
- The CRMP will be provided in electronic format (Microsoft Word and/or PDF) and will not be ADA accessible or 508 compliant.
- Two (2) rounds of consolidated comments from CAWD and Native American groups will be required to finalize the CRMP. CAWD will submit the CRMP to the Native American groups for their review. Rincon will not coordinate directly with the Native American groups.
- Rincon will provide SHP files of the project components requiring full time monitoring, and project components wherein monitoring may be reduced or discontinued to CAWD to be incorporated in construction plans.
- This scope of work does not include implementation of the CRMP.
- No meetings will be required with MNS, CAWD, or the Native American groups during preparation of the CRMP.

## **Cost**

Rincon will complete the work scope for the tasks identified above to not exceed \$14,936. A detailed cost estimate is included in Attachment 1. No other services will be provided without your express written authorization. All work will be performed on a time and materials basis in accordance with the work scope outlined above and Rincon's standard fee schedule (Attachment 2). Should the actual effort required to complete the tasks be less than anticipated, the amount billed will be less than the total cost outlined above.



If you have any questions regarding this request, please do not hesitate to contact us.

Sincerely,

**Rincon Consultants, Inc.**

A handwritten signature in black ink, appearing to read "Nicole West".

Nicole West  
Project Manager

A handwritten signature in blue ink, appearing to read "Megan Jones".

Megan Jones, MPP  
Principal

**Attachments**

Attachment 1 Detailed Cost Estimate

Attachment 2 2024 Standard Fee Schedule

# Attachment 1



## RINCON CONSULTANTS, INC. Scenic Road Pipeline Replacement Project Cost Estimate

---

	Rate	Hours	Labor Budget
<b>Task 1: Cultural Resources Monitoring Plan</b>			
Principal	\$307	6	\$1,842
Sr. Supervising Archaeologist II	\$292	8	\$2,336
Senior Supervisor Planner II	\$292	6	\$1,752
Senior Archaeologist II	\$255	12	\$3,060
Archaeologist III	\$196	24	\$4,704
GIS/CADD Specialist II	\$167	6	\$1,002
Production Specialist I	\$120	2	\$240
<b>Total</b>		<b>64</b>	<b>\$14,936</b>



## Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical and Support Personnel*	January 1, 2024 – December 31, 2024
Senior Principal	\$319
Principal	\$307
Director	\$307
Senior Supervisor II	\$292
Supervisor I	\$272
Senior Professional II	\$255
Senior Professional I	\$238
Professional IV	\$211
Professional III	\$196
Professional II	\$174
Professional I	\$155
Associate III	\$130
Associate II	\$117
Associate I	\$109
Field Technician	\$94
Data Solutions Architect	\$196
Senior GIS Specialist	\$187
GIS/CADD Specialist II	\$167
GIS/CADD Specialist I	\$150
Technical Editor	\$147
Project Accountant	\$125
Billing Specialist	\$107
Publishing Specialist	\$120
Clerical	\$107

\* Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts, and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$400.

## Reimbursable Expenses

Direct Cost	Rates
Photocopies – B/W	\$0.25 (single-sided), \$0.45 (double-sided)
Photocopies – Color	\$1.55 (single-sided), \$3.10 (double-sided)
Photocopies – 11” by 17”	\$0.55 (B/W), \$3.40 (color)
Oversized Maps	\$8.50/square foot
Digital Production	\$15/CD, \$20/flash drive
Light-Duty and Passenger Vehicles*	\$90/day
4WD and Off-Road Vehicles*	\$150/day

\* Current IRS mileage rate for mileage over 50 and for all miles incurred in employee-owned vehicles.

**Direct Costs.** Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 16%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment, and vehicles other than covered by the above charges.

**Annual Escalation.** Standard rates subject to 3.5% annual escalation, on January 1.

**Payment Terms.** All fees will be billed to Client monthly and shall be due and payable upon receipt or as indicated in the contract provisions for the assignment. Invoices are delinquent if not paid within 10 days from receipt or per the contractually required payment terms.

Effective January 1, 2024



Equipment	Rate
<b>Environmental Site Assessment</b>	
Soil Vapor Extraction Monitoring Equipment	\$160
Four Gas Monitor	\$137
Flame Ionization Detector	\$110
Photo Ionization Detector	\$82
Hand Auger Sampler	\$62
Water Level Indicator, DC Purge Pump	\$46
CAPDash	\$7,500
<b>Natural Resources Field Equipment</b>	
UAS Drone	\$300
Spotting or Fiberoptic Scope	\$170
Pettersson Bat Ultrasound Detector/Recording Equipment	\$170
Sound Level Metering Field Package (Anemometer, Tripod and Digital Camera)	\$113
GPS (Submeter Accuracy)	\$67
Infrared Sensor Digital Camera or Computer Field Equipment	\$57
Scent Station	\$23
Laser Rangefinder/Altitude	\$11
Pitfall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	\$9
Mammal Trap, Large/Small	\$1.55/\$0.55
<b>Water and Marine Resources Equipment</b>	
Boat (20-foot Boston Whaler or Similar)	\$800
Multiparameter Sonde (Temperature, Conductivity, Turbidity, DO, pH) with GPS	\$170
Water Quality Equipment (DO, pH, Turbidity, Refractometer, Temperature)	\$62
Refractometer (Salinity) or Turbidity Meter	\$38
Large Block Nets	\$114
Minnow Trap	\$98
Net, Hand/Large Seine	\$57
<b>Field Equipment Packages</b>	
Standard Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet, Safety Equipment, and Botanic Collecting Equipment)	\$114
Remote Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet and Mifi, Delorme Satellite Beacon, 24-Hour Safety Phone)	\$144
Amphibian/Vernal Pool Field Package (Digital Camera, GPS, Thermometer, Decon Chlorine, Waders, Float Tube, Hand Net, Field Microscope)	\$170
Fisheries Equipment Package (Waders, Wetsuits, Dip Nets, Seine Nets, Bubblers, Buckets)	\$57
Underwater and Marine Sampling Gear (Photo/Video Camera, Scuba Equipment [Tanks, BCD, Regulators, Wetsuits, etc.])	\$57/diver
Marine Field Package (Personal Flotation Devices, 100-foot Reel Tapes with Stainless Carabiners, Pelican Floats, Underwater Slates, Thermometer, Refractometer, Anemometer, Various Field Guides)	\$100
<b>Insurance, Hazard, and Fees</b>	
Historic Research Fees	\$55
L&H Dive Insurance	\$57/diver
Level C Health and Safety	\$70/person

Carmel Area Wastewater District  
 Scenic Drive Sewer Main Replacement - Amendment No. 6



		PM	ENGINE	ADMIN	Total Resource Hours	Total Hours* Rates	SUBCONSULTANTS						
		Principal Engineer - NP	Senior Project Engineer - JD	Administrative Analyst			Subconsultant Participation	Rincon Consultants	Total Subconsultant Costs				
2024 Rate		\$305	\$235	\$165									
<b>5 – Environmental Permitting Support</b>	<b>Task 5</b>												
5.5 Cultural Resources Monitoring Plan	Task 5.1	4	4	1	9	\$2,325	Task 5.1	\$14,936	\$14,936	Task 5.1	\$2,325	\$17,176	\$19,501
<b>Task 5 Subtotal</b>		<b>4</b>	<b>4</b>	<b>1</b>	<b>9</b>	<b>\$2,325</b>		<b>\$14,936</b>	<b>\$14,936</b>		<b>Task 5 Subtotal</b>		<b>\$19,501</b>
Sub-Total	Hours	4	4	1	9	\$2,325	Sub-Total	\$14,936	\$14,936	Grand Total	\$2,325	\$17,176	\$19,501
	Cost	\$1,220	\$940	\$165									



## 2024 STANDARD SCHEDULE OF FEES

### PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$340
Senior Project/Program Manager.....	325
Project/Program Manager.....	275
Assistant Project/Program Manager.....	255
Senior Project Coordinator.....	195
Project Coordinator.....	165

### ENGINEERING

Principal Engineer.....	\$305
Lead Engineer.....	270
Supervising Engineer.....	255
Senior Project Engineer.....	235
Project Engineer.....	210
Associate Engineer.....	190
Assistant Engineer.....	175

### SURVEYING

Principal Surveyor.....	\$280
Lead Surveyor.....	270
Supervising Surveyor.....	230
Senior Project Surveyor.....	210
Project Surveyor.....	185
Associate Project Surveyor.....	175
Assistant Project Surveyor.....	160
Party Chief (PW).....	190
Chainperson (PW).....	160
One-Person Survey Crew (PW).....	225

### TECHNICAL SUPPORT

CADD Manager.....	\$210
Supervising Technician.....	180
Senior Technician.....	170
Engineering Technician.....	130

### DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate.

### PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law and are subject to increases per DIR.

### ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to 5% annual escalation or the most recent US Bureau of Labor Statistics Consumer Price Index, whichever is higher.

### OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classifications will be charged at 1 x hourly rate.

### CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$330
Senior Construction Manager.....	290
Senior Resident Engineer.....	265
Resident Engineer.....	250
Structure Representative.....	245
Construction Manager.....	230
Assistant Resident Engineer.....	210
Sr. Construction Inspector (PW).....	185
Construction Inspector (PW).....	177
Office Administrator.....	135

### PLANNING

Planning Director.....	\$235
City Planner/Planning Manager.....	220
Principal Planner.....	205
Senior Planner.....	190
Associate Planner.....	160
Assistant Planner.....	135
Planning Technician.....	115

### ADMINISTRATIVE SUPPORT

Senior Management Analyst.....	\$195
Management Analyst.....	165
IT Technician.....	150
Graphics/Visualization Specialist.....	160
Administrative Assistant.....	105

### GOVERNMENT SERVICES

City Engineer.....	\$265
Deputy City Engineer.....	235
Assistant City Engineer.....	225
Plan Check Engineer.....	185
Permit Engineer.....	175
City Inspector.....	168
Senior City Inspector (PW).....	185
City Inspector (PW).....	177
Principal Stormwater Specialist.....	190
Senior Stormwater Specialist.....	180
Stormwater Specialist.....	170
Stormwater Technician.....	150
Building Official.....	250
Senior Building Inspector.....	200
Building Inspector.....	175
Senior Grant Writer.....	190
Grant Writer.....	180
Associate Grant Writer.....	160
Assistant Grant Writer.....	145

### EXPERT SERVICES

Principal Engineer.....	\$600
-------------------------	-------



RESOLUTION NO. 2024-30

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO AN EXISTING PROFESSIONAL SERVICES AGREEMENT WITH MNS ENGINEERS, INC. IN AN AMOUNT NOT TO EXCEED \$19,501 FOR PREPARATION OF A CULTURAL RESOURCES MONITORING PLAN FOR THE SCENIC ROAD SEWER MAIN REHABILITATION PROJECT (PROJECT #20-08)

-oOo-

WHEREAS, a cultural resources monitoring plan is a required mitigation for this project under the California Environmental Quality Act (CEQA) Mitigated Negative Declaration; and

WHEREAS, the original scope of design work with MNS Engineers, Inc. did not include preparation of the Cultural Resources Monitoring Plan as it is a pre-construction phase mitigation; and

WHEREAS, preparation of the Cultural Resources Monitoring Plan by MNS Engineers, Inc. will require additional budget be added to the existing contract;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement amendment, with a not to exceed amount of \$19,501, with MNS Engineers Inc. for preparation of a Cultural Resources Monitoring Plan.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 30, 2024, by the following vote:

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

\_\_\_\_\_  
Ken White, President of the Board

ATTEST:

\_\_\_\_\_  
Domine Barringer, Board Clerk

# STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: May 30, 2024

Subject: Purchase of Ten (10) Manhole Monitors - SmartCover

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a purchase order for ten (10) manhole monitors by SmartCover at a purchase price of \$4,744 per manhole monitor (plus shipping and annual fee).

## DISCUSSION

The operation of gravity flow wastewater collection systems can benefit greatly from real time monitoring of water levels and flows inside manholes. Without manhole monitoring there is no way to track how systems are performing under variable conditions. Rain events, blockages, and variable sewer usage all impact the flow conditions inside gravity sewers. By deploying more real-time monitors CAWD staff can see what is happening inside the sewers in critical locations in real time to be able to respond quicker to blockages. The data collected by manhole monitors is also useful for planning proactive maintenance activities and capital improvements.

CAWD currently has about 2,000 manholes in our collection system. To date CAWD has deployed 5 SmartCover manhole monitors in critical locations. The SmartCover manhole alarm function has provided early warning of a spill on February 2023 as the alarm notified the collections crew that abnormal flow conditions were occurring. The crew was able to respond quickly and contain the spill. The SmartCovers were also used in conducting a flow study to inform the most recent updates to the sewer user rate model and sewer connection fee.

Newly purchased SmartCovers would be deployed in any known problem areas to provide monitoring and an advanced warning system.



**Image: SmartCover Depiction of Monitors**

## **FUNDING**

The total purchase order amount would be \$55,622.60. This purchase was not budgeted in the current fiscal year, however \$50,000 was planned for the budget in FY24-25 for the purchase of additional manhole monitors. Funding for this purchase in FY23-24 would come from reserves.

### **Attachment:**

1. Quote from SmartCover
2. Resolution 2024-31

<b>Hadronex, Inc.</b> <b>DBA SmartCover Systems</b> <b>2110 Enterprise Street</b> <b>Escondido, CA 92029</b>	Due Date	Period Covered	Quote Number
		-	00001233

Bill To:	Ship To:	Remit PO to <a href="mailto:orders@smartcoversystems.com">orders@smartcoversystems.com</a> or return this quote signed with PO number. Scan of PO is preferred.	
Carmel Area Wastewater District 3945 East Rio Road Carmel, CA 93922, USA	Carmel Area Wastewater District 26900 State Route One Carmel, CA 93923, USA	Date	05/09/2024

Item	Description	Qty	Length	Rate	Total
1	SC-Q-SB-15 Complete System - Dual Sensor (Ultra-Sonic & Pressure) Standard Range 15' DSM. Includes E-Box, PowerPack, Bracket, E-Square Antenna, & Installation Kit.	10		\$4,744.00	\$47,440.00
2	ASM-SC1 SmartCover™ – REQUIRED with system. ONE Year rate for systems.	10		\$418.00	\$4,180.00
3	Freight out Shipping for hardware	1		\$326.00	\$326.00

Terms and Conditions for this transaction:  
1. Payment: Net 30 days  
2. All pricing subject to change.  
3. All hardware, rentals, software subscriptions and renewals may be subject to tax.  
4. Taxes were calculated at the time of quote creation and may change at the time of invoice.  
5. Customer is responsible for paying the appropriate taxes due at time of invoice.  
6. SmartCover is not responsible for the loss of wireless communication or internet communications or any communications used in the operation of this system.  
SmartCover is an advisory service only. As such, SmartCover is not responsible for any damage of any kind or from any cause whatsoever that may result from, in relation to, in connection with, due to, or as a result of the installation or operation of the system, including without limitation, equipment failure, or any consequential damages caused by, or resulting from, the use or installation of the SmartCover system.

Signature for Approval \_\_\_\_\_

P.O. No.

**We appreciate your business!**

Subtotal	\$51,946.00
Tax	\$3,676.60
<b>Total</b>	<b>\$55,622.60</b>

RESOLUTION NO. 2024-31

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PURCHASE ORDER FOR TEN (10) SMARTCOVERS FROM HADRONEX, INC. (SMARTCOVER) IN AN AMOUNT NOT TO EXCEED \$55,622.60

-oOo-

WHEREAS, the District currently has five (5) SmartCovers deployed around the District; and

WHEREAS, the use of SmartCovers has already benefited the District by minimizing the extent of one sewer spill; and

WHEREAS, the District wishes to use SmartCovers as a standard manhole monitor;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to execute a purchase order, with a not to exceed amount of \$55,622.60, with Hadronex Inc. for ten (10) SmartCovers.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 30, 2024, by the following vote:

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

---

Ken White, President of the Board

ATTEST:

---

Domine Barringer, Board Clerk



# STAFF REPORT

To: Board of Directors

From: Ed Waggoner, Plant Superintendent

Date: May 30, 2024

Subject: Authorize General Services Agreement for Reconditioning of DynaSand Continuous Backwash Sand Filters – Parkson

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a General Services Agreement with Parkson for the Reconditioning of DynaSand Continuous Backwash Sand Filters in the amount of \$150,000.

## DISCUSSION

The DynaSand continuous backwash sand filters were installed at Carmel Area Wastewater District Wastewater Facility as part of the original tertiary plant in 1994. These filters were in service until the microfiltration (MF)/reverse osmosis (RO) plant was constructed in 2008. The filters were placed back into service in 2018 to provide additional pretreatment for the MF system, extending the useful life of the MF filters and improving MF feed water quality. The filters have not been refurbished since their original installation, and they have experienced moderate to severe loss in filter media over the years. Parkson Corporation, the original manufacturer of the sand filters, has provided a proposal for reconditioning of the filters, including cleaning of existing filter media, inspection and repairs of the filter components, and replacement of lost media. District operations and engineering staff have reviewed the proposal and recommend awarding this general services agreement.

## FUNDING

The FY2024/25 Carmel Area Wastewater District /Pebble Beach Community Service District Reclamation Project Capital Budget that includes \$150,000 for rehabilitation of the sand filters was approved on the May 7<sup>th</sup> meeting of the Reclamation Management Committee.

### Attachment:

1. Proposal – Parkson (Aftermarket Terms And Conditions (Domestic))
2. Resolution 2024-32

# Quotation

**NUMBER:** B01502173 Rev 2  
**TO:** Carmel Area Wastewater District  
3945 Rio Road  
Carmel, CA 93922  
**Attn:** Ed Waggoner  
**Tel:** 831-624-1249 ext. 291  
**Fax:** 831-626-6857  
**E-Mail:** waggoner@cawd.org

**DATE:** May 15, 2024  
**REF.:** Project Name: Carmel Area  
Wastewater District  
Project Location: Carmel, CA  
Original Serial #: DSF-2239

---

Parkson Corporation proposes the reconditioning of your existing DynaSand® Continuous Backwash Sand Filters and is pleased to provide this **Reconditioning Quotation** for the following:

**ITEM 1 DYNASAND® CONTINUOUS BACKWASH SAND FILTER(S)**

# Existing Units: **Four (4) Cells - Two (2) Modules Each Cell**  
Serial Number: **DSF-2647**  
Model: **DSF-50 SBBF**

**ITEM 2 PARTS**

- Fifteen (15) empty SuperSacks

**ITEM 3 PARKSON SERVICE**

**DSF CLEANING – (labor) scope of supply:**

- Removal of all necessary Grating (as required).
- Pump sand/media from the Cell being worked on into storage bags.
  1. **Storage bags will leak water. Please note that bags will need to be placed in an area where provisions exist to handle the drainage water.**
- Drain fluid (water) from Cell.
- Inspect and clean all radial arms.
- Clean lower cones of all solids/debris.
- Fill Cell with clean Plant effluent.
- Pump sand from next Cell to current Cell.
- Screen sand of larger particles/solids upon pumping.
- Re-installation of all Grating (as required).
- Wash filtered media overnight with clean Plant effluent.
- Open feed inlet for the Cell that has been cleaned.

**Next cell – (labor) scope of supply:**

- Removal of all necessary Grating (as required).
- Pump sand from next Cell to be cleaned to last Cell cleaned.
- Drain fluid (water) from Cell.
- Inspect and clean all radial arms.
- Clean lower cones of all solids/debris.
- Fill this Cell with clean Plant effluent.
- Pump sand from next Cell to be cleaned to last Cell cleaned.
- Screen sand of larger particles/solids upon pumping.
- Re-installation of all Grating (as required).





- Wash filtered media overnight with clean Plant effluent.
- Open feed inlet for the Cell has been cleaned.

The above process continues until the completion of the last Cell. Last cell will be filled with sand/media from the first cell that was pumped to storage bags.

**ITEM 4 OFFERINGS - PURCHASE PRICE**

**4.A Parkson Certified On-site Reconditioning .....\$129,817.00 USD**

1. Work performed by Parkson authorized field technicians, who will test run equipment at completion of services.
2. Customer must be able to have 2 cells off at a time in order to recondition the filter at the above cost. If only one cell can be worked on at a time additional charges will occur.
3. Parkson to supply crane to load sand.
4. Parkson to supply forklift.
5. Taxes excluded.
6. Engineering drawings excluded.

**Rebuild / Start-Up Assistance - Included**

Parkson will furnish one certified crew as required to recondition unit, provide start-up and operator training. Dates of service to be scheduled upon receipt of Buyer’s written request.

Additional start-up service can be purchased for \$1,620 per day plus travel and living expenses.

**4.B Filter Media (if required for topping off):**

During refurbishing, media shall be pumped to storage and reused. When replacing filter media into the newly reconditioned DynaSand Filters, approximately 10 -15% of the existing media may be lost. The standard media pricing is as follows and can be ordered 4-6 weeks before start-up. **PRICING BELOW DOES NOT INCLUDE FREIGHT OR LABOR TO INSTALL.**

- Filter Media, 1.4 mm ES, via bags, 3000 lb SuperSacks (for quantities of 10 tons or more.)  
Price.....\$380.00 per ton
- Filter Media, 1.4 mm ES, via pneumatic truck (for quantities of 10 tons or more.)  
Price.....\$290.00 per ton



**ITEM 5 SCHEDULE, VALIDITY, PAYMENT TERMS**

**5.A Schedule**

- Submittal Phase not required on this project.
- If Parts are required, they will be delivered to jobsite 4-6 weeks after receipt of acceptable Purchase Order, or when all questions are resolved.
- Reconditioning will be within 6-8 weeks after receipt of order. Scheduling of work depends on Parkson’s workload at time of purchase order.

**5.B Validity:**

- 1.  Price is valid for ninety (90) calendar days from Quotation date, for shipment of Equipment within the timetable stated above.

**5.C Payment Terms:**

- 1.  100% net 30 days upon reconditioning completion. Payment terms for parts only without any factory labor or field service is 100% net 30 days from shipment.

**ITEM 6 WARRANTY, DRAWINGS & MANUALS**

**6.A Mechanical Warranty:**

- 1. As defined in Section XVI on the attached Standard Conditions of Sale, Parkson offers a one (1) year mechanical warranty for all new parts installed on the DynaSand® Continuous Backwash Sand Filter by a) on-site certified reconditioning.
- 2. Installation labor of parts or parts not ordered as part of a rebuild package have a 90-day warranty.

**6.B Drawings and Installation, Operation and Maintenance (IO&M) Manuals:**

- 1. Approval Drawings: Not required
- 2. Certified Drawings: Not required
- 3. IO&M Manuals: Not required

**TERMS AND CONDITIONS:**

This Quotation is governed by and subject to Parkson’s Standard Conditions of Sale, which are incorporated by reference and accessible at: <http://www.parkson.com/files/documents/AFM-terms.pdf>



**BUYER/OWNER RESPONSIBILITY UNLESS OTHERWISE STATED:**

- Upon disassembly on site if any unforeseen parts or structural repairs are required, Parkson Corporation will notify the customer prior to commencement of any repairs beyond original quoted scope. The costs for these items will be added to the scope of work.
- Disposal of existing sand if replaced.
- Walkway, platforms, handrails, grating, and access ladders/stairs unless stated otherwise.
- Concrete and concrete design.
- Chemicals, chemical feed systems and instrumentation other than those detailed above.
- Automatic samplers or other test equipment and performance test.
- Readiness of the equipment before requesting reconditioning service. Non-readiness may result in additional charges.
- Compatibility of equipment materials of construction with process environment.
- Electrical connection and interconnecting wiring. Controls require 10 Amps at 110V.
- Interconnecting piping.
- Any other auxiliary equipment or service not detailed above.
- Dumpster for all old parts [on site rebuild].
- Care and storage of rebuild components upon receipt at customer site.

Please return one signed copy of this quotation and Purchase Order to Parkson Corporation at the address below. Refer to this quotation, date, and related correspondence.

**Issued By: Marty Unger**

**Accepted By:** (Herein called the Buyer)

**PARKSON CORPORATION**  
 1401 West Cypress Creek Road  
 Fort Lauderdale, FL 33309-1969

---

Name: Marty Unger  
 Title: Regional Sales Manager  
 Phone: 954-383-1757  
 Fax: 817-599-9725  
 E-Mail: [munger@parkson.com](mailto:munger@parkson.com)  
 Date: May 15, 2024

---

Name  
 Title:  
 Date:

Enclosures:

Local Rep: Brad Leidecker  
 Coombs-Hopkins Company  
 2855 Mitchell Drive, Suite 215  
 Walnut Creek, CA 94598  
 Phone: 925-876-0646  
 Email: brad@chcwater.com

cc: Naim Mohammed, Edna Sugden, Ryan Brice

RESOLUTION NO. 2024-32

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A GENERAL SERVICES AGREEMENT WITH PARKSON CORPORATION IN AN AMOUNT NOT TO EXCEED \$150,000 FOR RECONDITIONING OF DynaSand CONTINUOUS BACKWASH SAND FILTERS (PROJECT #22-05)

-oOo-

WHEREAS, the Reclamation Project has budgeted for treatment facilities capital projects this fiscal year; and

WHEREAS, the proposal from Parkson has been reviewed and deemed suitable by District staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a general services agreement, with a not to exceed amount of \$150,000, with Parkson for reconditioning of the DynaSand Continuous Backwash Sand Filters for the Reclamation Treatment Facilities.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 30, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

\_\_\_\_\_  
Ken White, President of the Board

ATTEST:

\_\_\_\_\_  
Domine Barringer, Board Clerk

# *Report - General Manager*

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: May 30, 2024

SUBJECT: General Manager's Update Report

## DISCUSSION

### Follow up Items from the 04-25-24 board meeting:

- Director Rachel asked the Board to work on a letter with 3 points regarding the PBCSD agreement. The District received a response from Pebble Beach Community Service District on 05-21-24. Working with committee on next steps.
- The board, last year, made a resolution for the budget to be made in terms of fundamentals (i.e. hours – gallons, etc.). Progress with incorporating fundamentals has improved each year and efforts continue by staff. Director Siegfried asked for a motion from the Board to speed the process up. Recommend holding until the June budget meeting.
- Director Rachel would like a retreat item to include an attorney presentation on the overall view of Memorandum Of Understanding and provide input on future negotiations.
- Director Urquhart – suggested hiring a Junior Assistant /Entry Level Engineer that may not already have their PE but could earn it as a condition of probation to assist our two existing PEs and aid staff succession.
- Director Urquhart – suggested to contract for a Grant Application Contractor as needed in the future to aid staff in applying for future funds.

- Director Urquhart – suggested utilizing Limited Term Positions or Retired Annuitants to cover staff absences of greater than a few months, or to pursue special projects/grant applications as the existing full time staff cannot take on this task in addition to their regular workload.
- Director Urquhart – is seeking external certification of the Districts budgeting and investment strategies as Monterey Peninsula Water Management District & Monterey One Water have done. This may require additional business service staff support if it exceeds available staff's workload.
- Director Urquhart – requested a developed succession plan for key staff nearing retirement. This request has partially been implemented with Mr. Treanor's promotion. We are working on the transition when Mr. Waggoner retires in April 2025.

**Follow up items from 03-28-24 board meeting:**

- President White requested a study of entities (all utilities) on July 1<sup>st</sup> that have not raised their rates. Staff has had time to look up a handful of entities; but we are unaware of a statewide repository of rate information so this will take some time.
- Post mortem on Corona Road project is on hold as the board requested that this topic be addressed at the board retreat.
- Collaborative Sea Level Rise statement project requested by Director Siegfried.

**ADDITIONAL ITEMS**

We had a very successful Open House at the Treatment Facility on May 14<sup>th</sup> for the Internship Program. We had maybe 10 students with parents in attendance. Seems to be quite a bit of interest in our program.

On May 22, 23, and 24<sup>th</sup> we held interviews with the applicants in an effort to make this process as "real world" as possible.

At our April meeting Director Cole asked that the prior agreement for the Vac Con truck be reviewed to see if the District has any recourse. The truck was purchased in 2015 and was 9 years old. The warranty on the truck was for 5 years. The original specs on the truck stated that the vendor must have a service center in the USA. Updated specs on a new truck will list a service center is required in northern California. The truck was purchased under a cooperative purchasing program, Sourcewell. Sourcewell develops RFPs for national, competitive solicitations that meet or exceed local requirements.

## *Other Items Before The Board*



# STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: May 30, 2024

Subject: Monterey Peninsula College (MPC) Information Technology Internship

## RECOMMENDATION

Request the Board reaffirm the decision to extend the internship program to MPC for an Information Technology (IT) Intern.

## DISCUSSION

The District has multiple IT projects in progress and many planned. Staff recommends an IT intern from MPC to address a specific need to assist with IT projects.

- Cybersecurity upgrades for cloud data connectivity.
- Artificial intelligence pilot program
- Data hub and reporting upgrades
- Network internet protocol (IP) address updates
- Pump station firewall upgrades
- Implementation and administration of software applications such as Asset Management, SharePoint, Supervisory Control and Data Acquisition (SCADA, and Geographic Information Systems (GIS).

MPC has a robust computer science and information systems (CSIS) program. The Carmel High School internship coordinator Ivonne Glenn is also the pathway coordinator for MPC and placed District staff in contact with MPC staff to discuss project possibilities.

In discussions with MPC staff we learned that they have a partnership with Marina Coast Water District that provided a model for the District to utilize. The model consists of project-based work during the summer with an extended internship where students could continue participation at reduced hours during the school year. This is also a good solution to measure our IT staffing workload to determine future needs as our IT infrastructure matures.

District staff were invited and attended an employer/student event at the MPC Marina campus. It was a great event, and many students were interested in a CSIS summer internship. The students were very knowledgeable and the District would benefit from their IT education and enthusiasm, as well as building the students' skill set by gaining valuable real world experience.

Estimated cost for MPC intern is \$5,000 for the summer dependent on hours worked by student, with remaining budget still available for the school year for both high school and college interns. The estimated cost for high school interns is less than \$5,000 for the summer.

**FUNDING-** FY 24/25 Internship Budget is \$40,000

# STAFF REPORT



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: May 30, 2024  
Subject: Cash Investment at Monterey County Treasury

## RECOMMENDATION

It is recommended that the Board of Directors provide direction to the Investment Committee for next steps.

## DISCUSSION

The District currently holds all cash balances at the Monterey County Treasury. Current rate as of 12-31-23 was 3.54%. The District has the following amounts on deposit as of February 2024:

O&M	\$13,108,055
Capital Fund	\$14,899,015
Comp Absence	\$ 283,250
Capital Reserve	\$17,340,402
Sea Level Rise	<u>\$ 6,123,438</u>
Total	\$51,754,160

Current market rate for longer term investing is 5.0+%. This means that for the portion of our balance that is longer than twelve months we are not taking advantage of approximately 1.5% available on the open market.

Of the five fund categories listed above, we may assume that the Capital Reserve and Sea Level Rise are longer than twelve months. Therefore, we should compare that amount under the County rate and also under current public offerings. Essentially \$23M compounded monthly at 1.54% is approximately \$356K. (Please see attached worksheet.)

Note: This is an example only. This is not a forecast of future investment rates that will certainly fluctuate.

Over the past year there have been several communications with the County Treasurer, they have been clear that the District must follow their rules. They indicate that the District must follow an all or nothing scenario. That is, either the District keeps all of their funds with the County or they take all of their funds out of the County. Taking our funds out of the County would involve bringing billing and collection efforts in-house. It would also require that the District appoint or hire a Treasurer position. Estimated cost of filling position in-house would be ~\$386K. (Again, please see attached worksheet.) Note that the District would recover the management fee assessed by the County on our account of roughly \$22K.

The Investment Committee believes that to go any further with this project we need to hire specialized legal counsel to advise whether or not the County is on firm ground when stating their policy.

We are bringing this item to the full Board of Directors for further guidance.

## **FUNDING**

No funding provision for legal services has been made for this project.

## **ATTACHMENT**

Calculated hypothetical example of impact of move with rates based on balances from December 2023. The calculation was done on one of the compound interest calculators widely available on the internet.

**Examply Only - Sample Investment Calculation**

*Last known Rates Used - Not A True Depiction*

		Int Rate	12 mos
O&M Fund	\$13,108,055.00		
Capital Fund	\$14,899,015.00		
Comp Absences	\$283,250.00		
Capital Reserve	\$17,340,402.00		
Sea Level Reserve	\$6,123,438.00		
total	\$51,754,160.00		

<b>Rate differential Current Mkt Rate to County Rate</b>	~	<b>1.5%</b>	
Current Yr	\$23,463,840.00	3.54%	\$844,230.15
Greater than or equal to 1 Yr	\$23,463,840.00	5.00%	<u>\$1,200,454.00</u>
		<i>difference</i>	\$356,223.85

Note: Assumes no additional deposits during 12 month period  
 Calculations were performed at [www.investor.gov/financial-tools-calculators](http://www.investor.gov/financial-tools-calculators)  
 Compounding rate is at the beginning of each month.

**Estimated costs of leaving the County Pool**

A/R Clerk (Represented - range 19)	\$56.30	\$117,103.44
Benefits @ 50%		\$58,551.72
Accounting Supervisor (Non Represented - additional pay)		\$20,000.00
Postage (6807 x 6 bimonthly billing)		\$26,138.88
Software module (1 time purchase)		\$0.00
Collections/Foreclosure Duties		<i>unknown</i>
Treasurer Position		<i>unknown</i>
Investment Mgmt Services	70 bps*	\$164,246.88
Legal Services		<i>unknown</i>
	<i>total</i>	<u>\$386,040.92</u>
	**	\$22,000.00
Additional earnings less additional expenses		<u>\$ (7,817.07)</u>

\*Investment Mgmt Services with Hastie Financial are currently 70 bps  
 \*\* Currently the District pays \$22K to County Treasury for management fee of account

Modify the values and click the Calculate button to use

End Amount	Additional Contribution	Return Rate	Starting Amount	Investment Length
Starting Amount	\$23,463,840.00			
After	1 years			
Return Rate	3.54 %			
Compound	monthly			
Additional Contribution	\$0			
Contribute at the <input checked="" type="radio"/> beginning <input type="radio"/> end of each <input checked="" type="radio"/> month <input type="radio"/> year				
<b>Calculate</b>				

Results	
<b>End Balance</b>	<b>\$24,308,070.15</b>
Starting Amount	\$23,463,840.00
Total Contributions	\$0.00
Total Interest	\$844,230.15

Modify the values and click the Calculate button to use

End Amount	Additional Contribution	Return Rate	Starting Amount	Investment Length
Starting Amount	\$23,463,840.00			
After	1 years			
Return Rate	5.0 %			
Compound	monthly			
Additional Contribution	\$0			
Contribute at the <input checked="" type="radio"/> beginning <input type="radio"/> end of each <input checked="" type="radio"/> month <input type="radio"/> year				
<b>Calculate</b>				

Results	
<b>End Balance</b>	<b>\$24,664,294.59</b>
Starting Amount	\$23,463,840.00
Total Contributions	\$0.00
Total Interest	\$1,200,454.59

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: May 30, 2024

Subject: Pebble Beach Community Services District (PBCSD) – Regular Board Meeting on April 26, 2024

## DISCUSSION

Agenda items from April 26, 2024, meeting that are of specific interest to this District:

- Total cash balance at the end of March 2024 was \$31.0M; of that \$21.3M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues.
- The 2024-25 Preliminary Budget was presented with total revenue of \$24,865,000, which is a 6% increase over the 2023-24 budget. The property tax revenue increased by \$1M or 5% from \$19M to \$20M.
- Sewer user fees are proposed to be increased by 9%. The increase amounts to \$2.86 per month from \$31.72 to \$34.58. The estimated annual revenue that will be generated by the proposed fees is \$1,635,000. The Budget includes \$6.5M for wastewater expenditures, excluding the carry-over amount from the prior year. The \$4.9M difference between the budgeted expenditures and the user fee revenue is proposed to be financed from property tax \$3M, capital outlay reserve \$1.7M, and investment and other revenue \$0.2M)
- The PBCSD sewer user fee rate is proposed at \$34.58. CAWD sewer user fee is \$79.40. PBCSD finances 24% of their user fee with sewer user fees.
- Approximately 115 million gallons (MG) or 353 acre feet of recycled water is currently stored in Forest Lake Reservoir, which represents 100% of permitted capacity. Forest Lake Reservoir reached its full storage capacity on January 15<sup>th</sup> and has remained full since then.

- Total irrigation demand for the 2024 calendar year through March was 16 acre feet. Total demand for the calendar year is 76% below the 5-year annual average usage of 66 acre feet.
- The month of March observed no change in net storage, similar to March of last year.
- Average daily wastewater flow of 626,000 gallons per day (GPD) was measured in March at the PBCSD-Carmel gate. This represents 36% of the total monthly flow at the Carmel Area Wastewater District (CAWD) treatment facility.
- The measured PBCSD flows were 2% above the five-year average of 616,000 GPD for March. The CAWD flows were 6% above the five-year average of 1,640,000 GPD for March.
- The Board authorized the General Manager to purchase a replacement ten-inch portable wastewater pump for an amount not to exceed \$255,000. This pump will be used primarily to provide emergency/standby pumping capacity at Seal Rock Pump Station.
- Average daily wastewater flows measured in million gallons per day (MG) show:

<b>MONTH</b>	<b>TOTAL</b>	<b>CAWD FLOW</b>	<b>PBCSD FLOW</b>	<b>PBCSD</b>
July - 23	38.634	26.289	12.345	31.954%
Aug -23	37.315	25.785	11.530	30.899%
Sept - 23	33.729	23.238	10.491	31.104%
Oct - 23	33.587	23.691	9.896	29.464%
Nov-23	32.310	22.945	9.365	28.985%
Dec - 23	37.449	26.266	11.183	29.862%
Jan - 24	46.648	28.966	17.682	37.905%
Feb-24	62.617	39.689	22.928	36.616%
Mar-24	54.062	34.659	19.403	35.890%
Apr-24	44.703	28.940	15.763	35.262%
Total	421.054	280.468	140.586	33.389%

## **FUNDING**

Informational item only

# STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: May 30, 2024

Subject: Carmel Area Wastewater District (CAWD)/Pebble Beach Community Special District (PBCSD)- Wastewater Reclamation Management Committee on May 7, 2023



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

## Agenda Items:

1. Minutes from February 13, 2024 were approved unanimously.
2. Financial Statements ending April 30, 2024 were received and no action was required.
3. Operations & Maintenance (O&M) Project report was presented by Superintendent Waggoner. The reservoir reached full capacity on January 14<sup>th</sup>. A review of significant maintenance being performed during shutdown was presented.
4. Distribution System O&M report was presented by Chris Simmons, PBCSD Associate Engineer.
5. The 2024/25 Reclamation Project budget was presented and approved by the Committee. Total revenues estimated at \$5.1M. Contribution to Reserves \$530,000.



*Treasurer's Report*  
*will be inserted when received*

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

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



**PBCSD Board Public Meeting Notice & Agenda** – The next PBCSD meeting is scheduled for:  
*Friday, May 31, 2024, at 9:30 a.m. – President White is scheduled to attend.*  
*Friday, June 28, 2024, at 9:30 a.m. – Director Urquhart is scheduled to attend.*

**Special Districts Association of Monterey County** – The next SDA meeting is scheduled for:  
*Tuesday, July 16, 2024, at 6:00 p.m. – Director Rachel is scheduled to attend.*  
*Tuesday, October (TBD), 2024, at 6:00 p.m. – Director Siegfried is scheduled to attend.*

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

# *Closed Session*

# *Adjournment*