



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

October 29, 2020
Thursday
9:00AM



Carmel Area Wastewater District

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

Barbara Buikema
General Manager
Ed Waggoner
Operations Superintendent
Robert R. Wellington
Legal Counsel

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

COVID-19 Public Meeting Procedures

As per the Governor's Executive Order #N-29-20 (March 17, 2020) the following will be in effect until rescinded.

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



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., September 24, 2020

Teleconference Webinar

(See California Executive Order N-29-20 during Covid19 Pandemic)

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:01 a.m.

Present: Directors: D' Ambrosio, Robert Siegfried, Charlotte Townsend, Michael Rachel, And President White

Absent: None

A quorum was present.

Others: Via Zoom

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)

Rachél Lather, District Engineer, CAWD

Patrick Treanor, Plant Engineer, CAWD

Ed Waggoner, Plant Superintendent, CAWD

Chris Foley, Maintenance Superintendent, CAWD

Daryl Lauer, Collections Superintendent, CAWD

Domine Barringer, Administrative Assistant/Board Clerk, CAWD

Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD

Rob Wellington, Wellington Law Offices, CAWD Legal Counsel

Jeff Froke, Director, Pebble Beach Community Services District (PBCSD)

Mike Niccum, General Manager, PBCSD

Nancy Johnson, Senior Accountant, PBCSD

Marilyn Schultz, General Manager, Barnyard Shopping Village

Aileen Mahoney, Associate Environmental Planner, Rincon Consultants, Inc.

John Mukhar, Principal Engineer, MNS Engineers, Inc.

1. Public Comments:

No public comment

2. Agenda Changes:

- Item No. 25, page 135, the Staff Report presentation, discussion and action was moved forward to before the Consent Agenda.
- Item No. 23, page 104, the Staff Report presentation, discussion and action was moved forward to before the Consent Agenda.

3. Human Resource (HR) Consultant Update – oral report given by Beth Ingram
After the report given by the HR consultant, the Board requested that the consultant contact other wastewater districts to gather information on their pre-employment processes in order to compare those with CAWD's.
4. Online Credit Card Acceptance – presentation given by Domine Barringer
5. **Resolution No. 2020-63**; Report given by the General Manager, Barbara Buikema and comment from General Manager of the Barnyard Shopping Village

Board Action

Following the General Manager's report, the General Manager of the Barnyard made a statement in opposition of the refund/adjustment policy that was brought forth in the Resolution and instead requested consideration regarding the amount of user fees assessed to commercial properties due to the ill effects of COVID-19 on business income. There was extensive discussion and the Board decided to postpone action on the Resolution and to have staff analyze the fixed and variable costs that make up our user rates and to also provide a list of key issues/points that the Board should scrutinize during it's due diligence in considering adopting a refund and/or adjustment policy for the District.

6. **Resolution No. 2020-61**; Report given by the Principal Engineer, Rachél Lather

Board Action

After a brief discussion, a motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously adopted Resolution 2020-61, accepting the Initial Study/Mitigated Negative Declaration (IS/MND) and the Mitigation Monitoring and Reporting Plan (MMRP); and approve the Carmel Valley Manor Sewer Extension Project #19-08.

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

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 was made by Director Rachel and seconded by Director Townsend. After a Roll Call vote, the Board unanimously received and approved the Meeting Minutes and the following Consent Calendar/Agenda items. The Board also voted to amend the consent agenda going forward to include the large Collection's improvements project on the Capital Projects Report/Implementation and the Project Summaries report to dedicate a section of the Collection System Superintendent's Report for the Riverwatch Settlement project update.

7. Regular Board Meeting Minutes of August 27, 2020
8. Bank Statement Review by Hayashi Wayland – August 2020
9. Schedule of Cash Receipts & Disbursements – August 2020
10. Register of Disbursements - Carmel Area Wastewater District – August 2020
11. Register of Disbursements – CAWD/PBCSD Reclamation Project – August 2020
12. Financial Statements and Supplementary Schedules – August 2020
13. Collection System Superintendent’s Report – (2020-August, July, June)
14. Safety and Regulatory Compliance Report – August 2020
15. Treatment Facility Operations Report – (2020-August, July, June)
16. Laboratory/Environmental Compliance Report – August 2020
17. Capital Projects Report/Implementation Plan
18. Project Summaries
19. Plant Operations Report – August 2020
20. Maintenance Projects Report – August 2020
21. Principal Engineer Monthly Report – August 2020

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

22. **Resolution No. 2020-58**; Report given by Maintenance Superintendent, Chris Foley

Board Action

After brief discussion, a motion to approve the resolution was made by Director Townsend and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously adopted Resolution 2020-58, authorizing the General Manager to contract with Frisch Engineering, Inc. for professional services in an amount not to exceed \$250,000 for design services.

23. **Resolution No. 2020-59**; Report given by Maintenance Superintendent, Chris Foley

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously adopted Resolution 2020-59, authorizing the General Manager to contract with Quinn Power Systems for the purchase of a portable trailer mount 100-kilowatt generator for \$77,149.

24. **Resolution No. 2020-60**; Report given by Maintenance Superintendent, Chris Foley

Board Action

A motion to approve the resolution was made by Director Townsend and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board adopted Resolution 2020-60, authorizing the General Manager to contract with Downtown Ford for the purchase of a utility truck in the amount of \$82,507.30. A motion to approve the staff recommended diesel engine for the new truck in Resolution 2020-60 was made by Director D'Ambrosio and seconded by Director Rachel and the Board voted to approve the diesel engine.

25. **Resolution No. 2020-62**; Report given by the General Manager, Barbara Buikema

Board Action

A motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously adopted Resolution 2020-62, approving the opening of a banking relationship with Chase Bank and transferring from Union Bank to Chase Bank and also authorizing the General Manager to act as the authorized officer to execute documents.

26. **Resolution No. 2020-64**; Report given by Maintenance Superintendent, Chris Foley

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously adopted Resolution 2020-64, ratifying a contract with Coast Counties Glass in the amount of \$28,936.78 for interior doors and counter barrier for the Administration Lobby Project #20-01.

OTHER ITEMS BEFORE THE BOARD

27. Administrative Building COVID-19 Improvements Status Update was given by the Plant Engineer, Patrick Treanor.
28. Discussion of State Board Polyfluoroalkyl Substances (PFAS) Testing Requirements. Plant Superintendent, Ed Waggoner, presented his report. After discussion, the Board advised staff to do the State required testing requirements for PFAS and nothing in addition to those.

COMMUNICATIONS

29. General Manager's Report – *Oral report by Barbara Buikema*
- Carmel-by-the-Sea Climate Committee
 - Naval Post Graduate School Intern Class
 - Boxed lunch for CAWD employees in honor of *The California Water Professionals Week* on October 7th.

INFORMATION/DISCUSSION ITEMS

* These are informational only items, and no action was taken.

30. No update on the proposed Mr. Larsen sewer connection in Carmel Highlands as reported by Collections Superintendent, Daryl Lauer.
31. Announcements On Subjects Of Interest To The Board Made By Members Of The Board Or Staff
- Director D'Ambrosio is scheduled to attend the Friday, September 25, 2020 PBCSD Board Meeting. Director Rachel is scheduled to attend the Friday October 30, 2020 PBCSD Board Meeting.
 - Director Townsend and Director White are scheduled to attend the Reclamation Management Committee meeting on Wednesday, November 18, 2020.
32. **CLOSED SESSION:** *As permitted by Government Code Section 54956 et seq., the Board of Directors may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, real property negotiations, or to confer with the District's Meyers-Milias-Brown representative.*

A. Public Employee Performance Evaluation

Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **General Manager Performance Evaluation**

The Board adjourned to closed session at 11:21 a.m. and after a brief recess the Board convened in closed session at 11:30 a.m. The Board came out of the closed session at 12:29 p.m. and Legal Counsel announced that the Board had convened into closed session with regard to the single item listed on the Agenda having to do with performance evaluation of the General Manager. That item was taken up and discussed by the Board. They concluded the performance evaluation of the General Manager and no other reportable action was taken. The Board then reconvened to regular session at 12:30 p.m.

33. ADJOURNMENT

*There being no further business to come before the Board, the President adjourned the meeting at 12:30 p.m. The next virtual Regular Meeting will be held at 9:00 a.m., Thursday, **October 29, 2020**, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@caud.org.*

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
PENSION COMMITTEE MEETING MINUTES
September 24, 2020 at 12:35 p.m.
Via "ZOOM"

CALL TO ORDER - ROLL CALL The meeting commenced at 12:35 p.m.

Present: Director Michael Rachel, Trustee & Committee member
 Legal Counsel, Robert Wellington, Trustee & Committee member
 General Manager, Barbara Buikema, Trustee & Committee member

Absent: None

AGENDA ITEMS:

1. California Employers' Prefunding Trust (CEPPT)

The Pension Committee met to discuss the item and recommended it be brought forward to the full Board at the regular October 2020 meeting.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 1:00 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, October 29, 2020, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

October 15, 2020

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 September 2020. 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 reconciliation for the Union Bank O&M account, the Union Bank payroll account and the Monterey County Sweep account. This service is limited in scope and is neither designed nor intended to deter or discover fraud, embezzlements or any other irregularities.

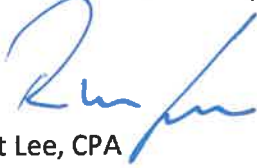
The procedures we performed and the associated findings are as follows:

- (1) We reviewed individual checks (or electronic images of individual checks or substitute checks). This procedure did not reveal any differences.
- (2) We examined the signatures on each check and compared them to a copy of the signature card on file with your bank to determine if the correct authorized people have signed the checks (we are not handwriting or forgery experts). This procedure did not reveal any differences.
- (3) We examined the payee on the check and matched it to the payee name appearing in your cash disbursements journal. This procedure did not reveal any differences.
- (4) We matched interbank account transfers. This procedure did not reveal any differences.



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

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



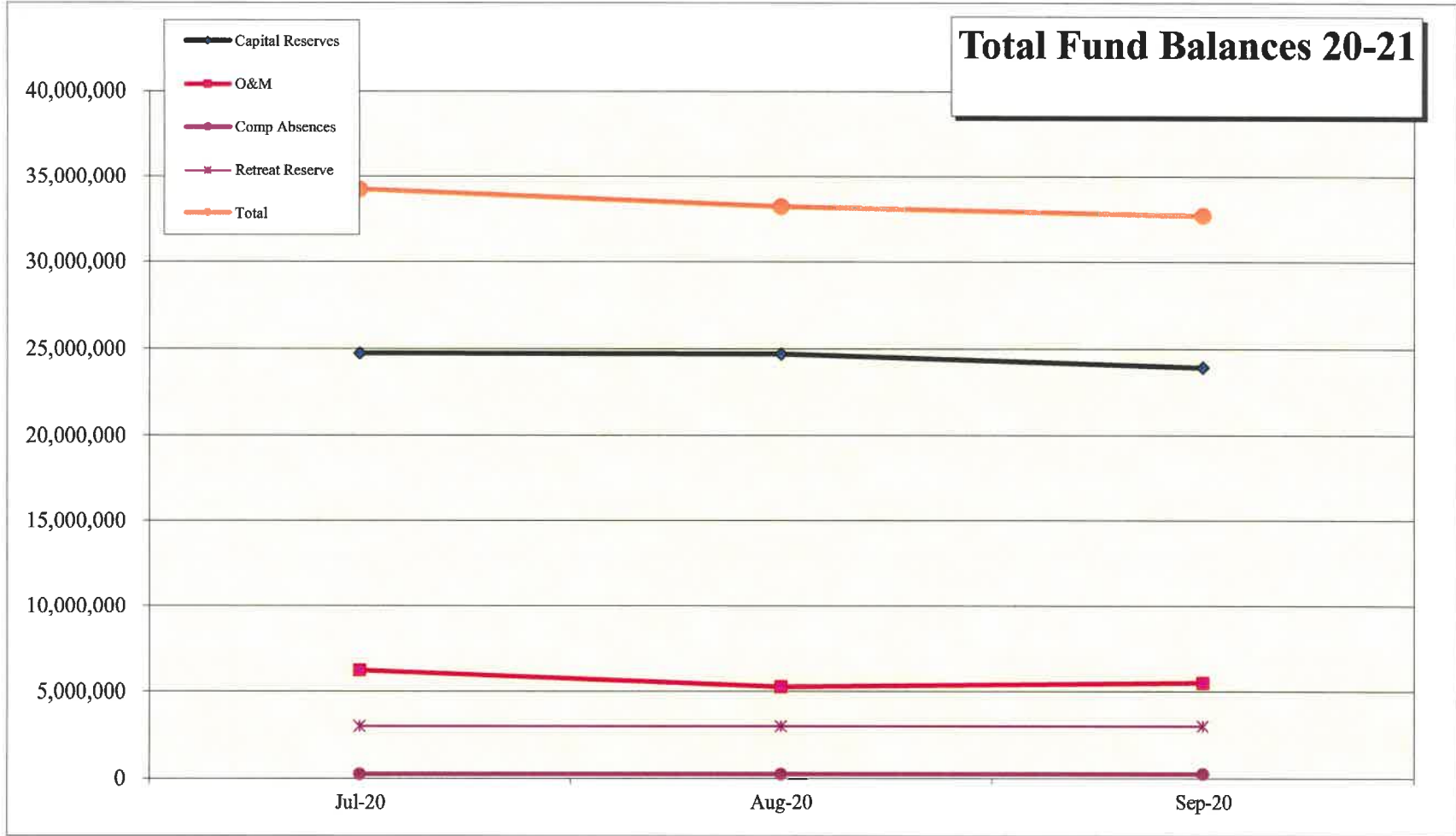
Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

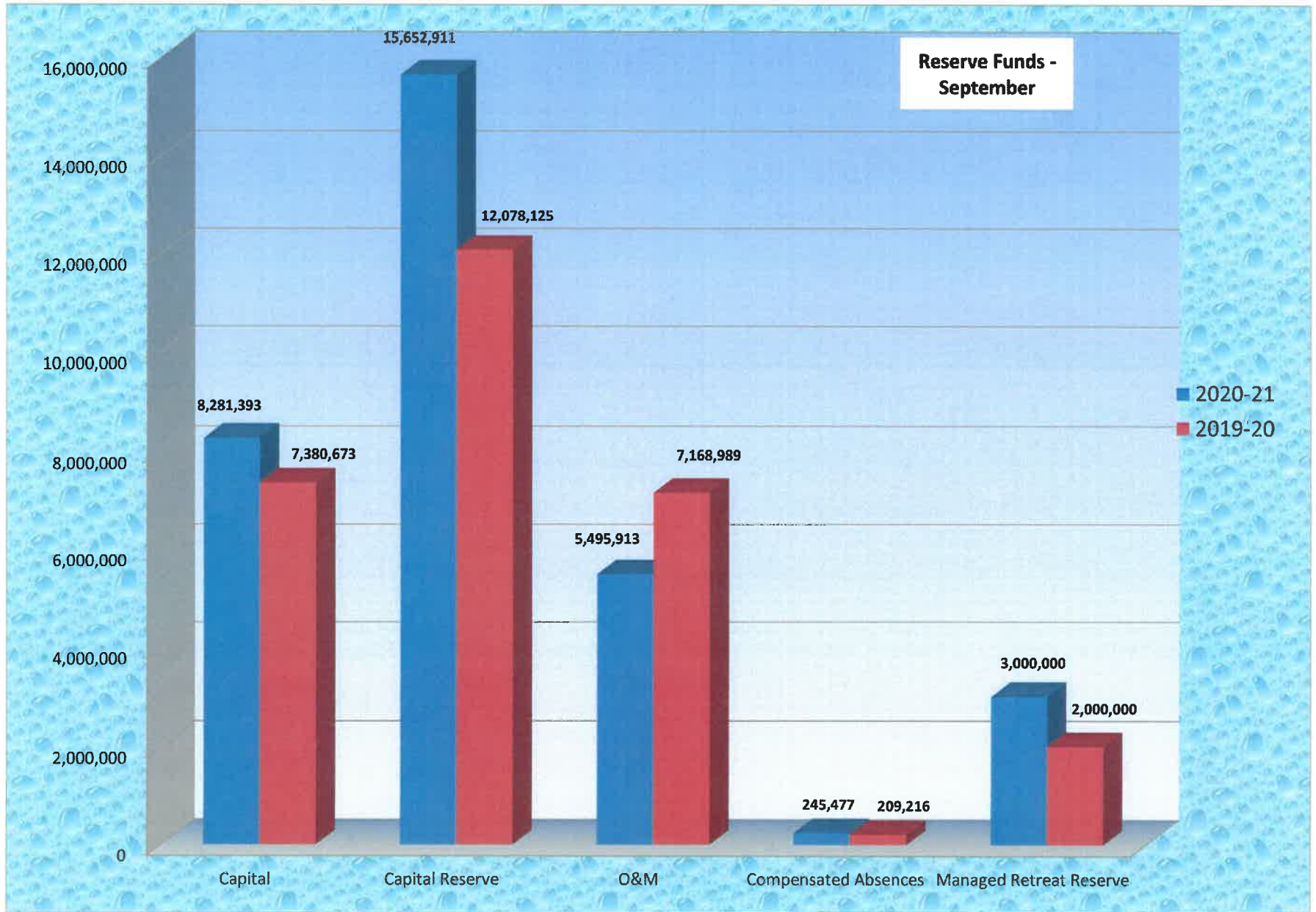


Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - SEPTEMBER 2020

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Union Bank Bank O & M Balance	Union Bank Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$9,054,091	\$15,643,647	\$5,268,035	\$245,477	\$3,000,000	\$33,211,250	\$1,237,055	\$114,776	\$1,189,179
Receipts:									
User Fees			55,179						
Property Taxes		9,264							
PBCSD Treatment Fees							90,000		
Reclamation O & M reimbursement							108,315		
Reclamation capital billing							14,072		
Permits							4,775		
PBCSD capital billing									
Other misc. revenue							17,366		
Interest income								1	
Connection Fees									
Plan Review									
CAWD bond payment transfer in error by County							194,360		
Refund ADP fees								605	
Pooled liability dividend									
Void checks-replace lost check							7,155		
Total Receipts	0	9,264	55,179	0	0	64,443	436,043	606	0
Fund Transfers:									
Transfers to Union Bank O&M	(772,698)		172,698				600,000		
Transfers to Union Bank PR							(240,000)	240,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(772,698)	0	172,698	0	0	(600,000)	360,000	240,000	0
Disbursements:									
Operations and capital							959,271		
Payroll & payroll taxes								215,396	
Employee Dental reimbursements							7,096		
CALPERS EFT							34,222		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							587		
Home Depot EFT							308		
US Bank EFT							7,813		
Deferred comp contributions EFT								10,535	
PEHP contributions EFT								3,069	
Bank/ADP fees							245	605	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Unfunded CALPERS liability									
GASB 68 report fee & SSA 218 fee									
Total Disbursements	0	0	0	0	0	0	1,009,543	229,605	0
BALANCE END OF MONTH	8,281,393	15,652,911	5,495,913	245,477	3,000,000	32,675,693	1,023,555	125,777	1,189,179



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



Carmel Area Wastewater District
Disbursements
Sep-20

Date	Check	Vendor	Description	Amount
09/01/20	35404	Accelerated Technology Laboratories	LIMS lab software training classes	1,245.00
09/01/20	35405	American Fidelity Assurance Company	Flex accounts	123.07
09/01/20	35406	American Fidelity Assurance	Employee insurance premiums	699.52
09/01/20	35407	Andrew Millington	Plumbing parts	24.63
09/01/20	35408	Ann Muraski	Educational pop-up display	3,875.00
09/01/20	35409	AT&T Mobility	Cell service	891.75
09/01/20	35410	AT&T CALNET 3	Various phone lines for devices	375.42
09/01/20	35411	Barbara Buikema	Dental	1,370.00
09/01/20	35412	Bartel Associates	GASB 68 CALPERS reports for audit	1,400.00
09/01/20	35413	Biobot Analytics	Influent sample testing	5,100.00
09/01/20	35414	Blackburn MFG.	Flo Safety Green Water spray paint	135.97
09/01/20	35415	Buckles-Smith Electric	Switchgear programming (CAPITAL)	14,458.00
09/01/20	35416	Carmel Pine Cone	Legal notices (CAPITAL)	310.00
09/01/20	35417	Cintas Corporation	Laundry service	1,076.18
09/01/20	35418	Comcast	Calle pump station internet	109.78
09/01/20	35419	Culligan Water	Lab C&I Exchange	17.35
09/01/20	35420	CWEA	Annual membership and certificate renewal	288.00
09/01/20	35421	Daryl Lauer	Vehicle fuel reimbursement	124.25
09/01/20	35422	Denise Duffy & Associates	Hatton Canyon Pipeline Bursting Project #18-17 (CAPITAL \$15,715.00) & CAWD Annexation Project	26,840.50
09/01/20	35423	Direct TV	Monthly service	83.99
09/01/20	35424	DMV	Sales tax and transfer fees for new trailer (CAPITAL)	1,750.00
09/01/20	35425	Domine Barringer	Dental	1,053.84
09/01/20	35426	El Camino Machine & Welding	Aluminum flat stock	3,945.95
09/01/20	35427	Equitable Financial Life Insurance	Life insurance and LT disability premium	2,348.18
09/01/20	35428	Fastenal Company	Grinder kit	279.07
09/01/20	35429	Ferguson Enterprises	Recirculation pump	324.21
09/01/20	35430	Geraldine L. Barrett TR	User fee refund - not connected to the system	1,593.62
09/01/20	35431	Got.Net	Domain parking	24.20
09/01/20	35432	Grainger	Industrial Shear Brake Roll tool	3,310.98
09/01/20	35433	Insituform Technologies	Rio Road CIPP Lining Project #19-07 (CAPITAL)	589,314.45
09/01/20	35434	James Grover	Dental	1,702.40
09/01/20	35435	John F Bennett, MD	Employee driver medical exams	400.00
09/01/20	35436	Kristina Pacheco	Dental (\$1,225.00) and office supplies	1,332.38
09/01/20	35437	McMaster-Carr	Stainless steel pipe and mounting plates	411.60
09/01/20	35438	MJ Murphy Lumber	Pressure treated lumber post	88.80
09/01/20	35439	MNS Engineers	Hatton Canyon Pipeline Bursting Project #18-17 & Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	5,663.50
09/01/20	35440	Monterey Bay Analytical Services	Final effluent sample analysis	349.00
09/01/20	35441	Pacific Legacy, Inc.	Mech/Elec Rehab & Sludge Holding Tank Project 18-01 (CAPITAL)	821.25
09/01/20	35442	Pan-Pacific Supply Company	Pressure switches and isolation gauges	2,937.26
09/01/20	35443	Patelco Credit Union	Health savings accounts contributions	5,870.33
09/01/20	35444	Pacific Gas & Electric	Co-gen billing	167.94
09/01/20	35445	Potter's Electronics	USB cables	103.24
09/01/20	35446	P S O M A S	Construction management for the Hatton Canyon Trail Project #18-17 and the Rio Road CIPP Lining Project #19-07 (CAPITAL)	73,990.00
09/01/20	35447	Quill LLC	Office supplies	865.57
09/01/20	35448	Rachel Lather-Hidalgo	Dental (\$222.20) and vision copays	272.20

Carmel Area Wastewater District
Disbursements
Sep-20

Date	Check	Vendor	Description	Amount
09/01/20	35449	Rain for Rent	Rental of box filter with spill guards	1,044.49
09/01/20	35450	Raymond DeOcampo	Dental (\$552.00) and Process Control and Lab Support webinar fees	602.00
09/01/20	35451	Rincon Consultants	Upper Rancho Canada Pipeline Project #19-13 (CAPITAL)	9,374.19
09/01/20	35452	Sigma-Aldrich	Performance testing samples	628.39
09/01/20	35453	Toro Petroleum	Five gallon oil pails	960.97
09/01/20	35454	Underground Service Alert	California State Regulatory fees	1,022.90
09/01/20	35455	Univar USA Inc.	Sodium hypochlorite	3,992.32
09/01/20	35456	Vision Service Plan	Vision insurance premium	573.30
09/01/20	35457	Wellington Law Offices	District legal services	2,000.00
09/01/20	35458	WorkSmart Automation	Migration of reports to Ignition	1,160.00
09/08/20	35459	Buckles-Smith Electric	Electrical box & mounting panel and 20 amp breakers (CAPITAL \$7,846.13)	9,222.76
09/15/20	35460	Acme Analytical Solutions	Acetic acid and potassium iodate solution	552.60
09/15/20	35461	American Fidelity Assurance Company	Flex accounts	123.07
09/15/20	35462	AT&T CALNET 3	Fiber line	596.12
09/15/20	35463	AT&T	Admin alarm	42.83
09/15/20	35464	AutomationDirect, Inc.	Incandescent indicating lights, contact blocks & electrical parts	1,264.45
09/15/20	35465	Bryan Mailey Electric	Replace lift station hydrorangers, install alarm and replace communication units	7,350.00
09/15/20	35466	Cal-Am Water	Monthly service	773.45
09/15/20	35467	Carmel Marina Corporation	Admin garbage and Plant rollofts	2,033.54
09/15/20	35468	CAWD\PBCSD Reclamation Project	Reimbursement for tertiary lab PG&E	616.45
09/15/20	35469	CDCI	Annual outfall pipe inspection and lagoon pipe inspection	13,125.00
09/15/20	35470	Christopher Dixon	Certificate renewal	150.00
09/15/20	35471	Christopher Dinner Heating	Install Renzor heater	4,825.00
09/15/20	35472	Cintas Corporation	Laundry service	1,013.56
09/15/20	35473	Clark Pest Control	Plant service	273.00
09/15/20	35474	Comcast	Pump stations internet	429.88
09/15/20	35475	Comcast	Pump stations internet	119.78
09/15/20	35476	C S C of Salinas	4000 psi hoses and parts	122.39
09/15/20	35477	Denise Duffy & Associates	Hatton Canyon Pipeline Bursting Project #18-17 (CAPITAL)	13,569.00
09/15/20	35478	Domine Barringer	Vision copays	80.00
09/15/20	35479	Edward Waggoner	Dental	148.00
09/15/20	35480	Fastenal Company	Operating and safety supplies	3,831.65
09/15/20	35481	FGL Environmental	Final effluent sample analysis	270.00
09/15/20	35482	Fisher Scientific	Lab supplies	672.41
09/15/20	35483	Grainger	Primary blower air filter and supplies	1,096.89
09/15/20	35484	Hach Company	Lab supplies	409.71
09/15/20	35485	Harrington Industrial Plastics	Clear plastic PVC sheets (CAPITAL \$436.38)	872.75
09/15/20	35486	Hayashi & Wayland Accounting	Bank reconciliation oversight	375.00
09/15/20	35487	ICON Cloud Solutions	Monthly telephone service	585.43
09/15/20	35488	Idexx Laboratories	Lab supplies	1,237.12
09/15/20	35489	Image Source	Plant copier charges	64.08
09/15/20	35490	Karla Cristi	Dental (\$179.28) and shipping charge reimbursement	208.74
09/15/20	35491	Liberty Composting	Sludge hauling	5,351.32
09/15/20	35492	MBS Business Systems	Quarterly copier billing for admin.	688.47
09/15/20	35493	McMaster-Carr	Operating supplies	701.18
09/15/20	35494	Michael Garrison	Certificate renewal	150.00

Carmel Area Wastewater District
Disbursements
Sep-20

Date	Check	Vendor	Description	Amount
09/15/20	35495	MNS Engineers	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	5,360.00
09/15/20	35496	Monterey Auto Supply	Blister pack capsules lights	31.11
09/15/20	35497	Murphy Austin Adams Schoenfeld LLP	Option agreement with Monterey County legal fees	3,714.50
09/15/20	35498	Peninsula Welding & Medical Supply	Non-liquid cylinders for the lab	103.20
09/15/20	35499	Pacific Gas & Electric	Monthly service	36,184.90
09/15/20	35500	Pure Water	Monthly service	124.25
09/15/20	35501	Quill LLC	Office supplies	248.82
09/15/20	35502	Rachel Lather-Hidalgo	Dental	268.00
09/15/20	35503	Rain for Rent	Rental of box filter with spill guards	682.16
09/15/20	35504	Robert Siegfried	Dental	375.00
09/15/20	35505	Scarborough Lumber & Building	Operating supplies	110.03
09/15/20	35506	Smitty's Janitorial	Monthly Plant service	910.00
09/15/20	35507	Solenis LLC	Praestol K 144 L-NA	12,894.13
09/15/20	35508	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design (CAPITAL)	32,472.50
09/15/20	35509	Streamline	Website maintenance	400.00
09/15/20	35510	SWRCB-ELAP Fees	Annual Environmental Laboratory Accreditation Program fees	2,665.50
09/15/20	35511	Town & Country Gardening	Monthly service	610.00
09/15/20	35512	Univar USA Inc.	Sodium bisulfate	6,812.33
09/15/20	35513	UPS	Additional charge for Hach shipping	0.38
09/15/20	35514	USA Blue Book	Circular chart paper	699.89
09/15/20	35515	U.S. Postal Service	Annual renewal of PO Box	226.00
09/15/20	35516	Wayside Garage	2016 Kenworth T370 service	753.63
09/17/20	35517	Mainsaver Software	Replace lost check 35269 from 7/14/20	7,155.00
09/21/20	35518	Robert Bowman	Mechanical Tech GR I test fee	175.00
09/23/20	35519	Monterey Bay Air Resources District	New application fees for the standby generator (CAPITAL)	1,618.00
				966,366.90

**CAWD/PBCSD Reclamation Project
Disbursements
Sep-20**

Date	Check	Vendor	Description	Amount
09/01/20	8900	Accelerated Technology Laboratories	LIMS lab program training classes	1,245.00
09/01/20	8901	AutomationDirect.com	3 position switch and led indicators	581.85
09/01/20	8902	Brenntag Pacific	Ammonium hydroxide	3,627.40
09/01/20	8903	Buckles-Smith Electric	Red stranded wire	135.29
09/01/20	8904	CAWD	2019-20 Final Capital bill (CAPITAL)	14,071.76
09/01/20	8905	Fastenal Company	Bolts and washers	40.11
09/01/20	8906	H2O Innovation USA	Micron filter cartridges	1,920.11
09/01/20	8907	Hach Company	Flow sensors and lab supplies	1,106.64
09/01/20	8908	Kemira Water Solutions	Ferric chloride	3,036.88
09/01/20	8909	Microgenics Corporation	Lab supplies	323.47
09/01/20	8910	Monterey Peninsula Water Mgmt. District	Annual O&M and User Fee bills	108,056.04
09/01/20	8911	Moody's Investors	Line of Credit fees	5,000.00
09/01/20	8912	Pebble Beach Company	COP interest expense	380.41
09/01/20	8913	Professional Water Technologies	Opticlean-B-45 chemical	5,061.26
09/01/20	8914	R&B Company	Limit rods, plates and gaskets	205.03
09/01/20	8915	Sigma-Aldrich	Lab supplies	628.38
09/08/20	8916	Buckles-Smith Electric-VOID	20 amp breakers-VOID	0.00
09/14/20	8917	ATS	3,600 lb. tote of PHOS-58 chemical	14,503.71
09/14/20	8918	Brenntag Pacific	Citric acid	2,505.06
09/14/20	8919	Bryan Mailey Electric	Upgrade motors, install wireless access point, replace VFD, fix Coag Floc gearbox and GFI at Tertiary	1,680.00
09/14/20	8920	CAWD	Reimbursement for O&M, aeration and secondary PG&E and chemicals	108,315.19
09/14/20	8921	Coastal Fabrication	New steel pump base	2,703.60
09/14/20	8922	Fisher Scientific	Lab supplies	599.73
09/14/20	8923	Hach Company	Lab supplies and digital sensors	3,618.25
09/14/20	8924	Idexx Laboratories	Lab supplies	1,237.13
09/14/20	8925	Motion Industries	Bearings	114.06
09/14/20	8926	PBCSD	O&M reimbursement	21,363.67
09/14/20	8927	SWRCB-ELAP Fees	Annual Environmental Laboratory Accreditation Program fees	2,665.50
09/15/20	8928	CAWD	Reimburse the CAWD bond payment transferred here in error by the County	194,359.66
09/16/20	8929	Pacific Gas & Electric	Tertiary and MF/RO	40,051.94
09/17/20	8930	Evantec Corporation	Replace lost check 8762 from 4/10/20	161.97
				539,299.10



**Financial Statements
and
Supplementary Schedules**

September 2020

October 29, 2020

Carmel Area Wastewater District

Balance Sheet

September 2020

ASSETS		
Current Assets		
Cash		
Cash	35,014,204.90	
TOTAL Cash	35,014,204.90	
Other Current Assets		
Other Current Assets	1,039,795.12	
TOTAL Other Current Assets	1,039,795.12	
TOTAL Current Assets		36,054,000.02
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	
Treatment Structures		
Treatment Structures	70,358,452.24	
TOTAL Treatment Structures	70,358,452.24	
Treatment Equipment		
Treatment Equipment	8,315,575.09	
TOTAL Treatment Equipment	8,315,575.09	
Collection Structures		
Collection Structures	1,238,843.71	
TOTAL Collection Structures	1,238,843.71	
Collection Equipment		
Collection Equipment	949,252.97	
TOTAL Collection Equipment	949,252.97	
Sewers		
		11,119,419.83
Disposal Facilities		
Disposal Facilities	1,643,890.85	
TOTAL Disposal Facilities	1,643,890.85	
Other Fixed Assets		
Other Fixed Assets	4,356,628.57	
TOTAL Other Fixed Assets	4,356,628.57	
Capital Improvement Projects		
Capital Improvement Projects	3,747,717.53	
TOTAL Capital Improvement Projects	3,747,717.53	
Accumulated depreciation		
		(51,080,761.76)
TOTAL Fixed Assets		50,957,078.79
Other Assets		
Other Assets		679,215.75
TOTAL Other Assets		679,215.75
TOTAL ASSETS		87,690,294.56

Carmel Area Wastewater District

Balance Sheet

September 2020

LIABILITIES			
Current Liabilities			
Current Liabilities	1,535,385.40		
TOTAL Current Liabilities			1,535,385.40
Long-Term Liabilities			
Long Term Liabilities	817,923.87		
TOTAL Long-Term Liabilities			817,923.87
TOTAL LIABILITIES			2,353,309.27
NET POSITION			
Net Assets	87,308,783.73		
Year-to-Date Earnings	(1,971,798.44)		
TOTAL NET POSITION			85,336,985.29
TOTAL LIABILITIES & NET POSITION			87,690,294.56

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, September 2020 - current month, Consolidated by account

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	597,982.39	460,786.23	137,196.16	29.8 %
TOTAL Income	597,982.39	460,786.23	137,196.16	29.8 %
Adjustments				
Discounts	83.93	0.00	83.93	
TOTAL Adjustments	83.93	0.00	83.93	
*****	598,066.32	460,786.23	137,280.09	29.8 %
***** OPERATING INCOME	598,066.32	460,786.23	137,280.09	29.8 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	923,510.73	920,886.11	(2,624.62)	-0.3 %
TOTAL Salaries and Payroll Taxes	923,510.73	920,886.11	(2,624.62)	-0.3 %
Employee Benefits				
Employee Benefits	1,035,821.84	284,820.81	(751,001.03)	-263.7 %
TOTAL Employee Benefits	1,035,821.84	284,820.81	(751,001.03)	-263.7 %
Director's Expenses				
Director's Expenses	5,443.00	9,274.98	3,831.98	41.3 %
TOTAL Director's Expenses	5,443.00	9,274.98	3,831.98	41.3 %
Truck and Auto Expenses				
Truck and Auto Expenses	17,917.72	35,039.47	17,121.75	48.9 %
TOTAL Truck and Auto Expenses	17,917.72	35,039.47	17,121.75	48.9 %
General and Administrative				
General and Administrative	127,314.01	276,428.50	149,114.49	53.9 %
TOTAL General and Administrative	127,314.01	276,428.50	149,114.49	53.9 %
Office Expense				
Office Expense	7,024.72	15,087.51	8,062.79	53.4 %
TOTAL Office Expense	7,024.72	15,087.51	8,062.79	53.4 %
Operating Supplies				
Operating Supplies	87,772.36	104,995.47	17,223.11	16.4 %
TOTAL Operating Supplies	87,772.36	104,995.47	17,223.11	16.4 %
Contract Services				
Contract Services	183,821.09	353,972.55	170,151.46	48.1 %
TOTAL Contract Services	183,821.09	353,972.55	170,151.46	48.1 %

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, September 2020 - current month, Consolidated by account

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	68,125.21	136,912.50	68,787.29	50.2 %
TOTAL Repairs and Maintenance	68,125.21	136,912.50	68,787.29	50.2 %
Utilities				
Utilities	80,507.90	122,692.95	42,185.05	34.4 %
TOTAL Utilities	80,507.90	122,692.95	42,185.05	34.4 %
Travel and Meetings				
Travel and Meetings	2,695.69	19,924.95	17,229.26	86.5 %
TOTAL Travel and Meetings	2,695.69	19,924.95	17,229.26	86.5 %
Permits and Fees				
Permits and Fees	10,299.50	31,750.00	21,450.50	67.6 %
TOTAL Permits and Fees	10,299.50	31,750.00	21,450.50	67.6 %
Memberships and Subscriptions				
Memberships and Subscriptions	4,709.81	2,725.02	(1,984.79)	-72.8 %
TOTAL Memberships and Subscriptions	4,709.81	2,725.02	(1,984.79)	-72.8 %
Safety				
Safety	31,991.02	54,178.79	22,187.77	41.0 %
TOTAL Safety	31,991.02	54,178.79	22,187.77	41.0 %
Other Expenses				
Other Expense	240.00	1,675.02	1,435.02	85.7 %
TOTAL Other Expenses	240.00	1,675.02	1,435.02	85.7 %
TOTAL Operating Expenses	2,587,194.60	2,370,364.63	(216,829.97)	-9.1 %
***** OPERATING INCOME (LOSS)	(1,989,128.28)	(1,909,578.40)	(79,549.88)	-4.2 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	17,329.84	4,000.00	13,329.84	333.2 %
TOTAL Other Income or Gain	17,329.84	4,000.00	13,329.84	333.2 %
TOTAL Non-op Income, Expense, Gain or Loss	17,329.84	4,000.00	13,329.84	333.2 %
***** NET INCOME (LOSS)	(1,971,798.44)	(1,905,578.40)	(66,220.04)	-3.5 %
***** NET INCOME (LOSS)	(1,971,798.44)	(1,905,578.40)	(66,220.04)	-3.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
*Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 4*

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	118,443.03	154,017.50	35,574.47	23.1 %
TOTAL Salaries and Payroll Taxes	118,443.03	154,017.50	35,574.47	23.1 %
Employee Benefits				
Employee Benefits	193,179.20	57,963.22	(135,215.98)	-233.3 %
TOTAL Employee Benefits	193,179.20	57,963.22	(135,215.98)	-233.3 %
Truck and Auto Expenses				
Truck and Auto Expenses	644.87	15,167.52	14,522.65	95.7 %
TOTAL Truck and Auto Expenses	644.87	15,167.52	14,522.65	95.7 %
General and Administrative				
General and Administrative	768.83	18,750.00	17,981.17	95.9 %
TOTAL General and Administrative	768.83	18,750.00	17,981.17	95.9 %
Office Expense				
Office Expense	522.82	1,562.49	1,039.67	66.5 %
TOTAL Office Expense	522.82	1,562.49	1,039.67	66.5 %
Operating Supplies				
Operating Supplies	17,824.82	12,775.02	(5,049.80)	-39.5 %
TOTAL Operating Supplies	17,824.82	12,775.02	(5,049.80)	-39.5 %
Contract Services				
Contract Services	47,075.24	118,675.03	71,599.79	60.3 %
TOTAL Contract Services	47,075.24	118,675.03	71,599.79	60.3 %
Repairs and Maintenance				
Repairs and Maintenance	35,401.96	75,975.00	40,573.04	53.4 %
TOTAL Repairs and Maintenance	35,401.96	75,975.00	40,573.04	53.4 %
Utilities				
Utilities	921.04	1,149.99	228.95	19.9 %
TOTAL Utilities	921.04	1,149.99	228.95	19.9 %
Travel and Meetings				
Travel and Meetings	229.50	2,349.99	2,120.49	90.2 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 4

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	229.50	2,349.99	2,120.49	90.2 %
Permits and Fees				
<i>Permits and Fees</i>	4,444.00	6,500.00	2,056.00	31.6 %
TOTAL Permits and Fees	4,444.00	6,500.00	2,056.00	31.6 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,094.00	450.00	(644.00)	-143.1 %
TOTAL Memberships and Subscriptions	1,094.00	450.00	(644.00)	-143.1 %
Safety				
<i>Safety</i>	8,647.63	24,587.52	15,939.89	64.8 %
TOTAL Safety	8,647.63	24,587.52	15,939.89	64.8 %
TOTAL Operating Expenses	429,196.94	489,923.28	60,726.34	12.4 %
***** OPERATING INCOME (LOSS)	(429,196.94)	(489,923.28)	60,726.34	12.4 %
***** NET INCOME (LOSS)	(429,196.94)	(489,923.28)	60,726.34	12.4 %
***** NET INCOME (LOSS)	(429,196.94)	(489,923.28)	60,726.34	12.4 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
*Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 5*

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	159,128.18	163,036.99	3,908.81	2.4 %
TOTAL Salaries and Payroll Taxes	159,128.18	163,036.99	3,908.81	2.4 %
Employee Benefits				
Employee Benefits	230,460.93	61,513.78	(168,947.15)	-274.6 %
TOTAL Employee Benefits	230,460.93	61,513.78	(168,947.15)	-274.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	15,578.50	18,574.98	2,996.48	16.1 %
TOTAL Truck and Auto Expenses	15,578.50	18,574.98	2,996.48	16.1 %
General and Administrative				
General and Administrative	36,322.58	22,249.99	(14,072.59)	-63.2 %
TOTAL General and Administrative	36,322.58	22,249.99	(14,072.59)	-63.2 %
Office Expense				
Office Expense	64.82	2,275.02	2,210.20	97.2 %
TOTAL Office Expense	64.82	2,275.02	2,210.20	97.2 %
Operating Supplies				
Operating Supplies	1,739.11	7,749.99	6,010.88	77.6 %
TOTAL Operating Supplies	1,739.11	7,749.99	6,010.88	77.6 %
Contract Services				
Contract Services	35,889.49	46,812.50	10,923.01	23.3 %
TOTAL Contract Services	35,889.49	46,812.50	10,923.01	23.3 %
Repairs and Maintenance				
Repairs and Maintenance	18,168.91	39,250.02	21,081.11	53.7 %
TOTAL Repairs and Maintenance	18,168.91	39,250.02	21,081.11	53.7 %
Utilities				
Utilities	9,039.61	9,912.51	872.90	8.8 %
TOTAL Utilities	9,039.61	9,912.51	872.90	8.8 %
Travel and Meetings				
Travel and Meetings	74.23	4,788.72	4,714.49	98.4 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 5

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	74.23	4,788.72	4,714.49	98.4 %
Permits and Fees				
<i>Permits and Fees</i>	3,190.00	3,250.00	60.00	1.8 %
TOTAL Permits and Fees	3,190.00	3,250.00	60.00	1.8 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	926.00	537.51	(388.49)	-72.3 %
TOTAL Memberships and Subscriptions	926.00	537.51	(388.49)	-72.3 %
Safety				
<i>Safety</i>	2,046.85	16,233.78	14,186.93	87.4 %
TOTAL Safety	2,046.85	16,233.78	14,186.93	87.4 %
Other Expenses				
<i>Other Expense</i>	0.00	50.01	50.01	100.0 %
TOTAL Other Expenses	0.00	50.01	50.01	100.0 %
TOTAL Operating Expenses	512,629.21	396,235.80	(116,393.41)	-29.4 %
***** OPERATING INCOME (LOSS)	(512,629.21)	(396,235.80)	(116,393.41)	-29.4 %
***** NET INCOME (LOSS)	(512,629.21)	(396,235.80)	(116,393.41)	-29.4 %
***** NET INCOME (LOSS)	(512,629.21)	(396,235.80)	(116,393.41)	-29.4 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 6

	<i>3 Months Ended</i> <i>September 30, 2020</i>	<i>3 Months Ended</i> <i>September 30, 2020</i> <i>Budget</i>	<i>Variance</i> <i>Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	300,719.50	301,697.58	978.08	0.3 %
TOTAL Salaries and Payroll Taxes	300,719.50	301,697.58	978.08	0.3 %
Employee Benefits				
<i>Employee Benefits</i>	407,892.83	115,136.16	(292,756.67)	-254.3 %
TOTAL Employee Benefits	407,892.83	115,136.16	(292,756.67)	-254.3 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,459.26	442.00	(1,017.26)	-230.1 %
TOTAL Truck and Auto Expenses	1,459.26	442.00	(1,017.26)	-230.1 %
General and Administrative				
<i>General and Administrative</i>	51,561.00	174,416.02	122,855.02	70.4 %
TOTAL General and Administrative	51,561.00	174,416.02	122,855.02	70.4 %
Office Expense				
<i>Office Expense</i>	3,016.29	6,324.99	3,308.70	52.3 %
TOTAL Office Expense	3,016.29	6,324.99	3,308.70	52.3 %
Operating Supplies				
<i>Operating Supplies</i>	67,119.50	80,895.48	13,775.98	17.0 %
TOTAL Operating Supplies	67,119.50	80,895.48	13,775.98	17.0 %
Contract Services				
<i>Contract Services</i>	80,691.16	157,734.99	77,043.83	48.8 %
TOTAL Contract Services	80,691.16	157,734.99	77,043.83	48.8 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	8,684.13	17,362.47	8,678.34	50.0 %
TOTAL Repairs and Maintenance	8,684.13	17,362.47	8,678.34	50.0 %
Utilities				
<i>Utilities</i>	66,636.00	106,176.72	39,540.72	37.2 %
TOTAL Utilities	66,636.00	106,176.72	39,540.72	37.2 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,420.00	7,361.25	5,941.25	80.7 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 6

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	1,420.00	7,361.25	5,941.25	80.7 %
Permits and Fees				
<i>Permits and Fees</i>	2,665.50	0.00	(2,665.50)	
TOTAL Permits and Fees	2,665.50	0.00	(2,665.50)	
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,410.53	1,500.00	89.47	6.0 %
TOTAL Memberships and Subscriptions	1,410.53	1,500.00	89.47	6.0 %
Safety				
<i>Safety</i>	20,253.06	12,500.01	(7,753.05)	-62.0 %
TOTAL Safety	20,253.06	12,500.01	(7,753.05)	-62.0 %
Other Expenses				
<i>Other Expense</i>	0.00	500.01	500.01	100.0 %
TOTAL Other Expenses	0.00	500.01	500.01	100.0 %
TOTAL Operating Expenses	1,013,528.76	982,047.68	(31,481.08)	-3.2 %
***** OPERATING INCOME (LOSS)	(1,013,528.76)	(982,047.68)	(31,481.08)	-3.2 %
***** NET INCOME (LOSS)	(1,013,528.76)	(982,047.68)	(31,481.08)	-3.2 %
***** NET INCOME (LOSS)	(1,013,528.76)	(982,047.68)	(31,481.08)	-3.2 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
*Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 7*

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	174,233.43	158,474.34	(15,759.09)	-9.9 %
TOTAL Salaries and Payroll Taxes	174,233.43	158,474.34	(15,759.09)	-9.9 %
Employee Benefits				
<i>Employee Benefits</i>	204,288.88	50,207.65	(154,081.23)	-306.9 %
TOTAL Employee Benefits	204,288.88	50,207.65	(154,081.23)	-306.9 %
Director's Expenses				
<i>Director's Expenses</i>	5,443.00	9,274.98	3,831.98	41.3 %
TOTAL Director's Expenses	5,443.00	9,274.98	3,831.98	41.3 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	235.09	854.97	619.88	72.5 %
TOTAL Truck and Auto Expenses	235.09	854.97	619.88	72.5 %
General and Administrative				
<i>General and Administrative</i>	23,317.55	61,012.49	37,694.94	61.8 %
TOTAL General and Administrative	23,317.55	61,012.49	37,694.94	61.8 %
Office Expense				
<i>Office Expense</i>	3,420.79	4,925.01	1,504.22	30.5 %
TOTAL Office Expense	3,420.79	4,925.01	1,504.22	30.5 %
Operating Supplies				
<i>Operating Supplies</i>	18.75	450.00	431.25	95.8 %
TOTAL Operating Supplies	18.75	450.00	431.25	95.8 %
Contract Services				
<i>Contract Services</i>	18,799.00	30,750.03	11,951.03	38.9 %
TOTAL Contract Services	18,799.00	30,750.03	11,951.03	38.9 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	2,569.39	1,250.01	(1,319.38)	-105.5 %
TOTAL Repairs and Maintenance	2,569.39	1,250.01	(1,319.38)	-105.5 %
Utilities				
<i>Utilities</i>	3,687.24	5,453.73	1,766.49	32.4 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 7

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	3,687.24	5,453.73	1,766.49	32.4 %
Travel and Meetings				
Travel and Meetings	971.96	5,424.99	4,453.03	82.1 %
TOTAL Travel and Meetings	971.96	5,424.99	4,453.03	82.1 %
Permits and Fees				
Permits and Fees	0.00	22,000.00	22,000.00	100.0 %
TOTAL Permits and Fees	0.00	22,000.00	22,000.00	100.0 %
Memberships and Subscriptions				
Memberships and Subscriptions	1,279.28	237.51	(1,041.77)	-438.6 %
TOTAL Memberships and Subscriptions	1,279.28	237.51	(1,041.77)	-438.6 %
Safety				
Safety	1,043.48	607.49	(435.99)	-71.8 %
TOTAL Safety	1,043.48	607.49	(435.99)	-71.8 %
Other Expenses				
Other Expense	240.00	1,125.00	885.00	78.7 %
TOTAL Other Expenses	240.00	1,125.00	885.00	78.7 %
TOTAL Operating Expenses	439,547.84	352,048.20	(87,499.64)	-24.9 %
***** OPERATING INCOME (LOSS)	(439,547.84)	(352,048.20)	(87,499.64)	-24.9 %
***** NET INCOME (LOSS)	(439,547.84)	(352,048.20)	(87,499.64)	-24.9 %
***** NET INCOME (LOSS)	(439,547.84)	(352,048.20)	(87,499.64)	-24.9 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 8

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	170,274.81	141,842.93	(28,431.88)	-20.0 %
TOTAL Salaries and Payroll Taxes	170,274.81	141,842.93	(28,431.88)	-20.0 %
General and Administrative				
<i>General and Administrative</i>	15,344.05	0.00	(15,344.05)	
TOTAL General and Administrative	15,344.05	0.00	(15,344.05)	
Operating Supplies				
<i>Operating Supplies</i>	1,070.18	2,124.99	1,054.81	49.6 %
TOTAL Operating Supplies	1,070.18	2,124.99	1,054.81	49.6 %
Contract Services				
<i>Contract Services</i>	216.20	0.00	(216.20)	
TOTAL Contract Services	216.20	0.00	(216.20)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	1,893.61	1,074.99	(818.62)	-76.2 %
TOTAL Repairs and Maintenance	1,893.61	1,074.99	(818.62)	-76.2 %
Utilities				
<i>Utilities</i>	224.01	0.00	(224.01)	
TOTAL Utilities	224.01	0.00	(224.01)	
Safety				
<i>Safety</i>	0.00	249.99	249.99	100.0 %
TOTAL Safety	0.00	249.99	249.99	100.0 %
TOTAL Operating Expenses	189,022.86	145,292.90	(43,729.96)	-30.1 %
***** OPERATING INCOME (LOSS)	(189,022.86)	(145,292.90)	(43,729.96)	-30.1 %
***** NET INCOME (LOSS)	(189,022.86)	(145,292.90)	(43,729.96)	-30.1 %

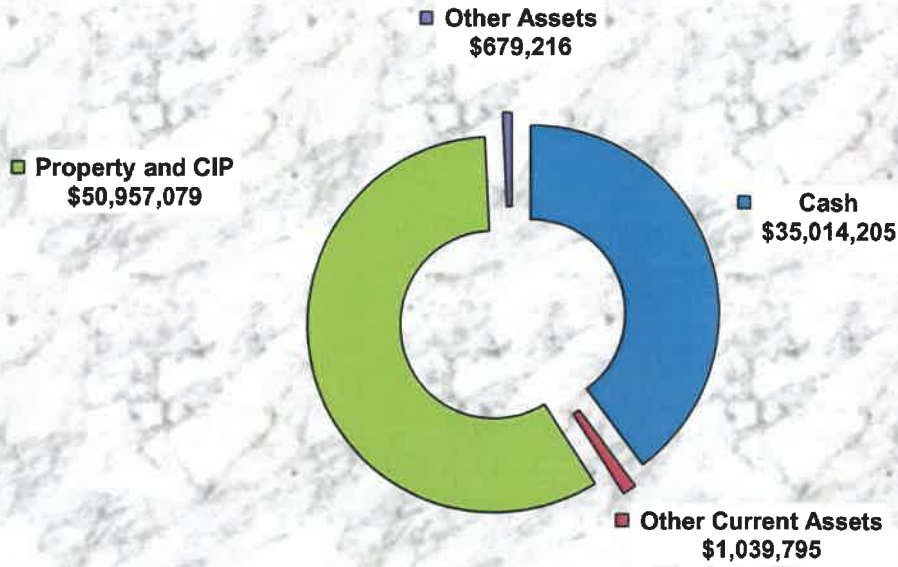
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 9

	<i>3 Months Ended September 30, 2020</i>	<i>3 Months Ended September 30, 2020 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	1,692.70	2,124.99	(432.29)	-20.3 %
TOTAL Income	<u>1,692.70</u>	<u>2,124.99</u>	<u>(432.29)</u>	-20.3 %
*****	<u>1,692.70</u>	<u>2,124.99</u>	<u>(432.29)</u>	-20.3 %
***** OPERATING INCOME	<u>1,692.70</u>	<u>2,124.99</u>	<u>(432.29)</u>	-20.3 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	659.23	1,345.77	686.54	51.0 %
TOTAL Salaries and Payroll Taxes	<u>659.23</u>	<u>1,345.77</u>	<u>686.54</u>	51.0 %
Operating Supplies				
Operating Supplies	0.00	624.99	624.99	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>624.99</u>	<u>624.99</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	1,407.21	875.01	(532.20)	-60.8 %
TOTAL Repairs and Maintenance	<u>1,407.21</u>	<u>875.01</u>	<u>(532.20)</u>	-60.8 %
TOTAL Operating Expenses	<u>2,066.44</u>	<u>2,845.77</u>	<u>779.33</u>	27.4 %
***** OPERATING INCOME (LOSS)	<u>(373.74)</u>	<u>(720.78)</u>	<u>347.04</u>	48.1 %
***** NET INCOME (LOSS)	<u>(373.74)</u>	<u>(720.78)</u>	<u>347.04</u>	48.1 %
***** NET INCOME (LOSS)	<u>(373.74)</u>	<u>(720.78)</u>	<u>347.04</u>	48.1 %

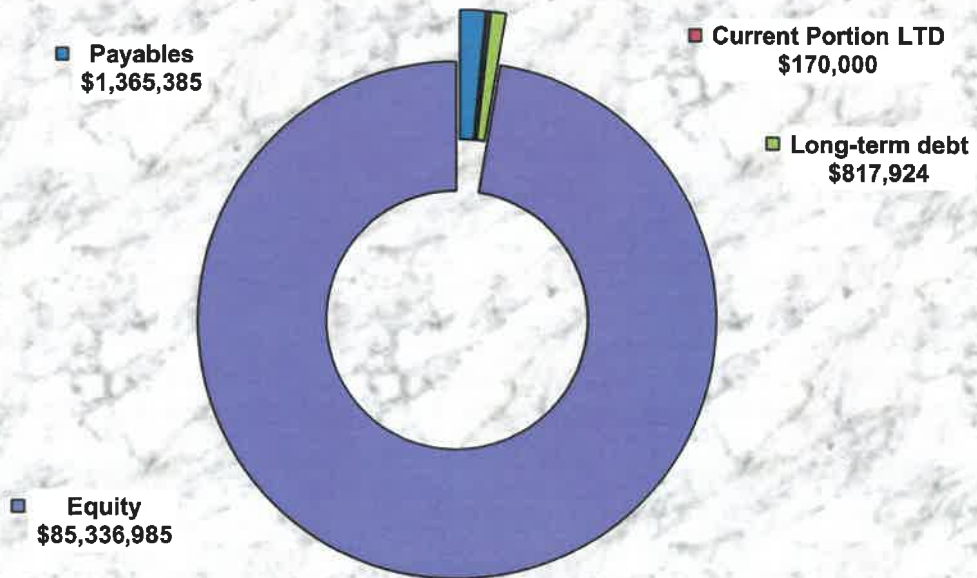
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
Year-to-Date Variance, September 2020 - current month, Consolidated by
account, Department 10

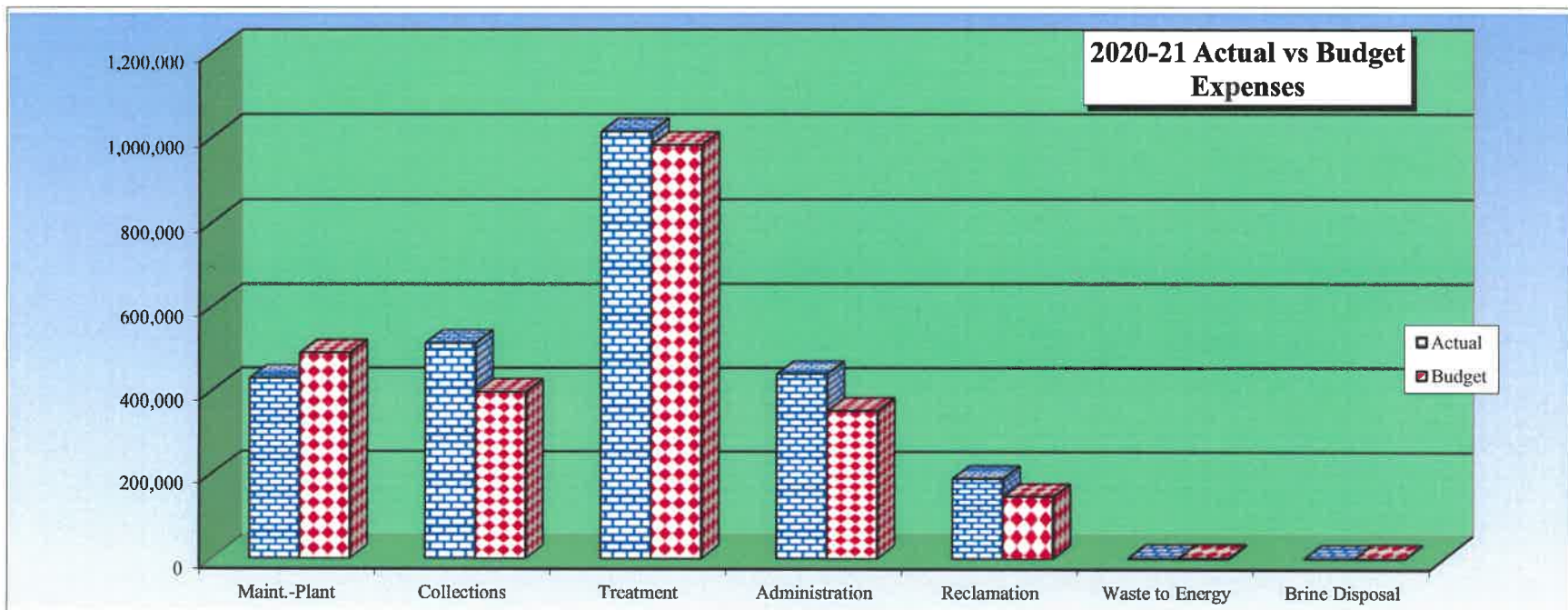
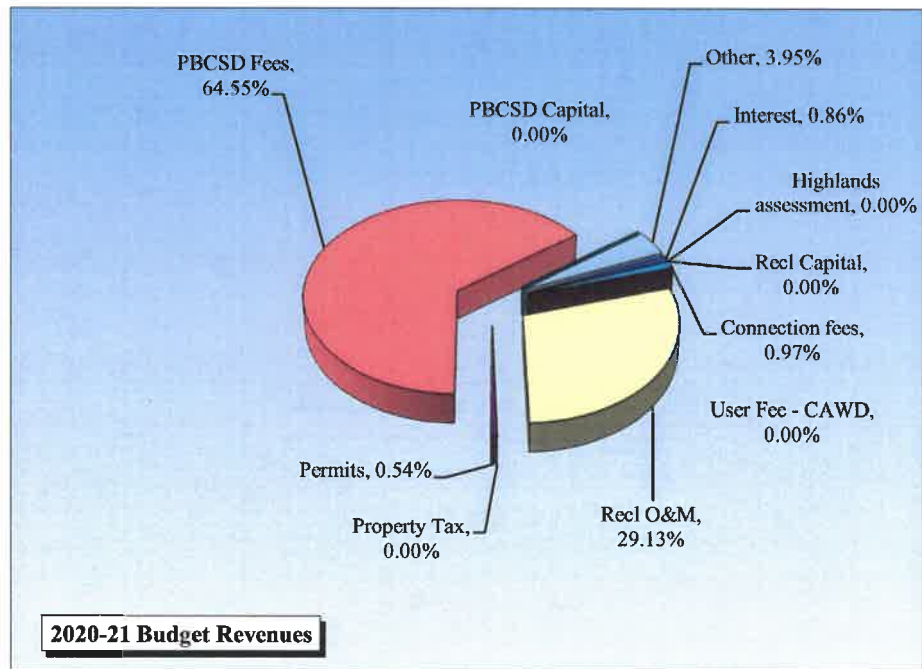
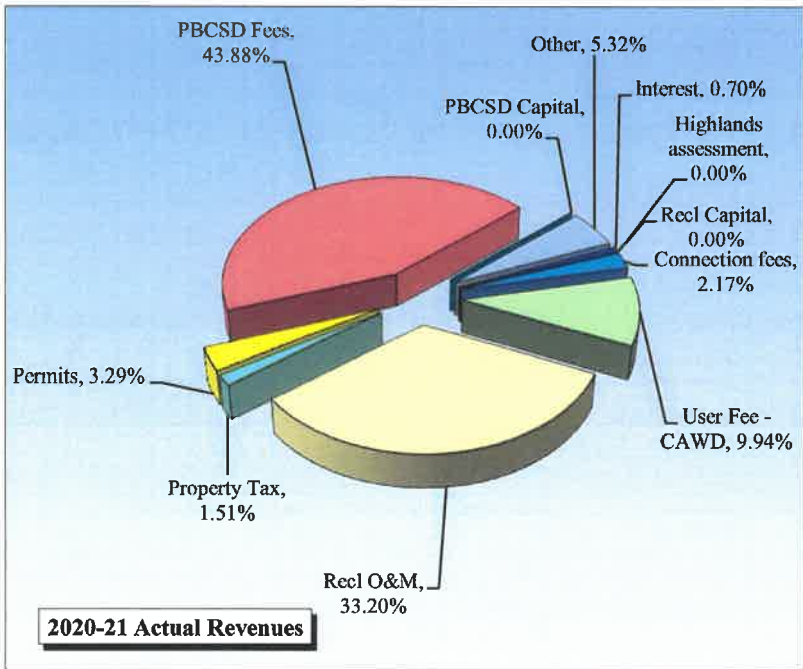
	<i>3 Months Ended</i> <i>September 30, 2020</i>	<i>3 Months Ended</i> <i>September 30, 2020</i> <i>Budget</i>	<i>Variance</i> <i>Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	26,307.05	16,250.01	10,057.04	61.9 %
TOTAL Income	<u>26,307.05</u>	<u>16,250.01</u>	<u>10,057.04</u>	61.9 %
*****	<u>26,307.05</u>	<u>16,250.01</u>	<u>10,057.04</u>	61.9 %
***** OPERATING INCOME	<u>26,307.05</u>	<u>16,250.01</u>	<u>10,057.04</u>	61.9 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	52.55	471.00	418.45	88.8 %
TOTAL Salaries and Payroll Taxes	<u>52.55</u>	<u>471.00</u>	<u>418.45</u>	88.8 %
Operating Supplies				
Operating Supplies	0.00	375.00	375.00	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>375.00</u>	<u>375.00</u>	100.0 %
Contract Services				
Contract Services	1,150.00	0.00	(1,150.00)	
TOTAL Contract Services	<u>1,150.00</u>	<u>0.00</u>	<u>(1,150.00)</u>	
Repairs and Maintenance				
Repairs and Maintenance	0.00	1,125.00	1,125.00	100.0 %
TOTAL Repairs and Maintenance	<u>0.00</u>	<u>1,125.00</u>	<u>1,125.00</u>	100.0 %
TOTAL Operating Expenses	<u>1,202.55</u>	<u>1,971.00</u>	<u>768.45</u>	39.0 %
***** OPERATING INCOME (LOSS)	<u>25,104.50</u>	<u>14,279.01</u>	<u>10,825.49</u>	75.8 %
***** NET INCOME (LOSS)	<u>25,104.50</u>	<u>14,279.01</u>	<u>10,825.49</u>	75.8 %
***** NET INCOME (LOSS)	<u>25,104.50</u>	<u>14,279.01</u>	<u>10,825.49</u>	75.8 %

Assets - September 30, 2020

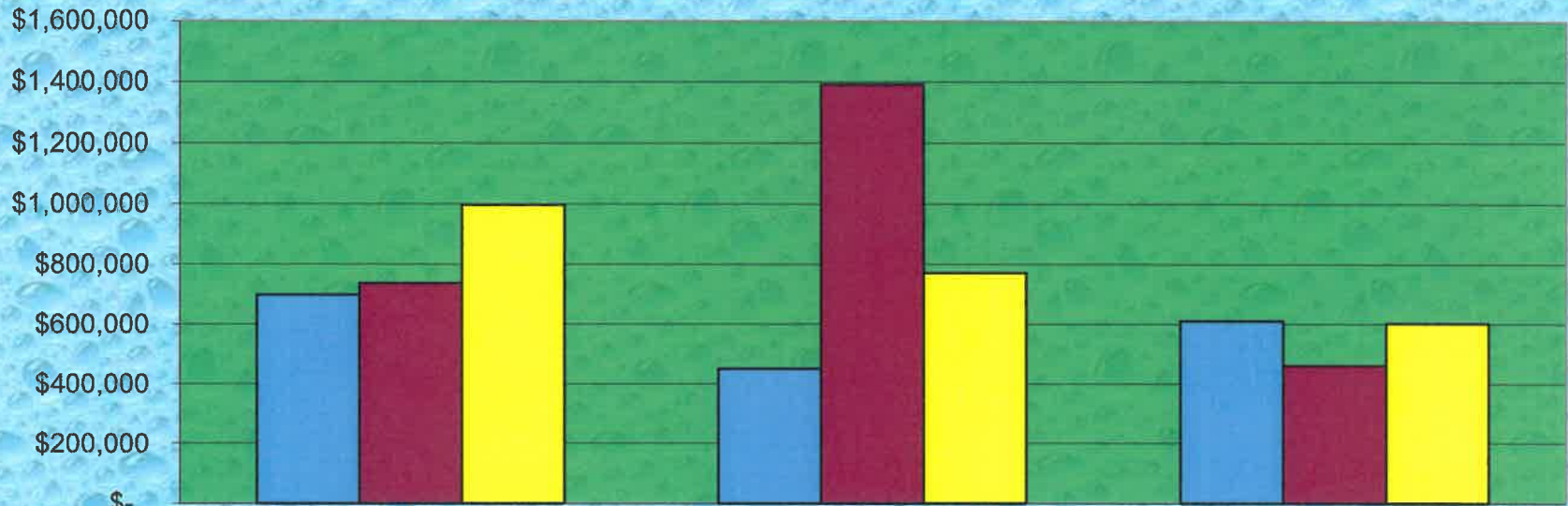


Liabilities - September 30, 2020





Operating Expenses



■ FY 19-20
■ FY 20-21
■ CY Budget

July
 \$697,777
 \$736,364
 \$997,134

Aug
 \$450,055
 \$1,391,166
 \$771,376

Sept
 \$610,701
 \$459,665
 \$601,855

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>		0	0	0	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
<u>Treatment</u>						
2013 Keystone trailer-unbudgeted		1,750	18,650	18,650	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		(583)	(6,217)	(6,217)	0	NA
<i>Total Capital Purchases 20-21</i>		1,167	12,433	12,433	0	NA

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
Admin. Building Modifications-COVID-19	0	15,915	27,236	27,236	75,000	36.31%
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	226,536	12,727	45,199	271,735	185,445	24.37%
Hatton Canyon Trail	271,186	788,857	860,058	1,131,244	1,450,000	NA
Pump Stations-SCADA	456,569	2,240	5,230	461,799	0	NA
Upper Rancho Canada Pipe Relocation	62,991	22,150	39,263	102,254	1,760,000	2.23%
Rio Road CIPP Lining Project	129,163	4,345	640,738	769,901	1,340,000	47.82%
Carmel Valley Manor Sewer-unbudgeted	0	0	180	180	0	NA
<u>Treatment</u>						
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		0	0	0	0	NA
<i>Total CIP Projects 20-21</i>	1,146,445	846,234	1,617,904	2,764,349	4,810,445	33.63%

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Microturbine/Gas Conditioning System	20,781	1,090	14,519	35,299	45,000	32.26%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 4%)	869,871	0	821	870,693	906,000	0.09%
WWTP Perimeter Tree Planting	2,897	0	0	2,897	27,000	NA
Standby Power Reliability Project	19,202	9,538	33,489	52,691	35,000	95.68%
Critical Process Flood Adaptations (RECL 15%)	21,788	0	0	21,788	20,000	NA
RECL share		0	(33)	(33)	(36,240)	0.09%
PBCSD share (1/3 of cost)		(3,543)	(16,265)	(16,265)	(332,253)	4.90%
<i>Total Long Term CIP Projects 20-21</i>	934,539	7,085	32,531	967,070	664,507	4.90%
Total Capital (net of RECL and PBCSD)	2,080,984	854,485	1,662,869	3,743,853	5,474,952	30.37%

**Carmel Area Wastewater District
Variance Analysis
2020-21**

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

Employee Benefits	-233.33%	CALPERS unfunded liability payments unbudgeted.
Operating Supplies	-39.50%	Timing difference general supplies, hand tools underbudgeted.
Memberships and Subscriptions	-143.10%	Publications unbudgeted, small dollar amounts.

Collections

Employee Benefits	-274.60%	CALPERS unfunded liability payments unbudgeted.
General and Administrative	-63.20%	Insurance underbudgeted, engineering timing difference.
Memberships and Subscriptions	-72.30%	Timing difference employee certifications.

Treatment

Employee Benefits	-254.30%	CALPERS unfunded liability payments unbudgeted.
Truck and Auto Expenses	-230.10%	Insurance underbudgeted, small dollar amounts.
Safety	-62.00%	Timing difference, virus supplies.

Administration

Salaries and Payroll Taxes	-9.90%	Underbudgeted.
Employee Benefits	-306.90%	CALPERS unfunded liability payments unbudgeted.
Repairs and Maintenance	-105.50%	Timing difference, electrical work on building. Small dollar amounts.
Memberships and Subscriptions	-438.60%	Membership unbudgeted, small dollar amounts.
Safety	-71.80%	Virus supplies unbudgeted, small dollar amounts.

Waste to Energy

Repairs and Maintenance	-60.80%	Timing difference, small dollar amounts.
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District Obligations:

- 1) 2004 Highlands Project Bond Proceeds \$3,057,165 -- Balance \$760,000

STAFF REPORT

TO: Board of Directors
FROM: Daryl Lauer, Collection Superintendent
DATE: October 29, 2020
SUBJECT: Monthly Report – September



RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in September	38
Total Fees	\$7,130.00

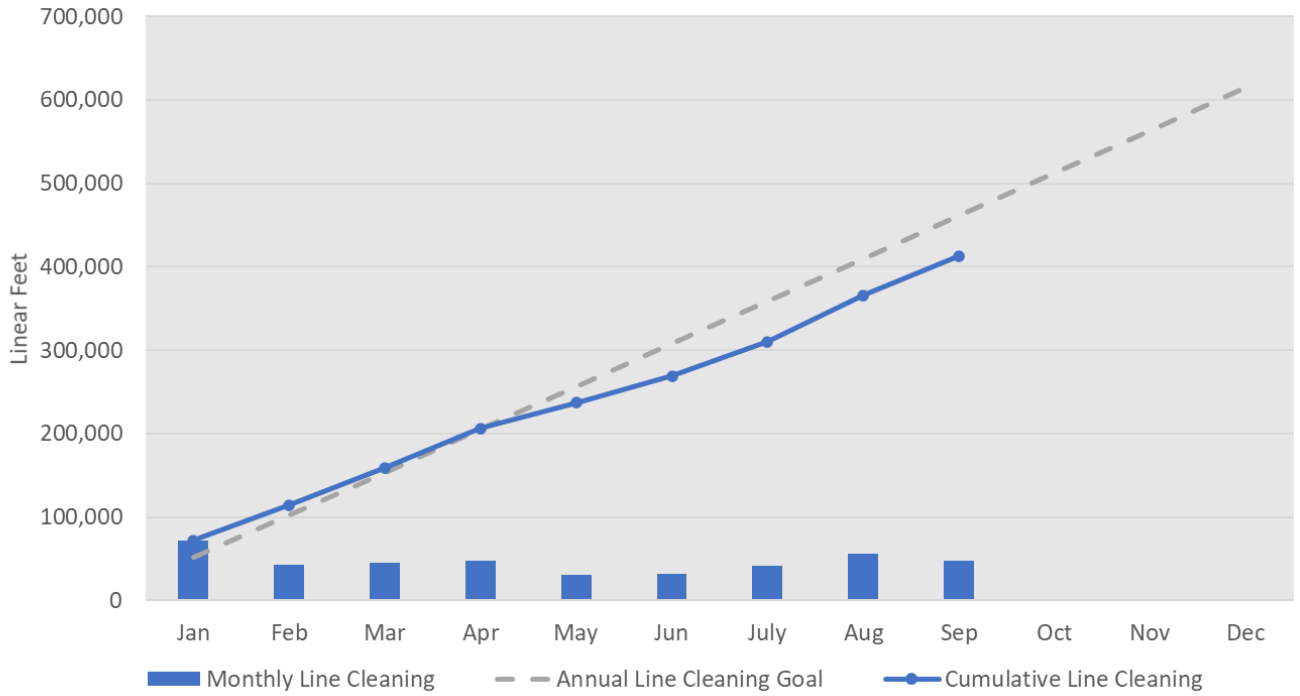
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in past three months. There was 47,640 feet of sewer lines cleaned in September and 10,528 feet of (CCTV) inspections were performed during the month of September.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
September	47,640 ft.	11.58%	6 – 12 inches
August	55,423 ft.	13.48%	6 - 15 inches
July	40,918 ft.	9.95%	6 – 10 inches

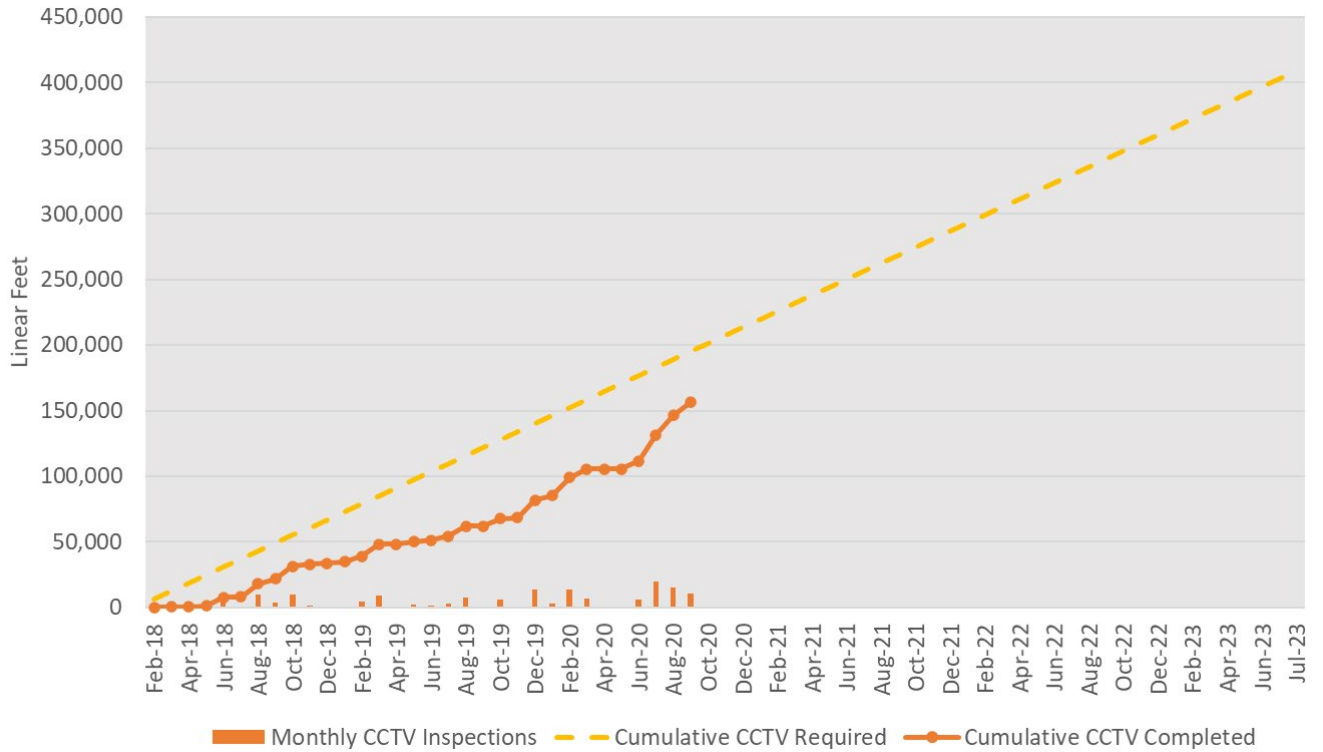
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000 (in 2020)	423,625	191,375

CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table (January 2018 to Present in two months increments)

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	156,498	252,174

Construction Activities

- The Rio Rd. Cured-In-Place-Pipe Lining project (Project ID #19-07) is now complete. This has been a very successful project as it was completed on-time and within budget.
- The pipeline replacement part of Hatton Canyon Pipeline Replacement project (Project ID #18-17) has been completed. The restoration of the disturbed areas is all that is left to complete the project.

Staff Development

- Staff completed several online safety trainings and in person training as part of the annual safety weeks. Classes attended by staff were confined space refresher, confined space rescue refresher, Hazwoper awareness, Haz-mat response, lock-out-tag-out policy, bloodborne pathogens policy, hearing policy and respiratory policy review.
- Robert Bowman and Mark Napier both passed the CWEA Maintenance Grade 1 test. Congratulation to Robert and Mark.

General Comments

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

Service Calls Responded to by Crew

Date	Time	Callout	Resolution
9/1/2020	7:30 AM	Odor Complaint	Call by homeowner for an odor coming from a manhole. Staff cleaned the main line and informed the homeowner to call if the odor persists.
9/3/2020	1:30 PM	Mutual aid help	Called by Carmel Valley Ranch for request of aid to open a blocked line. It was determined that sand had entered the chlorine contact channels and was backing the system up. CAWD was asked to hydro jet the line to unclog the sand blockage. Staff was unsuccessful in relieving the blockage due to the amount of sand.
9/4/2020	2:24 PM	Lateral overflow	Called by homeowner for a lateral overflow. Staff cleaned District main line and found no problems in Districts line. Staff informed homeowner to call a plumber of their choice.
9/29/2020	2:12 PM	Possible main blockage	Called by plumber of a possible blockage in District main line. Staff cleaned District main and found no blockage.

USA Location Requests – 108

Plumbing permit inspections – 39

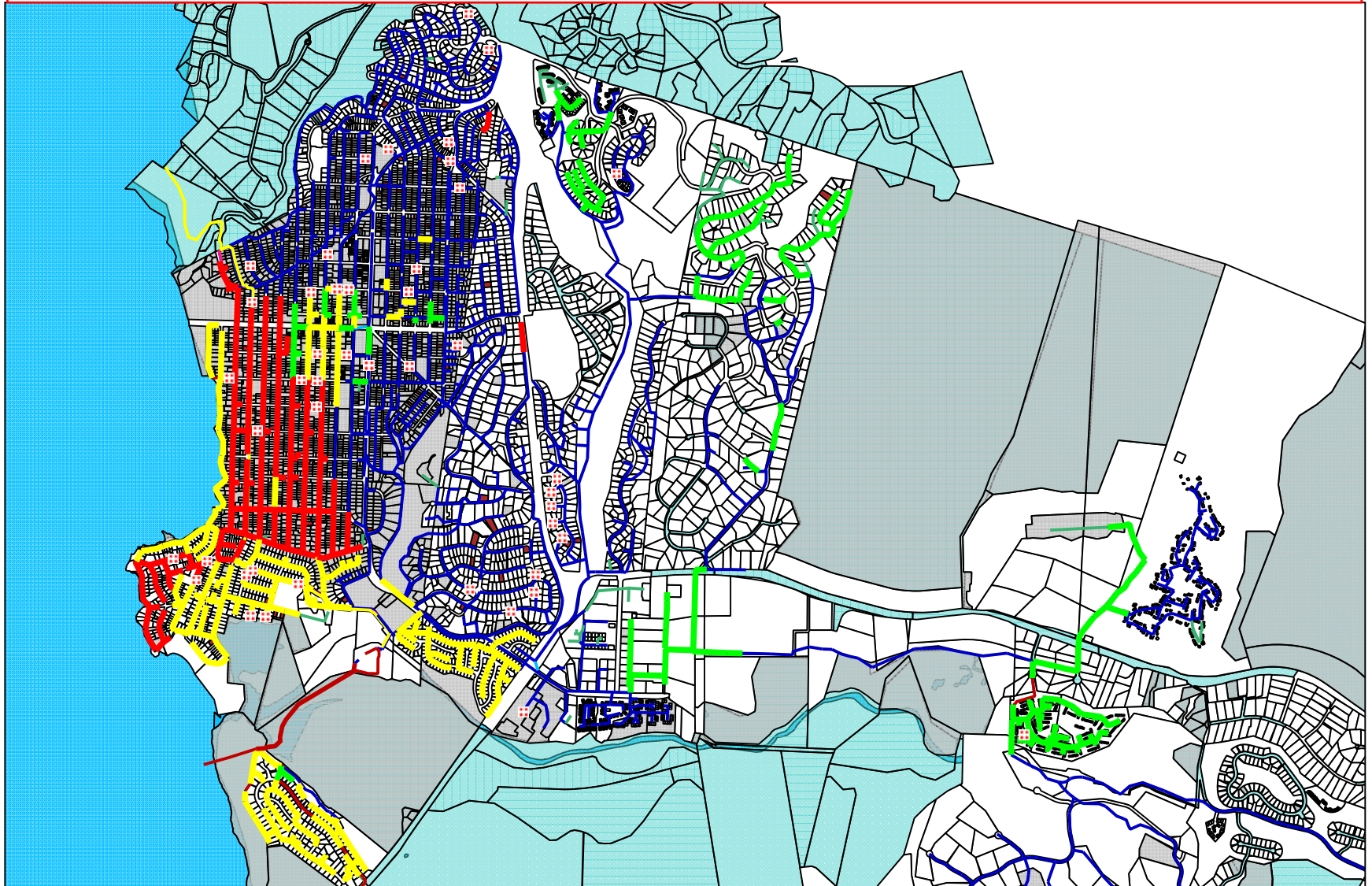
Private Sewer Lateral Compliance Certificates Issued – 50

FUNDING

N/A

September (Red) 47,640 feet
August (Yellow) 55,423 feet
July (Green) 40,918 feet

Monthly Cleaning Map



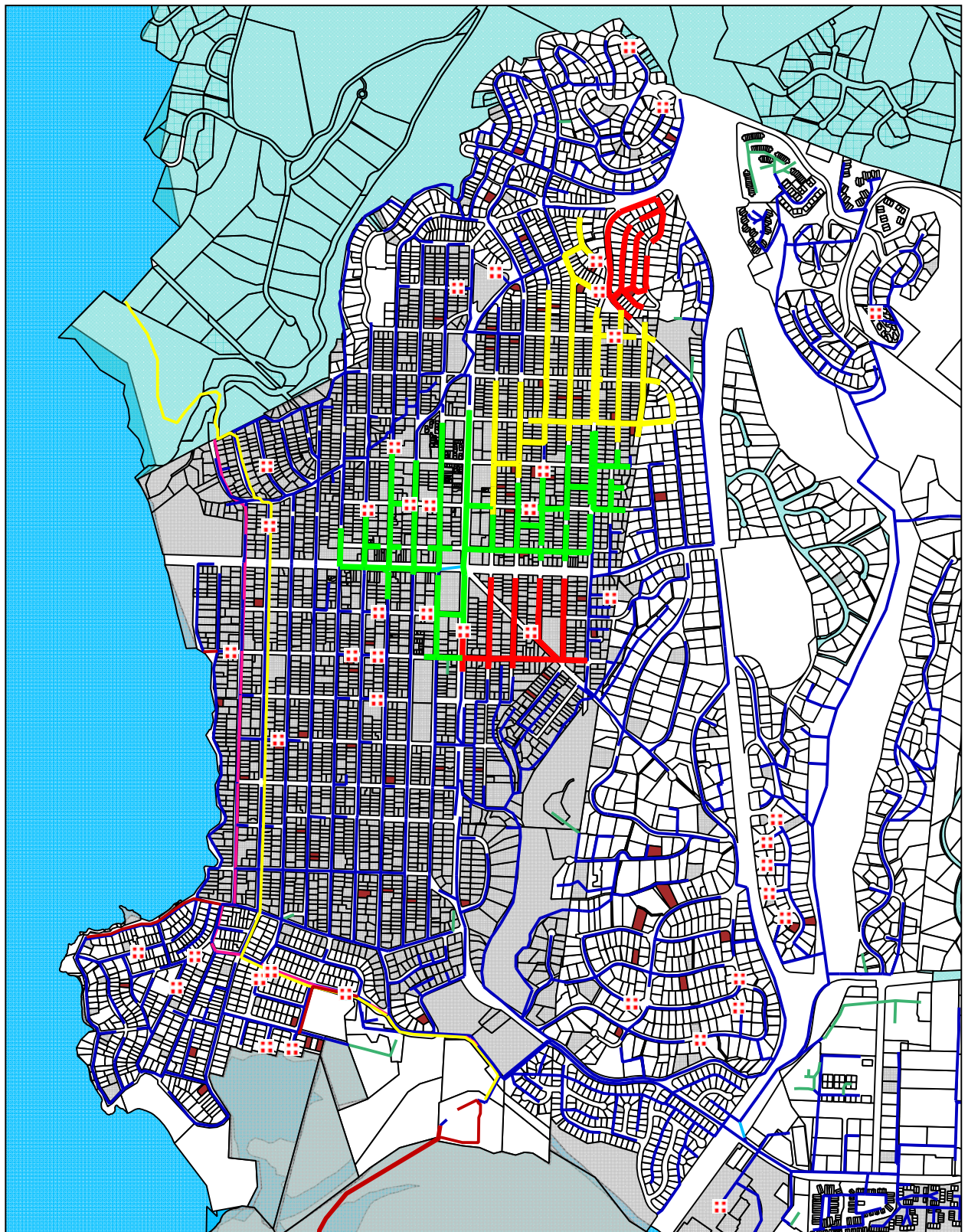
RedZone[®]
ROBOTICS

10/1/2020



September (Red) 10,528 feet
August (Yellow) 14,753 feet
July (Green) 17,583 feet

Monthly CCTV Map



10/1/2020



STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator

Date: October 29, 2020

Subject: Monthly Safety Report (for September 2020)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- Sept 2- Tailgate training: Kevin Young, Operations Supervisor, gave a tailgate presentation on lessons learned from Cal/OSHA incident investigations around the state. Highlighted lessons included failure to physically block-out movable parts before working. "Block-out" is an enhancement of the standard Lock-Out, Tag-Out, Try-Out procedures used when working on equipment. Other topics included broken arms from stairway falls without using handrails and falls from ladders.
- Safety Weeks (Sept 14 – 25): Safety Weeks are a series of trainings held during a two-week period each September. This year's trainings included: First Aid/CPR/AED, Confined Space Awareness, Confined Space Rescue, and Hazardous Waste Operations and Emergency Response (HAZWOPER) training. Also, five key CAWD policies were reviewed. To comply with COVID protocols, online training was used when possible and group trainings were held outdoors using a weather-resistant TV/monitor screen allowing for 6-foot distancing. For the second year in a row, hazardous materials field operations (technician level) training was provided to the members of the Hazardous Materials response team. CAWD's updated Hazardous Materials Response Plan was used. Staff was trained on the updated Plan and then conducted a response based on a simulated ammonia spill scenario.

Ongoing Safety Improvements

During September, Maintenance Superintendent Chris Foley, and the Safety and Regulatory Compliance Administrator Mark Dias, continued to implement safety improvements and seek input from the operations crew and the Safety Committee. Activities in September included:

- **COVID Safety - purchase and use of High Efficiency Particulate Air (HEPA) air filters for shared spaces.** Six-foot separations between staff have become standard practice. However, the use of air conditioners in the fall, and heaters in the winter will circulate common air within buildings. To reduce the likelihood of passing the virus via circulating air, several portable HEPA filters were purchased and placed into use. Three different sized units were purchased after calculating air turnover rates needed for the various air volumes of the spaces. Commercial-sized units are being used for the largest spaces (breakroom, locker rooms, and Operations office). Medium sized units are used in larger trailer spaces and the Collections office. Smaller units are being used in the smallest trailer spaces/offices. The medium and small units also have an ultraviolet light (UV) disinfection feature.

Tours and Outreach

- **Tours.** All tours remain on hold per current health orders and school closures.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no Workers Compensation claims or first aid injuries in September. The most recent tracking matrix is below.

	Work Related Injuries and Illnesses for 2020 Reporting Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	1*	0	5	0
First Aid (non-OSHA)	0	9	0	0	0

*As described on May 28, 2020 Safety Report. This is still under investigation by Sedgwick.

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: September 2020	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.082	0.734	0.713	0.881	68.780	231.08	708.83
PBCSD Flow	10.477	0.349	0.305	0.388	31.220	129.17	396.23
Total Plant Flow	33.559	1.083	1.018	1.269	100.00	360.25	1105.07
Tertiary Flow	30.402	1.013	0.876	1.180	90.593	221.96	680.87
Ocean Discharge	3.483	0.116	0.085	0.146	10.379	152.06	466.43
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	221.96MG (680.87acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.45 BG (25.95 K acre-ft.)
12 Month Rolling Total Reclamation Production	324.48 MG (995.84 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Sep '20 kWh	Price per kWh	Sep'20	Aug'20	Jul'20	Jun'20
Secondary	97,779.00	\$ 0.225	\$ 22,009.50	\$ 23,224.33	\$ 24,838.84	\$ 18,367.09
Blowers	52,372.40	\$ 0.186	\$ 9,766.61	\$ 9,712.20	\$ 10,158.19	\$ 8,378.12
CAWD Total	150,151.40		\$ 31,776.11	\$ 32,936.53	\$ 34,997.03	\$ 26,745.21
Tertiary	97,146.40	\$ 0.224	\$ 21,738.85	\$ 19,032.00	\$ 16,797.52	\$ 13,170.28
MF/RO	94,580.00	\$ 0.226	\$ 21,382.63	\$ 21,019.94	\$ 23,010.84	\$ 19,412.06
Reclaim Total	191,726.40		\$ 43,121.48	\$ 40,051.94	\$ 39,808.36	\$ 32,582.34
Adjusted Monthly Totals (1)	CAWD Total		\$ 19,573.60	Reclamation Total		\$ 55,323.99

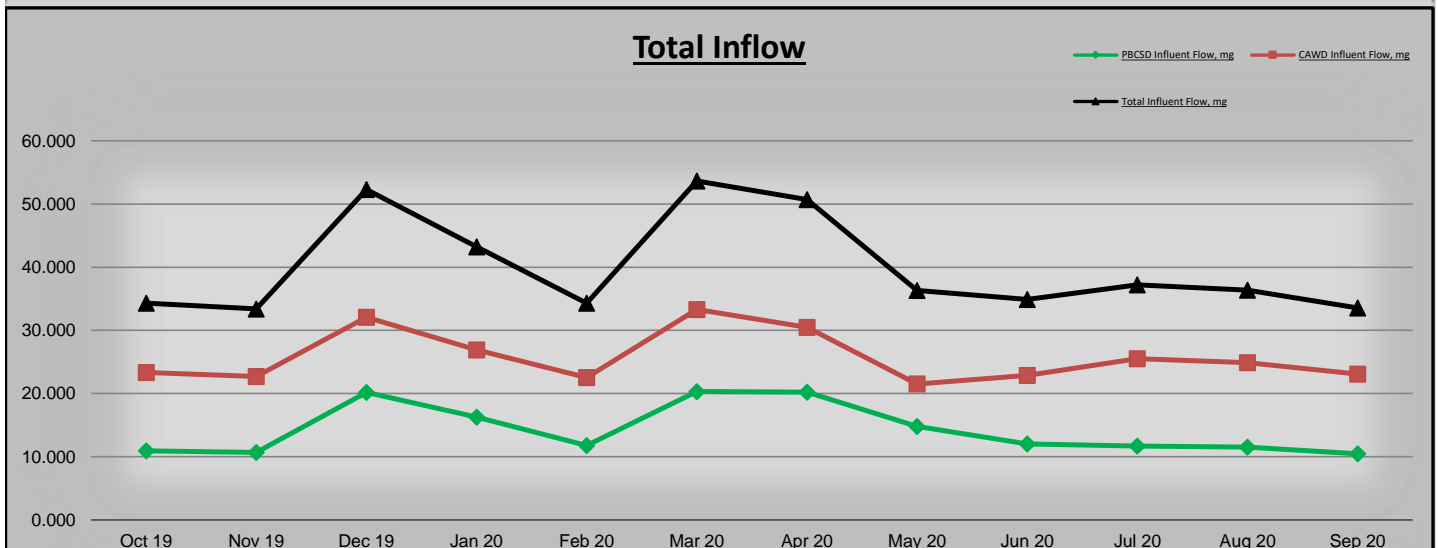
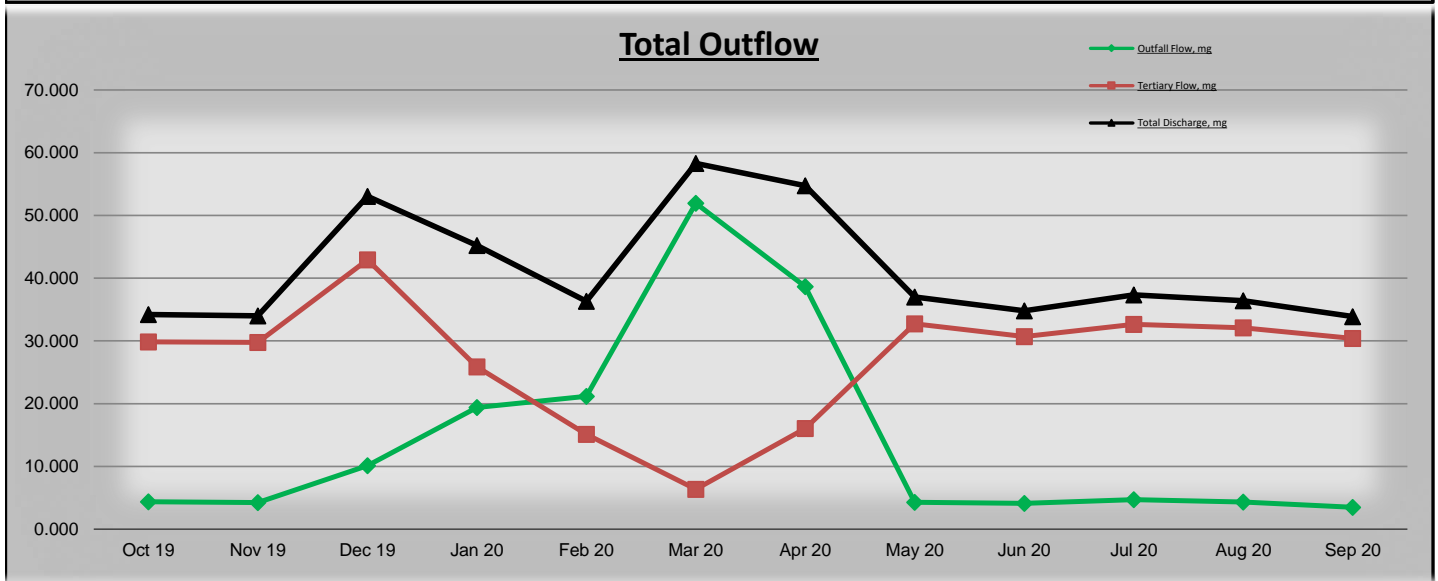
kW-h Per Acre Foot

	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	2064.85	1445.00	1434.66	N/A
Reclamation	2344.93	2255.78	2283.22	1924.16	1920.96	1852.00	1878.67	N/A

MICROTURBINE SUMMARY

Month	Sep '20 kW-h	Aug '20	Jul '20	Jun '20	Accumulated Totals
Production, kW-h	30,072	24,648	13,056	0	826,107.00

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



Wastewater Treatment Facility Operations Report

Report for: August 2020	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.877	0.803	0.718	0.890	68.370	208.00	638.03
PBCSD Flow	11.509	0.371	0.350	0.397	31.630	118.70	364.10
Total Plant Flow	36.386	1.174	1.068	1.287	100.00	326.69	1002.13
Tertiary Flow	32.099	1.035	0.882	1.128	88.218	191.56	587.61
Ocean Discharge	4.330	0.140	0.106	0.167	11.900	148.57	455.75
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	191.56MG (587.61acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.42 BG (25.85 K acre-ft.)
12 Month Rolling Total Reclamation Production	321.58 MG (986.94 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Aug '20 kWh	Price per kWh	Aug'20	Jul'20	Jun'20	May'20
Secondary	110,038.00	\$ 0.211	\$ 23,224.33	\$ 24,838.84	\$ 18,367.09	\$ 21,232.48
Blowers	48,408.16	\$ 0.201	\$ 9,712.20	\$ 10,158.19	\$ 8,378.12	\$ 7,702.30
CAWD Total	158,446.16		\$ 32,936.53	\$ 34,997.03	\$ 26,745.21	\$ 28,934.78
Tertiary	89,213.40	\$ 0.213	\$ 19,032.00	\$ 16,797.52	\$ 13,170.28	\$ 13,831.71
MF/RO	88,497.00	\$ 0.238	\$ 21,019.94	\$ 23,010.84	\$ 19,412.06	\$ 16,962.10
Reclaim Total	177,710.40		\$ 40,051.94	\$ 39,808.36	\$ 32,582.34	\$ 30,793.81
Adjusted Monthly Totals (1)	CAWD Total		\$ 20,234.79	Reclamation Total		\$ 52,753.68

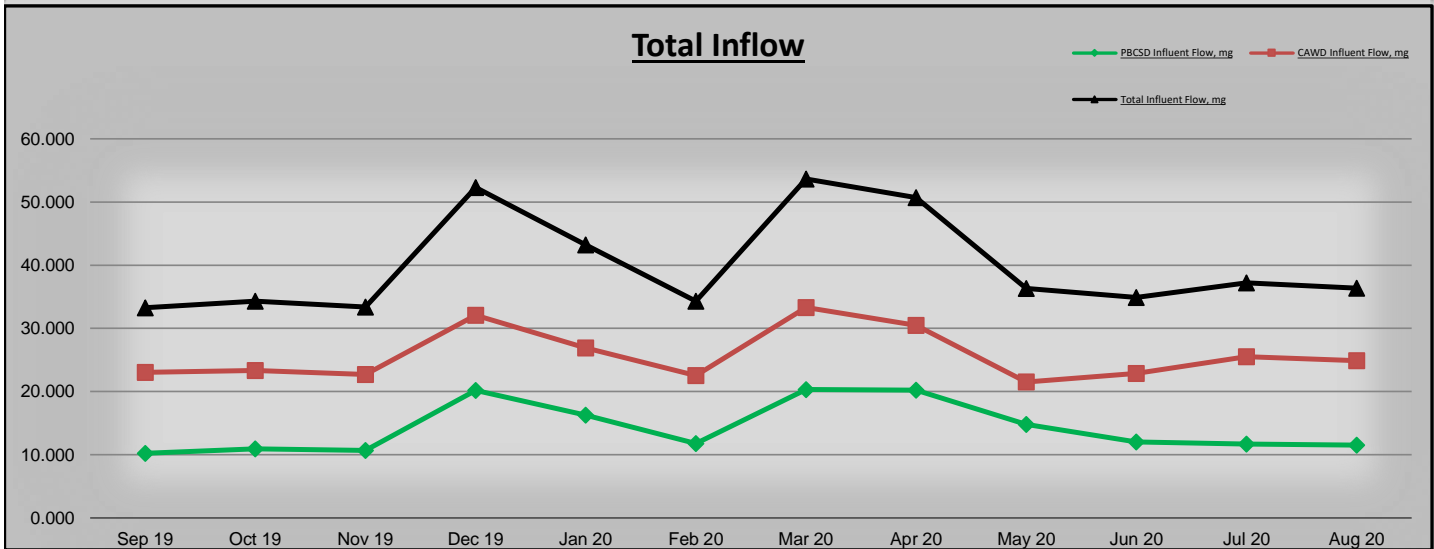
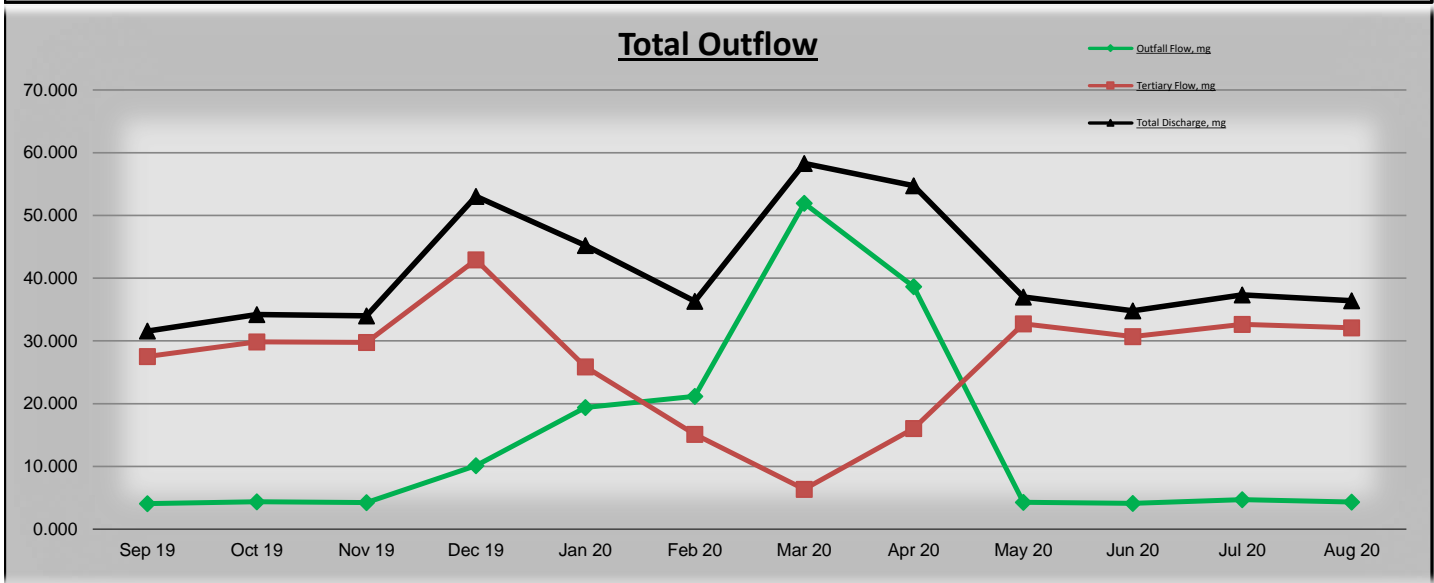
kW-h Per Acre Foot

	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	2064.85	1445.00	N/A	N/A
Reclamation	2344.93	2255.78	2283.22	1924.16	1920.96	1852.00	N/A	N/A

MICROTURBINE SUMMARY

Month	Aug '20 kW-h	Jul '20	Jun '20	May'20	Accumulated Totals
Production, kW-h	24,648	13,056	0	0	796,035.00

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



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
Report for: July 2020	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	25.504	0.814	0.698	0.884	68.539	183.12	561.72
PBCSD Flow	11.707	0.378	0.341	0.439	31.461	107.19	328.79
Total Plant Flow	37.211	1.192	1.039	1.323	100.00	290.31	890.51
Tertiary Flow	32.631	1.043	0.942	1.225	87.692	159.46	489.14
Ocean Discharge	4.706	0.152	0.111	0.232	12.647	144.24	442.47
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	159.46MG (489.14acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.39 BG (25.76 K acre-ft.)
12 Month Rolling Total Reclamation Production	319.82 MG (981.53 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jul '20 kWh	Price per kWh	Jul'20	Jun'20	May'20	Apr'20
Secondary	111,180.00	\$ 0.223	\$ 24,838.84	\$ 18,367.09	\$ 21,232.48	\$ 21,602.61
Blowers	51,781.52	\$ 0.196	\$ 10,158.19	\$ 8,378.12	\$ 7,702.30	\$ 6,421.56
CAWD Total	162,961.52		\$ 34,997.03	\$ 26,745.21	\$ 28,934.78	\$ 28,024.17
Tertiary	77,349.44	\$ 0.217	\$ 16,797.52	\$ 13,170.28	\$ 13,831.71	\$ 7,122.08
MF/RO	101,448.00	\$ 0.227	\$ 23,010.84	\$ 19,412.06	\$ 16,962.10	\$ 13,226.56
Reclaim Total	178,797.44		\$ 39,808.36	\$ 32,582.34	\$ 30,793.81	\$ 20,348.64
Adjusted Monthly Totals (1)	CAWD Total		\$ 21,359.61	Reclamation Total		\$ 53,445.78

kW-h Per Acre Foot

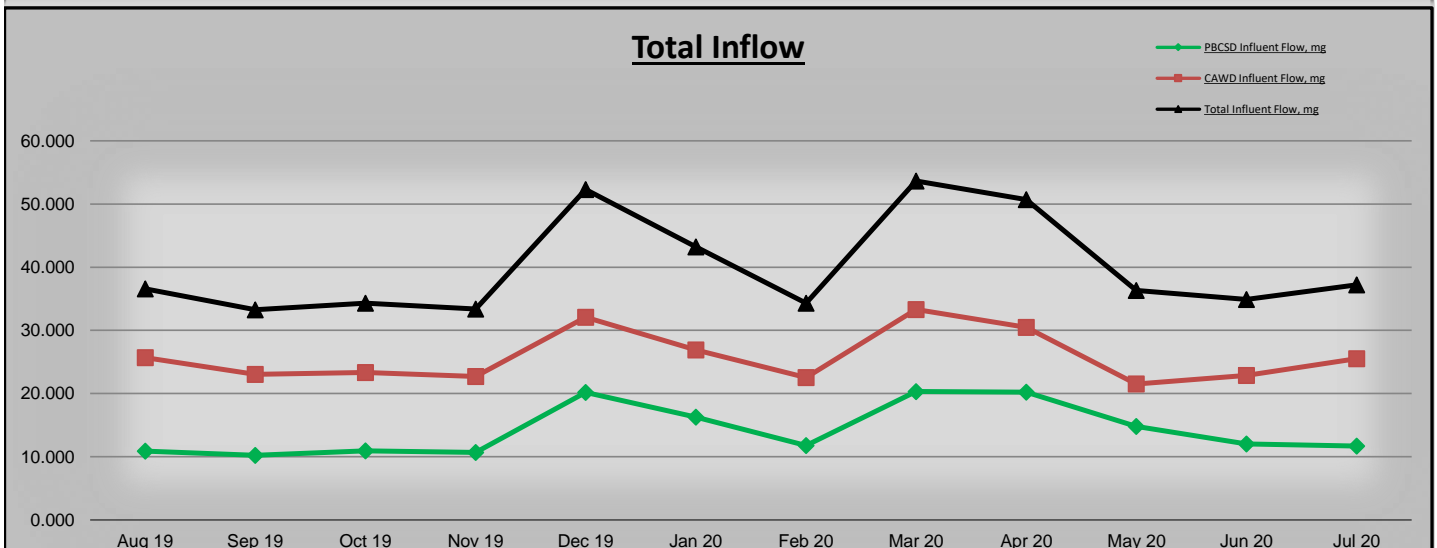
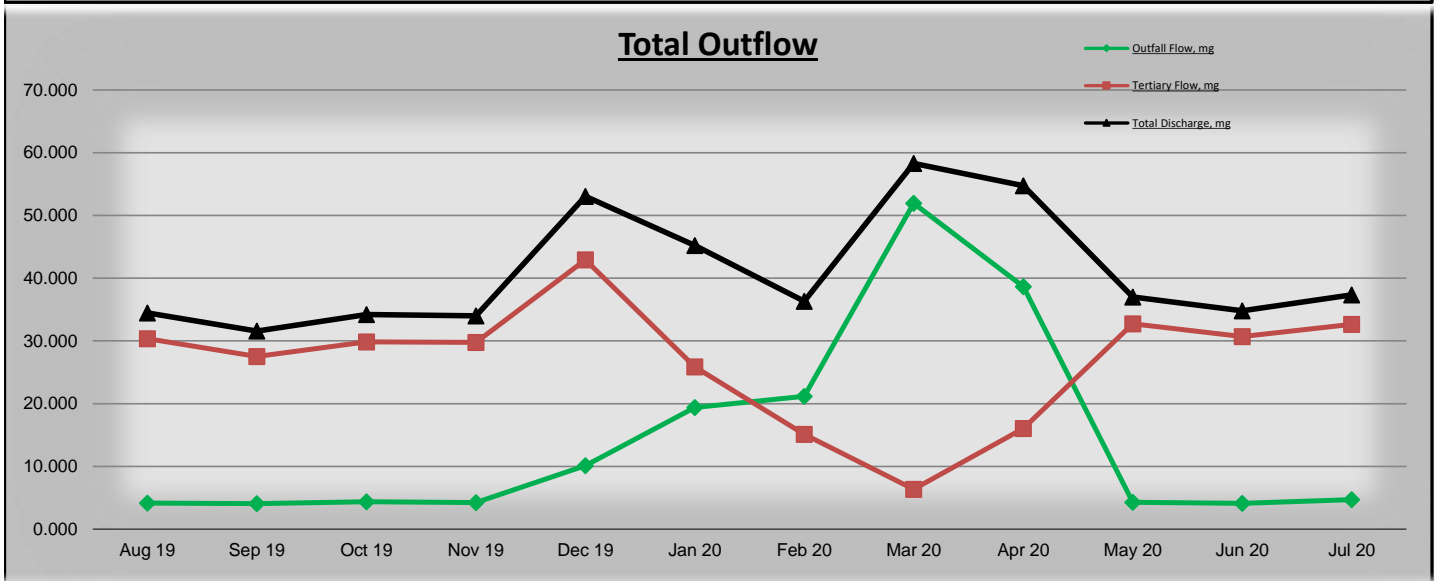
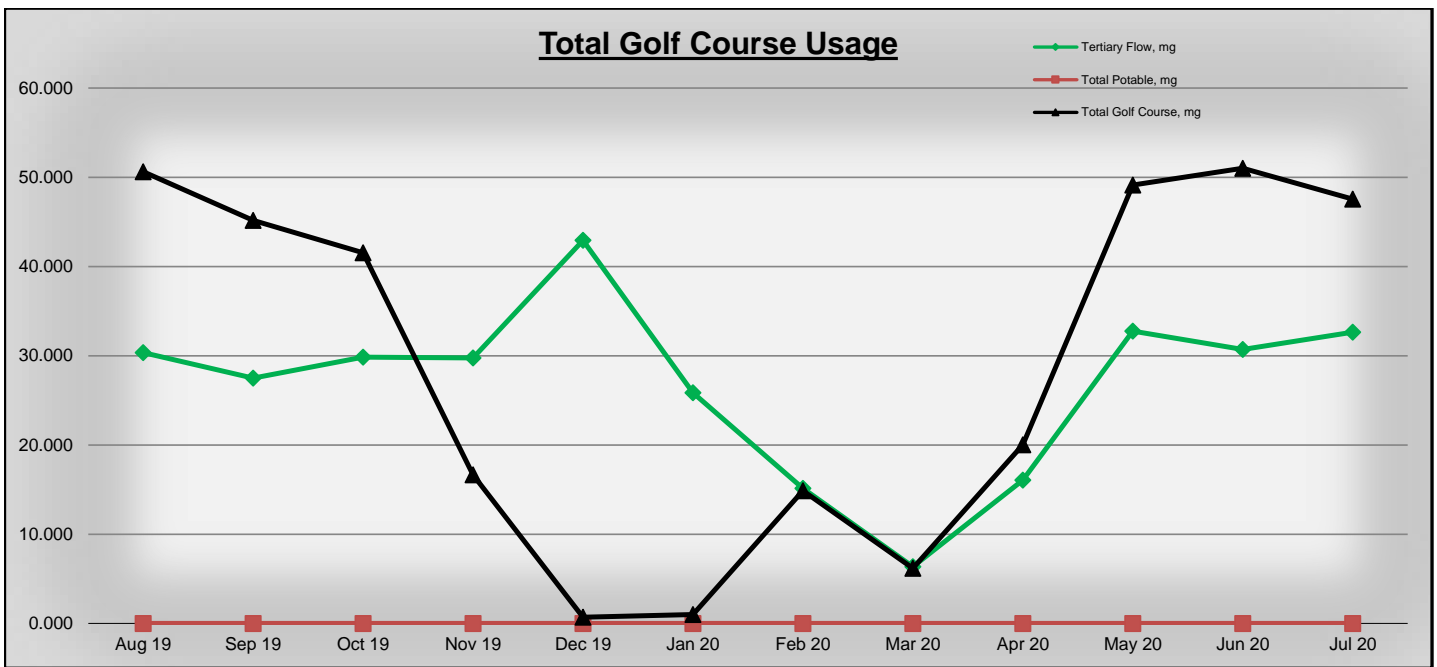
	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	2064.85	1445.00	N/A	N/A
Reclamation	2344.93	2255.78	2283.22	1924.16	1920.96	1852.00	N/A	N/A

MICROTURBINE SUMMARY

Month	Jul '20 kW-h	Jun '20	May'20	Apr'20	Accumulated Totals
Production,kW-h (2)	13,056	0	0	0	771,387.00

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

(2) Micro-turbine on-line but production low due to continued programming adjustments



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: October 29, 2020

Subject: Monthly Report – September 2020

RECOMMENDATION

Receive Report - Informational only; No action required

DISCUSSION

LABORATORY REPORT

- The laboratory staff continues to send Carmel Area Wastewater District (CAWD) Influent Pump Station 24-hour composite sample to Biobot Analytics for COVID-19 analysis.
- Staff submitted semiannual final effluent tests for toxicity (acute & chronic) to Pacific EcoRisk Laboratory. After first reporting results were acceptable, they returned to report an error was made and that a violation had occurred. CAWD had a re-test completed October 6th, and the results passed permit requirements. This is the second mistake that Pacific EcoRisk has made in reporting data results. Due to Pacific EcoRisk's continued unsatisfactory performance staff is looking for a new toxicity lab to meet our testing needs.
- On September 9, 2020, laboratory staff collected samples for the semiannual final effluent and biosolids and sent them to the contract laboratory, Fruit Growers Laboratory (FGL). No violations noted for the results.
- On September 14th to the 25th all laboratory staff completed two weeks of annual safety training set up by CAWD Safety Officer Mark Dias.
- On September 28, 2020, Central Coast Long-term Environmental Assessment

Network (CCLEAN) started the 30-day wet weather period sampling for final effluent.

ENVIRONMENTAL COMPLIANCE REPORT

- All restaurant grease trap inspections have been stopped due to COVID-19 cases increasing.

Restaurant Inspection Table

Restaurant	Compliant	Reason for Non-Compliance	Comments
No inspections			

Grocery Store/Delicatessen Inspection Table

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
No Inspections			

Restaurant Compliance Table

Period	Maintenance (%)	Mechanical (%)
July 2020	100	100
August 2020	NA	NA
September 2020	NA	NA

FUNDING

N/A - Informational item only

OTHER

The Biobot COVID19 sampling results are available upon request.

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
		Projects Implementation Plan Schedule												
		Treatment Plant Projects												
18-01	1620.000	Mech/Elec Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	6/30/22	\$2,905,000	\$10,616,000	Coastal Commission and Tribal Review	Sludge Holding Tank Replacement Project					
18-05	5858.004	PLC/SCADA Programming	Foley	10/8/18	6/30/21	\$240,000	\$364,715	Ignition Migration In Progress	DA Programming					
18-08	1629.000	Standby Power Reliability Project	Treanor/Foley	10/8/18	12/23/20	\$450,000	\$469,202	Pending Delivery	Reliability Project					
18-07	1624.000	Digester No. 1 & Old No. 2 Purging and Cleaning	Waggoner	3/15/19	12/31/20	\$0	\$317,250	Digester No. 1 Complete / Ops to Clean Remainder of Old Digester No. 2	No. 2 Purging and Cleaning					
18-11	1611.000	Microturbine Integration Project	Treanor/Foley	6/4/19	6/30/21	\$100,000	\$676,000	Online - Further Optimization	Microturbine Integration Project					
19-01	1630.000	Onsite Flood Mitigations (PARTIAL RECLAMATION)	Treanor	7/1/19	6/29/21	\$65,000	\$86,000	Inactive	Flood Mitigations (PARTIAL RECLAMATION)					
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$0	\$213,000	On Hold	Perimeter Tree Plan and Implementation					
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	11/30/22	\$0	\$0	Design/CEQA/Developing Funding Agreement	Carmel River FREE Mitigation					
		Cathodic Protection Testing	Treanor	7/1/20	6/29/21	\$30,000	\$30,000	Inactive	Cathodic Protection Testing					
		Cart Charging and Parking	Foley	7/1/20	6/1/22	\$25,000	\$50,000	Inactive	Cart Charging and Parking					
19-19	Pending GL	Aeration Basin Improvements	Waggoner	7/1/20	6/30/21	\$40,000	\$127,000	Procurement Phase	Aeration Basin Improvements					
20-03	6799.006	Treatment COVID Improvements	Foley	7/1/20	3/29/22	\$50,000	\$50,000	Implementation	Treatment COVID Improvements					
		Treatment Plant Studies & O&M Manuals	Treanor	5/1/20	5/2/22				Treatment Plant Studies & O&M Manuals					
20-02	Pending GL	WWTP Stormwater Pollution Prevention Plan Update	Treanor	6/1/20	12/31/20	\$35,000	\$35,000	Kickoff	WWTP Stormwater Pollution Prevention Plan Update					
	5500.006	Coastal Hazards Monitoring Plan	Treanor	5/1/20	4/30/21	\$150,000	\$1,200,000	Draft In Development	Coastal Hazards Monitoring Plan					
	5500.006	Long Term SLR Planning	Treanor	5/3/21	5/2/22	\$150,000	\$1,550,000	Inactive	Long Term SLR Planning					
		Reclamation Projects												
18-26	14777	RO Pretreatment Acid Tanks and Containment	Treanor	6/8/18	6/30/21	\$290,000	\$358,506	On Hold	Acid Tanks and Containment					
		Reclamation Line Cathodic Protection Testing	Treanor	1/1/21	6/3/21	\$0	\$40,000	Inactive	Reclamation Line Cathodic Protection Testing					
		Painting Project	Treanor	7/1/21	12/1/21	\$0	\$75,000	Inactive	Painting Project					
		Reclamation Studies	Treanor	7/2/18	6/1/22				Reclamation Studies					
	69200	Trussell MF/RO Performance Review	Treanor	7/2/18	6/30/21	\$30,000	\$115,000	In Study Phase	Performance Review					
		Reclamation 15-Year Asset Management Assessment	Treanor	7/1/21	6/1/22	\$0	\$35,000	Inactive	Reclamation 15-Year Asset Management Assessment					
		Collections Projects												
19-02		Pretreatment Ordinance	Lather	11/15/19	3/15/21	\$0	\$0	Pending review of Draft by Board Committee and Legal Counsel	Pretreatment Ordinance					

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
18-16		Highlands H2S Control	Lauer	4/16/18	6/30/20	\$0	\$0	Installation of Long Term CN9 Dosing Equipment						
18-17	1609.000	Hatton Canyon Pipeline Replacement Project	Lather	5/23/18	10/15/20	\$1,450,000	\$1,720,853	Construction Substantially Complete / Waiting for Grant Payments						
19-07	1628.000	Rio Road CIPP Lining Project	Lather	7/1/19	10/15/20	\$1,340,000	\$1,469,163	Complete						
19-03	1586.000	Carmel Meadows Gravity Sewer Improvements	Lather	8/1/19	1/19/23	\$185,445	\$1,259,102	Working on Final Design & Environmental Documents/Permits						
19-13	1625.000	Upper Rancho Canada Pipe Realignment	Lather	7/1/19	10/29/21	\$1,760,000	\$1,822,991	Design / CEQA						
20-04	6799.005	Collections COVID Improvements	Foley	7/1/20	7/1/21	\$50,000	\$50,000	Implementation						
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	12/10/21	\$0	\$0	Design by Owner Construction Planned Upon Completion of 19-09						
		Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	7/7/23	\$100,000	\$600,000	Inactive						
		Scenic Rd Pipe Bursting - Ocean to Bay	Lather	7/7/22	7/7/23	\$200,000	\$1,400,000	Inactive						
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress						
20-06		Collections 20-Year CIP	Lather	7/1/20	7/1/40	\$0	\$0	Work In Progress						
		Assessment Districts/Annexations	Lather	8/2/18	5/3/22									
19-09	5500.005	2020 Sphere of Influence Amendment and Annexation Proposal	Lather	3/15/19	3/15/21	\$0	\$50,000	LAFCO Application Submitted - Anticipated Approval Feb 2021						
18-21	1631.000	Corona Road Assessment District	Lather	8/2/18	9/2/21	\$0	\$0	78% Signed Petition / Pending Funding						
19-05		Riley Ranch Annexation/Connection	Lather	8/2/18	9/2/21	\$0	\$0	Pending Annexation						
19-04		Carmel Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove	Lather	5/13/20	5/3/22	\$0	\$55,000	Continued Negotiations						
Administration Projects														
20-01	1633.000	Administration Building COVID Control Improvements	Treanor/Foley	6/9/20	12/22/20	\$75,000	\$75,000	Construction						



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

Project Number:		18-01
Project Name:		WWTP - Elec/Mech Rehab & Sludge Holding Tank Replacement Project
Project Location:		Wastewater Treatment Plant
Project Manager:		Treanor
Status:		Coastal Commission and Tribal Review
Project Description:		The WWTP Rehabilitation Phase II Project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.
Department:		Treatment
Financial:	Cumulative Budget:	Cumulative Spent:
	\$10,616,000	\$870,692
Financial:	FY Budget:	FY Spent:
	\$2,905,000	\$821
Reclamation Share:	Estimated at 4% of project cost. Actual share TBD based on Construction Costs.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Cutover Coordination	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for 2020 through 2021 	
Consultants:	Kennedy/Jenks Consultants (Design Engineer)	
Contractor:	TBD	

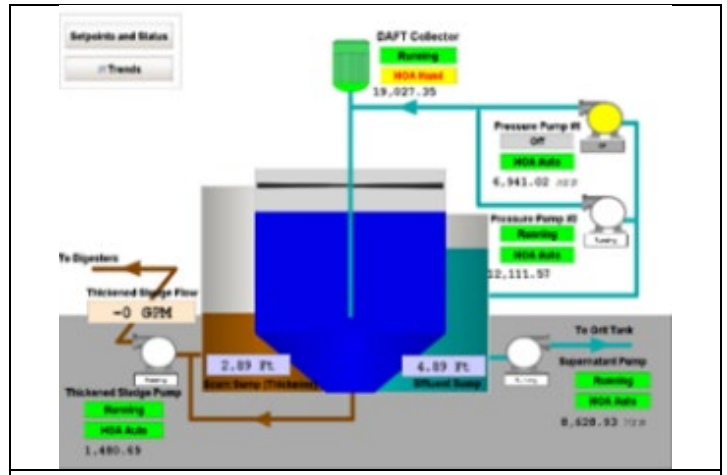


Photo: DAFT SCADA Overview

Project Number:		18-05	
Project Name:		Programmable Logic Controller (PLC) and Supervisory Control and Data Acquisition (SCADA) Programming Project	
Project Location:		Wastewater Treatment Plant	
Project Manager:		Foley	
Status:		Ignition Migration In Progress	
Project Description:		During the Phase 1 project a new SCADA software package from Inductive Automation was installed to parallel the existing system. This project includes the migration of the remaining SCADA screens from the legacy system to the new system. The PLC code is also being updated to the CAWD standards that are being developed during this project. This project is necessary to replace obsolete software and hardware so that the automated controls, alarms, and reporting remain accurate and reliable.	
Department:		Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$364,715	\$126,954	
Financial:	FY Budget:	FY Spent:	
	\$240,000	\$2,240	
Reclamation Share:	Partial Reclamation		
Schedule:	<ul style="list-style-type: none"> Existing SCADA to be migrated in FY20/21. 		
Consultants:	Frisch Engineering		



Photo: Old Digester No. 2

Project Number:	18-07	
Project Name:	Digester No. 1 & Old Digester No. 2 Purging and Cleaning	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	Digester No. 1 Complete / Ops to Clean Remainder of Old Digester No. 2	
Project Description:	Digester No. 1 cleaning is completed. Old Digester No. 2 is planned to be demolished. Old Digester No. 2 will be drained by staff to minimize cost of the project.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$317,250	\$309,288
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	Unknown quantity of debris in Digester No. 1	
Schedule:	<ul style="list-style-type: none"> • Digester 1 complete • Digester 2 to be cleaned by Ops in Summer 2020 – nearly completed 	
Contractor:	Synagro WWT	



Photo: Example Trailer Standby Generator

Project Number:	18-08	
Project Name:	Standby Power Reliability Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor/Foley	
Status:	Pending Delivery	
Project Description:	This project involves purchasing a trailer mounted 500kW generator to serve as a full back up to the existing standby system in case the existing 750kW generator were to fail. The Main Switchgear would be reprogrammed to run off one generator with a standby (instead of the current split bus system). This would allow removal of the existing 450kW generator (which has obsolete controls and only powers half the main Switchgear).	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$469,202	\$52,691
Financial:	FY Budget:	FY Spent:
	\$450,000	\$34,609
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Air Board Permit	
Challenges:	N/A	
Schedule:	<ul style="list-style-type: none"> • Design to be completed in 2019 • Construction anticipated for 2020 	
Consultants:	Beecher Engineering	
Contractor:	Quinn Power Systems	



Photo: Existing Gas Conditioning System

Project Number: 18-11		
Project Name: Microturbine Integration Project		
Project Location: Wastewater Treatment Plant		
Project Manager: Treanor/Foley		
Status: Online – Further Optimization		
Project Description: Overhaul of existing gas conditioning system and controls for the microturbines. The existing gas conditioning system has been having repeated mechanical failures which reduces the amount of time the Microturbines are in service. Significant overhaul of controls is needed to integrate the new 65kW turbine. CAWD is looking into a new gas conditioning system in case the existing system is not sufficient to treat the gas after the larger 65kW turbine is placed in service.		
Department: Treatment		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$676,000	\$35,299
Financial:	FY Budget:	FY Spent:
	\$100,000	\$14,518
Reclamation Share: N/A		
Other Entities: N/A		
Permits Required: Air Board Permit		
Challenges: Complexity of System		
Schedule: <ul style="list-style-type: none"> • Pre-Design to be completed in 2019/2020 • Final Design to be completed in 2020/2021-Construction anticipated for 2021 		
Consultants: Frisch Engineering (programming)		
Contractor: TBD		



Photo: View H2S damage to Calle La Cruz wet well

Project Number: 18-16		
Project Name: H2S Control at Calle La Cruz Pump Station		
Project Location: Collection System		
Project Manager: Lauer		
Status: Installation of Long Term CN9 Dosing Equipment		
Project Description: H2S gasses are causing damage to the wet well and are a health hazard. H2S readings of 700ppm have been observed. Staff have tried several different products and found CN-9 (Calcium Nitrate) to work.		
Department: Collections		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Other Entities: N/A		
Permits Required: N/A		
Challenges: Getting the right dosage to remove odor. Dealing with source of problem.		
Schedule: Ongoing		
Contractor: In-house to date		

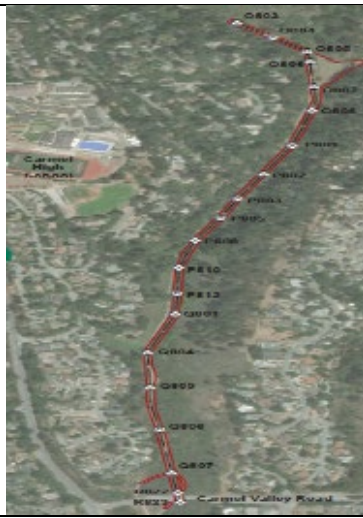


Photo: View of the sewer lines to be replaced in Hatton Canyon

Project Number:	18-17	
Project Name:	Hatton Canyon Pipeline Replacement	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	Construction Substantially Complete / Waiting for Grant Payments & final invoices	
Project Description:	Replace 5,570 linear ft. of 60-year old 8" vitrified clay, bell & spigot pipeline within Hatton Canyon. Experienced over 3 spills in the past 20 years due to flooding. Replace with 10" butt welded HDPE pipe that will be watertight & anchored into upgraded manholes. This is designed to eliminate future spills.	
Department:	Collection	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,720,853	\$1,131,244
Financial:	FY Budget:	FY Spent:
	\$1,450,000	\$788,858
Other Entities:	State Parks; Fish & Wildlife, Army Corps, FEMA, CalOES	
Permits Required:	State Parks Easement, Army Corps, U.S. Fish & Wildlife, State Fish & Wildlife, and Monterey County Encroachment Permit.	
Challenges:	The project is located within a State Parks easement along the west bank of Hatton Creek. Existing access road is surrounded by riparian habitat.	
Schedule:	Work required to be completed between June – October 2020.	

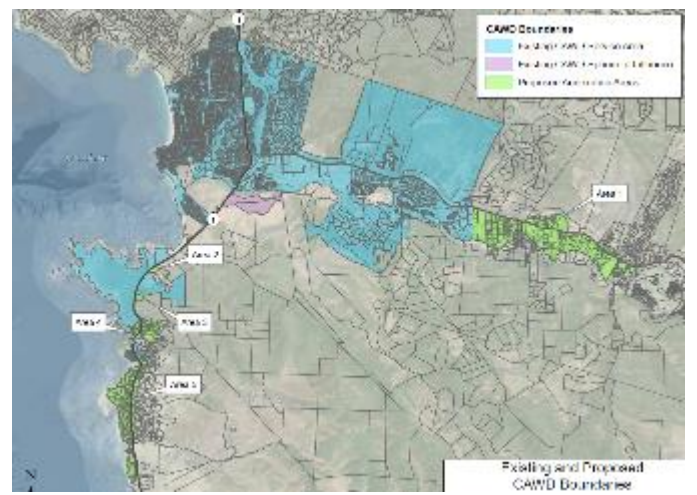


Photo: Areas of Potential Annexation

Project Number:	18-21, 19-04, 19-05, 19-09	
Project Name:	2020 CAWD Sphere Of Influence (SOI) Amendment & Annexation Proposal	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	LAFCO Application Submitted – Anticipated Approval Feb 2021	
Project Description:	The project will provide access for homes and businesses currently on septic systems and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point & Otter Cove.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$49,000
Financial:	FY Budget:	FY Spent:
	\$0	\$0
** No Budget included for Annexations b/c costs will be recouped through annexation fees.		
Permits Required:	Environmental Review, LAFCO Annexation Approval	
Challenges:	#18-21 Getting homeowner groups to form a Corona Road Assessment District to pay for infrastructure that is needed to connect to our sewer system.	
Schedule:	Applied for LAFCO Annexation in August 2020.	
Consultant:	Denise Duffy & Associates	



Photo: Existing totes used for Sulfuric Acid storage and Feed

Project Number:	18-26	
Project Name:	RO Pretreatment Acid Tanks and Containment	
Project Location:	Reclamation – MF/RO	
Project Manager:	Treanor	
Status:	On Hold	
Project Description:	Code compliance upgrades for existing acid chemical storage and feed system used by Reclamation for enhancing RO recovery. Project includes code compliant secondary containment and separation of dissimilar chemicals.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$358,506	\$68,506
Financial:	FY Budget:	FY Spent:
	\$290,000	\$0
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	N/A	
Schedule:	<ul style="list-style-type: none"> • Bid second half of 2020 • Construction 2021 	
Consultants:	Trussell Technologies, Inc	
Contractor:	TBD	



Photo: Eucalyptus trees on South Side of Treatment Plant

Project Number:	18-28	
Project Name:	Perimeter Tree Plan and Implementation	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	On Hold	
Project Description:	Planning and landscaping around the treatment plant. This will include looking into possibly replacing the non-native eucalyptus trees around the perimeter of the treatment plant with native tree species. The project will start with a study and plan to determine costs, sequencing schedule, and visual impacts. The eucalyptus trees around the plant have ongoing maintenance costs which may be offset in the long term with different type of tree screening. Purpose is to improve security around plant perimeter.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$213,000	\$2,897
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation:	N/A	
Other Entities:	N/A	
Permits Required:	Currently unknown (In Study Phase)	
Challenges:	Time it will take for new trees to grow up that will fully screen treatment plant from view	
Schedule:	<ul style="list-style-type: none"> • Study to occur in 2020 	
Consultants:	Scott Hall Landscape Design	
Contractor:	TBD	



Photo: Old Flood Door in Headworks Basement

Project Number:	19-01	
Project Name:	Critical Process Onsite Flood Adaptations	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	Inactive	
Project Description:	There are a few areas of the WWTP that may be vulnerable to inundation during a 100-year river flooding event. Although the actual impact to the process in the event of inundation of these areas may be minor, it would be prudent to mitigate any possible impacts of flooding on the treatment process. The areas that could be further adapted to avoid flooding inundation are: Headworks Basement Flood Door, Influent Access Hatch, Secondary Effluent Diversion Structure Hatches, Chlorine Contact Channel Hatches, Waste Gas Burner Operations.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$86,000	\$21,788
Financial:	FY Budget:	FY Spent:
	\$65,000	\$0
Reclamation Share:	15% Reclamation	
Other Entities:	Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	N/A	
Schedule:	<ul style="list-style-type: none"> • Planning in 2019 • Modifications in 2021 	
Consultants:	N/A	
Contractor:	TBD	

PRE-TREATMENT ORDINANCE
2020-XX

CARMEL AREA WASTEWATER DISTRICT

Project Number:	19-02	
Project Name:	Update Pretreatment Ordinance	
Project Location:	Pretreatment/Collections	
Project Manager:	Lathér/De Ocampo/Waggoner	
Status:	Draft Ordinance is ready for committee review.	
Project Description:	Prepare a Pre-Treatment Ordinance that is in compliance with the current standard of practice and the State Water Resources requirements.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	None	
Schedule:	<ul style="list-style-type: none"> • Complete Draft Ordinance for review in September 2020. • Committee review of Ordinance in October 2020. 	
Consultants:	None	
Contractor:	None	



Photo: View gravity pipe in Carmel easement

Project Number:	19-03	
Project Name:	Carmel Meadows Gravity Sewer Improvements	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	Working on Final Design & Environmental Documents/permits	
Project Description:	The project will replace 1300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,259,102	\$271,735
Financial:	FY Budget:	FY Spent:
	\$185,445	\$45,198
Permits Required:	Coastal Permit and Environmental Review	
Challenges:	Redirecting the sewer to the pump station without requiring booster pumps for individual houses.	
Schedule:	Design FY20/21. Construct FY21/22.	
Consultants:	SRT Consultants	
Contractor:	TBD	



Photo: View CIPP Liner being installed

Project Number:	19-07	
Project Name:	Rio Rd CIPP Lining project	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	Complete- Final Costs awaiting invoices	
Project Description:	The rehabilitation of 4000 feet of 24 to 27-inch diameter Asbestos Cement Pipe (ACP) trunk line that runs along Rio Road in Carmel. Lining existing pipe with (CIPP) Cured-In-Place Pipe. This pipe is in poor condition and is beyond its useful life. It was identified as a priority for repair in the Asset Management Plan.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,469,163	\$769,900
Financial:	FY Budget:	FY Spent:
	\$1,340,000	\$640,737
Permits Required:	N/A	
Challenges:	Traffic Control	
Schedule:	Construct July 2020.	
Consultant:	Design by Kennedy/Jenks PSOMAS construction manager	
Contractor	Insituform	



Photo: Entrance to Carmel Valley Manor

Project Number:			19-08
Project Name:			Carmel Valley Manor Pipeline and Pump Station
Project Location:			Collection System
Project Manager:			Lathér
Status:			
Project Description:			Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system.
Department:			Collections
Financial:	Cumulative Budget:	Cumulative Spent: \$180	
	\$		
Financial:	FY Budget:	FY Spent: \$180	
	\$		
Reclamation Share:		0%	
Other Entities:			
Permits Required:		County Encroachment Permit	
Challenges:			
Schedule:			
Consultants:		MNS and Rincon are working for Carmel Valley Manor to permit and design the project.	
Contractor:		N/A	



Photo: View of proposed sewer line realignment

Project Number:			19-13
Project Name:			Upper Rancho Cañada Pipe Realignment
Project Location:			Collection System
Project Manager:			Lathér
Status:			90% Design, CEQA complete, Initiating Easement Negotiations
Project Description:			This project relocates an existing sewer trunk line that serves the eastern most assets of the District and is located within the proposed County Park at Rancho Cañada. The trunk line varies in size from 12 inch to 8 inch and is made of Truss pipe material that was installed in the early 1970's. The pipe is damaged in many locations, has capacity issues, and was identified as a priority in the Asset Management Plan.
Department:			Collection
Financial:	Cumulative Budget:	Cumulative Spent: \$102,254	
	\$1,822,991		
Financial:	FY Budget:	FY Spent: \$39,262	
	\$1,760,000		
Other Entities:			Monterey Regional Park District
Permits Required:			Environmental Review
Challenges:			Providing a design that allows CAWD access to assets and is acceptable to the Park District.
Schedule:			Design FY 19/20. Construct FY 20/21.
Consultants:			MNS Engineering Rincon Environmental



Photo: Existing air diffuser system

Project Number:	19-19	
Project Name:	WWTP – Aeration Basin Improvements	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	Procurement Phase	
Project Description:	The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins. Another needed improvement is to prevent short circuiting of flows in the basins. The installation of one curtain baffle in each tank will eliminate the short-circuiting issue.	
Department:	Treatment	
Budget Status:	Budget: \$40,000.00 Actual to Date: \$0.00	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$127,000	\$87,000
Financial:	FY Budget:	FY Spent:
	\$40,000	\$0
Reclamation Share:	Estimated at 0% of project cost.	
Other Entities:	CAWD/PBCSD Reclamation Project	
Permits Required:	No permits as project is preventative maintenance project	
Challenges:	Weather conditions and Scheduling	
Schedule:	<ul style="list-style-type: none"> Design to be completed in Spring 2020 Construction anticipated for Summer 2021 	
Consultants:	In house (Design Plant Engineer), Environetics for Baffles	
Contractor:	TBD	

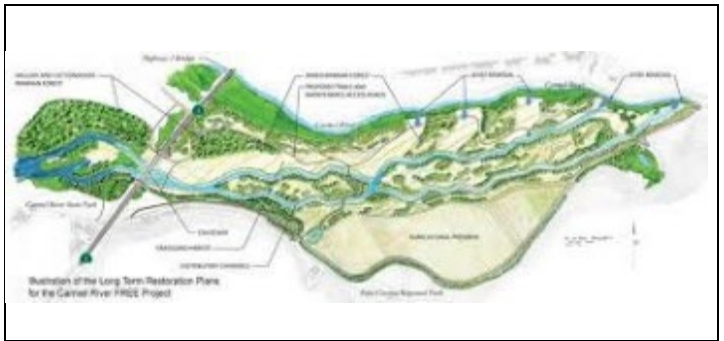


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River FREE Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Trearor	
Status:	Design/CEQA/Developing Funding Agreement	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain which will significantly impact existing wastewater pipelines which cross the lagoon. To fully mitigate impacts from CRFREE the pipelines which are currently crossing over a portion of the lagoon are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$21,033
Financial:	FY Budget:	FY Spent:
	\$0	\$3,944
** No Budget included b/c project is being funded by CRFREE initiated grants		
Reclamation Share:	0%	
Other Entities:	Monterey County	
Permits Required:	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board (RWQCB)	
Challenges:	Construction near Environmentally Sensitive Habitat and obtaining new Easement from State Parks	
Schedule:	<ul style="list-style-type: none"> Design and CEQA anticipated completion Summer 2021 Construction anticipated in Summer 2022 	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	Pending	



Photo: Admin Building Permit Desk

Project Number:	20-01	
Project Name:	Administration Building COVID Control Improvements	
Project Location:	Administration Building	
Project Manager:	Treanor/Foley	
Status:	Construction	
Project Description:	HVAC Improvements to control airborne viruses, enclosure of permit desk to eliminate contact between staff and visitors.	
Department:	Administration	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$75,000	\$27,235
Financial:	FY Budget:	FY Spent:
	\$75,000	\$27,235
Reclamation Share:	0%	
Other Entities:	None	
Permits Required:	Building Permits	
Challenges:	Emerging science around COVID-19	
Schedule:	<ul style="list-style-type: none"> • Design June and July 2020 • Construction anticipated in Late Summer/Fall 2020 	
Consultants:	Design: Davner Engineering	
Contractor:	Coast Counties Glass	



Photo: WWTP Stormwater Pump Station

Project Number:	20-02	
Project Name:	WWTP Stormwater Pollution Prevention Plan Update	
Project Location:	Treatment Plant	
Project Manager:	Treanor/Dias	
Status:	Kickoff	
Project Description:	Update to the existing CAWD WWTP Stormwater Pollution Prevention Plan as required by the National Pollution Discharge Elimination System (NPDES) General Stormwater Permit	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$35,000	\$0
Financial:	FY Budget:	FY Spent:
	\$35,000	\$0
Reclamation Share:	0%	
Other Entities:	None	
Permits Required:	Part of General Stormwater Permit	
Challenges:	None	
Schedule:	<ul style="list-style-type: none"> • Plan Development in 2020 	
Consultants:	Kennedy Jenks Consultants	
Contractor:	N/A	



Photo: River Watch logo

Project Number:	20-05								
Project Name:	River Watch Agreement								
Project Location:	Collection System								
Project Manager:	Lathér								
Status:	In process								
Project Description:	Work with collections to provide data that is needed to satisfy the milestones in the agreement with River Watch.								
Department:	Collections								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>N/A</td> <td>Cumulative Spent:</td> <td>N/A</td> </tr> <tr> <td>FY Budget:</td> <td>N/A</td> <td>FY Spent:</td> <td>N/A</td> </tr> </table>	Cumulative Budget:	N/A	Cumulative Spent:	N/A	FY Budget:	N/A	FY Spent:	N/A
Cumulative Budget:	N/A	Cumulative Spent:	N/A						
FY Budget:	N/A	FY Spent:	N/A						
Reclamation Share:	0%								
Other Entities:	River Watch								
Permits Required:	none								
Challenges:	CCTV Schedule								
Schedule:	Due date June 2023								
Consultants:									
Contractor:	N/A								

CAWD Collections Dept - CIP		FY 2020/21 thru 2030/31										
Project #	PROJECT	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
1	Carnel Meadows Pipeline (Carry Over)	\$185,443	\$1,000,000									
2	Hatten Canyon Pipeline Pipe Bunting	\$1,450,000										
3	Upper Rancho Canada Pipe Rotoclean	\$1,700,000										
4	Bay Science PS Rehabilitation	\$100,000	\$150,000	\$350,000								
5	Science Pipe Bunting - Ocean to Bay	\$200,000	\$600,000	\$600,000								
6	Pescadero Creek Area Pipe Rehab	\$150,000	\$1,350,000									
7	Electrical Upgrades at Hacienda Pump Station		\$140,000									
8	Monte Verde PS and Sewers- South of Santa Lucia		\$250,000	\$1,500,000	\$500,000							
9	11th- Jumpers to Bay Road		\$250,000	\$1,500,000								
10	Carnel Woods Sewer Rehabilitation		\$400,000	\$2,300,000								
11	Calle La Cruz PS Rotoclean/Rehab		\$150,000	\$150,000	\$800,000							
12	Mission & San Carlos -Ocean to 2nd		\$150,000		\$1,008,000							
13	Dolores Street Pipe Bunting 4th to 10th				\$150,000							
14	Hacienda PI area sewer upgrading				\$200,000	\$1,000,000	\$1,808,000					
15	Hacienda Street Pipe Bunting 4th to 10th					\$150,000						\$864,000
16	Santa Rita and Guadalupe-Pipe bunting Ocean to Serra								\$250,000	\$1,728,000		
17	Camino Real-between 4th & Walker Avenue								\$150,000	\$	\$100,000	\$1,555,200
18	Manchaca Rehabilitation				\$370,000			\$370,000				
19	Pump Repairs @ various locations							\$400,000	\$200,000			\$500,000
20	Upper Rancho Canada Subdivision Trunkline											
21	Bay Road Inflow: Pumper Replacement											
22	Downstream PI at Treatment Plant (30% Treatment)											
	Collections TOTAL	\$1,695,443	\$2,140,000	\$2,450,000	\$2,620,000	\$3,550,000	\$2,600,000	\$2,428,000	\$2,414,000	\$2,408,000	\$2,692,000	\$2,655,200
	FEMA Grant Funding	\$983,075	\$0	\$0	\$0	\$0						
	PBCSD Share	\$0	\$0	\$0	\$0	\$0						
	CAWD COST	\$1,712,418	\$2,140,000	\$2,450,000	\$2,620,000	\$3,550,000	\$2,600,000	\$2,428,000	\$2,414,000	\$2,408,000	\$2,692,000	\$2,655,200

Photo: LT Capital Schedule

Project Number:	20-06								
Project Name:	Collections 20-Year CIP								
Project Location:	Collection System								
Project Manager:	Lathér								
Status:	In Process								
Project Description:	Utilize updated sewer line inspection information and flow modeling to develop a 20-year Construction Improvement Plan								
Department:	Collections								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>N/A</td> <td>Cumulative Spent:</td> <td>N/A</td> </tr> <tr> <td>FY Budget:</td> <td>N/A</td> <td>FY Spent:</td> <td>N/A</td> </tr> </table>	Cumulative Budget:	N/A	Cumulative Spent:	N/A	FY Budget:	N/A	FY Spent:	N/A
Cumulative Budget:	N/A	Cumulative Spent:	N/A						
FY Budget:	N/A	FY Spent:	N/A						
Reclamation Share:	0%								
Other Entities:	River Watch								
Permits Required:	none								
Challenges:									
Schedule:	2020 - 2040								
Consultants:	West Yost								
Contractor:	N/A								

STAFF REPORT



To: Board of Directors

From: Ed Waggoner
Operations Superintendent

Date: October 29, 2020

Subject: Monthly Operations Report – September 2020

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff have continued finishing up projects and concentrating on Preventative Maintenance Work Orders during the month of September. Including, implementation of the Operations Flood Preparation Standard Operating Procedures provided by the Plant Engineer.
- (Project #18-07) Cleaning Old Digester #2 -Plant staff is continuing to remove the final .75 feet of solids, grit and other debris from the floor of old digester #2 as operational time permits. No work completed this month due to yearly Safety Training which lasted two weeks.
- Staff completed removing the wooden toe guards around the Influent Pump Station. These wooden toe guards have been replaced by aluminum toe guards on the Influent Pump Station walkway and work area.
- Polyfluoroalkyl Substances (PFAS) - During the September 24, 2020 Carmel Area Wastewater District Board meeting there was a long discussion on whether to analyze the 11 optional analytes of PFAS.

The Board asked staff to reach out to the State of California to find out which of the 11 optional analytes they would recommend for analysis. The Operations Superintendent contacted Wendy Linck from the Division of Water Quality, who is the main contact for Order of Determination #WQ-2020-0015-DWQ for Polyfluoroalkyl Substances. Wendy's response was in three parts:

- “The optional analytes are optional because of potential performance issues when analyzed at the laboratories. The State Water Board included the 31 analytes because they provide a good cross-section of the older and newer generations of PFAS compounds being used, but also some are known to biotransformation from one compound to another. These compounds the laboratories are confident in analyzing”.
- “The 11 optional analytes included are some the newest PFAS compounds being made and not all of the laboratories currently accredited have the confidence in analyzing them at the reporting levels (RLs) required in the Order”.
- “You will meet the intent of the Order if samples are only analyzed for the 31 analytes. If you are considering adding the optional analytes, look at the types of wastes that are coming into the facility – would you expect any of these compounds? If you have mostly domestic waste coming in, I will say no”.

With the above comments from Wendy Linck, the Operations Superintendent recommends only analyzing the 31 mandated analytes in the Order of Determination #WQ-2020-0015-DWQ.

Reclamation:

- Staff ordered 125 Scinor SMT600-S26 Modules to complete one Micro Filtration cell replacement set if the current modules become inoperable. Delivery of 100 Scinor SMT600-S26 modules arrived the week of September 20, 2020. The remaining 25 Modules were damaged at the freight haulers storage yard and were undeliverable. Scinor is sending 25 replacement SMT600-S26 modules which should arrive in six weeks from China.
- Staff has continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Micro Filtration and Reverse Osmosis Systems.
- Staff completed Clean-in-Place (CIP) on Micro Filtration Cells one, two, and three. All cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 2 to 3.8 psi.

Training:

- Staff is continuing online training at treatment facility from Target Solutions as Carmel Area Wastewater District implements its new safety policies for Exposure Control Plan Updates for the COVID -19 virus at the treatment facility.

- Staff resumed weekly tailgate safety meetings with Collections leading the way by holding the meetings in the truck bays so social distancing can be practiced.
- During the Safety Training from September 14 through September 25, 2020. Operations and Laboratory Staff attended required training classes in person and/or online classes.

Capital Improvement:

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

Meetings Attended

- Monterey County Water Awareness Committee conducted a Zoom meeting on September 10, 2020. Meeting discussions centered around outreach to all schools in all members service areas on the new web-based educational programs.
- Virtual Zoom meeting for the Oversight Committee for Wastewater Reclamation Project on September 1, 2020. This meeting was to review Carmel Area Wastewater District production numbers of reclaimed water and to devise a strategy for golf course irrigation for the remainder of September by the golf course superintendents.
- PG&E webinar on September 22, 2020 for new rate structures that will be taking place in late 2020 thru April 2021. Which includes change of Peak Demand Time changes and information on Public Safety Power Shutoff for fall of 2020.
- State of California sponsored Webinar on understanding the new Order of Determination #WQ-2020-0015-DWQ for Polyfluoroalkyl Substances (PFAS) for Publicly Owned Treatment Works on September 23, 2020.

Discharge Permit Violations

- No Reclamation Permit 93-72 discharge violations for the month of September 2020.
- No Violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 were encountered during the month of September 2020.

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: October 29, 2020

Subject: Monthly Maintenance Report – September 2020

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress

- (Project 18-11) Design for new standalone exhaust for 30 kilowatt microturbine is complete and parts are on order from Precision Combustion. The exhaust will exit near the roof on the front of the building. The concrete will be scanned before core drilling so that cutting rebar and conduit can be avoided.
- (Project 18-08)- Bryan Mailey Electric is working on the installation of the electrical connection for the new plant portable generator. This includes electrical termination enclosures, conduit, and wire. **Update:** Install will be ready for generator delivery in October.
- A PurpleAir Air Quality Sensor was installed at the treatment plant. The data is available on the PurpleAir website map. Staff can monitor local air quality and shift outside work projects during unsafe air quality days to inside projects.
- Bryan Mailey electric is performing predictive maintenance on the treatment plant electrical motors. The data is recorded and then uploaded to Mainsaver by Computer Maintenance Management Software Administrator. Staff can then analyze and make decision on when to replace or recondition equipment by trending electrical tests.

- The mechanical seal for the headworks grit pump was replaced with new unit. The seal was clogged and was preventing seal water flow. The unit was replaced before it was damaged and will be sent out for reconditioning. Staff determined the cause of the clog to be inconsistent seal water flow. A ½" flow meter was ordered, and an alarm will be added to prevent this case from reoccurring.
- The Programmable Logic Controller (PLC) at Monte Verde pump station faulted twice over the course of 2 weeks. Staff replaced with a spare and the unit still faulted again. Staff is working with Frisch engineering and Rockwell Automation to determine the intermittent fault. It is believed to be external to the PLC so staff replaced the 24-volt power supply and added additional power conditioning. Staff will continue to monitor. The station did fail over to the backup float system and sent an alarm, as intended when the PLC faults.

Upcoming Maintenance Projects

- An application has been submitted to Pacific Gas & Electric to replace the main electrical panel for the Bay & Scenic pump station. Parts have been ordered. This will improve safety by replacing fuses with a circuit breaker. Update 1: Still waiting on parts. Update 2: Scheduled for construction in November.
- Staff completed a preventive maintenance inspection of the influent pumps and noted deterioration of the pump impellers on 2 pumps. Replacement parts were ordered and will be installed. This will improve pumping efficiency and reduce the chance of a pump failure.
- The tertiary delta stack clarifier will not rotate. The issue is in the mechanical gear drive system so staff is scheduled to lift the delta stack with a crane so it can be temporarily supported while the gear box is removed and repaired.

Staff Development

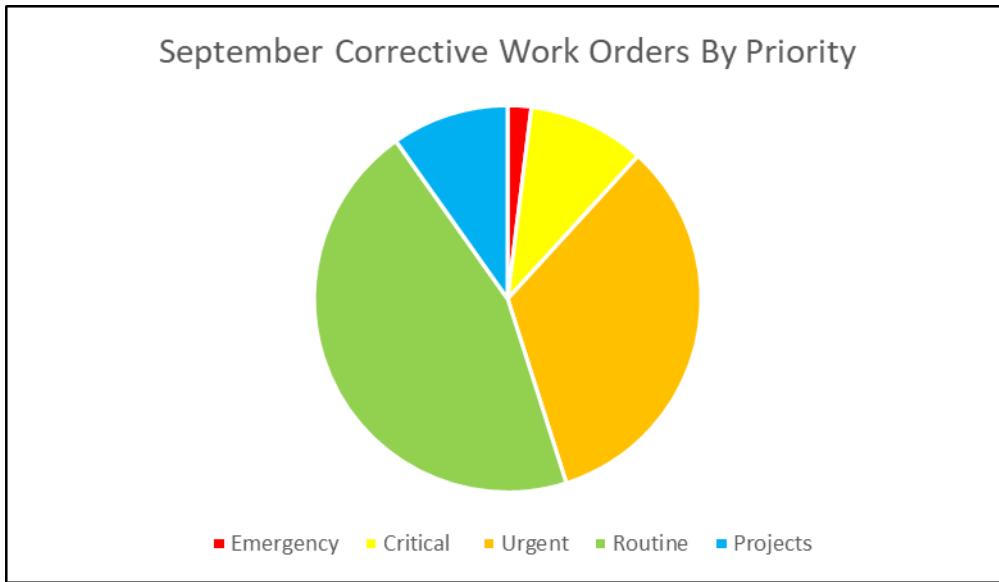
- Karla Cristi attended a United Rentals hosted webinar on equipment rental ordering.
- Chris Foley and Karla Cristi attended Mainsaver reporting training. The training covered custom reports using Infomaker report software to access tables in Mainsaver SQL database.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	213
Total Work Orders Closed/Done	185
Total Work Orders Still Open	28
Percentage of Work Orders Completed	86.85%

Corrective Maintenance



Emergency	1
Critical	5
Urgent	17
Routine	23
Projects	5

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: October 29, 2020
Subject: General Engineering

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report is provided to update the Board on current engineering activities.

Claim against County re: Cross Bore in Trunkline on Rio Road

A claim against the County of Monterey was submitted to the County on June 24, 2020 for the pipe that was bored through our trunkline located beneath Rio Road. The County has forwarded the claim to their liability claims insurance Intercare Holding Insurance Services, Inc. At the end of September, the County filed a public records request to obtain all information regarding work done by the District on Rio Road in 2020. We provided all files, emails, and other information to them on 10/9/2020.

General Engineering

The Principal Engineer continues to work on projects related to the 2019 Mass Annexation, including Carmel Valley Manor and Corona Road. Carmel Valley Manor (CVM) is continuing to work on their project to connect to the District and plan to construct in the Fall/Winter of 2020/21.

Corona Road representatives have 31 out of 41 signatures on a petition and have submitted the petition with a letter requesting that the District help them hire and manage consultants to perform the environmental and engineering tasks in order to move forward with an Assessment District to construct a sewer in the neighborhood. All costs will be reimbursed by the Assessment District when it is approved.

The General Manager and District Engineer continue to meet with the representatives to determine how much funding is needed for the front-end costs.

The Hatton Canyon Pipeline Replacement project is substantially complete. The grading was completed by Graniterock on October 6, 2020 to provide a wetlands mitigation for the project in order to satisfy the Army Corps of Engineers and Regional Water Quality Control Board permit requirements.

The Pretreatment Ordinance is ready to be reviewed by the Board committee and then brought to the full Board for approval.

Training and Conferences

The Principal Engineer completed the following trainings during the month of September; Brown Act training that was provided by Best, Best and Krieger (BBK); Safety training for Respiratory Protection and Blood Borne Pathogens; Training from CWEA for various roles to be performed at the virtual conference on October 19-22, 2020; And worked with three presenters to complete their On-Demand sessions. On September 21, the Principal Engineer and Collections Superintendent provided a presentation regarding the Lateral replacement requirements to the David Lyng real estate agents.

FUNDING

N/A- Informational item only

Resolutions

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: October 29, 2020

Subject: Project # 19-13 Rancho Cañada Sewer Replacement Project (proposed project) Final Initial Study/Mitigated Negative Declaration Adoption pursuant to the California Environmental Quality Act (CEQA)

RECOMMENDATION

It is recommended that the Board of Directors:

1. Review and consider the attached Initial Study/Mitigated Negative Declaration (IS/MND) and Mitigation Monitoring and Reporting Plan (MMRP) for the Rancho Cañada Sewer Replacement Project;
2. Find that based on the IS/MND and the public review that there is no substantial evidence that the project will have a significant effect on the environment and that the mitigated negative declaration reflects the District's independent judgment and analysis;
3. Adopt the Initial Study/Mitigated Negative Declaration (IS/MND) pursuant to the California Environmental Quality Act (CEQA) Guidelines;
4. Adopt the accompanying Mitigation Monitoring and Reporting Plan; and
5. Adopt the Resolution to Approve the project and adopt the IS/MND.

DISCUSSION

The project would replace an existing sewer main within Palo Corona Regional Park (PCRP) and in portions of private land in the Carmel Valley. The existing sewer main currently experiences capacity issues and surcharging because of current flows. The project includes the installation of a total of 4,240 linear feet(LF) of new 15-inch diameter gravity sewer main, the majority of which would be located alongside the existing alignment. In addition, 790 LF of 8-inch diameter sewer main will be replaced with polyvinyl chloride (PVC) pipe from the eastern side of PCRP to Via Mallorca Road and Via Petra Road. The existing 10-inch sewer would be physically abandoned as part of the project.

DISCUSSION (continued)

Additionally, the project would include two new 8-inch stub outs installed at intermediate manholes for future service to public restrooms at PCRCP and an emergency services staging area. At the downstream end of the project area, a 15-inch plugged connection and 5-foot long capped segment of 15-inch diameter sewer would be provided for future connection/rerouting of wastewater flows, and the existing 10-inch diameter manhole outlet plugged. Sewer lateral connections to the existing sewer main would be reconnected to the new sewer main.

At the August 27, 2020 Board meeting, the Board of Directors were presented with the Draft IS/MND for the Rancho Cañada Sewer Replacement Project. After the meeting, public notifications were published, and county and state filings were submitted as required by CEQA. The formal public comment period of 30 days commenced on August 31, 2020 and was completed on September 30, 2020. Two comments were received during the public comment period. One comment from the Esselen Tribe of Monterey County and the second comment from the California Department of Fish and Wildlife. Responses to comments can be viewed in the Final IS/MND.

The Final IS/MND is attached for the Board review to facilitate adopting a Mitigated Negative Declaration for the project in accordance with § 15074 of CEQA Guidelines. A Mitigation Monitoring and Reporting Plan (MMRP) is included in the IS/MND and is also attached. The MMRP summarizes the mitigation measures that must be adopted by the Board in accordance with § 15074 of CEQA Guidelines.

FUNDING

The project costs of \$1,760,000 are included in the 2020/21 Budget.

Attachment: Resolution No. 2020-65
IS/MND (176 pages-available upon request)
Mitigation Monitoring and Reporting Plan(12 pages-available upon request)

RESOLUTION NO. 2020-65

**RESOLUTION TO ADOPT AN INITIAL STUDY/MITIGATED NEGATIVE
DECLARATION (IS/MND) AND; THE MITIGATION MONITORING &
REPORTING PROGRAM (MMRP) APPROVE THE RANCHO CAÑADA SEWER
REPLACEMENT PROJECT- #19-13**

-oOo-

WHEREAS, the Carmel Area Wastewater District ("District") desires to adopt the Initial Study/Mitigated Negative Declaration ("IS/MND") and Mitigation Monitoring and Reporting Program (MMRP) for the Rancho Cañada Sewer Replacement Project (the "Project"), which is on file with the District Secretary to the Board and incorporated herein by this reference; and

WHEREAS, pursuant to the § 15074 California Environmental Quality Act ("CEQA"), the IS/MND was prepared for this Project; and

WHEREAS, the Project consists of replacing an existing sewer main, that currently experiences capacity issues and surcharging because of current flows, which includes the installation of a total of 4,240 linear feet(LF) of new 15-inch diameter gravity sewer main, the majority of which would be located alongside the existing alignment. In addition, 790 LF of 8-inch diameter sewer main will be replaced with polyvinyl chloride (PVC) pipe, the majority of which would be located alongside the existing alignment.

WHEREAS, upon completion of the IS/MND, the District, as the Lead Agency, prepared and filed a Notice of Completion ("NOC") with the State Clearinghouse Office of Planning and Research ("SCH OPR"), for distribution to public agencies and interested parties for a public review period, commencing on August 31, 2020, and ending on September 30, 2020, and

WHEREAS, copies of the IS/MND were provided to all responsible agencies, and copies were also made available at the County of Monterey Office of the County Clerk; and

WHEREAS, the District published a Notice of Intent to Adopt an IS/MND in the local newspaper and posted a copy of the notice and IS-MND document at the Monterey County Clerk's Office, and at the District Office; and, online on the District's website; and

WHEREAS, during the public review period, the District received two written comments on the IS/MND; and

WHEREAS, the IS/MND identifies potentially significant impacts to the environment, including but not limited to specific impacts to biological resources, cultural and tribal cultural resources, paleontological resources, and noise, which impacts can and will be avoided or mitigated to less than significant levels through adoption and implementation of the mitigation measures proposed as part of the Project, the IS/MND and MMRP.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors makes the following findings as required by CEQA with respect to the proposed Project:

- A. That the IS/MND was prepared in accordance with all legal requirements of CEQA, including all public notice and comment period requirements;
- B. That the Board of Directors has considered the IS/MND and the opportunity to comment within the public comment period, as well as the opportunity to comment after the public comment period and prior to the date of this Resolution;
- C. That the IS/MND identified all potentially significant environmental impacts of the Project, including but not limited to specific potentially significant impacts to biological resources, cultural and tribal cultural resources, paleontological resources, and noise, which impacts can and will be avoided or mitigated to less than significant levels through adoption and implementation of the mitigation measures proposed as part of the Project, IS/MND, and MMRP;
- D. That the IS/MND reflects the District's independent judgment and analysis;
- E. That there is no substantial evidence in the record that the Project, as mitigated, will not have a significant negative effect on the environment;
- F. That the administrative record is located in Carmel Area Wastewater District Office, at 3945 Rio Road, Carmel, California 93923; and
- G. That the Board Secretary is designated as the location and custodian of the documents and other material constituting the record of proceedings upon which this decision is based.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Board of Directors of the Carmel Area Wastewater District, based upon all of the oral and documentary evidence in the record, as follows:

- 1. That the IS/MND and the MMRP for the Project is adopted; and
- 2. That the District Board hereby approves the Rancho Cañada Sewer Replacement Project as described in the IS/MND.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District on October 29, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: October 29, 2020

Subject: Acceptance of final completion of the Rio Road Cure-In-Place-Pipe (CIPP) Lining project #19-07

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution 2020-66 accepting the completed project and directing the General Manager to file a Notice of Completion for the subject project.

DISCUSSION

The project consisted of Cured- In- Place Pipe (CIPP) lining of 2,106 feet of 27-inch diameter and 1,981 feet of 24-inch diameter sewer trunkline below Rio Road. The work was substantially complete on July 14, 2020, but there were minor items that needed to be addressed prior to completion of the project. Those items were completed as of September 14, 2020.

All work by the contractor, Insituform Technologies, Inc. was inspected by Psomas construction management staff and was completed in conformance with CAWD's plans and specifications. Staff recommends that the Board of Directors accept the project and direct the General Manager to file a Notice of Completion with the Monterey County Recorder's Office.

FUNDING

The project was awarded to Insituform Technologies in the amount of \$697,554. The project budget is \$1,300,000 including design, construction and inspection services.



Carmel Area Wastewater District

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

Barbara Buikema
General Manager
Ed Waggoner
Operations Superintendent
Robert R. Wellington
Legal Counsel

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

NOTICE OF COMPLETION RIO ROAD PIPELINE CIPP LINING PROJECT

NOTICE IS HEREBY GIVEN that, I, Rachél L. Lather, Principal Engineer of the Carmel Area Wastewater District, Monterey County, California, on the 15th day of October, 2020 did file with the Secretary of said District my Certificate of Completion of the work described in the Contract awarded to and entered into with Insituform Technologies, LLC, on March 26, 2020 in accordance with the Plans and Specifications for said work filed with the Secretary and approved by the Board of Directors of said District.

That said work was completed on September 14, 2020 and that acceptance of said work is recommended for approval by resolution of the Board of Directors of said District to be adopted on October 29, 2020.

That said work consisted of the performance of all work and the furnishing of all labor, materials, equipment, and utility and transportation services required to complete the Contract as described in the plans and specifications.

Dated: October 15, 2020

RACHÉL LATHER, M.S., P.E.
PRINCIPAL ENGINEER

Exempt from recording fees as it benefits a government agency

Recording requested by and when recorded mail to:

Carmel Area Wastewater District
Attention: Rachél Lather
3945 Rio Road
Carmel, California 93922

No fee document pursuant to Government Code Section 27383

NOTICE OF COMPLETION

(CA Civil Code § 8180-8190, 8100-8118, 9200-9208)

NOTICE IS HEREBY GIVEN by the Carmel Area Wastewater District (CAWD), that a certain project for a public works improvement consisting of Cured In Place Pipe (CIPP) lining of 2,106 feet of 27-inch diameter pipe and 1,981 feet of 24-inch diameter trunkline pipe below Rio Road in Carmel, California, has been completed pursuant to plans and specifications therefor entitled "Rio Road CIPP Lining Project" and has been completed by the contractor, Insituform Technologies. Final Completion and Contract Acceptance by CAWD occurred October 15, 2020. The name and address of the contractor's surety is: Travelers Casualty and Surety Company of America, One tower Square, Hartford, CT 06183.

The name and address of the owner of the property referred to hereinabove is Carmel Area Wastewater District, 3945 Rio Road, Carmel, CA 93922. The nature of the interest of the owners in the said property is as fee simple. The real properties on which said public works improvements and structures are situated are more particularly described as: Rio Road , Carmel, CA 93922.

Date: October 29, 2020

Barbara Buikema, CAWD General Manager

VERIFICATION

I, the undersigned, declare that I am the General Manager of the CARMEL AREA WASTEWATER DISTRICT and that I have read the foregoing Notice and know the content thereof; and that the same is true to the best of my knowledge and belief.

Executed on October 29, 2020 at Carmel, California.

I declare under penalty of perjury that the foregoing is true and correct.

Barbara Buikema, CAWD General Manager

RESOLUTION NO. 2020-66

A RESOLUTION ACCEPTING THE COMPLETED PROJECT AND
DIRECTING THE GENERAL MANAGER TO FILE A NOTICE OF COMPLETION
FOR THE RIO ROAD CURED-IN-PLACE-PIPE (CIPP) LINING PROJECT #19-07

-oOo-

BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District,
Monterey County, California, that:

WHEREAS, the Principal Engineer has provided the Board an accounting of the cost of constructing the Project (the "Project"), by Insituform Technologies in the amount of \$697,554. This amount is within the amount the Board previously authorized the General Manager to approve, making the total cost of the project \$697,554; and

WHEREAS, the Principal Engineer of said District has filed with the Secretary of said District an Engineer's Certificate regarding completion of the construction of the Project done under and pursuant to the contract between said District and Insituform Technologies, Inc. dated April 9, 2020; and

WHEREAS, it appears to the satisfaction of this Board that said project provided for under said contract has been completed as provided in said contract and the plans and specifications therein referred to and that the work was completed on September 14, 2020.

NOW, THEREFORE, BE IT ORDERED as follows:

1. That acceptance of said Rio Road CIPP Lining Project be, and it is hereby made and ordered in accordance with California Civil Code §9200(a).

2. That in accordance with California Civil Code Section §9204 the General Manager is directed to file for record with the County Recorder of the County of Monterey a notice of completion as of the date of acceptance by the District of Rio Road CIPP Lining Project as required by law.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 29, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

Staff Report



To: Board of Directors

From: Barbara Buikema, General Manager

Date: September 24, 2020

Subject: Agreement and Election to Prefund Employer Contributions to a Defined Benefit Pension Plan with the California Public Employees' retirement System (CALPERS) Internal Revenue Code § 115 California Employers' Pension Prefunding Trust (CEPPT) Fund

RECOMMENDATION

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

1. Approve an Agreement and Election to Prefund Employer Contributions to a Defined Benefit Pension Plan.
2. Approve the Delegation of Authority to Request Disbursements to the General Manager.
3. Authorize the General Manager to sign the agreement and all associated documents.
4. Approve a budget amendment for \$500,000 for deposit into the trust; and
5. Assign responsibility for CEPPT Oversight to the current standing Pension Committee

DISCUSSION

The purpose of this action is to approve an agreement with CalPERS to participate in the California Employers' Pension Prefunding Trust (CEPPT) to prefund pension liabilities. Staff recommends a one-time transfer of \$500,000 from District Reserves as the initial deposit into the CEPPT.

The District has made significant strides towards fully funding its pension liabilities; however, the unfunded liabilities created by uneven CalPERS returns remain a challenge. Additionally, CalPERS assumes annual cost of living adjustments (COLA) of the investments held in CEPPT represent an opportunity to accumulate assets over time to help manage long-term costs and to reduce the payment burden on future annual operating budgets.

Internal Revenue Code §115 Trusts can be used by governmental entities to fund essential governmental functions. Funds deposited into a § 115 Trust are irrevocable and can only be used for the specific purposes for which the trust was created. The advantage of a §115 Trust is that the funds deposited may be invested in higher-yielding investment strategies than Monterey County Treasury or the Local Agency Investment Fund (LAIF). Funds placed in the trust can be used for any pension liabilities, ongoing payroll contributions and administrative costs.

CalPERS assumes 7% in annual investment earnings and an annual cost of living adjustment (COLA) of 2.0%. When investment earnings are less than target or the District COLA exceeds the assumed increase, this results in increased funding requirements. After the contribution, the District made to the Unfunded Accrued Liability (UAL) in August 2020 the revised 06-30-21 total UAL for the classic plan is \$38,196 and for PEPRAs is \$352. Given that investment earnings in 2019-20 were 4.7% we should anticipate an even larger UAL two years from now. Improving our long-term earnings on funds earmarked for CalPERS will help to cover these increased costs.

Staff recommends assigning oversight function of the CEPPT to the Pension Committee. They will be responsible for establishment of an Asset Allocation Strategy at CEPPT, recommendations for contributions to and reimbursement from the trust, along with ongoing review of the investments. The committee recommendations for funding/disbursement would be brought before the full board for final approval. We are requesting the General Manager be given Authority to Request Disbursement so that once the Board gives its final approval the “mechanics” of executing the Board’s instructions can be implemented.

All funding or refunding of the CEPPT is discretionary and controlled by the District. The suggested initial contribution to fund CEPPT is not an obligation to fund on an ongoing basis. However, once funds are deposited into an irrevocable trust, they may not be withdrawn for any purpose other than funding the costs of the employer’s retiree benefits. Payments may be made directly from the trust to CalPERS.

The Pension Committee met on September 24, 2020 and approved this recommendation.

FISCAL IMPACT

The CEPPT program has been established as a multiple employer program so that public agencies, regardless of size, can join the program to receive the necessary economies of scale to keep the administrative fees low, avoid setup costs, and leverage the investment power and opportunities of CalPERS and its staff. The Trust allows the District to maximize investment returns long term to help reduce the District's future costs, as opposed to the keeping the funds in Monterey County Treasury.

A \$500K investment in the CEPPT could potentially yield \$25K in investment earnings over the course of a year as opposed to an estimated \$10K in the Monterey County Treasury. Management fees of 0.25% would potentially be \$1,250 annually. CalPERS also has the advantage of ease of transactions when making a decision to contribute to the fund or make a payment.

CalPERS CEPPT competition in the marketplace for a § 115 Trust is Public Agency Retirement Services (PARS). PARS has more pension trust accounts than CalPERS because they have been in the market longer. CalPERS has double the number of Other Pension Benefit accounts (OPEB) which is similar in structure but relates to other pension benefits besides retirement. The all-in fee at PARS is 0.6%. The Pension Committee made the decision to select CalPERS because of their experience with OPEB trust accounts, their management fee, and the ease of making a transaction within CalPERS framework.

The District has approximately \$35.5M in its bank accounts. Of that amount \$3M is designated for sea level rise, \$7.8M is designated for current year O&M and \$9.0M is designated for current year capital. The remaining \$15.7M is undesignated, unrestricted, and available for use. While the District is long term strategically positioning itself to meet its significant future capital needs, managing CalPERS liabilities should be part of that strategy.

Attachments

1. CEPPT Overview
2. CalPERS CEPPT Program presentation
3. Agreement and Election to Prefund Employer Contributions to a Defined Benefit Pension Plan
4. Delegation of Authority to Request Disbursements California Employers' Pension Prefunding Trust (CEPPT)

CalPERS CEPPT Program

Carmel Area Wastewater District
January 29, 2020

Why Prefund Employer Pension Contributions?

Why Prefund Employer Pension Contributions?

- Employer pension contributions are increasing
 - Employer budgets are not increasing at the same rate
- Asset-liability relationships can be volatile
 - Economic and investment volatility
- Employers seeking general fund investment alternatives
 - Looking for higher yields than County treasury and LAIF
- Increased investment income can reduce employer pension contributions from principal assets and save employers money

Pension Liabilities

Employer Pension Cost Considerations

- Normal cost
 - Ongoing
 - PEPRA is cheaper than classic but increases with payroll
- Unfunded accrued liabilities (UAL)
 - Currently exist for most agencies
 - Will reoccur if plan experience is negative
- Overall cost trends
 - Likely to increase for 10 years due to unfunded liabilities
 - Likely to decrease with PEPRA but increase with payroll

Employer Pension Contribution Projections*

Fiscal Year	Payroll	Normal Cost Contribution (% of Payroll)	Normal Cost Contribution	Unfunded Accrued Liability Payment	Total Contribution
2019-20	\$222,668,205	9.006%	\$20,053,499	\$46,684,999	\$66,738,498
2020-21	\$228,235,925	9.7%	\$22,138,885	\$51,444,000	\$73,582,885
2021-22	\$234,512,413	9.7%	\$22,747,704	\$57,309,000	\$80,056,704
2022-23	\$240,961,504	9.7%	\$23,373,266	\$62,184,000	\$85,557,266
2023-24	\$247,587,946	9.7%	\$24,016,031	\$64,775,000	\$88,791,031
2024-25	\$254,396,614	9.7%	\$24,676,472	\$68,051,000	\$92,727,472
2025-26	\$260,756,529	9.7%	\$25,293,383	\$61,959,349	\$87,252,732
2026-27	\$267,275,443	9.7%	\$25,925,718	\$64,506,907	\$90,432,625
2027-28	\$273,957,329	9.7%	\$26,573,861	\$66,362,182	\$92,936,043
2028-29	\$280,806,262	9.7%	\$27,238,207	\$68,270,370	\$95,508,577
2029-30	\$287,826,418	9.7%	\$27,919,163	\$70,232,574	\$98,151,737

*Data for 2019-2025 is from 6/30/2017 CalPERS actuarial valuation report. Data for 2025-2030 are not actuarial projections.

Prefunding Pension Contributions

Pension Contribution Tools for Employers

- Full pre-payment of annual UAL payment
- Additional discretionary payments (ADP) of UAL
- Re-amortization of bases (“Fresh Start”)
- **Establish “Section 115” pension contribution prefunding trust**

Pension Contribution Prefunding Trust Options

- Establish and grow a contingency reserve
 - For revenue and contribution volatility
- Prefund future normal cost payments
- Prefund future annual UAL payments
- Prefund future ADP's
 - Make smaller more frequent ADP's
 - Mitigate market timing risk

Pension Contribution Prefunding Trust Benefits

- Grow assets for future pension contributions
- Retain liquidity of trust assets via reimbursement
- Invest assets over different time horizons than pension fund
- Invest assets with less volatility than pension fund
- Earn more investment income than in shorter term options (e.g. LAIF and County Treasury)
- Irrevocably dedicate assets for future pension contributions

Investment Management

Investment Considerations

- What is my investment time horizon?
- What is the appropriate level of investment risk?
- What is the associated level of expected investment return?
- Which investment strategy best matches my needs?
- How do I establish realistic expectations?
- How do I measure performance?

Investment Policies

- CalPERS Board accepts investment fiduciary responsibility
 - GC 21710-21715 (CEPPT)
- CalPERS Board approves investment policy
- Policies managed compliantly by the same skilled investment professionals that manage the Public Employees Retirement Fund (PERF)
 - External asset class management by SSgA

Investment Policies

Investment risk is managed through:

- Investment policy compliance
- Broad diversification of assets
- Performance measured against established benchmarks
 - Consistently low tracking error
- Oversight by independent external investment consultant, CFO, and Office of Enterprise Risk Management

Expected Rates of Return & Risk

Portfolios	CERBT Strategy 1	CERBT Strategy 2	CEPPT Strategy 1	CERBT Strategy 3	CEPPT Strategy 2
Expected Time-Weighted Net Return, Near Term	5.85%	5.22%	5.00%	4.41%	4.00%
Expected Time-Weighted Blended Net Return, Longer Term	7.59%	7.01%	N/A	6.22%	N/A
Standard Deviation of Expected Investment Returns	11.83%	9.24%	8.2%	7.28%	5.2%

Near term is 10 years. Longer term is 60 years. Expected returns are net of fees. CERBT total fees are 10 bps. CEPPT total fees are 25 bps. CERBT data use 2018 capital market assumptions. CEPPT data use 2019 capital market assumptions. Standard deviation is 10 years.

CEPPT Asset Class Target Allocations

Asset Classification	Benchmark	Strategy 1	Strategy 2
Global Equity	MSCI ACWI IMI (Net)	40% ±5%	14% ±5%
Fixed Income	Bloomberg Barclays U.S. Aggregate Bond Index	47% ±5%	73% ±5%
Global Real Estate (REITs)	FTSE EPRA/NAREIT Developed Liquid (Net)	8% ±5%	8% ±5%
Treasury Inflation Protected Securities (TIPS)	Bloomberg Barclays US TIPS Index (Series L)	5% ±3%	5% ±3%
Liquidity	91-Day Treasury Bill	0% +2%	0% +2%

CERBT Asset Class Target Allocations

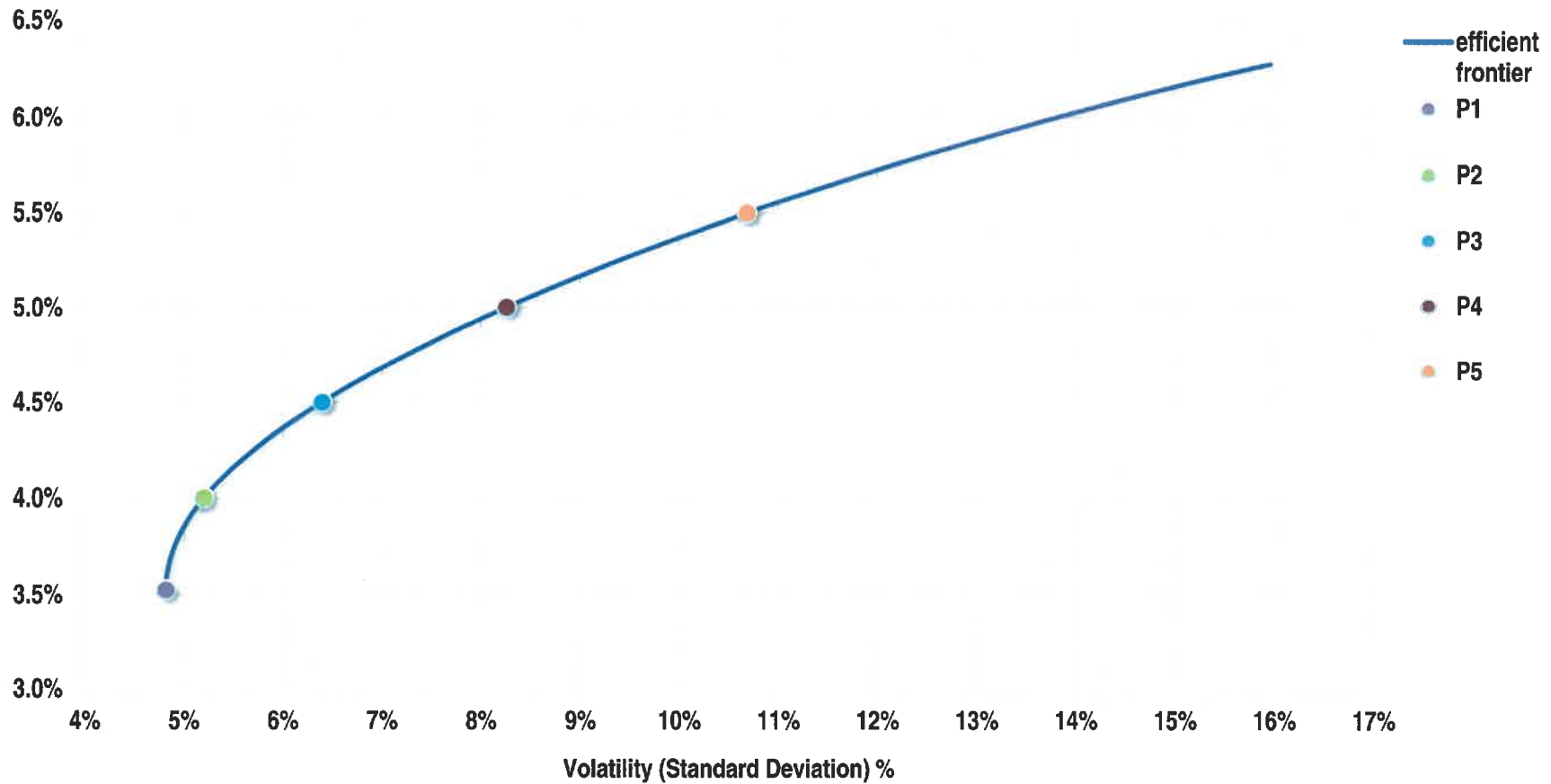
Asset Classification	Benchmark	Strategy 1	Strategy 2	Strategy 3
Global Equity	MSCI All Country World Index	59% ±5%	40% ±5%	22% ±5%
Fixed Income	Barclays Capital Long Liability Index	25% ±5%	43% ±5%	49% ±5%
Global Real Estate (REITs)	FTSE EPRA/NAREIT Developed Liquid Index	8% ±5%	8% ±5%	8% ±5%
Treasury Inflation Protected Securities (TIPS)	Barclays Capital Global Real: US TIPS Index	5% ±3%	5% ±3%	16% ±3%
Commodities	S&P GSCI Total Return Index	3% ±3%	4% ±3%	5% ±3%
Liquidity	91-Day Treasury Bill	0% +2%	0% +2%	0% +2%

Investment Strategy Considerations

- Shorter to intermediate term investment horizon
 - Lower volatility investment strategy required
- We expect lower average account balances than OPEB
- We expect earlier and more frequent disbursements
- These cash flow factors require aligning investment strategy with investment horizon
 - If misaligned, there is greater risk of investment return underperformance and of higher investment volatility

CEPPT - Efficient Frontier

Returns %



Note: Portfolios shown on the efficient frontier are net of fees of 25 basis points.

CERBT Investment Returns – Time Weighted

Periods Ended December 31, 2019

Fund	Assets	1 Month	3 Months	FYTD	1 Year	3 Years	5 Years	10 Years	ITD
CERBT Strategy 1 (Inception June 1, 2007)	\$9,137,537,395	2.26%	5.64%	6.98%	21.71%	9.76%	6.84%	8.06%	5.28%
Benchmark		2.25%	5.58%	6.85%	21.55%	9.41%	6.45%	7.80%	4.85%
CERBT Strategy 2 (Inception October 1, 2011)	\$1,418,689,449	1.54%	3.87%	5.90%	19.12%	8.59%	6.05%	NA	7.73%
Benchmark		1.53%	3.82%	5.80%	19.01%	8.25%	5.69%	NA	7.43%
CERBT Strategy 3 (Inception January 1, 2012)	\$662,554,525	0.96%	2.36%	4.73%	16.19%	7.15%	5.08%	NA	5.97%
Benchmark		0.96%	2.32%	4.65%	16.07%	6.86%	4.77%	NA	5.64%

Time weighted return reports the performance of the investment vehicle, not of the employer assets. Returns are gross. Historical performance is not necessarily indicative of actual future investment performance or of future total program cost. Current and future performance may be lower or higher than the historical performance data reported here. Investment return and principal value may fluctuate so that your investment, when redeemed, may be worth more or less than the original cost. The value of an employer's CERBT fund shares will go up and down based on the performance of the underlying funds in which the assets are invested. The value of the underlying funds' assets will, in turn, fluctuate based on the performance and other factors generally affecting the securities market.

Funding Policies

Funding Policy Considerations

- Will my liabilities increase or decrease over time?
- When will my contributions reach their peak?
- When will I reimburse my assets?
- Which investment strategy best matches my needs at this time?

Employer Controls the Funding Policy

- Chooses appropriate investment strategy
 - Based on investment time horizon
- Decides if, when, and how much to contribute
 - Voluntary and never required
- Decides if and when to seek reimbursement of assets
 - Any pension contributions made this fiscal year are reimbursable

Disclaimer

The following information assumes a single investment outcome of a 5% annualized compounded rate of return and is used for simple illustration only. It does not consider the probabilistic range of investment outcomes that are likely to be the actual experience from one year to the next. Actual outcomes will almost certainly differ. Assets can be gained or lost.

Employer Pension Contribution Projections*

Fiscal Year	Payroll	Normal Cost Contribution (% of Payroll)	Normal Cost Contribution	Unfunded Accrued Liability Payment	Total Contribution
2019-20	\$222,668,205	9.006%	\$20,053,499	\$46,684,999	\$66,738,498
2020-21	\$228,235,925	9.7%	\$22,138,885	\$51,444,000	\$73,582,885
2021-22	\$234,512,413	9.7%	\$22,747,704	\$57,309,000	\$80,056,704
2022-23	\$240,961,504	9.7%	\$23,373,266	\$62,184,000	\$85,557,266
2023-24	\$247,587,946	9.7%	\$24,016,031	\$64,775,000	\$88,791,031
2024-25	\$254,396,614	9.7%	\$24,676,472	\$68,051,000	\$92,727,472
2025-26	\$260,756,529	9.7%	\$25,293,383	\$61,959,349	\$87,252,732
2026-27	\$267,275,443	9.7%	\$25,925,718	\$64,506,907	\$90,432,625
2027-28	\$273,957,329	9.7%	\$26,573,861	\$66,362,182	\$92,936,043
2028-29	\$280,806,262	9.7%	\$27,238,207	\$68,270,370	\$95,508,577
2029-30	\$287,826,418	9.7%	\$27,919,163	\$70,232,574	\$98,151,737

*Data for 2019-2025 is from 6/30/2017 CalPERS actuarial valuation report. Data for 2025-2030 are not actuarial projections.

Compounding Interest Model

Investment Duration (Years)	1	2	3	4	5	6	7	8	9	10	11
Nominal Expected Compounded Annualized Rate of Investment Return	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%
Cumulative Expected Compounded Rate of Investment Return	5%	10%	16%	22%	28%	34%	41%	48%	55%	63%	71%
Required Investment Principal Contribution Needed to Generate \$1	\$0.95	\$0.91	\$0.86	\$0.82	\$0.78	\$0.75	\$0.71	\$0.68	\$0.64	\$0.61	\$0.58

Employer Normal Cost Contribution Prefunding Scenario (\$ Millions)

Fiscal Year	Normal Cost Contribution	Investment Duration (Years)													
		1	2	3	4	5	6	7	8	9	10	11			
2019-20	\$20.1	\$19.1													
2020-21	\$22.1	\$21.1	\$20.1												
2021-22	\$22.7	\$21.7	\$20.6	\$19.7											
2022-23	\$23.4	\$22.3	\$21.2	\$20.2	\$19.2										
2023-24	\$24.0	\$22.9	\$21.8	\$20.7	\$19.8	\$18.8									
2024-25	\$24.7	\$23.5	\$22.4	\$21.3	\$20.3	\$19.3	\$18.4								
2025-26	\$25.3	\$24.1	\$22.9	\$21.8	\$20.8	\$19.8	\$18.9	\$18.0							
2026-27	\$25.9	\$24.7	\$23.5	\$22.4	\$21.3	\$20.3	\$19.3	\$18.4	\$17.5						
2027-28	\$26.6	\$25.3	\$24.1	\$23.0	\$21.9	\$20.8	\$19.8	\$18.9	\$18.0	\$17.1					
2028-29	\$27.2	\$25.9	\$24.7	\$23.5	\$22.4	\$21.3	\$20.3	\$19.4	\$18.4	\$17.6	\$16.7				
2029-30	\$27.9	\$26.6	\$25.3	\$24.1	\$23.0	\$21.9	\$20.8	\$19.8	\$18.9	\$18.0	\$17.1	\$16.3			

Employer Normal Cost Contribution Prefunding Scenario (\$ Millions)

Fiscal Year	Normal Cost Contribution	Investment Duration (Years)																
		1	2	3	4	5	6	7	8	9	10	11						
2019-20	\$20.1	\$19.1																
2020-21	\$22.1	\$21.1	\$20.1															
2021-22	\$22.7	\$21.7	\$20.6	\$19.7														
2022-23	\$23.4	\$22.3	\$21.2	\$20.2	\$19.2													
2023-24	\$24.0	\$22.9	\$21.8	\$20.7	\$19.8	\$18.8												
2024-25	\$24.7	\$23.5	\$22.4	\$21.3	\$20.3	\$19.3	\$18.4											
2025-26	\$25.3	\$24.1	\$22.9	\$21.8	\$20.8	\$19.8	\$18.9	\$18.0										
2026-27	\$25.9	\$24.7	\$23.5	\$22.4	\$21.3	\$20.3	\$19.3	\$18.4	\$17.5									
2027-28	\$26.6	\$25.3	\$24.1	\$23.0	\$21.9	\$20.8	\$19.8	\$18.9	\$18.0	\$17.1								
2028-29	\$27.2	\$25.9	\$24.7	\$23.5	\$22.4	\$21.3	\$20.3	\$19.4	\$18.4	\$17.6	\$16.7							
2029-30	\$27.9	\$26.6	\$25.3	\$24.1	\$23.0	\$21.9	\$20.8	\$19.8	\$18.9	\$18.0	\$17.1	\$16.3						

Employer UAL Contribution Prefunding Scenario (\$ Millions)

Fiscal Year	UAL Contribution	Investment Duration (Years)												
		1	2	3	4	5	6	7	8	9	10	11		
2019-20	\$46.7	\$44.5												
2020-21	\$51.4	\$49.0	\$46.7											
2021-22	\$57.3	\$54.6	\$52.0	\$49.5										
2022-23	\$62.2	\$59.2	\$56.4	\$53.7	\$51.2									
2023-24	\$64.8	\$61.7	\$58.8	\$56.0	\$53.3	\$50.8								
2024-25	\$68.1	\$64.8	\$61.7	\$58.8	\$56.0	\$53.3	\$50.8							
2025-26	\$62.0	\$59.0	\$56.2	\$53.5	\$51.0	\$48.5	\$46.2	\$44.0						
2026-27	\$64.5	\$61.4	\$58.5	\$55.7	\$53.1	\$50.5	\$48.1	\$45.8	\$43.7					
2027-28	\$66.4	\$63.2	\$60.2	\$57.3	\$54.6	\$52.0	\$49.5	\$47.2	\$44.9	\$42.8				
2028-29	\$68.3	\$65.0	\$61.9	\$59.0	\$56.2	\$53.5	\$50.9	\$48.5	\$46.2	\$44.0	\$41.9			
2029-30	\$70.2	\$66.9	\$63.7	\$60.7	\$57.8	\$55.0	\$52.4	\$49.9	\$47.5	\$45.3	\$43.1	\$41.1		

Employer UAL Contribution Prefunding Scenario (\$ Millions)

Fiscal Year	UAL Contribution	Investment Duration (Years)												
		1	2	3	4	5	6	7	8	9	10	11		
2019-20	\$46.7	\$44.5												
2020-21	\$51.4	\$49.0	\$46.7											
2021-22	\$57.3	\$54.6	\$52.0	\$49.5										
2022-23	\$62.2	\$59.2	\$56.4	\$53.7	\$51.2									
2023-24	\$64.8	\$61.7	\$58.8	\$56.0	\$53.3	\$50.8								
2024-25	\$68.1	\$64.8	\$61.7	\$58.8	\$56.0	\$53.3	\$50.8							
2025-26	\$62.0	\$59.0	\$56.2	\$53.5	\$51.0	\$48.5	\$46.2	\$44.0						
2026-27	\$64.5	\$61.4	\$58.5	\$55.7	\$53.1	\$50.5	\$48.1	\$45.8	\$43.7					
2027-28	\$66.4	\$63.2	\$60.2	\$57.3	\$54.6	\$52.0	\$49.5	\$47.2	\$44.9	\$42.8				
2028-29	\$68.3	\$65.0	\$61.9	\$59.0	\$56.2	\$53.5	\$50.9	\$48.5	\$46.2	\$44.0	\$41.9			
2029-30	\$70.2	\$66.9	\$63.7	\$60.7	\$57.8	\$55.0	\$52.4	\$49.9	\$47.5	\$45.3	\$43.1	\$41.1		

Disclaimer

The preceding information assumes a single investment outcome of a 5% annualized compounded rate of return and is used for simple illustration only. It does not consider the probabilistic range of investment outcomes that are likely to be the actual experience from one year to the next. Actual outcomes will almost certainly differ. Assets can be gained or lost.

Participation Costs

Total Participation Cost Fee Rates

- Total all-inclusive cost of participation is expressed in basis points and applied to employer assets under management
 - Currently 25 basis points
 - Separate, self-funded, trust funds
 - Do not profit
 - Employer account charged daily
 - Rate can be changed without prior notice and may be higher or lower in the future

CERBT Fee Rate History

Fiscal Year	Total Participation Cost
2007-2008	2.00 basis points
2008-2009	6.00 basis points
2009-2010	9.00 basis points
2010-2011	12.00 basis points
2011-2012	12.00 basis points
2012-2013	15.00 basis points
2013-2014	14.00 basis points
2014-2015	10.00 basis points
2015-2016	10.00 basis points
2016-2017	10.00 basis points
2017-2018	10.00 basis points
2018-2019	10.00 basis points
2019-2020	10.00 basis points

Advantages of the CEPPT

Advantages of the CEPPT

- Investment management expertise and scale
- Lowest total participation cost
- Dedicated customer outreach and support team
- Streamlined administration
- GASB compliant financial reporting

Contacts and Communication

Questions? Where to Get Trust Fund Information?

Name	Title	E-mail	Desk	Mobile
Matt Goss	Outreach & Support Program Manager	Matthew.Goss@calpers.ca.gov	(916) 795-9071	(916) 382-6487
Alisa Perry	Outreach & Support Manager	Alisa.Perry@calpers.ca.gov	(916) 795-3360	(916) 705-9447
Karen Lookingbill	Outreach & Support Manager	Karen.Lookingbill@calpers.ca.gov	(916) 795-1387	(916) 501-2219
Jasper Jacobs	Outreach & Support Analyst	Jasper.Jacobs@calpers.ca.gov	(916) 795-0432	(916) 717-3886
Colleen Cain-Herrback	Administration & Reporting Program Manager	Colleen.Cain-Herrback@calpers.ca.gov	(916) 795-2474	(916) 505-2506
Robert Sharp	Assistant Division Chief	Robert.Sharp@calpers.ca.gov	(916) 795-3878	(916) 397-0756

Program E-mail Addresses	Prefunding Programs Webpages
CEPPT4U@calpers.ca.gov – Questions & Document Submittal	www.calpers.ca.gov/CERBT
CERBTACCOUNT@calpers.ca.gov – Online Record Keeping System	www.calpers.ca.gov/CEPPT

The California Employers' Pension Prefunding Trust

Prefund future pension costs with a CalPERS trust fund

The CEPPT is designed to give public agencies who offer defined benefit pensions the opportunity to save money by investing now for their future pension contributions.

How can you use the CEPPT?

- Prefund normal cost contributions and unfunded liability payments
- Make additional discretionary payments
- As a contingency fund for future volatility

Advantages

The CEPPT is designed to save you money and stabilize your budget by offering:

- CalPERS investment management
- Low total participation costs
- Efficient and effective customer outreach and support
- Simple and streamlined account transactions

Participation Costs

The CEPPT is a self-funded, not-for-profit program where participating employers pay for the total cost of trust operation. The CEPPT has an all-inclusive fee rate of 25 basis points (0.25 percent) of employer account assets under management. There are no other fees. All employers pay the same fee rate, which may be higher or lower in the future.

Contact Us

For more information, visit us online at www.calpers.ca.gov/ceppt, call a CEPPT program representative at (916) 795-9071, or email CEPPT4U@calpers.ca.gov.

Portfolio Options

The CEPPT offers two broadly diversified, risk-efficient, and cost-effective investment options. You may choose one or both investment options based on your investment time horizon. You control the funding decisions as contributions and disbursements are voluntary.

CEPPT Portfolios	Strategy 1	Strategy 2
Expected Net Rate of Return	5.00%	4.00%
Standard Deviation	8.2%	5.2%

Asset Classification	Benchmark	Strategy 1	Strategy 2
Global Equity	MSCI ACWI IMI (Net)	40% ±5%	14% ±5%
Fixed Income	Bloomberg Barclays U.S. Aggregate Bond Index	47% ±5%	73% ±5%
Global Real Estate (REITs)	FTSE EPRA/NAREIT Developed Liquid (Net)	8% ±5%	8% ±5%
Treasury Inflation Protected Securities (TIPS)	Bloomberg Barclays US TIPS Index (Series L)	5% ±3%	5% ±3%
Liquidity	91-Day Treasury Bill	0% +2%	0% +2%

The CEPPT is an employer pension contribution prefunding trust fund administered by CalPERS that was established by Senate Bill 1413 and formed under Section 115 of the Internal Revenue Code.

Figures as of September 2019

CALIFORNIA EMPLOYERS' PENSION PREFUNDING TRUST PROGRAM

**AGREEMENT AND ELECTION
OF**

(NAME OF EMPLOYER)

**to Prefund Employer Contributions to a Defined Benefit
Pension Plan**

WHEREAS (1) Government Code (GC) Section 21711(a) establishes in the State Treasury the California Employers' Pension Prefunding Trust Fund (CEPPT), a special trust fund for the purpose of allowing eligible employers to prefund their required pension contributions to a defined benefit pension plan (each an Employer Pension Plan) by receiving and holding in the CEPPT amounts that are intended to be contributed to an Employer Pension Plan at a later date; and

WHEREAS (2) GC Section 21711(b) provides that the California Public Employees' Retirement System (CalPERS) Board of Administration (Board) has sole and exclusive control of the administration and investment of the CEPPT, the purposes of which include, but are not limited to (i) receiving contributions from participating employers; (ii) investing contributed amounts and income thereon, if any, in order to receive yield on the funds; and (iii) disbursing contributed amounts and income thereon, if any, to pay for costs of administration of the CEPPT and to deposit employer contributions into Employer Pension Plans in accordance with their terms; and

WHEREAS (3) _____
(NAME OF EMPLOYER)

(Employer) desires to participate in the CEPPT upon the terms and conditions set by the Board and as set forth herein; and

WHEREAS (4) Employer may participate in the CEPPT upon (i) approval by the Board and (ii) filing a duly adopted and executed Agreement and Election to Prefund Employer Contributions to a Defined Benefit Pension Plan (Agreement) as provided in the terms and conditions of the Agreement; and

WHEREAS (5) The CEPPT is a trust fund that is intended to perform an essential governmental function (that is, the investment of funds by a State, political subdivision or 115 entity) within the meaning of Internal Revenue Code (Code) Section 115 and Internal Revenue Service Revenue Ruling 77-261, and as an Investment Trust Fund, as defined in Governmental Accounting Standards Board (GASB) Statement No. 84, Paragraph 16, for accounting and financial reporting of fiduciary activities from the

external portion of investment pools and individual investment accounts that are held in a trust that meets the criteria in Paragraph 11c(1).

WHEREAS (6) The CEPPT is not a Code Section 401(a) qualified trust and the assets held in the CEPPT are not assets of any Employer Pension Plan or any plan qualified under Code Section 401(a).

NOW, THEREFORE, BE IT RESOLVED THAT EMPLOYER HEREBY MAKES THE FOLLOWING REPRESENTATION AND WARRANTY AND THAT THE BOARD AND EMPLOYER AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

A. Employer Representation and Warranty

Employer hereby represents and warrants that it is the State of California or a political subdivision thereof, or an entity whose income is excluded from gross income under Code Section 115(1).

B. Adoption and Approval of the Agreement; Effective Date; Amendment

(1) Employer's governing body shall elect to participate in the CEPPT by adopting this Agreement and filing with the Board a true and correct original or certified copy of this Agreement as follows:

Filing by mail, send to: CalPERS
CEPPT
P.O. Box 1494
Sacramento, CA 95812-1494

Filing in person, deliver to: CalPERS Mailroom
CEPPT
400 Q Street
Sacramento, CA 95811

(2) Upon receipt of the executed Agreement, and after approval by the Board, the Board shall fix an effective date and shall promptly notify Employer of the effective date of the Agreement. Employer shall provide the Board such other documents as the Board may request, including, but not limited to a certified copy of the resolution(s) of the governing body of Employer authorizing the adoption of the Agreement and documentation naming Employer's successor entity in the event that Employer ceases to exist prior to termination of this Agreement.

(3) The terms of this Agreement may be amended only in writing upon the agreement of both the Board and Employer, except as otherwise provided herein. Any such amendment or modification to this Agreement shall be adopted and executed in the same manner as required for the Agreement. Upon receipt of the executed amendment or modification, the Board shall fix the effective date of the amendment or modification.

(4) The Board shall institute such procedures and processes as it deems necessary to administer the CEPPT, to carry out the purposes of this Agreement, and to maintain the tax-exempt status of the CEPPT. Employer agrees to follow such procedures and processes.

C. Employer Reports Provided for the Board's Use in Trust Administration and Financial Reporting and Employer Contributions

(1) Employer shall provide to the Board a defined benefit pension plan cost report on the basis of the actuarial assumptions and methods prescribed by Actuarial Standards of Practice (ASOP) or prescribed by GASB. Such report shall be for the Board's use in trust administration and financial reporting and shall be prepared at least as often as the minimum frequency required by applicable GASB Standards. This defined benefit pension plan cost report may be prepared as an actuarial valuation report or as a GASB compliant financial report. Such report shall be:

- 1) prepared and signed by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board;
- 2) prepared in accordance with ASOP or with GASB; and
- 3) provided to the Board prior to the Board's acceptance of contributions for the reporting period or as otherwise required by the Board.

(2) In the event that the Board determines, in its sole discretion, that Employer's cost report is not suitable for the Board's purposes and use or if Employer fails to provide a required report, the Board may obtain, at Employer's expense, a report that meets the Board's trust administration and financial reporting needs. At the Board's option, the Board may recover the costs of obtaining the report either by billing and collecting such amount from Employer or through a deduction from Employer's Prefunding Account (as defined in Paragraph D(2) below).

(3) Employer shall notify the Board in writing of the amount and timing of contributions to the CEPPT, which contributions shall be made in the manner established by the Board and in accordance with the terms of this Agreement and any procedures adopted by the Board.

(4) The Board may limit Employer's contributions to the CEPPT to the amount necessary to fully fund the actuarial present value of total projected benefit payments not otherwise prefunded through the applicable Employer Pension Plan (Unfunded PVFB), as set forth in Employer's cost report for the applicable period. If Employer's contribution would cause the assets in Employer's Prefunding Account to exceed the Unfunded PVFB, the Board may refuse to accept the contribution. If Employer's cost report for the applicable period does not set forth the Unfunded PVFB, the Board may

refuse to accept a contribution from Employer if the contribution would cause the assets in Employer's Prefunding Account to exceed Employer's total pension liability, as set forth in Employer's cost report.

(5) No contributions are required. Contributions can be made at any time following the effective date of this Agreement if Employer has first complied with the requirements of this Agreement, including Paragraph C.

(6) Employer acknowledges and agrees that assets held in the CEPPT are not assets of any Employer Pension Plan or any plan qualified under Code Section 401(a), and will not become assets of such a plan unless and until such time as they are distributed from the CEPPT and deposited into an Employer Pension Plan.

D. Administration of Accounts; Investments; Allocation of Income

(1) The Board has established the CEPPT as a trust fund consisting of an aggregation of separate single-employer accounts, with pooled administrative and investment functions.

(2) All Employer contributions and assets attributable to Employer contributions shall be separately accounted for in the CEPPT (Employer's Prefunding Account). Assets in Employer's Prefunding Account will be held for the exclusive purpose of funding Employer's contributions to its Employer Pension Plan(s) and defraying the administrative expenses of the CEPPT.

(3) The assets in Employer's Prefunding Account may be aggregated with the assets of other participating employers and may be co-invested by the Board in any asset classes appropriate for a Code Section 115 trust, subject to any additional requirements set forth in applicable law, including, but not limited to, subdivision (d) of GC Section 21711. Employer shall select between available investment strategies in accordance with applicable Board procedures.

(4) The Board may deduct the costs of administration of the CEPPT from the investment income of the CEPPT or from Employer's Prefunding Account in a manner determined by the Board.

(5) Investment income earned shall be allocated among participating employers and posted to Employer's Prefunding Account daily Monday through Friday, except on holidays, when the allocation will be posted the following business day.

(6) If, at the Board's sole discretion and in compliance with accounting and legal requirements applicable to an Investment Trust Fund and to a Code Section 115 compliant trust, the Board determines to its satisfaction that all obligations to pay defined benefit pension plan benefits in accordance with the applicable Employer Pension Plan terms have been satisfied by payment or by defeasance with no remaining risk regarding the amounts to be paid or the value of assets held in the

CEPPT, then the residual Employer assets held in Employer's Prefunding Account may be returned to Employer.

E. Reports and Statements

- (1) Employer shall submit with each contribution a contribution report in the form and containing the information prescribed by the Board.
- (2) The Board, at its discretion but at least annually, shall prepare and provide a statement of Employer's Prefunding Account reflecting the balance in Employer's Prefunding Account, contributions made during the period covered by the statement, investment income allocated during such period, and such other information as the Board may determine.

F. Disbursements

- (1) Employer may receive disbursements from the CEPPT not to exceed, on an annual basis, the amount of the total annual Employer contributions to Employer's Pension Plan for such year.
- (2) Employer shall notify the Board in writing in the manner specified by the Board of the persons authorized to request disbursements from the CEPPT on behalf of Employer.
- (3) Employer's request for disbursement shall be in writing signed by Employer's authorized representative, in accordance with procedures established by the Board, and the Board may rely conclusively upon such writing. The Board may, but is not required to, require that Employer certify or otherwise demonstrate that amounts disbursed from Employer's Prefunding Account will be used solely for the purposes of the CEPPT. However, in no event shall the Board have any responsibility regarding the application of distributions from Employer's Prefunding Account.
- (4) No disbursement shall be made from the CEPPT which exceeds the balance in Employer's Prefunding Account.
- (5) Requests for disbursements that satisfy the above requirements will be processed on at least a monthly basis.
- (6) The Board shall not be liable for amounts disbursed in error if it has acted upon the written instruction of an individual authorized by Employer to request disbursements, and is under no duty to make any investigation or inquiry about the correctness of such instruction. In the event of any other erroneous disbursement, the extent of the Board's liability shall be the actual dollar amount of the disbursement, plus interest at the actual earnings rate but not less than zero.

G. Costs of Administration

Employer shall pay its share of the costs of administration of the CEPPT, as determined by the Board and in accordance with Paragraph D.

H. Termination of Employer's Participation in the CEPPT

(1) The Board may terminate Employer's participation in the CEPPT if:

- (a) Employer's governing body gives written notice to the Board of its election to terminate; or
- (b) The Board determines, in its sole discretion, that Employer has failed to satisfy the terms and conditions of applicable law, this Agreement or the Board's rules, regulations or procedures.

(2) If Employer's participation in the CEPPT terminates for either of the foregoing reasons, all assets in Employer's Prefunding Account shall remain in the CEPPT, except as otherwise provided below, and shall continue to be invested and accrue income as provided in Paragraph D, and Employer shall remain subject to the terms of this Agreement with respect to such assets.

(3) After Employer's participation in the CEPPT terminates, Employer may not make further contributions to the CEPPT.

(4) After Employer's participation in the CEPPT terminates, disbursements from Employer's Prefunding Account may continue upon Employer's instruction or otherwise in accordance with the terms of this Agreement.

(5) After Employer's participation in the CEPPT terminates, the governing body of Employer may request either:

- (a) A trustee to trustee transfer of the assets in Employer's Prefunding Account to a trust dedicated to prefunding Employer's required pension contributions; provided that the Board shall have no obligation to make such transfer unless the Board determines that the transfer will satisfy applicable requirements of the Code, other law and accounting standards, and the Board's fiduciary duties. If the Board determines that the transfer will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the transfer. The amount to be transferred shall be the amount in Employer's Prefunding Account as of the date of the transfer (the "transfer date") and shall include investment earnings up to an investment earnings allocation date preceding the transfer date. In no event shall the investment earnings allocation date precede the transfer date by more than 150 days.

- (b) A disbursement of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such disbursement unless the Board determines that, in compliance with the Code, other law and accounting standards, and the Board's fiduciary duties, all of Employer's obligations for payment of defined benefit pension plan benefits and reasonable administrative costs of the Board have been satisfied. If the Board determines that the disbursement will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the disbursement. The amount to be disbursed shall be the amount in Employer's Prefunding Account as of the date of the disbursement (the "disbursement date") and shall include investment earnings up to an investment earnings allocation date preceding the disbursement date. In no event shall the investment earnings allocation date precede the disbursement date by more than 150 days.

(6) After Employer's participation in the CEPPT terminates and at such time that no assets remain in Employer's Prefunding Account, this Agreement shall terminate. To the extent that assets remain in Employer's Prefunding Account, this Agreement shall remain in full force and effect.

(7) If, for any reason, the Board terminates the CEPPT, the assets in Employer's Prefunding Account shall be paid to Employer to the extent permitted by law and Code Section 115 after retention of (i) an amount sufficient to pay the Unfunded PVFB as set forth in a current defined benefit pension plan(s) cost report prepared in compliance with ASOP and the requirements of Paragraph C(1), and (ii) amounts sufficient to pay reasonable administrative costs of the Board. Amounts retained by the Board to pay the Unfunded PVFB shall be transferred to (i) another Code Section 115 trust dedicated to prefunding Employer's required pension contributions, subject to the Board's determination that such transfer will satisfy applicable requirements of the Code, other law and accounting standards, and the Board's fiduciary duties or (ii) Employer's Pension Plan, subject to acceptance by Employer's Pension Plan.

(8) If Employer ceases to exist but Employer's Prefunding Account continues to exist, and if no provision has been made to the Board's satisfaction by Employer with respect to Employer's Prefunding Account, the Board shall be permitted to identify and appoint a successor to Employer under this Agreement, provided that the Board first determines, in its sole discretion, that there is a reasonable basis upon which to identify and appoint such a successor and provided further that such successor agrees in writing to be bound by the terms of this Agreement. If the Board is unable to identify or appoint a successor as provided in the preceding sentence, then the Board is authorized to appoint a third-party administrator or other successor to act on behalf of Employer under this Agreement and to otherwise carry out the intent of this Agreement with respect to Employer's Prefunding Account. Any and all costs associated with such appointment shall be paid from the assets attributable to Employer's Prefunding Account. At the Board's option, and subject to acceptance by Employer's Pension Plan,

the Board may instead transfer the assets in Employer's Prefunding Account to Employer's Pension Plan and terminate this Agreement.

(9) If the Board determines, in its sole discretion, that Employer has breached the representation and warranty set forth in Paragraph A., the Board shall take whatever action it deems necessary to preserve the tax-exempt status of the CEPPT.

I. Indemnification

Employer shall indemnify, defend, and hold harmless CalPERS, the Board, the CEPPT, and all of the officers, trustees, agents and employees of the foregoing from and against any loss, liability, claims, causes of action, suits, or expense (including reasonable attorneys' fees and defense costs, lien fees, judgments, fines, penalties, expert witness fees, appeals, and claims for damages of any nature whatsoever) not charged to the CEPPT and imposed as a result of, arising out of, related to or in connection with (1) the performance of the Board's duties or responsibilities under this Agreement, except to the extent that such loss, liability, suit or expense results or arises from the Board's own gross negligence, willful misconduct or material breach of this Agreement, or (2) without limiting the scope of Paragraph F(6) of this Agreement, any acts taken or transactions effected in accordance with written directions from Employer or any of its authorized representatives or any failure of the Board to act in the absence of such written directions to the extent the Board is authorized to act only at the direction of Employer.

J. General Provisions

(1) Books and Records

Employer shall keep accurate books and records connected with the performance of this Agreement. Such books and records shall be kept in a secure location at Employer's office(s) and shall be available for inspection and copying by the Board and its representatives.

(2) Notice

(a) Any notice or other written communication pursuant to this Agreement will be deemed effective immediately upon personal delivery, or if mailed, three (3) days after the date of mailing, or if delivered by express mail or e-mail, immediately upon the date of confirmed delivery, to the following:

For the Board:

Filing by mail, send to:
CalPERS
CEPPT
P.O. Box 1494
Sacramento, CA 95812-1494

Filing in person, deliver to:
CalPERS Mailroom
CEPPT
400 Q Street
Sacramento, CA 95811

For Employer:

(b) Either party to this Agreement may, from time to time by notice in writing served upon the other, designate a different mailing address to which, or a different person to whom, all such notices thereafter are to be addressed.

(3) Survival

All representations, warranties, and covenants contained in this Agreement, or in any instrument, certificate, exhibit, or other writing intended by the parties to be a part of this Agreement shall survive the termination of this Agreement.

(4) Waiver

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

(5) Necessary Acts; Further Assurances

The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

(6) Incorporation of Amendments to Applicable Laws and Accounting Standards

Any references to sections of federal or state statutes or regulations or accounting standards shall be deemed to include a reference to any amendments thereof and any successor provisions thereto.

(7) Days

Wherever in this Agreement a set number of days is stated or allowed for a particular event to occur, the days are understood to include all calendar days, including weekends and holidays, unless otherwise stated.

(8) No Third Party Beneficiaries

Except as expressly provided herein, this Agreement is for the sole benefit of the parties hereto and their permitted successors and assignees, and nothing herein, expressed or implied, will give or be construed to give any other person any legal or equitable rights hereunder. Notwithstanding the foregoing, CalPERS, the CEPPT, and all of the officers, trustees, agents and employees of CalPERS, the CEPPT and the Board shall be considered third party beneficiaries of this Agreement with respect to Paragraph I above.

(9) Counterparts

This Agreement may be executed 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.

A majority vote of Employer's Governing Body at a public meeting held on the _____ day of the month of _____ in the year _____, authorized entering into this Agreement.

Signature of the Presiding Officer: _____

Printed Name of the Presiding Officer: _____

Name of Governing Body: _____

Name of Employer: _____

Date: _____

BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____

ARNITA PAIGE
DIVISION CHIEF, PENSION CONTRACT AND PREFUNDING PROGRAMS
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

To be completed by CalPERS The effective date of this Agreement is: _____
--



California Public Employees' Retirement System
 California Employers' Pension Prefunding Trust (CEPPT)
 400 Q Street, Sacramento, CA 95811
 www.calpers.ca.gov

Delegation of Authority to Request Disbursements California Employers' Pension Prefunding Trust (CEPPT)

RESOLUTION OF THE

 (GOVERNING BODY)

OF THE

 (NAME OF EMPLOYER)

The _____ delegates to the incumbents
 (GOVERNING BODY)

in the positions of _____ and
 (TITLE)

_____, and/or
 (TITLE)

_____ authority to request on behalf of the
 (TITLE)

Employer disbursements from the Pension Prefunding Trust and to certify as to the purpose for which the disbursed funds will be used.

By _____

Title _____

Witness _____

Date _____

RESOLUTION NO. 2020-67

A RESOLUTION AUTHORIZING AN AGREEMENT AND ELECTION TO PREFUND EMPLOYER CONTRIBUTIONS TO A DEFINED BENEFIT PENSION PLAN WITH THE CALPERS IRS CODE § 115 CALIFORNIA EMPLOYERS' PENSION PREFUNDING TRUST (CEPPT) FUND; AUTHORIZE GENERAL MANAGER TO SIGN AGREEMENT & ALL ASSOCIATED DOCUMENTS; APPROVE A BUDGET AMENDMENT FOR \$500K FOR A DEPOSIT INTO THE TRUST; AND ASSIGN OVERSIGHT TO THE PENSION COMMITTEE

-oOo-

WHEREAS, the Board of Directors desires to prefund its CalPERS pension benefits with an IRS Code §115 California Employers Pension Prefunding Trust (CEPPT); and

WHEREAS, in order to establish a CEPPT with CalPERS, the District must approve entering into an agreement with CalPERS and Approve the Delegation of Authority to request disbursements from said trust; and

WHEREAS, the Board of Directors agrees that a budget amendment is appropriate for \$500,000 for the initial deposit into the trust.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, does hereby resolve, determine, find and order as follows:

1. The Board approves an Agreement and Election to Prefund Employer contributions to a Defined Benefit Plan, and;
2. The Board approves the Delegation of Authority to Request Disbursements to the General Manager, and;
3. The Board authorizes the General Manager to sign the Agreement and all associated documents, and;

4. The Board approved a budget amendment for \$500,000 for deposit into the trust, and;
5. The Board assigns responsibility for CEPPT oversight to the current standing Pension Committee.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on September 29, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

Staff Report



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 29, 2020

Subject: Amendment to the Personnel Policies & Procedures and Employee Handbook to Update and Clarify Provisions Relating to the Payment of Call-Back Time

RECOMMENDATION

It is recommended the Board approve a resolution to amend the Salary Administration Policy adopted by Ordinance 97-02 to update and clarify provisions relating to call-back time in the Personnel Policies and Procedures Manual and Employee Handbook.

DISCUSSION

The District's Call-Back provisions are currently set forth in Resolution 2010-28. In 2010 the District was still utilizing pager technology and employees had to physically come into the facility to respond. In the last decade pager technology has been replaced with cellular and the ability to remotely respond to issues at the treatment facility and in the collection system.

To keep our policy up to date with the changes in technology we suggest the following amendment:

1. Personnel Policy No. 501

On Site Call-Back: Time and one-half for time worked, minimum of two hours
Remote Call-Back: Time and one-half for time worked, minimum of fifteen (15) minutes

2. Employee Handbook

On Site Call-Back Time

Defined as hours worked when called back to duty at times other than normal District duty hours. Employees on "On Site Call-Back" time will start work when they arrive at the treatment facility as they would on any normal working day and once there, will utilize a District vehicle when necessary to fulfill "call-back on site" duties. A minimum of two (2) hours time at the rate of time and a half (1 ½) pay will be paid for "On Site Call-Back". In the event of sequential or multiple "On Site Call-Backs", they must be a minimum of 15 minutes after leaving the facility, if not, it will be considered a continuation of the original Call-Back.

Remote Call-Back Time

Defined as hours worked when called remotely at times other than normal District duty hours. Employees on "Remote Call-Back" time will start work when they respond to remote notification. Remote Call-Back will be paid in ¼ hour (15 minute) increments and at the rate of time and a half (1 ½) pay. In the event of sequential or multiple "Remote Call-Backs", they must be a minimum of 15 minutes apart, if not, it will be considered a continuation of the original Remote Call-Back.

FISCAL IMPACT

Minimal increase in call back wages – the Treatment plant has already implemented the practice of remote call back and the District would therefore only see a difference with Collections.

Attachments

1. Resolution # 2010-28

RESOLUTION NO. 2010-28

A RESOLUTION AMENDING THE PERSONNEL POLICIES AND
EMPLOYEE HANDBOOK TO CLARIFY PROVISIONS RELATING
TO PAYMENT OF OVERTIME FOR CALL-BACK TIME

-oOo-

BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that, pursuant to paragraph 5 of Ordinance 97-02, the Personnel Policies and Procedures and the Employee Handbook are hereby amended as follows:

1. Personnel Policy No. 501 is hereby amended to add a category of Overtime for "Call Back" in the third paragraph to indicate that overtime at the rate of time and one-half shall be paid for call back time so that the paragraph reads as follows:

~~EMPLOYEE HANDBOOK TO CLARIFY PROVISIONS RELATING TO PAYMENT OF OVERTIME FOR CALL-BACK TIME~~
"Overtime shall be paid in compliance with applicable state and federal regulations as outlined below.

Daily: Up to 8.0 – straight time
Over 8.0 – time and one-half
Over 12.0 – double time

Weekly: Up to 40.0 – straight time
Over 40.0 – time and one-half

Call-Back: Time and one-half for time worked, minimum of two hours

Sixth Day: Time and one-half for hours worked on the 6th consecutive day of work in excess of 40.0 hours.

Seventh Day: Time and one-half for the first 8.0 hours worked and double time for hours worked in excess of 8.0 hours on the 7th consecutive day of work in a workweek.

2. The section of the Employee Handbook entitled "EMPLOYMENT POLICIES - WORK SCHEDULES" is hereby amended to delete the sub-section entitled "Call-Back Time" in its entirety and replaced with the following sub-section to read as follows:

"Call-Back Time

Defined as hours actually worked when called back to duty at times other than normal District duty hours. Employees on "call-back" time will start work when they arrive at the treatment facility as they would on any normal working day and once there, will utilize a District vehicle when necessary to fulfill "call-back" duties. A minimum of two hours at time and one-half will be paid for "Call-Back" time."

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District at a regular meeting duly held on October 28, 2010, by the following vote:

AYES: BOARD MEMBERS: D'Ambrosio, Townsend, Kohn, Siegfried, White

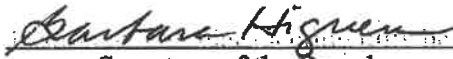
NOES: BOARD MEMBERS: 0

ABSENT: BOARD MEMBERS: 0



President of the Board

ATTEST:



Secretary of the Board

RESOLUTION NO. 2020-68

A RESOLUTION TO AMEND THE SALARY ADMINISTRATION POLICY
ADOPTED BY ORDINANCE NO. 97-02 TO UPDATE AND CLARIFY
PROVISIONS RELATING TO CALL-BACK TIME IN THE PERSONNEL POLICIES
AND PROCEDURES MANUAL AND EMPLOYEE HANDBOOK

-oOo-

BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that, pursuant to paragraph 5 of Ordinance 97-02, the Personnel Policies and Procedures and the Employee Handbook are hereby amended as follows:

1. Personnel Policy No. 501 is hereby amended to edit the category for Call-Back time to indicate a category for On Site Call-Back and Remote Call-Back as follows:

On Site Call-Back: Time and one-half for time worked, minimum of two hours

Remote Call-Back: Time and one-half for time worked, minimum of fifteen (15) minutes

2. The section of the Employee Handbook entitled "Employment Policies – Work Schedules" is hereby amended to delete the sub-section "Call-Back Time" in its entirety and replaced with the following sub-section to read as follows:

On Site Call-Back Time

Defined as hours worked when called back to duty at times other than normal District duty hours. Employees on "On Site Call-Back" time will start work when they arrive at the treatment facility as they would on any normal working day and once there, will utilize a District vehicle when necessary to fulfill "On Site Call-Back" duties. A minimum of two (2) hours' time at the rate of time and a half (1 ½) pay will be paid for "On Site Call-Backs" In the event of sequential or multiple "On Site Call-Back", they must be a minimum of 15 minutes after leaving the facility, if not, it will be considered a continuation of the original Call-Back.

Remote Call-Back Time

Defined as hours worked when called remotely at times other than normal District duty hours. Employees on "Remote Call-Back" time will start work when they respond to remote notification. "Remote Call-Backs" will be paid in fifteen (15) minute increments and at the rate of time and a half (1 ½) pay. In the event of sequential or multiple "Remote Call-Backs", they must be a minimum of 15 minutes apart, if not, it will be considered a continuation of the original "Remote Call-Back"

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 29, 2020 by the following vote:

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

President of the Board

ATTEST:

Secretary to the Board

Staff Report



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 29, 2020

Subject: Application for Grant Funding under the Community Power Resiliency Allocation to Special Districts Program – Authorization to sign Certification of Assurance of Compliance

RECOMMENDATION

It is recommended that the Board of Directors authorize the Board President to sign both of the Certification of Assurance of Compliance applications for Community Power Resiliency Allocation grant program.

DISCUSSION

The California Special District Association successfully advocated for special districts to be included in community resiliency funding this year, securing \$20 million of the overall \$50 million state budget allocation. These funds are dedicated to help districts better prepare for continuity of services when the power goes out due to public safety power shutoffs (PSPS) or other outages. Only special districts with an identified critical facility (including wastewater) are eligible. Priority funding will be given to applicants if the proposal shows either a benefit to disadvantaged communities or the use of/acquisition of low/no emissions power solutions. CAWD is pursuing the second option under low/no emission power solutions.

We would like to submit two applications, as follows:

- CAWD/PBCSD Reclamation Project for the Generator Connections project. The maximum award is \$300K, which would not be sufficient to pay for a generator and the return on investment is not likely to be favorable for such a purpose; however, we believe a grant for the generator hookup capability is a good fit for this grant.
- CAWD for a 480V battery bank backup for the treatment plant. We believe this may be the type of green technology that is being encouraged by the State.

Resolution #20-21 dated April 2020, authorized the General Manager to execute documents on behalf of the District for CalOES grant materials. The Community Power Resiliency Allocation grant program has slightly different paperwork requirements with the Certification of Assurance of Compliance – although both are consistent in permitting the General Manager to execute documents.

FISCAL IMPACT

None currently – this is the first step in support of a grant application.

Individual appropriations under the grant program are up to \$300K for the 16-month Grant Subaward performance period (July 1, 2020 – October 31, 2021) per applicant. Should grant funding be awarded, staff will return to the Board with details regarding any matching funds required for said project.

Attachments: Certificate of Assurance of Compliance – 480V Battery Bank Backup
Certificate of Assurance of Compliance – Generator Connections

RESOLUTION NO. 2020-69

A RESOLUTION AUTHORIZING THE BOARD PRESIDENT TO SIGN THE
CERTIFICATION OF ASSURANCE OF COMPLIANCE FOR COMMUNITY
POWER RESILIENCY ALLOCATION GRANT PROGRAM

-oOo-

WHEREAS, the Board of Directors has reviewed the staff report and attached and incorporated herein Certification of Assurance of Compliance for the Community Power Resiliency Allocation Grant Program for the 480V Battery Bank Backup and the Generator Connection applications; and

WHEREAS, the Board of Directors is in support of this program and agrees to provide all matching funds required for said projects under the program and the funding terms and conditions of Cal OES and to provide any cash match appropriated as required; and

WHEREAS, the Board of Directors agrees that any liability arising out of the performance of this grant shall be the responsibility of the District and that grant funds shall not be used to supplant expenditures controlled by the District..

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, does hereby resolve, determine, authorize the President of the Board of Directors to sign the attached Certification of Assurance of Compliance forms.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 29, 2020 by the following vote:

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

President of the Board

ATTEST:

Secretary to the Board

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (Cal OES 2-104), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the applicant formally notifies Cal OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, _____ hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

Subrecipient: _____

Implementing Agency: _____

Project Title: _____

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: _____

Title: _____

Address: _____

Phone: _____

Email: _____

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)

(This applies to federally funded grants only.)

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.

The applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

The Subrecipient complies will all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: _____

Authorized Official's Typed Name: _____

Authorized Official's Title: _____

Date Executed: _____

Federal Employer ID #: _____ Federal DUNS # _____

Current System for Award Management (SAM) Expiration Date: _____

Executed in the City/County of: _____

AUTHORIZED BY: (not applicable to State agencies)

- | | |
|---|---|
| <input type="checkbox"/> City Financial Officer | <input type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input type="checkbox"/> Governing Board Chair | |

Signature: _____

Typed Name: _____

Title: _____

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (Cal OES 2-104), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the applicant formally notifies Cal OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, Barbara Buikema hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

Subrecipient: CAWD/PBCSD Reclamation Project

Implementing Agency: Carmel Area Wastewater District

Project Title: Generator Connections

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Barbara Buikema

Title: General Manager - CAWD

Address: 3945 Rio Road Carmel, CA 93922

Phone: 831-624-1248

Email: buikema@cawd.org

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)

(This applies to federally funded grants only.)

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.

The applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: _____

Authorized Official's Typed Name: Barbara Buikema

Authorized Official's Title: General Manager - CAWD

Date Executed: 10-29-2020

Federal Employer ID #: 94-6000209 Federal DUNS # 006294912

Current System for Award Management (SAM) Expiration Date: 12/09/2020

Executed in the City/County of: Monterey

AUTHORIZED BY: (not applicable to State agencies)

City Financial Officer

County Financial Officer

City Manager

County Manager

Governing Board Chair

Signature: _____

Typed Name: Ken White

Title: Board President - CAWD & Reclamation Management Comm Rep.

Other Items & Information/Discussion

Collection System Flow PowerPoint
Presentation-Principal Engineer -
Rachel Lather

Staff Report



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 29, 2020

Subject: Selection of Committee to Review Updated Pretreatment Ordinance

RECOMMENDATION

It is recommended the Board pass a motion to approve the formation of an ad hoc committee to review the updated Pretreatment Ordinance and name two members to the committee.

DISCUSSION

The District's Pretreatment Ordinance was last updated in 1991, or twenty-nine years ago. The Principal Engineer has completed an update of the Pretreatment Ordinance and is ready to bring it forward for review.

Staff suggests the board employ the same process as it did with the Uniform Plumbing Ordinance and form an ad hoc committee for this purpose.

FISCAL IMPACT

None



Staff Report

TO: Board of Directors,
FROM: Barbara Buikema, General Manager
DATE: October 29, 2020
SUBJECT: November/December Board Meeting Date

RECOMMENDATION

It is recommended that the Board of Directors pass a motion agreeing to cancel the regular November Board meeting and hold the December Board meeting on December 10, 2020.

DISCUSSION

The November Board meeting this year will fall on the Thanksgiving Day holiday.

Staff recommends that the November meeting be cancelled, and the December meeting moved to Thursday, December 10, 2020. The December meeting would normally be held on December 31, 2020, or New Year's Eve.

Holding the Board meeting on December 10th places it roughly midway between the October and January 2021 meeting.

Appeal to Board from
District Constituent-
Pending Receipt

Staff Report



TO: Board of Directors

FROM: Beth Ingram – Human Resources Consultant

SUBJECT: Post-Offer – Pre-Employment Process
Comparison

DATE: October 29, 2020

RECOMMENDATION

Informational only – No action required

DISCUSSION

Per the request of the Board at the September 24, 2020 board meeting, the following agencies were contacted to compare CAWD's post-offer pre-employment processes.

- Dublin San Ramon Services District – Samantha Koehler – Human Resources
- Delta Diablo Sanitary – Jacqueline McDuffie – Human Resources
- West Valley Sanitation – Leisha Liu – Human Resources

Per our conversations with each agency, CAWD's post-offer pre-employment process is competitive with the best practices in the industry. The above agencies followed the same protocol, and no significant differences were brought to our attention. The following is a list of what happens after a conditional offer is made:

- Physical (position specific)
- Drug Test
- Background Check (credit check only included if the position has access/control over the finances)
- DMV Record pulled

Due to our findings, there is no recommendation to change the post-offer pre-employment process.

FINANCIAL

None

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 29, 2020

Subject: Pebble Beach Community Services District – Regular Board Meeting
September 25, 2020

DISCUSSION

Agenda items from the September 25, 2020 meeting that are of specific interest to this District:

- Total cash balance at the end of August 2020 was \$22.2M; of that amount, \$15.8M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The August 2020 Cash Basis Budget Report showed revenues of \$0.17M or 0.6% of budget. Total expenditures through August total \$0.99M or 3.6% of budget.
- Forest Lake Reservoir held 41 million gallons (MG) of recycled water or 36% of permitted capacity. Current storage volume is 17% below the historic average of 35 MG.
- Total irrigation water demand for the 2020 calendar year through August was 710 acre feet (AF). Total demand for the calendar year is slightly above the 5-year average of 709 AF. The month of August reflected a net storage decrease of approximately 11 million gallons. By comparison, a net storage decrease of approximately 19 MG was observed in August of last year.
- Average daily wastewater flow of 371,000 gallons per day (GPD) was measured in August at the PBCSD-Carmel gate. This represents 32% of the total flow at the CAWD treatment facility.

- The measured PBCSD flow was 3% above the five-year average of 359,000 GPD for the month of August; the CAWD total flow was 3% below the five-year average of 1,235,000 GPD for August.
- The 4th Fairway Diversion, Monterey Peninsula Country Club (MPCC) No. 8 Well, MPCC No. 9 Well, and MPCC Bird Rock Well are all currently online and in production. Total production for the 2020 calendar year is approximately 12.9 MG through mid-September.
- The Board approved a Retirement Incentive Plan that will provide one year of salary to four eligible employees as an incentive to retire on a date certain within the current fiscal year.
- The Board approved the job descriptions for Maintenance Worker I, Maintenance Worker II, and Maintenance Technician. The salary range was from \$60,576 to \$109,296. Additionally, the Board authorized the recruitment of two maintenance worker positions.
- Average daily wastewater flows measured in MG shown below:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 20	37.211	25.504	11.707	31.461%
Aug - 20	36.386	24.877	11.509	31.630%
Total	73.597	50.381	23.216	31.544%

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 29, 2020

Subject: Special District Association Meeting October 20, 2020

DISCUSSION

The Special Districts Association of Monterey County (SDA) met virtually on October 20, 2020.

Assemblymember Robert Rivas was the guest speaker. Mr. Rivas represents the 30th District which includes the inland portion of Monterey County. This is his first term in the Assembly which he noted included fires, a pandemic, and an economic recession – it has been a challenging first year. There was a record surplus at the start of the year and now there is a record budget gap. The budget assumed better times, but it will now require pivoting and possibly cuts to vital services.

The length of this year's Assembly session was reduced due to the pandemic, which has made engagement with constituents difficult. Mr. Rivas assumes that the coming year engagements may continue in a virtual format. His efforts have been to improve service to rural areas of the state, and to that end he has sponsored a tele-health bill, broad band access, and access to payment of court fines electronically. COVID has likely changed strategy for the Assembly, and Mr. Rivas anticipates work on a Farmworker Relief package and a State Fire Prevention Master Plan. He would also like to tackle housing and homelessness. At the close of his presentation Mr. Rivas opened for questions.

Q1: What about claims of massive fraudulent unemployment claims in California? Mr. Rivas acknowledged that the Employment Development Department was not prepared to handle the number of claims because of the pandemic. Regulatory agencies need efficiency improvements. There has been a task force created to find solutions and in Mr. Rivas' opinion the legislature must play a bigger role in its oversight function.

Q2: How do we improve broad band service? Mr. Rivas has great interest in improving service in rural areas and believes it is an equity issue for rural areas. A major issue is closing the divide and affordability; however, Mr. Rivas believes this is an issue that will require involvement from the governor.

Q3: What can be done about the affordability of public services? Mr. Rivas responded that the solution was likely the regionalization of utilities and other services wherever possible.

Kate McKenna, Executive Director of the Local Agency Formation Commission of Monterey County (LAFCO) gave an update on activities at LAFCO. Probably the most interesting was the Monterey Peninsula Water Management District's (MPWMD) application to expand its boundaries and to activate its latent powers to deliver water. The MPWMD made a decision on certification of its Final Environmental Impact Report (EIR) at its October 19th meeting, LAFCO will rely upon the final EIR in making its determination. Normally the time between receipt of application and hearing would be about three months. This application is likely to be very political and may require a 3rd party evaluation at the expense of the MPWMD.

The suggested presentation for the next meeting was Public Banking whereby reserve funds in local agencies are consolidated or aggregated to provide funding for large infrastructure projects.

The next SDA meeting is scheduled for Tuesday, January 19, 2021 at 6:00 p.m. either virtually or at Bayonet and Black Horse Golf Course Clubhouse in Seaside.