



# CARMEL AREA WASTEWATER DISTRICT

---

## Regular Board Meeting

---

3945 Rio Road, Carmel, CA 93923

July 27, 2023  
Thursday  
9:00AM

---

*Public Comment Received Included in  
the July Board Packet- Sent via email.  
Includes Carmel Meadows Resident  
and one email from Pescadero Resident.  
Email Received from Domus  
Development Corporation*

**CHARLES R. KELLER**  
2835 Ribera Road  
Carmel, California 93923  
chuck\_keller@comcast.net | (831) 594-0419

---

July 7, 2023

Monterey County Planning Commission  
c/o Monterey County Planning Department  
1441 Schilling Place, South Second Floor  
Salinas, California 93901-4527

Re: Carmel Meadows Sewer Replacement Project  
scheduled for hearing before the Commission on: July 12, 2023

---

Dear Commissioners:

I am writing this letter as an interested neighbor of the residents who will be adversely affected if the project is approved as currently proposed by the Sewer District. I am not acting as a lawyer for any party, but simply trying to assist my neighbors in opposing a project which is calculated to unnecessarily impose an undue burden on them to satisfy the wishes of the Sewer District staff by replacing the existing gravity sewer with one that depends on electricity to pump sewage uphill and will also single out 6 or 7 homeowners to bear the financial and environmental burden of that project.

I am referring to the placement of the lift station at the foot of Mariposa Court, the presence of which will expose 3 or 4 nearby homeowners to noise, odor, and also the hammering of the generator which will be needed to pump accumulated sewage uphill into Ribera Road during our frequent power outages, and also to the 4 homeowners whose backyards will be forced to house the so-called grinder pumps so the sewage from their homes can be pumped uphill to the east only to then flow by gravity to the holding tank adjacent to the Mariposa lift station.

Preliminarily, it was disappointing that at the June 15<sup>th</sup> special meeting the Carmel Area Wastewater District (CAWD) staff was given unlimited time to present their argument in favor of the pump station project which is dependent on electricity to function effectively while **interested** residents or their representatives were limited to three minutes to express their views as to the efficacy of the proposed project when access to the staff report was not made available until just before the meeting.

**Nothing has changed since the 2013 Geotechnical Survey and the Kennedy Jenks 2013 Final Technical Memorandum that would prevent the permitting and rebuilding of the existing sewer in its current alignment contrary to the contention of CAWD's Principal Engineer.**

CAWD's Principal Engineer essentially argued that the proposed project is the most environmentally friendly alternative and that the project recommended by Kennedy Jenks and their geotechnical engineering consultant to replace the sewer in kind in 2013 would not be approved by the permitting agency and also would not be feasible to rebuild in its current alignment.

In support of her position Ms. Lather, the Principal Engineer referred to three letters, one from Kennedy Jenks, one from the original geo technical consultant, ENGE0 and one from a member of the Coastal Commission staff which she had obtained/solicited to support the District's proposed project. It is not surprising that the Coastal Commission staff member recommended the line be moved as far away from the Carmel River Lagoon as possible to avoid the potential of a spill into the lagoon or beach area, but that is not the criteria that is controlling. Rather, what is controlling is whether the requirements of the Local Coastal Plan adopted by the permitting agency, which in this case is the Monterey County Planning Commission and Board of Supervisors, can be met and allow the existing sewer to be replaced in its current location in an environmentally safe manner that minimizes the risk of a spill that could find its way into the Lagoon.

The two 2023 letters from Kennedy Jenks and ENGE0 which recommend against replacement in kind are suspect in that both refer to permitting difficulties, construction monitoring, and the need to use heavy equipment as reasons for abandoning the plan to replace the sewer in its current location without identifying what new permitting requirements apply and why heavy equipment would be required to replace the sewer in its current location. It is clear that the need for heavy equipment, special permitting and monitoring only relate to the Carmel River Free Project's requirement that CAWD relocate the large pipe that currently pumps sewage from Carmel Meadows across the Lagoon below Calle La Cruz to the sewer plant, and has nothing to do with replacing the existing gravity sewer in its current location, an entirely separate project. Copies of the two 2023 letters from Kennedy Jenks and ENGE0 are attached hereto as **Exhibits 1 and 2**.

Contrary to the assertion that heavy equipment would be required to replace the sewer in its current location, in their 2013 reports, both Kennedy Jenks and their Geo Technical Consultant indicated that of the available means of stabilizing the aerial sections of the sewer, 300 feet of the 1500 feet of sewer line, they intended to use rock bolts up to 3 inches in diameter which could be installed with hand operated drills in the above ground sections of the sewer. They rejected Micro Piles and Underpinning piers due to the need for heavy equipment to install them. (See page 2 of the 2013 Kennedy Jenks Technical Memorandum) which is attached hereto as **Exhibit 3**. The Geo Technical Consultant stated, "Due to the limited accessibility, the excavations and drilling will likely need to be conducted with hand-operated equipment including jackhammers and rotary drills." (See page 5 of the 2013 GeoTechnical consultant's report).

Even though there is no indication that the construction techniques that would be used to replace the sewer in its current location have changed in any way from 2013 to the present, both Kennedy Jenks and ENGE0 recommend against it based on the vague and non-specific obstacles that they have been fed by CAWD's engineer that only apply to CAWD's part of the Carmel River Free Project mentioned above. ENGE0 concludes its June 2023 letter as follows: "**These**



**strategies provided in our 2013 study** (reference 1) **continue to remain applicable from a mitigation standpoint.** (emphasis added). However, we understand that the permitting and monitoring requirements to allow heavy construction equipment at the site may be cost prohibitive and can have schedule impacts on CAWD's operations. Therefore, we understand that the strategies to stabilize and reconstruct the pipeline along the existing alignment may not be viable from an operability standpoint." Kennedy Jenks March 2023 letter likewise concludes as follows: due to the impact and implications of subsequently available information and in consideration (of) our current understanding of the project and applicable regulatory requirements, we do not recommend that the Carmel Meadows Gravity Sewer replacement be pursued on the basis of KJ's 2013 Final Technical Memorandum..."

As to her second argument, Ms. Lather ignores the fact that of the 1500 linear feet of sewer north of Ribera Road, only 300 feet is above ground and while access may be somewhat difficult in spots, it is due in large part to the District's failure to maintain the sewer and access to it over the years. Moreover, since the District's stated plan is to cut up the elevated sections of the sewer by hand and remove them, it is acknowledging that it has adequate access to address those sections of the sewer or contemplates improving the access so that it can be done. For that reason, the District can just as easily use or improve the existing access in order to replace the existing sewer pipe and rebuild the foundations and stabilize the aerial sections of the sewer where necessary as indicated in the detailed plans and specifications prepared in 2016 by Kennedy Jenks.

She also ignores the fact that engineering and construction techniques have dramatically improved over the last 70 years after the sewer was built which ensures that the existing gravity sewer can be replaced in its existing location in an environmentally safe manner today without any need to disrupt the peace and quiet of the residents whose homes will be devalued and their lives negatively impacted by the District's project.

In addition, as mentioned above, it is clear from the pictures presented by Ms. Lather at the recent meeting that the district staff has not been diligent in maintaining the sewer and the road/path in and out to the sewer. It would appear, according to what she said at that meeting that the District is only addressing the deferred maintenance and replacement of the aging sewer because it has been forced to do so in order to settle a threatened lawsuit by an environmental group, River Watch. The residents of Carmel Meadows should not have to bear the burden of the District's dilatory conduct in failing to properly protect and maintain the existing sewer line and access to it over the years, which, as a result has led it to propose the current plan which unfairly singles out 6 or 7 homeowners who will have to live with the adverse impacts of the grinder pumps and pump station in the immediate vicinity of their homes.

**There is no evidence that any of the recorded sewage spills over the last 20 years have entered the Carmel River lagoon, and that there have been only 13 during that time is a testament to the quality of the original construction and serviceability of the existing gravity sewer which does not depend on electricity for it to do its job.**

Even though there have been 13 reported spills during the last 20 years, none of them have led to sewage getting into the rebuilt “south arm” of the Carmel River or the Lagoon, both of which are a considerable distance north of where the sewer is now located. The sewer line itself is also at a considerably higher elevation than the Lagoon and Carmel State Beach making the argument about sea level rise due to climate change pure speculation and not something that will pose any threat to the Lagoon, River, and Beach during the useful life of the sewer line if it is rebuilt in its current location.

In addition, a review of the letter from the State Water Board which was drafted by CAWD’s Principal Engineer indicates where those 13 sewer spills were located along the sewer line. The letter discloses that the majority of those spills, 7 of 13, are in the easement at S.610-619 near the Herbert home at the west end of Ribera Road and below Calle La Cruz near S.607-S.609 and one was around the corner on Ribera Road below the Robin Torrey home. Attached hereto as **Exhibit 4** are the two pages from the Water Board letter listing the dates and locations of those spills. Attached hereto as **Exhibit 5** is the spill map which was attached to the Staff Report that shows where those spills occurred along the sewer’s alignment. This is significant because, that section of the sewer near the Calle La Cruz cul de sac where the majority of spills have occurred is not to be replaced under the District’s current proposed plan but will continue to flow by gravity with only spot repairs and lining of the pipe with a material intended to improve the flow. See page 5 of the SRT 2019 Report, attached hereto as **Exhibit 6**.

**A sewer that is dependent on electricity to function will be inefficient, will be costly and will create unacceptable burdens on the homeowners whose homes are adjacent to where the lift pump and grinder pumps are to be located.**

What CAWD’s principal engineer has not explained and cannot justify is why she chose the lift pump and grinder pump plan that requires electricity, whether it be from the grid or by generator when there is a power outage and imposes an undue burden on a few homeowners where the pumps will be sited, when a gravity-based sewer is clearly superior functionally and from an environmental standpoint. In addition to the potential for noise and odor emanating from the pumps, whether at the lift station or where the grinder pumps are installed, during the frequent power outages that occur in the Carmel Meadows, there will be the noise and fuel odor from the generators that will be required in to prevent the holding tanks from overflowing into the environment or backing up into people’s homes or yards.

As to the four homeowners, at 2795, 2805, 2815, 2825 Ribera Road, in whose backyards, the grinder pumps are to be installed with the associated negative impacts, both environmental and to the value of their homes, Ms. Lather has provided no explanation why she wants to pump the sewage from these four homes uphill to the east instead of using the existing sewer line behind their homes which runs east to west from S.619 to S.617 and then down the sewer at the bottom of the hill at S.618 as is shown on the spill map mentioned above.

If necessary, the flow through the sewer line behind those 4 homes which flows west can be improved by lining them in the existing easement the District has behind those homes just as

the District proposes for the area west of 2795 Ribera Road where the majority of spills have occurred. If a larger pipe would be desirable, the minimally invasive pipe bursting method can be used to enlarge the pipe going west from 2835 to 2795 Ribera Road which would improve flow by gravity to S617 and then downhill to the sewer at S618. This would only require 128 feet (Reach 5 according to the original geo technical report) of the aerial section which runs from S618 to S.615 to be rebuilt or repaired. From S.615 west, the existing sewer is buried and easily accessible for repairs or to be replaced. This step would totally eliminate any alleged justification for the installation of residential grinder pumps behind those homes at 2795, 2805, 2815, and 2825 Ribera Road.

Finally, we as residents of Carmel Meadows are equally if not more concerned than the Sewer District about the quality of the environment in our neighborhood and the beautiful State Park woodland that abuts our homes on the north side of Ribera Road. It is clear that the motivation for the current proposed project is to make life easier on District staff going forward by eliminating the need to maintain the existing sewer and access to it and to cover up the lack of maintenance over the years which has led to the difficulties they now use as an excuse not to replace it in kind.

The proposed project will be detrimental to the quality of life, and the health, safety, peace, morals, comfort, and general welfare of the residents residing in the neighborhood and would be injurious to the property and improvements of the residents in the neighborhood. For those reason, I respectfully request that the current application be denied and that the District be directed to come back with a plan to replace the existing sewer in kind as proposed by Kennedy Jenks and its consultants that will meet all the environmental constraints applicable to a project at this location.

Very truly yours,

*Charles R. Keller*

Charles R. Keller

CRK: tjs  
Enclosures

cc by U.S. Mail:

- Phil Angelo  
1441 Schilling Place, South Second Floor  
Salinas, California 93901-4527
- Commissioner | Kate Daniels  
396 W Carmel Valley Road  
Carmel Valley, CA, 93924
- Commissioner | Martha Diehl  
35811 Highway One  
Monterey, California 93940

- Supervisor | Mary Adams  
District 5  
1200 Aguajito Road, Suite #1  
Monterey, California 93940
- Carmel Area Wastewater District  
3945 Rio Road  
Carmel, California 93923

# **EXHIBIT 1**

Project No.  
**22985.000.001**

June 8, 2023

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

Subject: Carmel Meadows Gravity Sewer  
Carmel Area Wastewater District (CAWD)  
Carmel-By-The-Sea, California

## **GEOLOGIC SITE RECONNAISSANCE**

Dear Ms. Lather:

We are pleased to provide this letter summarizing the findings and conclusions of our geologic site reconnaissance of May 10, 2023, for the Carmel Meadows gravity sewer pipeline alignment. The pipeline is generally parallel to Ribera Road between Mariposa Drive and Calle La Cruz in Carmel, California. The purpose of our services was to assess the geologic conditions in the vicinity of the existing gravity sewer system and provide an opinion of rehabilitation strategies.

As outlined in our proposal dated April 7, 2023, our scope of work completed for this study included review of available relevant data, published information, and historical aerial photographs, performing a site reconnaissance, and preparing this summary letter.

Our current study considered the following documents.

- ENGEO (Practicing as Geotechnical Consultants, Inc.). 2013. Geotechnical Memorandum, Carmel Meadows Gravity Sewer, Carmel, California. June 14, 2013. Project No. SF13013.
- ENGEO (Practicing as Geotechnical Consultants, Inc.). 2014. Geotechnical Report, Carmel Meadows Gravity Sewer, Carmel, California. March 25, 2014. Project No. SF13041.
- SRT Consultants. 2019. Letter Report: Carmel Meadows Feasibility Study, Carmel-By-The-Sea, California. August 27, 2019.
- Kennedy/Jenks Consultants, Inc. 2023. Letter Regarding: Carmel Meadows Gravity Sewer, Carmel-By-The-Sea, California. March 3, 2023.

## **PROJECT BACKGROUND**

The pipeline segment of our study consists of an approximately 2,000-foot section, located to the northeast and downslope from Ribera Road between Mariposa Drive and Calle La Cruz. The Carmel River and Carmel River Lagoon are located downslope of the alignment to the northeast.

In 2013, we assessed the overall geotechnical stability of the sewer pipeline and evaluated suitable construction techniques to rehabilitate or replace foundation supports based on site access, terrain, and anticipated subsurface conditions (Reference 1). We followed up our 2013 study with a 2014 geotechnical exploration and report (Reference 2) for the proposed sewer improvements at the site, which included replacement of approximately 1,050 feet of existing ductile iron sewer pipe, with elevated segments of the pipe supported on new foundations. Our geotechnical exploration consisted of seven borings drilled between approximately 4 to 10 feet bgs using a limited-access drill rig.

We understand that CAWD initially determined that the best alternative to maintain the serviceability of the sewer was to remove and replace the sewer along the current alignment; however, that replacement project did not move forward due to permitting and monitoring requirements related to the Carmel River Lagoon. However, we also understand that no improvements have been made since that time, other than yearly maintenance activities. Additionally, the unprecedented storms of 2022/2023 may have caused further instabilities along the sewer alignment.

## **REGIONAL GEOLOGY AND SEISMICITY**

The sewer pipeline is generally situated within a relatively thin mantle of surficial soil and colluvium that is underlain at shallow depths by the Cretaceous porphyritic granodiorite of Monterey (Kgdp) (Clark et al., 1997). This rock is relatively strong with joint sets.

The Monterey coastal region is considered to be seismically active due to the presence of nearby active faults. Numerous small earthquakes occur every year in the region and large (greater than Moment Magnitude 7) earthquakes have been recorded and can be expected to occur in the future.

The pipeline alignment is in the vicinity of three known active faults. The San Gregorio fault zone, Sur Region section is located about 3.6 miles west (offshore). The southern end of the potentially active Cypress Point fault is located approximately 400 feet east of the northern end of the alignment. This fault has not been well studied but is a Quaternary-aged dextral reverse fault. The Hatton Canyon fault, the closest fault segment of the Seaside-Monterey section of the Monterey Bay Tularcitos fault zone is located approximately 2.3 miles northeast of the alignment. This fault zone is a complex, generally northwest-striking zone of up to a 9-mile width with dextral, dextral-reverse, and thrust faults with known Holocene displacement.

## **SITE OBSERVATIONS**

The existing sewer pipeline is an approximately 2,000-foot-long, 6-inch diameter ductile iron pipe and is routed along the side slopes of hilly terrain. The approximately 60- to 80-foot-high hill consists of slope gradients up to 1:1 (horizontal:vertical) and slopes down north/northeast from the rear of the properties along Ribera Road to the Carmel River. The slope is densely vegetated with trees, grasses, and other plant undergrowth. Depending on the local topography, the various sections of the pipeline are either at-grade or partially buried, above-grade or completely buried below-grade. The lengths of the elevated sections range from approximately 40 feet to 180 feet. Through these elevated portions, the pipeline is supported on welded steel C-channel sections founded on 12-inch by 19-inch by 30-inch (width x length x height) concrete footing foundations. We observed ten manholes along the pipeline and have designated them consistent with CAWD identifiers in this letter. We present the locations of the various observed manholes in Figures 1A through 1C.



We provide a brief discussion and summary of our observations below in Table 1. We provide the locations of the observation numbers in Figures 1A through 1C.

**TABLE 1: Summary of Observations**

**Observation No. 1**

**Location: Approximately 100 feet west of S609**

We observed a corrugated metal storm drainpipe at the rear property limits of 2741 Calle La Cruz. We were unable to locate the discharge point of the outlet. If the storm drain discharges near the top of the trail, it could produce excess surface water runoff which could lead to erosion of surficial soil, and/or rock along the joint planes.



**Observation No. 2**

**Location: Between S609 and S615**

The outer edge of the maintenance trail appears to have been constructed by cutting material from the inner side of the trail and placing along the outside edge of the trail. The trail appears to have been constructed with seemingly minimal compactive effort, if at all, considering we were able to push a probe 6 to 12 inches with low to moderate effort in the fill along the outer edge of the trail. The pipeline at this segment partially passes through the fill material as indicated by the two manhole locations on either side. The fill wedge is unstable and may be prone to slope creep and displacement, which could cause damage to the sewer line.





**Observation No. 3**



**Location: East of S615**

The elevated pipeline is supported by C-channel sections on concrete footings. The footings appear to be situated within a landslide (Figure 1B and Section A-A' in Figure 2). Porphyritic granodiorite (Kgdp) is exposed within the landslide scarp at this location. Adverse joint sets within the bedrock at this location form wedges and blocks susceptible to sliding and toppling. These joint sets appear to be the primary controlling factor for the landslide at this location. We did not observe significant tilt or displacement of the pipeline footings suggesting that minimal slope movement may have occurred in this area over the last 70 years. However, due to the presence of adverse joint sets in the bedrock, the slope has a relatively high potential for future failures. Future episodes of slope movement could displace and damage the footings supporting the elevated pipeline and the pipeline.

**Observation No. 4**



**Location: S608**

We observed head scarps on both the northeastern and southwestern side of manhole S608. The sewer line along this segment could be damaged if slope failures occur in the future.

**Observation No. 5**



**Location: West of S622**

We observed the pipeline and its corresponding footing to be damaged west of manhole S622. The sewer line is bent approximately 7 degrees at the sewer line pipe joint (as measured with a field compass). The corresponding footing is tilted and leaning down slope approximately 20 degrees out of plumb (as measured with the "Measure" application on an iPhone). The footing is located in an active landslide that is episodically moving down slope (see Figure 1C and Section B-B' in Figure 2). We observed the damage to the pipeline is directly related to the downslope movement of the landslide at this location. The pipeline appears to have maintained its service despite the damage. This section of the pipeline has a high potential for further damage due to the active landslide.

**Observation No. 6**



**Location: West of T601**

We observed the pipeline and its corresponding footing to be damaged west of manhole T601. The pipeline is bent at the pipe joint and the corresponding footing is tilted and leaning down slope. The footing is located in an active landslide that is episodically moving down slope (see Figure 1C and Section C-C' in Figure 2). The observed damage to the pipeline is related to the downslope movement of the landslide. This section of the pipeline has a high potential for further damage due to the active landslide.



**Observation No. 7**



**Location: T601**

We observed a crack in the exposed concrete at the pipe penetration at manhole T601. The crack is open and roughly 1 inch wide. The crack does not appear to have formed recently due to observed weathering of the concrete and the presence of vegetation in the crack. This damage is most likely related to previous episodes of slope movement. The pipeline and the manhole have a high potential for further damage in the event of future slope failure.

**Observation No. 8**



**Location: West of T602**

We observed a landslide and erosional gully west of manhole T602. We did not observe damage to the pipeline. However, we did observe the downslope corner of the footing was undermined and no longer supported. This area is susceptible to further erosion and slope movement in the future. Further slope movement could undermine the footings and pipeline.



**Observation No. 9**

**Location: Between T602 and T648**



We observed a slight bend in the pipeline near the base of a tree between manholes T602 and T648. The bend appears related to the growth of the tree at this location. Future tree growth will likely cause additional distress and further damage to the sewer line pipe.

## SUMMARY OF FINDINGS

The following is a summary of our findings from our site reconnaissance.

- The current pipeline alignment crosses a number of active landslides.
- Evidence of distress to the pipeline, manholes and pipeline supports are visible at several locations where active landslides are present.
- The downslope portion of a concrete footing supporting the pipeline is undermined in at least one location.
- Adverse joint sets are visible within bedrock exposed above the pipeline and form potentially unstable wedges and blocks that could fail downslope and damage the pipeline.
- The pipeline passes through a potentially unstable fill wedge that could fail and cause damage to the pipeline.
- The pipeline is highly susceptible to earthquake-induced landslides considering the pipeline crosses a number of landslides in steep hillside terrain, coupled with the relatively high seismic activity of the Monterey coastal region.

## CONCLUSION AND RECOMMENDATIONS

Based on the findings from our document review and site reconnaissance, it is our opinion that the pipeline is susceptible to damage in localized areas along the alignment. As discussed, the pipeline traverses steep hillside terrain with numerous active landslides that show evidence of recent movement. At a number of these locations, the pipeline shows evidence of distress related to slope movement and soil creep. Downslope soil movement resulting from soil creep and landslides will continue to occur along the alignment and the potential for significant movement and catastrophic damage to the pipeline is high given the soil conditions and steep slopes along the alignment. In addition, the pipeline is located in a seismically active area, and we consider the potential for earthquake-induced landslides along the alignment to be high.

In our 2013 study (Reference 1), we provided three strategies to reduce the risk of pipeline failure due to slope movements briefly described as follows.


- Avoid slope movement
  - Reroute the pipeline or
  - Bury the pipeline
- Stabilize the hillside to reduce the risk of slope movement to a serviceable threshold
- Design the pipeline and/or foundation systems to accommodate and/or resist slope movement to a serviceable threshold


These strategies provided in our 2013 study (Reference 1) continue to remain applicable from a mitigation standpoint. However, we understand that the permitting and monitoring requirements to allow heavy construction equipment at the site may be cost prohibitive and can have schedule impacts on CAWD's operations. Therefore, we understand that the strategies to stabilize and reconstruct the pipeline along the existing alignment may not be viable from an operability standpoint. Given this, we recommend that the sewer pipeline be moved to a more geologically stable area to prevent catastrophic damage to the sewer pipeline which could lead to an extended interruption in service and/or sewage spills into the surrounding areas potentially impacting the Carmel River and Carmel Lagoon downslope.

If you have any questions or comments regarding this letter, please call and we will be glad to discuss them with you.

Sincerely,


ENGEO Incorporated

  
J. Brooks Ramsdel, CEG



  
Jeanine T. Ruffoni, GE



  
G. Neel Neelakantan, PhD, GE



kw/jbr/jtr/nn/ar

Attachments: Selected References  
Figures 1 through 2

# **EXHIBIT 2**



3 March 2023

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

Subject: Carmel Meadows Gravity Sewer

Dear Rachél:

The purpose of this letter is to inform you of our opinion related to past work that Kennedy Jenks (KJ) performed on the Carmel Meadows Gravity Sewer project in light of subsequent information and recent project efforts by Carmel Area Wastewater District (CAWD).

KJ prepared a design in 2013 to replace the existing gravity sewer pipe that connects the end of Mariposa Drive to the Calle La Cruz pump station. It had been well documented that this sewer pipe was in poor condition, subject to sewer spills, and situated along a steep embankment adjacent to the Carmel River lagoon. In KJ's Final Technical Memorandum (27 August 2013), the evaluation of four alternatives is described and two of the alternatives (installation of a lift station with companion force main and construction of a new sewer using trenches technology) were eliminated from further consideration on the basis of estimated cost. This decision was made in coordination with CAWD given the information available at the time of the evaluation relative to the likelihood for those alternatives to emerge as preferred approaches through further analysis.

Subsequent to preparation of the Final Technical Memorandum, KJ completed design of the project and CAWD pursued the environmental permitting of the Carmel Meadows Gravity Sewer project in conjunction with the Outfall Underground project (another project for which Kennedy Jenks was preparing a preliminary design). As CAWD started the permitting process, it quickly became apparent that permitting heavy construction work in the sensitive lagoon area was extremely challenging. The permitting requirements led KJ and CAWD to change the design concept for the Outfall Underground project from a shored open cut installation to a horizontal directional drill (trenchless) project that avoided new installations and construction activities in the lagoon area.

The key permitting requirements from the preliminary design concept for the Outfall Underground project that made it impractical were: stringent monitoring requirements, mitigation of potential impacts, and timing and duration limits for performing work in sensitive areas. These time limitations and monitoring requirements in particular made the work difficult if not unfeasible within the boundaries of the permitting process.

Had that permitting information been available at the time of the original Carmel Meadows Gravity Sewer alternatives analysis, the cost estimates prepared for the removal and replacement of pipe in place would have been higher. As such, we expect that the installation of a pump station and force main in Ribera Road would have been carried forward in the analysis as a feasible alternative. It may also very well have been selected as the preferred approach for the Carmel Meadows Gravity Sewer

design given aspects of the replacement of pipe in place that were later found to be very challenging from a permitting and constructability perspective, including:

1. Increased environmental permitting requirements due to close proximity to the lagoon.
2. Additional mitigations to avoid discharge of untreated sewage to the lagoon during construction.
3. Modified construction techniques compared to those originally conceived.

In addition, considering recent Central Coast Regional Water Quality Control Board policy changes and feedback, it is expected that the approach of a lagoon alignment would be even more challenging under current regulatory requirements. To restate and summarize, due to the impact and implications of subsequently available information and in consideration our current understanding of the project and applicable regulatory requirements, we do not recommend that the Carmel Meadows Gravity Sewer replacement be pursued on the basis of KJ's 2013 Final Technical Memorandum or previous design documents for the project.

Very truly yours,

Kennedy/Jenks Consultants, Inc.



James Bowland P.E.  
Principal



# **EXHIBIT 3**

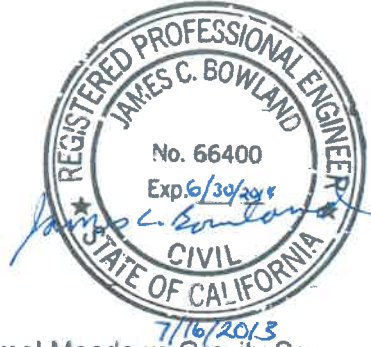
16 July 2013

## Final Technical Memorandum

To: Mr. Drew Lander, P.E.  
Carmel Area Wastewater District

From: James Bowland, P.E. C66400

Subject: Carmel Area Wastewater District, Carmel Meadows Gravity Sewer  
K/J 1399011\*00



### Introduction

The purpose of this technical memorandum is to provide the Carmel Area Wastewater District (District) with a gravity sewer condition assessment of the Carmel Meadows 6-inch gravity sewer and providing rehabilitation recommendations. The work is summarized as follows:

- Document both interior and exterior existing conditions of the 6-inch gravity sewer pipeline.
- Conduct a geotechnical evaluation of the pipeline footings including slope stability.
- Identify rehabilitation and/or alternative recommendations to provide a long term reliable sewer pipeline that prevents sanitary sewer overflows (SSO).

This Memorandum is divided into three sections:

1. Summary of field work,
2. Condition assessment of the gravity sewer line, and
3. An analysis of alternatives and recommendations to provide a long-term reliable sewer pipeline that prevents SSOs.

## 1.0 Summary of Field Work

### Site Survey

The site was surveyed by Mr. Mike Sutter with Baseline Consulting. The gravity sewer was surveyed from the start of the 6-inch gravity sewer at the end of Mariposa Court to the Calle La Cruz pump station. The above grade portion of the Calle La Cruz force main was also surveyed. The surveyor used the water level marker in the lagoon as the basis of elevation control.

## **Technical Memorandum**

Mr. Drew Lander, P.E.  
Carmel Area Wastewater District  
16 July 2013  
1399011\*00  
Page 2

The survey included a 20-foot wide topographic survey, rim and invert elevations on the manholes, exposed pipe joints, and the location of the exposed pipe support footings. A hard copy of the survey is provided in Appendix A – Carmel Gravity Sewer Survey. An electronic copy of the survey was transmitted to the District via email on 12 June 2013.

### **Geotechnical Investigation**

The geotechnical investigation included a site walk and analysis by a Geotechnical Engineer to assess the existing conditions along the pipeline route. The geotechnical engineer investigated the existing soil, foundation conditions, and mapped the movement of the footings and pipe over the last 60 years. The geotechnical engineer's technical memorandum is attached to this TM as Appendix B – Geotechnical Investigation Technical Memorandum.

In summary, the geotechnical engineer observed misalignment in each section of aerial pipe examined. The movement of the foundations varies throughout the alignment and is dependent on the localized foundation conditions. The geotechnical engineer recommended a combination of foundation anchoring devices and slope stabilization techniques to be used if the pipe was replaced in its current alignment, including:

1. Underpinning piers,
2. Rock bolts,
3. Micro piles, and
4. Plate piles (for slope stabilization),

Of the three foundation anchoring alternatives the rock bolt option is most feasible due to the limited site access. Rock bolts up to 3-inches in diameter are feasible to be installed with hand operated drills. Micro piles would not be feasible because a track or truck mounted drill equipment is required to install them. Underpinning piers would also have questionable feasibility due to the size of the equipment needed for installation.

The only area where significant slope movement was observed was along Reach 4, between MH S622 and MH S616. To minimize slope movement, the geotechnical engineer recommended either rebuilding the slope with a properly keyed-in fill slope or installing plate piles in the existing slope.

## **Technical Memorandum**

Mr. Drew Lander, P.E.  
Carmel Area Wastewater District  
16 July 2013  
1399011\*00  
Page 3

### **2.0 Condition Assessment**

The condition assessment of the Carmel Meadows Gravity Sewer consisted of video taken by District staff of the interior of the 6-inch gravity sewer, and a visual inspection of the exterior of the pipeline, manholes, foundations, and pipe supports.

#### **Exterior Corrosion**

Very little exterior corrosion was found on the 6-inch ductile iron pipeline. The extent of oxidation found can be attributed to surface rust and is very typical of ductile iron pipe of this age. This surface rusting requires no remedial action.

The framing support structures composed of painted 2-inch by 3-inch c-channel that are part of the aerial portions of the pipeline were also examined. We found in general that they were in good to poor condition depending on their location and the amount of soil and plant matter over the footings. Several of the welded connections were rusted through (failure is not imminent) on the cross bracing. Anchor bolts are rusted so severely that they are no longer able to be unfastened without cutting off the anchor bolts below the nuts.

#### **Manhole Condition**

The manholes observed are the brick and mortar type with a cast iron frame and cover. While manhole condition was not part of this condition assessment, it was noted that the frames had severe corrosion that includes extensive rust flaking off the frame. This did not affect the functionality of the manholes. We also observed some softening and degradation of the grout used to line the manhole sections. A vertical crack requiring repair was observed on manhole T601.

#### **Pipe Condition**

The 6-inch sewer was cleaned prior to closed circuit television (CCTV) inspections completed by the District on the accessible portions of the pipeline. The video was coded during the CCTV investigation by District staff and also reviewed and coded by Kennedy/Jenks using NASSCO's Pipeline Assessment and Certification Program. A summary of the findings is included in Table 1 – Video Investigation Findings, and shown in Figure 1 Summary of 6-inch Gravity Sewer Condition Assessment. As summarized in Table 1 below, several portions of the pipeline were found to be fully submerged or the camera vehicle encountered blockages causing a number of portions of the pipeline not to be accessible to CCTV inspection. The camera vehicle was advanced until it was unable to proceed due to grit build-up or presence of other obstructions in the invert of the pipe.

**Technical Memorandum**

Mr. Drew Lander, P.E.  
 Carmel Area Wastewater District  
 16 July 2013  
 1399011\*00  
 Page 4

**Table 1: Video Investigation Findings**

Upstream MH	Downstream MH	Length of CCTV'd, FT	Length per Mapbook	Footage	Defect Code	Defect Description
S607	S609	230.9	240	0	AMH	Access Point Manhole
				3.4	MMC	Material Change
				17 - 63	MCU	Camera Underwater
				104.7	TFA	Factory Tap Active
				111-116.7	MCU	Camera Underwater
				148.9	RPLD	Point Repair Localized pipe liner defective
				227.6	MMC	Material Change
				229-230.9	DA	Deposits Attached
				230.9	AMH	Access Point Manhole
				S609	S615	142.3
37.9	JO	Joint Offset				
120.7	MMC	Material Change				
121-142.3	MCU	Camera Underwater				
142.3	OBZ	Obstacle/Obstruction Other				
S615	S618	144.3	185	5.1	AMH	Access Point Manhole
				72-90.4	MCU	Camera Underwater
				90.4		Corrosion
				108-116.5	MCU	Camera Underwater
				144-149.4	MCU	Camera Underwater
S622	S616	25.8	115	0	AMH	Access Point Manhole
				25.8	OBZ	Obstacle/Obstruction Other
T601	S622	116.7	Not Provided	0	AMH	Access Point Manhole
				22.5	CS	Crack Spiral
				31.9	CL	Crack Longitudinal
				116.7	AMH	Access Point Manhole
T602	T601	183.4	185	117.4	CS	Crack Spiral
				131.8	CL	Crack Longitudinal
				183.4	AMH	Access Point Manhole
T603	T648	12.3	178	10.5	AMH	Access Point Manhole
				22.8	DAZ	Deposits Attached Other

## **Technical Memorandum**

Mr. Drew Lander, P.E.  
Carmel Area Wastewater District  
16 July 2013  
1399011\*00  
Page 5

Typical defects found in gravity sewer systems include debris build up, roots, grease, cracks (light to severe) and broken pipe. Only 622 linear feet (LF) of the total 1,300 were accessible by the camera vehicle. From the video that was obtained the sewer appeared to be in good condition with a few cracks and general grit accumulation throughout. Areas that appeared in the CCTV inspection to have cracks in the pipe wall were investigated on the exterior of the pipe. This investigation failed to locate cracks on the exterior, leading to an opinion that the pipe is sound. What appear to be cracks on the interior may be formations created by scum accumulation.

### **Foundation Condition**

During the geotechnical engineers site visit the existing foundations were probed to determine the condition of the foundation and the underlying soil. In general we found that the existing foundations were constructed on native soil. Several of the foundations had void spaces beneath them on the down slope side. The concrete of the existing foundations appeared to be in good condition and did not show signs of deterioration that often include flaking or loss of integrity. The most severe issue with the foundations is the corrosion of the C-channel supports at the foundation connections caused from long term rusting. The saddle supports at the top of the elevated supports also exhibited signs of corrosion, although it appears to be limited to surface rust. The level of corrosion observed on the C-channels would be greatly reduced if soil and plant matter was removed from the tops of the foundations.

### **3.0 Alternatives Analysis**

For this evaluation, four alternatives were compared for the rehabilitation or replacement of the existing 6-inch diameter pipeline to structurally stabilize the pipeline, provide reliable sewer service to the Carmel Meadows service area, and reduce the possibility of a sanitary sewer spill or overflow. Figure 2 identifies the proposed alternative alignments. A more detailed description of each alternative is provided below.

The four alternatives selected are:

1. Performance of spot repairs to the existing pipeline,
2. Removal and replacement of the existing pipe in current location,
3. Installation of a lift station and companion force main through existing streets, and
4. Construction of a new sewer using Horizontal Directional Drilling (HDD).

## **Technical Memorandum**

Mr. Drew Lander, P.E.  
Carmel Area Wastewater District  
16 July 2013  
1399011\*00  
Page 6

### **Alternative 1 – Spot Repairs to the Existing Gravity Sewer**

This alternative would consist of repairing the highest risk areas of the pipeline. The work would include the following:

- Removal of trees that are deflecting the sewer and realigning this pipeline to its original location,
- Repair of damaged manholes,
- Replacement of aerial crossing supports to return the sewer to horizontal line and vertical grade.

This alternative would maintain the existing sewer in its current alignment. The aerial crossing supports would be repaired and the sewer relocated to correct current line and grade problems. The foundations that exhibit the greatest movement and risk of failure would be replaced and secured with rock anchors.

Summary of spot repairs:

1. Replacement of pipe: 0 linear feet.
2. MH repair: Reline 10 existing manholes assuming 3-feet to from the lid to the invert.
3. Removal of trees: Assume 15 oak trees that would require mitigation.
4. Replacement of pipe supports and footings, including rock anchors: Assume 10 supports of the existing 21 would be replaced.

### **Alternative 2 – Removal and Replacement of Pipe in Place**

This alternative would remove the entire section of pipe from manhole T603 to manhole S615 where the pipe transitions from aerial to buried. The pipe would be replaced with new restrained joint pipe and engineered foundation supports within the current alignment.

Summary of removal and replacement:

1. Removal and replacement of pipe: Removal and replacement of approximately 1,300 LF of ductile iron pipe. Replace with restrained joint ductile iron pipe between MH T603 and MH S615.

## **Technical Memorandum**

Mr. Drew Lander, P.E.  
Carmel Area Wastewater District  
16 July 2013  
1399011\*00  
Page 7

2. Replacement of Manholes: Assume all eight manholes in the section between MH T603 and MH S615 would be replaced with precast manholes, approximately three feet in depth.
3. Replacement of Pipe supports: Replace all existing aerial pipe supports. Assume 20 pipe supports with footings, incorporating four rock bolts to anchor each.
4. Removal of trees: Assume 15 oak trees would be removed and require mitigation.
5. Slope stabilization: Stabilize side slopes with plate piles; assume 200 LF of slope, 20-feet in width. If easements can be acquired, a wider area of slope stabilization is recommended.

### **Alternative 3 – New Lift Station and Force Main**

This alternative would include the installation of a lift station at the location of Manhole T608 and a force main pipeline along Ribera Road to the Calle La Cruz wet well. This alternative would re-direct the sewer line to slope downhill from manhole T604 to T608 and replace the aerial section between S618 and S615, to convey sewer from MH S617.

Summary of lift station and force main:

1. Lift station: Assume a duplex system comprised of Flygt submersibles. Two Flygt pumps would be installed in a 4-foot diameter by 15 foot deep lift station; requiring 2 horsepower pumps. Pumps would be sized for 25 gpm at 60 feet of total dynamic head.
2. Force main: Assumes a 2,230 linear foot alignment of 4-inch diameter HDPE pipe that would require a 4-foot wide pavement restoration.
3. Gravity Sewer: Rebuild 160 linear feet of sewer from T604 to T608, and replace the aerial sewer from MH S618 to MH S615.

### **Alternative 4 – Horizontal Directional Drill (HDD)**

This alternative would include a 2,000 linear foot HDD from MH T608 to the Calle La Cruz wet well. The alignment would be a straight line beneath existing private property to the wet well. This alternative would include re-sloping the sewer line to drain downhill from T604 to T608 and replacement of the aerial section from S618 to S615, to convey sewer from MH S617.

Summary of HDD:



## **Technical Memorandum**

Mr. Drew Lander, P.E.  
Carmel Area Wastewater District  
16 July 2013  
1399011\*00  
Page 8

1. HDD: Assume 2,000 LF of HDD through granitic bedrock.
2. Property acquisition: Obtain 22 subterranean utility easements for the proposed alignment.
3. Pipe Material: Assume a 6" diameter DR 9 HDPE or equivalent fusible PVC pipeline.
4. Gravity Sewer: Rebuild 160 linear feet of sewer from T604 to T608, and replace the aerial sewer from MH S618 to MH S615.

## **Alternatives Analysis**

An alternatives analysis was conducted to help select the preferred alternative for the Carmel Meadows 6-inch sewer pipeline project. The following items were considered:

1. Cost,
2. Constructability,
3. Public Impact,
4. Environmental Impact,
5. Estimated Life Expectancy, and
6. Operation and Maintenance.

## **Cost**

A conceptual level estimate of probable construction cost was prepared for each alternative using manufacturer's quotes, data from recent similar projects bid in the area, construction cost guides and previous experience. A standardized construction cost template was utilized to ensure each alternative was evaluated using the same metrics. A component of the cost not easily quantified is the constructability of each alternative. The constructability of each alternative was evaluated separately. The detailed cost estimate information for each individual alternative is presented in Appendix C. The estimate of probable construction costs for each alternative are summarized below in Table 2. The estimates include local sales tax on materials, contractor overhead and profit at 15%, and a 30% estimating contingency.

**Technical Memorandum**

Mr. Drew Lander, P.E.  
 Carmel Area Wastewater District  
 16 July 2013  
 1399011\*00  
 Page 9

**Table 2: Estimated Pipeline Alternative Project Costs**

	Alternative 1	Alternative 2	Alternative 3	Alternative 4
<b>Cost</b>	\$158,603	\$427,735	\$536,941	\$2,355,823

- **Alternative 1** – Alternative 1 is the least expensive alternative because it does not require the removal and replacement of the existing pipe and manholes.
- **Alternative 2** – Alternative 2 is similar to alternative 1, but costs more since it includes the replacement of all of the manholes and replacing the existing pipe with restrained joint pipe.
- **Alternative 3** – This alternative is the third most expensive for capitol cost and is even more expensive when factoring in the annual O&M costs of approximately \$21,000 per year for operating and maintaining a pump station.
- **Alternative 4** – This alternative is the most expensive alternative due to the easement acquisition and the high cost for horizontal directional drilling through bedrock.

Due to the high capitol and O&M cost of Alternative 3 and the high cost of Alternative 4, these two alternatives are fatally flawed resulting in removal from any further analysis.

**Non-Cost Related Criteria**

The non-cost related evaluation criteria are compared for Alternative 1 and Alternative 2 in Table 3 – Non-Cost Related Criteria.

**Technical Memorandum**

Mr. Drew Lander, P.E.  
 Carmel Area Wastewater District  
 16 July 2013  
 1399011\*00  
 Page 10

**Table 3: Non-Cost Related Criteria**

<b>Criteria</b>	<b>Alternative 1</b>	<b>Alternative 2</b>
<b>Constructability</b>	Does not include pipe and manhole replacement therefore easier to construct than Alternative 2.	Includes pipe and manhole replacement, making it more difficult to construct.
<b>Public Impact</b>	Less impact due to shorter construction duration.	More impact due to longer construction duration.
<b>Environmental Impact</b>	Reduced construction impact, however increased risk of SSO due to non-restrained joint pipe.	More construction impact but significantly less risk of future SSO's due to restrained joint pipe.
<b>Estimated Life Expectancy</b>	5 to10 years; considering the pipe and manholes are at the end of their useful life and will need to be replaced or rehabilitated.	50 Year design life (minimum).
<b>Operation and Maintenance</b>	Higher due to continued use of older pipe and manholes. Will require continued weekly inspections.	Less than Alternative 2, due to new restrained joint pipe and manholes.

**Conclusions and Recommendations**

After considering the non-cost related criteria both Alternative 1 and 2 have desirable aspects for selection. The differences between the alternatives are the use of new restrained joint pipe and new manholes for Alternative 2. To meet the Districts objective to prevent future SSO's and provide a long term solution we recommend Alternative 2 for the following reasons:

1. Modern foundation stabilization and slope stabilization techniques will mitigate the risk of the pipeline moving or failing in the future.
2. Restrained joint pipe will be less susceptible to failure due to future pipe movement.
3. It will provide a long term solution and a reliable sewer pipeline.

Attachments: Figure 1 – Summary of 6-inch Gravity Sewer Condition Assessment

**Technical Memorandum**

Mr. Drew Lander, P.E.  
Carmel Area Wastewater District  
16 July 2013  
1399011\*00  
Page 11

Figure 2– Alternative Alignments  
Appendix A – Carmel Gravity Sewer Survey  
Appendix B – Geotechnical Investigation Technical Memorandum  
Appendix C – Alternative Analysis Cost Estimate

## **Figures**

---

Carmel Gravity Sewer



0 225  
 APPROXIMATE SCALE IN FEET  
**Kennedy/Jenks Consultants**  
 CARMEL AREA WASTEWATER DISTRICT  
 CARMEL MEADOWS GRAVITY SEWER  
**SUMMARY OF 6-INCH GRAVITY  
 SEWER CONDITION ASSESSMENT  
 JULY 2013**  
 (FWY) 1399011\FIG-01  
**FIGURE 1**

# **EXHIBIT 4**



## Central Coast Regional Water Quality Control Board

February 8, 2023

Rachél Lather, MS, PE  
Principal Engineer  
Carmel Area Wastewater District  
3945 Rio Road, Carmel CA 93922  
[Lather@cawd.org](mailto:Lather@cawd.org)

Via electronic mail

Dear Rachél Lather:

### **CARMEL AREA WASTEWATER DISTRICT, CARMEL MEADOWS SEWER MAIN PROJECT**

Thank you for your inquiry regarding a review of the Carmel Area Wastewater District's (CAWD) Carmel Meadows Sewer Main project. It is Central Coast Regional Water Quality Control Board (Central Coast Water Board) staff's understanding that the existing cast iron pipe sewer line is about 60 years old and in poor condition. The pipeline is on aerial supports in an unstable and steeply sloped area that follows an alignment above a sensitive habitat (Carmel Lagoon) that flows to the ocean. This stretch of pipeline transports sewage flows from 52 residences in the Carmel Subdivision along Ribera Road. Pipeline access for maintenance, operation, repairs, and emergency response is poor.

As documented in mandatory reporting to the Central Coast Water Board, there have been 13 spills in the past 21 years on this stretch of pipeline (see Table 1 below). The latest spill was in June of this year with debris, structural problems and roots being the recurring issue. The Central Coast Water Board considers replacement of this sewer main adjacent to Carmel Lagoon a high priority.

**Table 1. Sewage spills from existing sewer line above Carmel Lagoon in Carmel Meadows Subdivision**

Date	Manhole Location of Spill	Volume of Spill (gallons)	Cause of Spill
6/9/22	2885 Ribera Road MH S622	90	Debris, Grease, Structural Problems
5/21/21	2755 Ribera Road MH S610-S609	476	Roots

JANE GRAY, CHAIR | MATTHEW T. KEELING, EXECUTIVE OFFICER

895 Aerovista Place, Suite 101, San Luis Obispo, CA 93401 | [www.waterboards.ca.gov/centralcoast](http://www.waterboards.ca.gov/centralcoast)

CAWDKO0000738



8/31/2016	2755 Ribera Road MH S610-S609	650	Roots
5/20/2016	2925 Ribera Road MH T603-T648	688	Grease and Debris
9/14/2012	S622-S616	900	Grease and Debris
1/27/2012	2805 Ribera Road S617-S618	40	Roots
12/19/2011	Ribera Road Easement S610-S609	825	Root Intrusion
8/15/2009	Ribera Road Easement S610- s609	500	Root Intrusion
4/8/2005	Ribera Road Easement S609- S607	180	Grease and Debris
7/14/2003	Ribera Road Easement S616- S608	60	Debris, Grease, Pipe Structural Problem
10/11/2002	Ribera Road Easement S616- S608	450	Debris, Grease, Pipe Structural Problem
4/21/2002	Ribera Road Easement S609- s607	50	Root Intrusion
5/2/2001	2695 Ribera Road S603-S602	300	Root Intrusion

Central Coast Water Board staff has reviewed three reports regarding the pipeline: 2019 Feasibility Study by SRT Consultants, 2013 Final Technical Memorandum by Kennedy/Jenks Consultants, and 2003 Carmel Meadows Sewer Evaluation by HDR Engineering. All three studies agreed that the pipeline is deteriorating and needs to be replaced.

There were many options to fix the unacceptable situation discussed in these reports, but it is Central Coast Water Board staff's understanding that the Carmel Highlands Land Use Advisory Committee has asked to consider the option of replacing the pipeline in the existing location abutting Carmel Lagoon (Alternative 2).

# **EXHIBIT 5**

## CAWD GIS Maps



5/24/2023, 12:27:42 PM

- |                                     |                     |                     |
|-------------------------------------|---------------------|---------------------|
| CAWD Service Area                   | CAWD (MH)           | <b>Forced Mains</b> |
| Active Assets                       | CAWD (Pump Station) | FORCED MAIN         |
| Air Release Valve (ARV)             | <b>Mains</b>        | FM OUTFALL          |
| Forced Main - Flushing Inlet (FMFI) | CAWD                | Streets             |
| Flushing Inlet (FI)                 |                     | APNs                |



TIGEO

Carmel Area Wastewater District  
TIGEO |

# **EXHIBIT 6**

Rehabilitate Existing Sewer (S609 – S614)

The existing 6-inch VCP sewer between manhole S609 and the cleanout at S614 will be rehabilitated by installing a cured in place plastic (CIPP) pipe inside the existing sewer. Alternatively, these reaches can be replaced by open-cut construction since they are shallow and depth ranges only between 2.5 to 5 feet. The condition of this pipe should be assessed before rehabilitation or replacement method is chosen. The pipe between manholes S607 and S609 needs some spot repair on the liner. In addition, the sewer from S609 to S615 needs to be plugged once the 6-inch interceptor on the river bank is abandoned.

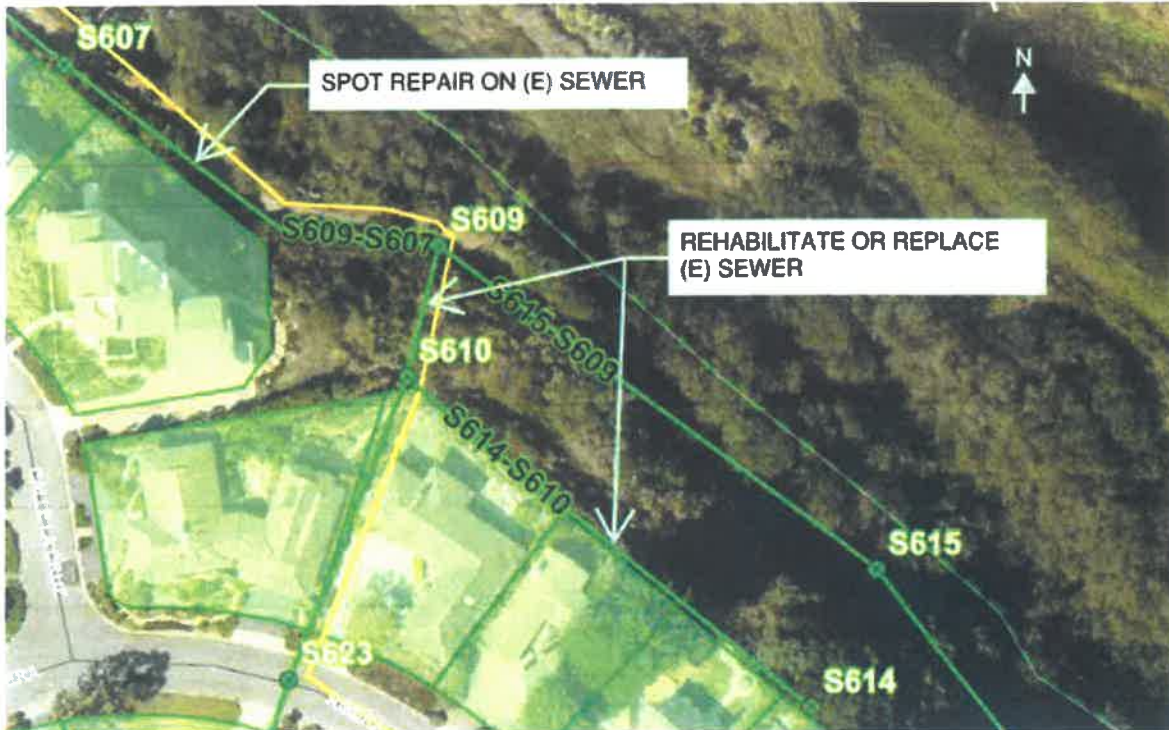


Figure 5. Rehabilitation and Repair between Manhole S607 and S614

Table 1 provides a summary of all the modifications that are required in order to reroute the flow to manhole T608.

Table 1. Summary of Improvements/Changes to the Existing System

Manhole		Pipe		Modification
Down-stream	Up-stream	Size (inches)	Length (feet)	
T604	T608	6	160	New 8" SRD26 sewer sloped from T604 to new lift station Abandon sewer to MH T603
T605	T604	6	278	New 8" SRD26 sewer sloped from T605 to T604 Replace MH 604
T606	T605	6	200	New 8" SRD26 sewer sloped from T606 to T605 Replace MH 605



**From:** [Barbara Buikema](#)  
**To:** [Domine Barringer](#)  
**Subject:** FW: Correspondence Document  
**Date:** Friday, July 14, 2023 11:36:33 AM  
**Attachments:** [Rachel Email to SRT about retiring and working for them \(1\).pdf](#)

---

He wants it included in 27<sup>th</sup> packet  
Doug Armeiy is Pescadero

Barbara

---

**From:** Douglas Armeiy <douglas.armey@gmail.com>  
**Sent:** Friday, July 14, 2023 11:28 AM  
**To:** Downstream Distribution Group <downstream@cawd.org>  
**Subject:** Fwd: Correspondence Document

**This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

----- Forwarded message -----

From: **Douglas Armeiy** <[douglas.armey@gmail.com](mailto:douglas.armey@gmail.com)>  
Date: Fri, Jul 14, 2023 at 11:12 AM  
Subject: Correspondence Document  
To: Barbara Buikema <[Buikema@cawd.org](mailto:Buikema@cawd.org)>

Dear Ms. Buikema,

I have received a document as part of a PRA request which causes me concern and questions.

It is an email conversation between Rachel Lather and SRT consulting.

I wanted to make sure the board is aware of this communication.

I would like my email and the attached document added to the board packet for the board meeting scheduled for July 17, 2023.

I have attached the referenced document.

Please confirm receipt of this email.

Thank you for your assistance in this.

Sincerely,

Doug Armev

**From:** Tim Monahan <tim@srtconsultants.com>  
**To:** Rachel Lather  
**CC:** Tanya Yurovsky  
**Sent:** 9/29/2022 8:58:47 AM  
**Subject:** Re: Engineering Backfill for Sewer District in Bay Area

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks for passing on our names to Jim Fisher.

BTW, election or no election, we left the light on for your return to SRT : )

On Thu, Sep 29, 2022 at 11:06 AM Rachel Lather <[Lather@cawd.org](mailto:Lather@cawd.org)> wrote:

We can talk when I get closer to retirement, or at least after the election...I need to get re-elected for my plan to work.

Sent from [Mail](#) for Windows

**From:** [Tanya Yurovsky](#)  
**Sent:** Wednesday, September 28, 2022 4:08 PM  
**To:** [Rachel Lather](#)  
**Cc:** [Tim Monahan](#)  
**Subject:** Re: Engineering Backfill for Sewer District in Bay Area

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Wait a minute! We are first in line!

Tanya Yurovsky

Sent from my iPhone

On Sep 28, 2022, at 2:48 PM, Rachel Lather <[Lather@cawd.org](mailto:Lather@cawd.org)> wrote:

Jim Fischer is the retired compliance engineer from the State Water Board. He's working with Districts that need compliance help and has found that many need engineering support. Not sure if you are interested but I gave him Tanya's name and phone number. Of course, he wants me to retire and work with him! Not until after the Carmel Meadows project is constructed!!!!

Rachél Lather, MS, PE



Principal Engineer

(831)624-1248 (office)

831-917-1423



--

415-314-7604

**From:** [Barbara Buikema](#)  
**To:** [Domine Barringer](#)  
**Subject:** Moving forward on Carmel Meadows Sewer Replacement  
**Date:** Wednesday, July 19, 2023 4:11:51 PM

---

Include in board packet please – public comments

---

**From:** Deborah Ju <dsju371@gmail.com>  
**Sent:** Wednesday, July 19, 2023 4:10 PM  
**To:** Barbara Buikema <Buikema@cawd.org>  
**Cc:** David Scopp <dwscoopp@gmail.com>; Chuck Keller <chuck\_keller@comcast.net>; Larry D Purcell <ldpurcell41@gmail.com>; AngeloP@co.monterey.ca.us; daniels.kate@gmail.com; pchearingcomments@co.monterey.ca.us; John Borelli <johnjborelli@gmail.com>; district5@co.monterey.ca.us  
**Subject:** Moving forward on Carmel Meadows Sewer Replacement

**This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Dear Carmel Wastewater District,

Now that the Planning Commission hearing is behind us and the proposed project was not approved, we look forward to working together to find a solution that works for everyone, without undue impacts on individual homeowners. We are confident that the Replacement in Kind project can be built, with any potential environmental impacts mitigated, and hope that we can all work together to make that happen.

Please include this email in the packet for the next CAWD Board meeting. Thank you very much.

Best regards,  
Deborah Ju

**From:** [Barbara Buikema](#)  
**To:** [Domine Barringer](#)  
**Subject:** FW: CAWD's Proposed Lift Station and Sewer Replacement Project - 2755 Ribera Road, Carmel. CA  
**Date:** Friday, July 21, 2023 10:32:43 AM

---

Just received it this morning  
Still have time to add to Board packet?

---

**From:** Jenn Pauly <jenn@domusdcorp.com>  
**Sent:** Friday, July 21, 2023 9:47 AM  
**To:** pchearingcomments@co.monterey.ca.us; AngeloP@co.monterey.ca.us; Barbara Buikema <Buikema@cawd.org>; Ken White <White@cawd.org>; Michael Rachel <rachel@cawd.org>; Robert Siegfried <Siegfried@cawd.org>; Kevan Urquhart <urquhart@cawd.org>; Greg D'Ambrosio <DAmbrosio@cawd.org>  
**Cc:** Justin Woo <justin@domusdcorp.com>  
**Subject:** CAWD's Proposed Lift Station and Sewer Replacement Project - 2755 Ribera Road, Carmel. CA

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

**This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

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

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

Four homeowners would eventually have to pay for upkeep of grinder pumps plus the electricity to run them despite already paying fees for service to the District. Two homeowners would live in close proximity to the lift sewer pump and would therefore be affected by noxious odor, sound, and loss of comfortable enjoyment due to the eyesore. The Plan would interfere with the enjoyment of our residents' homes and diminish their property values. The burdened properties will decrease in value.

Thank you for your time and consideration

**Jennifer Pauly**  
Property Manager

**Bayside Plaza**  
3130 La Selva Street, Suite 306  
San Mateo, CA 94403  
O (650) 578-8062  
F (650) 578-8027  
C (650) 922-6131

# ***CLOSED SESSION***

## **A. Conference with Legal Counsel-Potential Litigation**

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

Government Code section 54956.9-one potential case

## **B. Public Employee Performance Evaluation**

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

## **C. 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**



# CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

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

Via Teleconference Webinar & In Person with Proof of Vaccination

---

**CALL TO ORDER - ROLL CALL** - The meeting was called to order at 9:06 a.m.

**Present:** President Ken White, Pro Tem Bob Siegfried, and Directors Greg D'Ambrosio, and Mike Rachel, Director Urquhart

**Absent:**

**A quorum was present.**

**Others:** Barbara Buikema, General Manger Carmel Area Wastewater District (CAWD or District)  
Rachél Lather, Principal Engineer, CAWD  
Patrick Treanor, Plant Engineer, CAWD\*  
Ed Waggoner, Plant Superintendent, CAWD\*  
Kevin Young, Plant Operations Supervisor, CAWD\*  
Chris Foley Maintenance Superintendent, CAWD  
Daryl Lauer, Collections Superintendent \*  
Domine Barringer, Board Secretary, CAWD  
Stephanie Atigh, Wellington Law Offices, CAWD Legal Counsel  
Richard Gebhart, Vice -President, Pebble Beach Community Services District (PBCSD) \*  
Mike Niccum, General Manager, PBCSD\*  
Nick Becker, Deputy General Manager, District Engineer, PBCSD\*

**In Person Public Attendees:**

**Carmel Meadows Residents:**

Deborah Vieille, Craig Barnes

**\*Virtual Public Attendees:**

R. Richard|\* Keith Porter-Carmel Meadows Resident|\*

Lillian Hull-Corona Road Resident|\* Call in 1-415-425-8531|\*

Steve Thomas, TBC Communications|\* Scott Ferguson|\* Johnson Hall

*\*Signifies Virtual Attendance*

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

*There was one public comment received prior to the board meeting on a non-agendized item from Mr. Littman. This letter was included in the June board packet. Mr. Littman is a constituent that lives in the Highlands.*

*The District Received Public Comment via email prior to the board regarding an item on the agenda for the June board meeting. These were included in the June 29, 2023 board packet.*

*Additional letters were received after the board packet creation and these were included in the meeting by posting them on the District website and providing a hard copy to all Directors prior to the commencement of the meeting. Letters received from the following Carmel Meadows Constituents: Andy Popadiuk, Arthur Hatley & Marjorie Herbert, Diane Guinta & Paul Goldstein, Gail Dryden, Karen Aznavoorian Keith Porter, Donna Kusumoto, Larry Purcell, Paula Tarantino, , and Mark Abelson.*

**Appearances/Public Comments on Agendized Items:** (Matters On Agenda Any Subject ):

*Virtual public attendees that made comments on matters on the agenda regarding the Corona Road Project included the following resident below:*

*\*Lillian Hull| Resident of Corona Road \*Scott Ferguson| Jones Hall*

*In person public attendees that made comments on matters on the agenda regarding the Carmel Meadows Project included the following residents below:*

*Deborah Vieille, Craig Barnes, and \*Keith Porter.*

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

*The President White requested that agenda items number 25 and 26 (Corona Road Sewer Extension), and 34 (District Ownership of four ejector pumps) be moved to the front of the meeting to accommodate the public. The Board was in consensus.*

- 3.** Receive Staff Report for Sewer Rates for Fiscal Year 2022-23, Report by Maintenance Superintendent, Chris Foley

*The Public Hearing Opened at 10:13 am regarding Ordinance 2023-01 establishing sewer service charges for Fiscal Year 2023-24. There were no public comments during the open hearing and the hearing was closed at 10:32 by the Board taking action with a motion and finalized with a roll call vote.*

**Ordinance 2023-01;** An Ordinance Establishing Sewer Service Charges for Fiscal Year 2023-2024 and thereafter, Providing for the Collection of Such Charges on the Tax Roll, and Providing Further that this Ordinance and the Charges Established Hereby and the Tax Collection Procedure Selected Herein Shall Remain in Effect Until Either the Said Charges are Revised or this Ordinance is Otherwise Amended or Repealed – Report by Maintenance Superintendent, Chris Foley

**Board Action**

*After a brief discussion, a motion to approve the Ordinance 2023-01, with two amendments to the rate model reflecting a change in the budget model doubling estimated interest income and decreasing the planned allocation of \$1M in long term capital reserve, which resulted in decreasing the service charges on the tax roll for fiscal year 2023-24.*

*The motion was made by Director Urquhart and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously passed Ordinance Number 2023-01 Establishing Sewer Service Charges for Fiscal Year 2023-2024.*

4. Receive Staff Report for the Codification Project  
*Report by General Manager, Barbara Buikema*

*The Public Hearing Opened at 10:33 am regarding An Ordinance Enacting A Code Of Ordinances. There were no public comments during the open hearing and the hearing was closed at 10:34 by the Board action with a motion and finalized with a roll call vote.*

**Ordinance 2023-02;** An Ordinance Enacting A Code Of Ordinances For The Carmel Area Wastewater District, Revising, Amending, Restating, Codifying And Compiling Certain Existing General Ordinances Of District– *Report by General Manager, Barbara Buikema*

**Board Action**

*A motion to approve Ordinance 2023-02 was made by Director Urquhart and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Ordinance 2023-02 Enacting A Code Of Ordinances.*

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

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

**Board Action**

*A motion to receive and approve the consent agenda was made by Director Urquhart and seconded by Director Rachel. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items.*

5. Approve May 25, 2023, Regular Board Meeting Minutes & May 25, 2023 Pension Committee Meeting Minutes, June 15, 2023 Special Meeting Minutes June 22, 2023 Special Meeting Minutes
6. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) – May, 2023

7. Receive and Accept Schedule of Cash Receipts & Disbursements- May,2023
8. Approve Register of Disbursements – Carmel Area Wastewater District – May,2023
9. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – May,2023
10. Receive and Accept Financial Statements and Supplementary Schedules – May,2023
11. Receive and Accept Collection System Superintendent’s Report – May, April & March 2023
12. Receive and Accept Safety and Regulatory Compliance Report – May,2023
13. Receive and Accept Treatment Facility Operations Report –May April & March 2023
14. Receive and Accept Laboratory/Environmental Compliance Report –May
15. Receive and Accept Capital Projects Report/Implementation Plan
16. Receive and Accept Project Summaries – Capital & Non-Capital
17. Receive and Accept Plant Operations Report – May 2023
18. Receive and Accept Maintenance Projects Report –May 2023
19. Receive and Accept District Engineer’s Report-May 2023

## **ACTION ITEMS BEFORE THE BOARD**

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

## **RESOLUTIONS**

20. **Resolution No. 2023-31;** A Resolution Ratifying The Contract with ENGE0 as a Consultant for the Carmel Meadows Pipeline Replacement Project to Furnish Geotechnical Services. – *Report by Rachel Lather, Principal Engineer*

### ***Board Action***

***A motion was made by Director Urquhart and seconded by Director D’Ambrosio. Following a Roll Call vote, the Board unanimously passed the ratification of the contract with ENGE0 as a consultant for the Carmel Meadows Pipeline Replacement Project to furnish Geotechnical Services.***

21. **Resolution No. 2023-32** A Resolution Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property Related Fees and Charges – *Report by Barbara Buikema, General Manager*



***Board Action***

***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 passed Resolution 2023-32 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property Related Fees and Charges.***

- 22. Resolution No. 2023-33** A Resolution Determining the Fiscal Year 2023-24 Tax Proceeds Appropriation Limitation for the Carmel Area Wastewater District – Report by Barbara Buikema, General Manager

***Board Action***

***After brief discussion, a motion to approve the resolution was made by President White and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed the Resolution 2023-33 Determining the Fiscal Year 2023-24 Tax Proceeds Appropriation Limitation for the Carmel Area Wastewater District . The District is in compliance.***

- 23. Resolution No. 2023-34:** A Resolution Adopting Budget for the Fiscal Year 2023-24 Report by Chris Foley, Maintenance Superintendent

***Board Action***

***After brief discussion, a motion to approve the amended resolution 2023-34, to include the change in the budget model doubling estimated interest income and decreasing the planned allocation of \$1M in long term capital reserve, was made by President Urquhart and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed the amended Resolution 2023-34.***

- 24. Resolution No. 2023-35:** A Resolution Approving a Contribution of \$100K to the District's CALPERS Section 115 Account as part of the Budget Process for FY 2023-2024 – Report by Barbara Buikema, General Manager

***Board Action***

***A motion to approve the resolution was made by Director Siegfried and seconded by Director Urquhart. Following a Roll Call vote, the Board unanimously passed Resolution 2023-35 Approving a Contribution of \$100K to the District's CALPERS Section 115 Account as part of the Budget Process for FY 2023-2024 and transfer all Strategy 2 Funds to Strategy 1.***

- 25. Resolution No. 2023-36:** Resolution Requesting Approval By the County Of Monterey Of Proposed Resolution of Intention & Boundary Map Under Section 10104 of the Streets And Highways Code of California For the Proposed Carmel Area Wastewater District Assessment District No. 18-21 (Corona Road Sewer Extension Project) – Report by Rachel Lather, District Engineer

**Board Action**

***After brief discussion, a motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Urquhart. Following a Roll Call vote, the Board unanimously passed Resolution 2023-36 Requesting The Approval By the County Of Monterey Of Proposed Resolution of Intention & Boundary Map Under Section 10104 of the Streets And Highways Code of California For the Proposed Carmel Area Wastewater District Assessment District No 18-21 (Corona Road Sewer Extension Project).***

- 26. DRAFT Resolution No. 2023-37:** A Resolution Of Intention To Make Acquisitions And Improvements For The Proposed Carmel Area Wastewater District Assessment District No. 18-21 (Corona Road Area Sanitary Sewer System Project)-  
*Report by Rachel Lather, District Engineer*

***Draft Resolution 2023-37 was placed on the June 2023 agenda and included in the packet To include all documentation regarding this project, for it to be brought back at a later date, after a decision by the County of Monterey has been determined, which will allow the District to finalize this resolution. The Board provided a consensus to bring this document forward to a future board meeting.***

- 27. Resolution no. 2023-38-**Resolution Ratifying The General Manager To Execute An Amendment To An Existing Professional Services Agreement With Johnson Marigot Consulting In An Amount Not To Exceed \$50,666 For Archaeological And Regulatory Services For The Carmel River Floodplain Restoration And Environmental Enhancement (CRFREE) Mitigation Pipeline Undergrounding Project (Project #19-21)- *Report by Patrick Treanor, Plant Engineer*

**Board Action**

***A motion to approve the resolution 2023-38 was made by Director Siegfried and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously ratified the action of the General Manager to execute an amendment to an existing professional services agreement with Johnson Marigot Consulting.***

- 28. Resolution no. 2023-39:** A Resolution Approving A Contribution Of \$1,000,000 To The Special Reserve Fund named "Defend Or Managed Retreat Restricted Reserve" As Part Of The Budget Process For Fiscal Year 2023-2024- *Report written by General Manager, Barbara Buikema*

***Director Urquhart asked if this contribution is still in the budget? Barbara Buikema, General Manager, confirmed the contribution is still in the budget. Director Siegfried asked if it is still going to be short term and that is not wanted? Director Siegfried requested that this resolution be tabled until subsequent discussions, the funds will just remain in the account.***

***Director Urquhart wants to investigate exhaustively, because he is not satisfied with the current yields being earned. Director D'Ambrosio requested a time frame to come back to the board for further discussion.***

**Board Action**

***After brief discussion, a motion to table resolution 2023-39 was made by Director Siegfried and seconded by Director Urquhart to bring it back to the full board in September of 2023 to discuss how the \$1M planned allocation capital decrease to long term reserves impacts the budget model.***

***The Board was also in consensus to create an ad hoc committee with a motion made by President White and seconded by Director D'Ambrosio to continue this discussion to the September board meeting. The assigned Directors to this ad hoc committee will consist of Director Urquhart and Siegfried. Following a Roll Call vote, the Board unanimously agreed to continue Resolution 2023-39 to the September meeting.***

- 29. Resolution no. 2023-40:** A Resolution Designating Classification Titles in the Carmel Area Wastewater District and Providing for the Number of Positions and Monthly Salary Ranges - *Report written by General Manager, Barbara Buikema*

**Board Action**

***A motion to approve the resolution 2023-40 was made by President White and seconded by Director Urquhart. Following a Roll Call vote, the Board unanimously passed Designating Classification Titles in the Carmel Area Wastewater District and Providing for the Number of Positions and Monthly Salary Ranges.***

- 30. Resolution no. 2023-41:** A Resolution Specifying The New District Sewer Connection And Annexation Fees, As Adopted By Ordinance No. 85-2, Commencing July 1, 2023- *Report written by General Manager, Barbara Buikema*

**Board Action**

***A motion to approve the resolution was made by Director Urquhart and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2023-41 specifying the new District Sewer Connection And Annexation Fees of \$9,044.34, as adopted by Ordinance No. 85-2, Commencing July 1, 2023.***

- 31. Resolution no. 2023-42-** A Resolution Authorizing The General Manager To Enter Into A Contract With Kennedy/Jenks Consultants, Inc. To Provide Engineering Support For Preparation Of A Condition Assessment On The District's Collection System In The Amount Of \$72,705 And To Rescind Resolution No. 2023-30- *Report written by General Manager, Barbara Buikema*

**Board Action**

***After brief discussion, a motion to approve the resolution was made by Director Urquhart and seconded by Director D'Ambrosio and Director Siegfried with a No vote. Following a Roll Call vote, the Board passed Resolution 2023-42 Authorizing The General Manager To Enter Into A Contract With Kennedy/Jenks Consultants, Inc. For Preparation Of A Condition Assessment On The District's Collection System.***

## COMMUNICATIONS

### 32. General Manager Report – oral report

*Barbara Buikema, General Manager discussed a cell phone tower at the plant. Director D'Ambrosio was concerned about the District having to abandon the site and wanted to know if the cell tower would be dismantled by the District or the vendor. Director Urquhart was concerned about the cell phone coverage and was supportive of additional earnings for the District. Director D'Ambrosio would like a visual rendering of the cell phone tower. The Board requested that additional information is needed in order to move forward.*

## OTHER ITEMS BEFORE THE BOARD

### 33. Union Acceptance-- Report written by General Manager, Barbara Buikema

*This was a place card holder in the event the documentation was received. The documentation was not submitted so this item was not discussed.*

*Director D'Ambrosio, who is a retired member of a union stated he will be recusing himself from voting on union items. Legal Counsel responded that under these circumstances there is no conflict of interest.*

### 34. Receive District Engineer's Presentation and Recommendation Concerning the Carmel Meadows Pipeline Replacement Project; Board to Consider Providing Direction concerning four ejector pumps to be owned and maintained by the District within the existing District easement and providing electrical connection for all four ejector pumps and the proposed Mariposa Pump Station from the Calle la Cruz Pump Station (including 24/7 District-provided power)- Report by Rachel Lather, District Engineer

*This agenda item was moved by the Board to the beginning of the meeting. After agenda item number 34 was approved the Chair requested a brief break at 10:07 am and the meeting reconvened at 10:11 a.m. and took up the remaining agenda items.*

#### **Board Action**

***After a discussion, The motion was made by Director Rachel and seconded by President White. Following a Roll Call Vote, the Board unanimously agreed to the motion. This motion was made to address concerns of the residents of Carmel Meadows. The "replace in kind" option is not a constructible option for this line and the District recognizes the environmental hazard of any further sewage spills in the area. This exception to the District ownership of these four ejector pumps does not set any precedent for future annexations or new connections to the District – this agreement applies to the Carmel Meadows project only.***

## ***INFORMATION/DISCUSSION ITEMS***

- 35.** June Construction Updates of Project #18-01  
Electrical/Mechanical Rehab and Sludge Holding Tank Replacement –  
*Report by Plant Engineer, Patrick Treanor*
- 36.** May 26, 2023, PBCSD Board Meeting Summary-  
*Report by General Manager, Barbara Buikema*
- 37.** Road Work Update-Oral Report *by General Manager, Barbara Buikema*
- 38. Announcements on Subjects of Interest to the Board Made by Members of the Board or Staff**  
*Oral reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.*

**PBCSD Board Public Meeting Notice & Agenda** – The next PBCSD meeting is scheduled for:  
*Friday, June 30, 2023, at 9:30 a.m. – President White is scheduled to attend.*  
*Friday, July 28, 2023, at 9:30 a.m. – Director D’Ambrosio is scheduled to attend.*  
*Friday, August, 2023 – No PBCSD Meeting*

**Special Districts Association of Monterey County** – The next SDA meeting is scheduled for:  
*Tuesday, July 18, 2023, at 6:00 p.m. –President White is scheduled to attend.*  
*Tuesday, October TBD, 2023, at 6:00 p.m. –Director Rachel are scheduled to attend.*

**Reclamation Management Committee (RMC) Meeting** – The next RMC meeting is scheduled for:  
*Tuesday, November 7, 2023, at 9:30 a.m. President White and Director Rachel is scheduled to attend.*

- 39. 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.*

### ***Board Action***

***The Closed Session did not occur as President White requested that the all Directors fill out the paperwork regarding the public employee performance evaluation for the Legal Counsel and General Manager pursuant to Government Code Section 54957.6. The request made to the Board was that the evaluation are submitted by July 17<sup>th</sup> to legal counsel and that this matter be brought back to the next board meeting. The Board was in consensus with this request.***

#### **40. ADJOURNMENT**

*There being no further business to come before the Board, the President adjourned the meeting at 11:25 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, July 27, 2023, or an alternate acceptable date, via teleconference webinar.*

***As Reported To:***

---

***Domine Barringer, Secretary to the Board***

***APPROVED:***

---

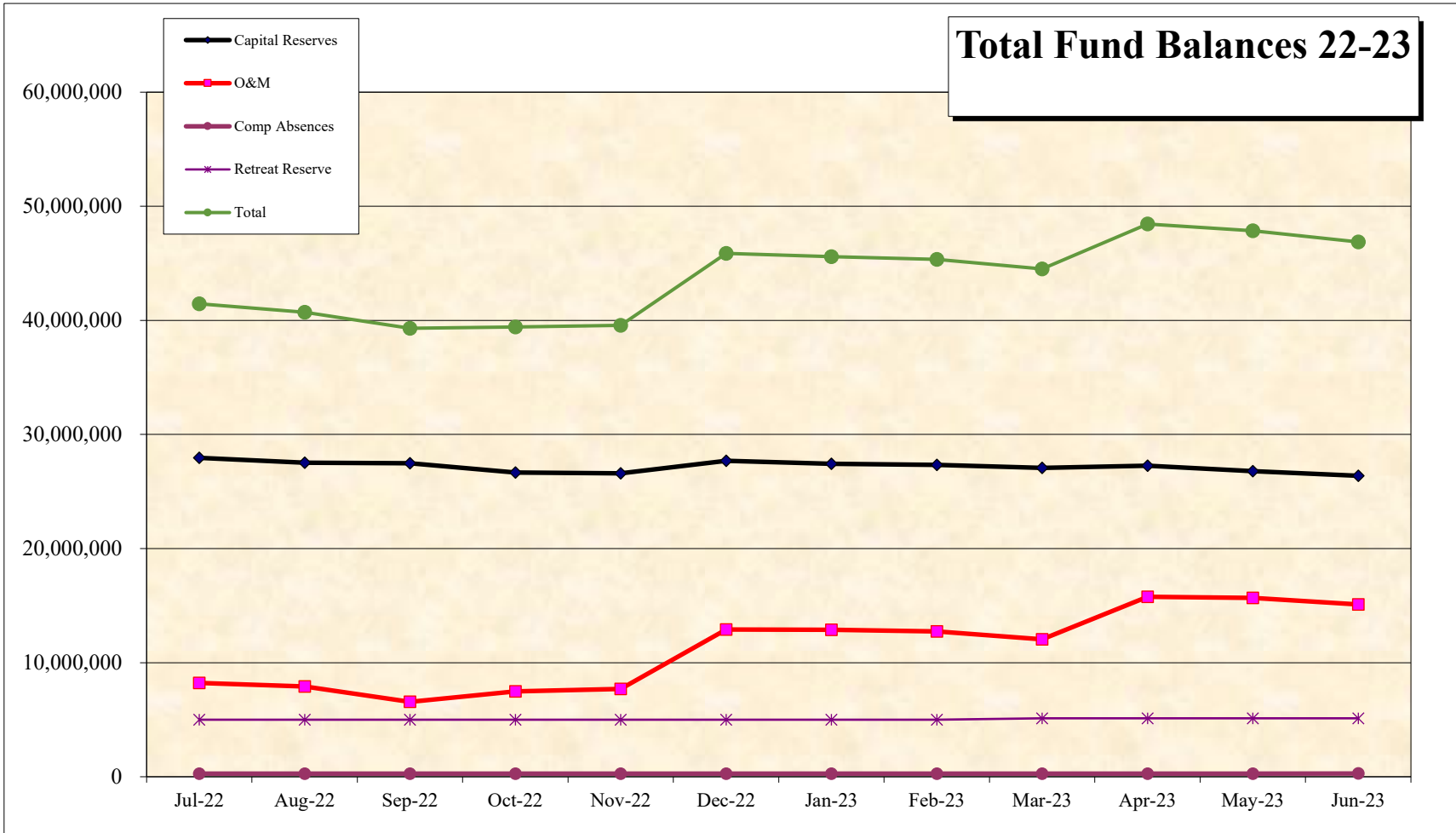
***Ken White, President of the Board***

*Clifton Larsen Allen, LLP*  
*June 2023*  
*Independent Accountants' Report*  
*will be inserted when received*

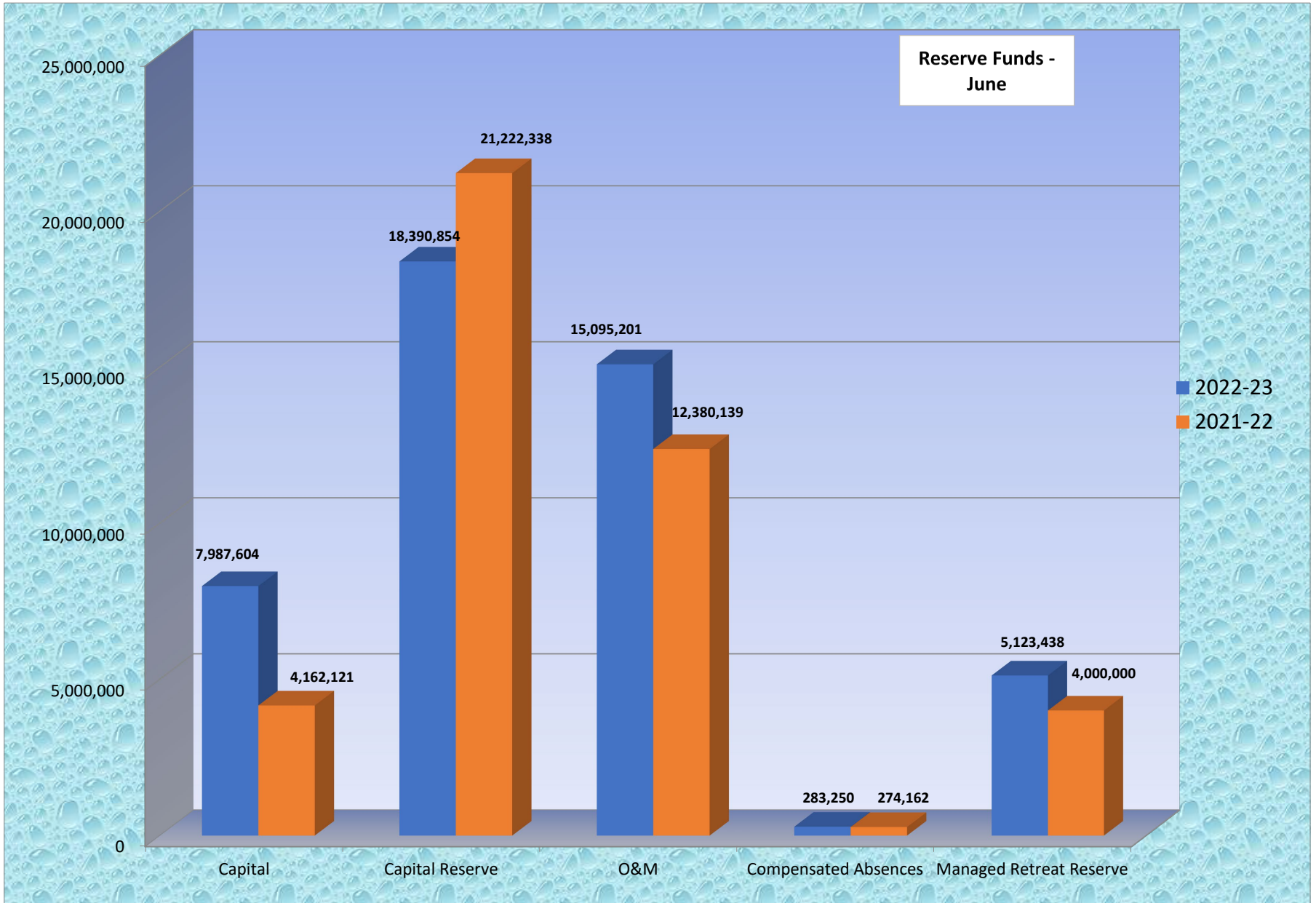
**Carmel Area Wastewater District**  
**Schedule of Cash Receipts and Disbursements - JUNE 2023**

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$8,433,533	\$18,342,382	\$15,673,862	\$274,162	\$5,123,438	\$47,847,378	\$236,502	\$10,929	\$1,219,010
<b>Receipts:</b>									
User Fees			184,498				838		
Property Taxes		48,472							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							62,314		
Reclamation capital billing									
Permits							4,450		
PBCSD capital billing									
Other misc. revenue							16,657		
Interest income									
Connection Fees									
CCLEAN receipts									
CRFree Project grant funds									
Carmel Reserve LLC-Sept. Ranch Project									
Greeley and Hansen return duplicate check									
Void checks-replace lost checks									
<b>Total Receipts</b>	<b>0</b>	<b>48,472</b>	<b>184,498</b>	<b>0</b>	<b>0</b>	<b>232,969</b>	<b>199,260</b>	<b>0</b>	<b>0</b>
<b>Fund Transfers:</b>									
Transfers to Chase Bank O&M	(445,929)		(754,071)				1,200,000		
Transfers to Chase Bank PR							(225,000)	225,000	
Transfer to Defend or Managed Retreat Fund									
Adjust compensated accruals at year end			(9,088)	9,088					
Rebalance Capital and O&M Reserves									
<b>Total Transfers</b>	<b>(445,929)</b>	<b>0</b>	<b>(763,159)</b>	<b>9,088</b>	<b>0</b>	<b>(1,200,000)</b>	<b>975,000</b>	<b>225,000</b>	<b>0</b>
<b>Disbursements:</b>									
Operations and capital							813,357		
Payroll & payroll taxes								224,801	
Employee Dental reimbursements							3,587		
CALPERS EFT							34,611		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							0		
Home Depot EFT							381		
US Bank EFT							16,263		
Deferred comp contributions EFT							13,208	0	
PEHP contributions EFT							3,185	0	
Bank/ADP fees							0	809	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Fake checks reimbursed in July							5,200		
HCM Unlocked EFT							2,250		
<b>Total Disbursements</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>892,043</b>	<b>225,610</b>	<b>0</b>
BALANCE END OF MONTH	7,987,604	18,390,854	15,095,201	283,250	5,123,438	46,880,347	518,719	10,318	1,219,010





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



**Carmel Area Wastewater District**  
**Disbursements**  
**Jun-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
06/01/23	4478	Alameda Electrical Distributors	600v safety switch and parts for collection generator	8,024.82
06/01/23	4479	Amazon Capital Services	Office and operating supplies	1,000.86
06/01/23	4480	American Lock & Key	Re-key locks at admin building	440.09
06/01/23	4481	Atlas Copco	Sales tax from previous invoices	45.71
06/01/23	4482	AT&T Mobility	SCADA text modem	70.79
06/01/23	4483	AT&T CALNET 3	Admin alarm	35.32
06/01/23	4484	AT&T	Voice routing, IP card and Plant fiber router	771.32
06/01/23	4485	AutomationDirect, Inc.	Operating supplies	329.45
06/01/23	4486	Beck's Shoes	Employee work boots	200.00
06/01/23	4487	Bryan Mailey Electric	Plant and admin service <b>(\$1,125.00 CAPITAL)</b>	7,875.00
06/01/23	4488	Calcon Systems	Annual SCADA software support	4,386.23
06/01/23	4489	Cintas Corporation #63D	Laundry service	889.12
06/01/23	4490	CliftonLarsonAllen LLP	Bank reconciliation oversight	450.00
06/01/23	4491	Crane and Hoist Services, Ltd.	Annual testing and service of cranes and hoists	1,600.00
06/01/23	4492	Culligan Water Conditioning	C&I exchange for the lab	42.35
06/01/23	4493	CWEA	Employee certificate renewal	110.00
06/01/23	4494	Disaster Kleenup Specialists, Inc.	Mold abatement service	2,085.56
06/01/23	4495	DKF Solutions Group, LLC	Surface water training	1,600.00
06/01/23	4496	Edges Electrical Group LLC	Part for admin injector pump <b>(CAPITAL)</b>	100.04
06/01/23	4497	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,502.93
06/01/23	4498	Got.Net	Domain parking	4.20
06/01/23	4499	Grainger	Water pressure regulator valve and parts	2,343.92
06/01/23	4500	Gregory Ange	Dental	159.00
06/01/23	4501	ICONIX Waterworks	Parts for the dewatering/digester building	2,628.25
06/01/23	4502	Kelly-Moore Paint Company	Admin building paint	91.38
06/01/23	4503	Kemira Water Solutions	Ferric chloride solution	7,701.29
06/01/23	4504	Liebert Cassidy Whitmore	Labor relations legal service	1,250.00
06/01/23	4505	Monarch	Admin building cameras, 10 year license and video intercom	8,994.76
06/01/23	4506	NAPA Auto Parts	Vehicle parts	280.01
06/01/23	4507	Nicolas Gomez	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b> , tribal OCEN monitoring	2,135.85
06/01/23	4508	OSBT Investments & OMP Investment Trust	Customer refunds-vacant lot	256.65
06/01/23	4509	Pac Machine Co., Inc.	Rental of high pressure pump	1,476.42
06/01/23	4510	Patelco Credit Union	Health savings accounts contributions	4,786.70

**Carmel Area Wastewater District**  
**Disbursements**  
**Jun-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
06/01/23	4511	Pedersen Ole Martens Trs & OSBT Invest.	Customer refunds-vacant lot	825.78
06/01/23	4512	Peopleready Inc.	Temp workers to clean Plant	3,754.41
06/01/23	4513	R.F. MacDonald Co.	Repair leak on pump cooling system	4,000.00
06/01/23	4514	Scarborough Lumber (ACE)	Operating supplies	218.04
06/01/23	4515	Sherwin Williams Company	Paint and rust remover	649.07
06/01/23	4516	Sierra Printers Incorporated	Lanyards and ID card inserts	895.20
06/01/23	4517	Solenis LLC	Praestol K 144 L-NA IBC polymer	17,587.16
06/01/23	4518	TBC Communications & Media	Public outreach for Carmel Meadows Gravity Sewer Project #19-03, Pescadero Creek Area Pipe Rehab Project #21-05 and Scenic Rd. Pipe Bursting Project #20-08 (CAPITAL)	4,950.00
06/01/23	4519	Univar Solutions USA Inc.	Sodium hypochlorite	10,225.98
06/01/23	4520	Universal Staffing	Admin temp service	126.00
06/01/23	4521	Vision Service Plan	Vision insurance premium	573.30
06/01/23	4522	Visual Edge IT, Inc.	Plant copier charges	76.18
06/15/23	4523	Alameda Electrical Distributors	Electrical supplies for Plant buildings	821.14
06/15/23	4524	Amazon Capital Services	Small tools and operating supplies	904.41
06/15/23	4525	American Legal Publishing Corp.	Web hosting fee	400.00
06/15/23	4526	AT&T Mobility	Cell service	433.82
06/15/23	4527	AutomationDirect, Inc.	Operating supplies	161.63
06/15/23	4528	Best Best & Krieger LLP	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	7,123.05
06/15/23	4529	Bryan Mailey Electric	Electrical services for Plant and admin	5,850.00
06/15/23	4530	Buckles-Smith Electric Company	PLC processor	6,944.20
06/15/23	4531	California American Water	Monthly service	1,413.83
06/15/23	4532	CAL FIRE	Easement clearing labor	453.88
06/15/23	4533	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	488.14
06/15/23	4534	Cintas Corporation #63D	Laundry service	1,346.31
06/15/23	4535	Datco Services	Controlled substance test	54.50
06/15/23	4536	Davey Tree Expert Company	Tree removal and fire break around the admin building	3,240.00
06/15/23	4537	Del Monte Gardeners	Easement clearings	11,320.00
06/15/23	4538	Division Painting, Inc.	Admin building door and trim painting	6,680.00
06/15/23	4539	DKF Solutions Group, LLC	Pump station ERP SOP's	6,000.00
06/15/23	4540	Exceedio	Plant workstations and network switch	7,856.95
06/15/23	4541	Fastenal Company	Operating supplies	488.85
06/15/23	4542	Fast Response On-Site Testing	Medical and fit testing	2,390.00

**Carmel Area Wastewater District**  
**Disbursements**  
**Jun-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
06/15/23	4543	FGL Environmental	Sample analysis	1,034.00
06/15/23	4544	Fisher Scientific	Lab supplies	1,307.07
06/15/23	4545	GLS US	Shipping charges for sample analysis	66.28
06/15/23	4546	Grainger	Operating supplies	828.58
06/15/23	4547	Granite Rock Company	Base rock	269.17
06/15/23	4548	Greeley and Hansen	Long term sea level rise planning	4,200.21
06/15/23	4549	Green Infrastructure Design	Web GIS mapping and training	1,840.00
06/15/23	4550	ICON Cloud Solutions	Monthly telephone service	595.23
06/15/23	4551	Justifacts Credential Verification	New employee report	46.35
06/15/23	4552	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 and Vactor Receiving Station Project #22-06 (CAPITAL)	36,465.38
06/15/23	4553	L.N. Curtis and sons	Emergency response supplies	1,252.36
06/15/23	4554	Monterey Bay Analytical Services	Sample analysis	1,996.00
06/15/23	4555	Monterey Bay Engineers	Corona Road Sewer Extension Project #18-21	7,105.50
06/15/23	4556	MSDonline DBA VelocityEHS	Annual SDS tracking program fee	1,697.40
06/15/23	4557	Murphy Austin Attorneys	Legal services-Monterey County option agreement	264.00
06/15/23	4558	Peninsula Welding & Medical Supply	Compressed breathing air tanks and non-liquid cylinders rental	138.26
06/15/23	4559	<b>OVERFLOW STUB</b>		0.00
06/15/23	4560	Pacific Gas & Electric	Monthly service	30,455.30
06/15/23	4561	PSTS, Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$1,856.25) and pumping service at Highlands pump station	6,196.25
06/15/23	4562	Pure Water	Plant and admin service	158.94
06/15/23	4563	Rachel Lather	Vision copay reimbursement	40.00
06/15/23	4564	Robert Bowman	Dental	256.00
06/15/23	4565	Shape Incorporated	Bay & Scenic Impeller Hard Iron pump (CAPITAL)	17,279.25
06/15/23	4566	Shimadzu Scientific Instruments	Annual PM service on instruments	2,258.50
06/15/23	4567	SmartCover Systems	Three Dual Sensor collection monitoring systems	16,292.82
06/15/23	4568	Star Sanitation LLC	Collections portable toilet rental	24.30
06/15/23	4569	Streamline	Website maintenance	400.00
06/15/23	4570	Synagro Technologies	Sludge hauling	13,829.07
06/15/23	4571	Teledyne Instruments	Replacement pump assembly	843.81
06/15/23	4572	Toro Petroleum	Mobil DTE oil	153.94
06/15/23	4573	Town & Country Gardening	Plant and admin service	700.00
06/15/23	4574	Univar Solutions USA Inc.	Sodium bisulfate and hypochlorite	17,545.97

**Carmel Area Wastewater District**  
**Disbursements**  
**Jun-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
06/15/23	4575	USA Blue Book	Lab log books	66.01
06/15/23	4576	Water Environment Federation	Annual membership dues	342.00
06/15/23	4577	Whitson Janitorial Service	Plant and admin service	1,300.00
06/15/23	4578	Wilbur-Ellis Company	CAL NIT SOL chemical for the Highlands pump station	3,883.68
06/15/23	4579	WM Corporate Services	Plant rolloffs and admin garbage	5,303.87
06/22/23	4580	American Fidelity Assurance	Employee insurance premiums	551.01
06/22/23	4581	AT&T	Voice routing	54.39
06/22/23	4582	Clark Bros., Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	368,981.04
06/22/23	4583	Comcast	Admin internet	275.08
06/22/23	4584	Comcast	Pump station internet	537.00
06/22/23	4585	Municipal Maintenance Equipment	Pressure gauge	84.63
06/22/23	4586	Public Agency Coalition Enterprise	Health insurance	34,882.81
06/22/23	4587	Urban Futures, Inc.	Replace lost check #4404	1,050.00
06/29/23	4588	Abacherli Fence Company	Repair fence at Plant	3,450.00
06/29/23	4589	Alameda Electrical Distributors	Electrical supplies for dewatering/digester	1,385.73
06/29/23	4590	Amazon Capital Services	Operating supplies	1,714.68
06/29/23	4591	American Fidelity Assurance Company	May and June flex accounts	1,223.04
06/29/23	4592	Andrew Millington	Dental	1,685.99
06/29/23	4593	AT&T Mobility	SCADA text modem	70.79
06/29/23	4594	AT&T	IP card and Plant fiber router	718.97
06/29/23	4595	Beck's Shoes	Employee work boots	324.47
06/29/23	4596	Carmel Pine Cone	Legal notice regarding budget	75.00
06/29/23	4597	Cintas Corporation #63D	Laundry service	445.75
06/29/23	4598	Clark Pest Control	Plant service	317.00
06/29/23	4599	Direct TV	Plant service	95.99
06/29/23	4600	Dominee Barringer	Dental	958.88
06/29/23	4601	Exceedio	Wireless access point and supplies	3,158.95
06/29/23	4602	Express Services, Inc.	Admin temp service	345.00
06/29/23	4603	Fisher Scientific	Lab supplies	126.38
06/29/23	4604	Frisch Engineering	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL \$4,992.50)</b> and systems integrator	6,732.50
06/29/23	4605	Got.Net	Domain parking	4.20
06/29/23	4606	Grainger	Chemical feed pump and supplies	1,888.44
06/29/23	4607	JRG Attorneys at Law	Plant Bridge Retrofit Project #22-04 <b>(CAPITAL)</b>	72.00



**Carmel Area Wastewater District**  
**Disbursements**  
**Jun-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
06/29/23	4608	Liebert Cassidy Whitmore	Labor relations legal service	4,831.00
06/29/23	4609	Michael Rachel	Dental	402.00
06/29/23	4610	Mission Communications	Pump station batteries	453.92
06/29/23	4611	Pacific Power Testing	Circuit breaker testing	5,400.00
06/29/23	4612	Pacific Gas & Electric	May co-gen billing	352.32
06/29/23	4613	PSTS, Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	848.75
06/29/23	4614	Pure Dakota Design, LLC	PowerPoint and video presentation for bridge project	2,500.00
06/29/23	4615	Robert Siegfried	Dental	125.00
06/29/23	4616	Scarborough Lumber (ACE)	Operating supplies	103.96
06/29/23	4617	Slakey Brothers	2-gallon expansion tank	45.85
06/29/23	4618	Teledyne Instruments	Replacement control panel assembly	2,171.83
06/29/23	4619	Toro Petroleum	Diesel fuel	6,198.86
06/29/23	4620	Univar Solutions USA Inc.	Sodium hypochlorite	10,219.32
06/29/23	4621	Visual Edge IT, Inc.	Plant copier charges	113.65
06/29/23	4622	World Water Works, Inc.	Dewatering/digester parts	2,612.63
				<b>816,944.16</b>

**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**Jun-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
06/15/23	989	Amazon Capital Services	Lithium batteries	57.01
06/15/23	990	Borges & Mahoney Co.	Couplings	79.72
06/15/23	991	Brenntag Pacific, Inc.	Ammonium hydroxide	9,973.35
06/15/23	992	Bryan Mailey Electric	Sulfuric Acid Tank Project #18-26 <b>(CAPITAL \$1,800.00)</b>	2,850.00
06/15/23	993	Carmel Area Wastewater District	O&M reimbursement	62,313.77
06/15/23	994	Fastenal Company	Operating supplies	882.87
06/15/23	995	Fisher Scientific	Lab supplies	1,034.40
06/15/23	996	Global Industrial	Spring retractable compact hose reel	411.54
06/15/23	997	Harrington Industrial Plastics	Operating supplies	5,929.78
06/15/23	998	Inorganic Ventures	Lab supplies	2,880.17
06/15/23	999	Kennedy/Jenks Consultants	Asset Analysis and Master Plan Project #22-05 <b>(CAPITAL)</b>	16,343.50
06/15/23	1000	Monterey Bay Analytical Services	Sample analysis	70.00
06/15/23	1001	MSDSonline dba VelocityEHS	Annual SDS tracking program subscription	1,131.60
06/15/23	1002	Northstar Chemical	Citric and sulfuric acid	13,163.28
06/15/23	1003	Pebble Beach Company	Bond principal and interest, past letter of credit and bond fees and project rep costs	270,268.08
06/15/23	1004	Peninsula Welding & Medical Supply	Compressed air tanks	73.76
06/15/23	1005	Pacific Gas & Electric	Tertiary billing	15,599.08
06/15/23	1006	Professional Water Technologies	Ten H2O micron cartridge filters	3,022.25
06/15/23	1007	Shimadzu Scientific Instruments	Annual preventative maintenance on equipment	2,258.50
06/15/23	1008	Trussell Technologies	MF/RO Ops Support Data Review	1,505.00
06/15/23	1009	USA Blue Book	Lab log books	66.01
06/15/23	1010	Valin Corporation	Watlow heater 6 inch flange	8,029.96
06/15/23	1011	Winsupply Monterey County	Operating supplies	297.36
06/29/23	1012	Alameda Electrical	Electrical supplies	1,496.85
06/29/23	1013	Brenntag Pacific, Inc.	Brennfloc RE 5000 and ammonium hydroxide	17,585.91
06/29/23	1014	Cal-Am Water Company	Hydrant meter K	2,929.88



**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**Jun-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
06/29/23	1015	Fisher Scientific	Lab supplies	126.37
06/29/23	1016	Monterey Peninsula Engineering	Sulfuric Acid Tank Project #18-26 (CAPITAL)	67,194.87
06/29/23	1017	Napa Auto Parts	Air filters	318.97
06/29/23	1018	Pebble Beach Community Services District	O&M and capital reimbursement	40,620.51
06/29/23	1019	Pacific Gas & Electric	MF/RO billing	25,257.80
06/29/23	1020	Professional Water Technologies	Opticlean-S-45 and Opticlean-N-45	18,009.41
06/29/23	1021	Thatcher Company of California	Sulfuric acid and container returns	2,409.49
				<b>594,191.05</b>



---

**Financial Statements  
and  
Supplementary Schedules**

**June 2023**

---

July 27, 2023

# *Carmel Area Wastewater District*

## *Balance Sheet*

June 2023

ASSETS			
Current Assets			
Cash			
Cash	48,628,394.46		
TOTAL Cash	48,628,394.46		48,628,394.46
Other Current Assets			
Other Current Assets	263,273.82		
TOTAL Other Current Assets	263,273.82		263,273.82
TOTAL Current Assets			48,891,668.28
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76		308,059.76
Treatment Structures			
Treatment Structures	70,412,104.24		
TOTAL Treatment Structures	70,412,104.24		70,412,104.24
Treatment Equipment			
Treatment Equipment	8,864,043.57		
TOTAL Treatment Equipment	8,864,043.57		8,864,043.57
Collection Structures			
Collection Structures	1,238,843.71		
TOTAL Collection Structures	1,238,843.71		1,238,843.71
Collection Equipment			
Collection Equipment	1,542,149.79		
TOTAL Collection Equipment	1,542,149.79		1,542,149.79
Sewers			15,772,472.56
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities	1,643,890.85		1,643,890.85
Other Fixed Assets			
Other Fixed Assets	4,522,500.03		
TOTAL Other Fixed Assets	4,522,500.03		4,522,500.03
Capital Improvement Projects			
Capital Improvement Projects	9,276,828.57		
TOTAL Capital Improvement Projects	9,276,828.57		9,276,828.57
Accumulated depreciation			(59,446,957.36)
TOTAL Fixed Assets			54,133,935.72
Other Assets			
Other Assets			5,788,720.99
TOTAL Other Assets			5,788,720.99
TOTAL ASSETS			108,814,324.99

# *Carmel Area Wastewater District*

## *Balance Sheet*

June 2023

---

### LIABILITIES

Current Liabilities		
Current Liabilities	1,027,047.23	
TOTAL Current Liabilities	1,027,047.23	1,027,047.23
Long-Term Liabilities		
Long Term Liabilities	1,090,827.84	
TOTAL Long-Term Liabilities	1,090,827.84	1,090,827.84
TOTAL LIABILITIES		2,117,875.07

### NET POSITION

Net Assets	101,293,950.98	
Year-to-Date Earnings	5,402,498.94	
TOTAL NET POSITION	106,696,449.92	106,696,449.92
TOTAL LIABILITIES & NET POSITION		108,814,324.99

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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	12,733,680.33	12,146,163.00	587,517.33	4.8 %
TOTAL Income	<u>12,733,680.33</u>	<u>12,146,163.00</u>	<u>587,517.33</u>	4.8 %
Adjustments				
Discounts	124.92	0.00	124.92	
TOTAL Adjustments	<u>124.92</u>	<u>0.00</u>	<u>124.92</u>	
*****	<u>12,733,805.25</u>	<u>12,146,163.00</u>	<u>587,642.25</u>	4.8 %
***** OPERATING INCOME	<u>12,733,805.25</u>	<u>12,146,163.00</u>	<u>587,642.25</u>	4.8 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	3,686,052.10	4,085,246.00	399,193.90	9.8 %
TOTAL Salaries and Payroll Taxes	<u>3,686,052.10</u>	<u>4,085,246.00</u>	<u>399,193.90</u>	9.8 %
Employee Benefits				
Employee Benefits	799,578.68	736,619.00	(62,959.68)	-8.5 %
TOTAL Employee Benefits	<u>799,578.68</u>	<u>736,619.00</u>	<u>(62,959.68)</u>	-8.5 %
Director's Expenses				
Director's Expenses	25,861.47	34,250.00	8,388.53	24.5 %
TOTAL Director's Expenses	<u>25,861.47</u>	<u>34,250.00</u>	<u>8,388.53</u>	24.5 %
Truck and Auto Expenses				
Truck and Auto Expenses	69,749.67	84,472.00	14,722.33	17.4 %
TOTAL Truck and Auto Expenses	<u>69,749.67</u>	<u>84,472.00</u>	<u>14,722.33</u>	17.4 %
General and Administrative				
General and Administrative	581,645.68	699,325.00	117,679.32	16.8 %
TOTAL General and Administrative	<u>581,645.68</u>	<u>699,325.00</u>	<u>117,679.32</u>	16.8 %
Office Expense				
Office Expense	90,843.71	91,825.00	981.29	1.1 %
TOTAL Office Expense	<u>90,843.71</u>	<u>91,825.00</u>	<u>981.29</u>	1.1 %
Operating Supplies				
Operating Supplies	478,279.41	469,622.00	(8,657.41)	-1.8 %
TOTAL Operating Supplies	<u>478,279.41</u>	<u>469,622.00</u>	<u>(8,657.41)</u>	-1.8 %
Contract Services				
Contract Services	756,636.91	871,576.00	114,939.09	13.2 %
TOTAL Contract Services	<u>756,636.91</u>	<u>871,576.00</u>	<u>114,939.09</u>	13.2 %

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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	818,253.56	1,014,615.00	196,361.44	19.4 %
TOTAL Repairs and Maintenance	818,253.56	1,014,615.00	196,361.44	19.4 %
Utilities				
Utilities	385,881.08	382,034.00	(3,847.08)	-1.0 %
TOTAL Utilities	385,881.08	382,034.00	(3,847.08)	-1.0 %
Travel and Meetings				
Travel and Meetings	44,681.86	52,015.00	7,333.14	14.1 %
TOTAL Travel and Meetings	44,681.86	52,015.00	7,333.14	14.1 %
Permits and Fees				
Permits and Fees	62,473.50	76,638.00	14,164.50	18.5 %
TOTAL Permits and Fees	62,473.50	76,638.00	14,164.50	18.5 %
Memberships and Subscriptions				
Memberships and Subscriptions	43,573.34	43,310.00	(263.34)	-0.6 %
TOTAL Memberships and Subscriptions	43,573.34	43,310.00	(263.34)	-0.6 %
Safety				
Safety	90,858.41	108,450.00	17,591.59	16.2 %
TOTAL Safety	90,858.41	108,450.00	17,591.59	16.2 %
Other Expenses				
Other Expense	45,266.12	540,000.00	494,733.88	91.6 %
TOTAL Other Expenses	45,266.12	540,000.00	494,733.88	91.6 %
Depreciation and Amortization				
Depreciation and Amortization	2,669,000.00	2,673,860.00	4,860.00	0.2 %
TOTAL Depreciation and Amortization	2,669,000.00	2,673,860.00	4,860.00	0.2 %
TOTAL Operating Expenses	10,648,635.50	11,963,857.00	1,315,221.50	11.0 %
***** OPERATING INCOME (LOSS)	2,085,169.75	182,306.00	1,902,863.75	1043.8 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	3,317,329.19	4,548,774.00	(1,231,444.81)	-27.1 %
TOTAL Other Income or Gain	3,317,329.19	4,548,774.00	(1,231,444.81)	-27.1 %
TOTAL Non-op Income, Expense, Gain or Loss	3,317,329.19	4,548,774.00	(1,231,444.81)	-27.1 %
***** NET INCOME (LOSS)	5,402,498.94	4,731,080.00	671,418.94	14.2 %

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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	687,975.63	699,288.00	11,312.37	1.6 %
TOTAL Salaries and Payroll Taxes	687,975.63	699,288.00	11,312.37	1.6 %
Employee Benefits				
<i>Employee Benefits</i>	199,148.40	195,633.00	(3,515.40)	-1.8 %
TOTAL Employee Benefits	199,148.40	195,633.00	(3,515.40)	-1.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	52,991.39	72,649.00	19,657.61	27.1 %
TOTAL Truck and Auto Expenses	52,991.39	72,649.00	19,657.61	27.1 %
General and Administrative				
<i>General and Administrative</i>	36,501.59	131,093.00	94,591.41	72.2 %
TOTAL General and Administrative	36,501.59	131,093.00	94,591.41	72.2 %
Office Expense				
<i>Office Expense</i>	4,169.84	8,300.00	4,130.16	49.8 %
TOTAL Office Expense	4,169.84	8,300.00	4,130.16	49.8 %
Operating Supplies				
<i>Operating Supplies</i>	46,471.94	34,750.00	(11,721.94)	-33.7 %
TOTAL Operating Supplies	46,471.94	34,750.00	(11,721.94)	-33.7 %
Contract Services				
<i>Contract Services</i>	164,917.56	168,400.00	3,482.44	2.1 %
TOTAL Contract Services	164,917.56	168,400.00	3,482.44	2.1 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	471,085.97	628,300.00	157,214.03	25.0 %
TOTAL Repairs and Maintenance	471,085.97	628,300.00	157,214.03	25.0 %
Utilities				
<i>Utilities</i>	44,296.99	46,185.00	1,888.01	4.1 %
TOTAL Utilities	44,296.99	46,185.00	1,888.01	4.1 %
Travel and Meetings				
<i>Travel and Meetings</i>	9,727.50	16,500.00	6,772.50	41.0 %

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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	9,727.50	16,500.00	6,772.50	41.0 %
Permits and Fees				
<i>Permits and Fees</i>	7,402.60	6,600.00	(802.60)	-12.2 %
TOTAL Permits and Fees	7,402.60	6,600.00	(802.60)	-12.2 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	4,006.25	3,600.00	(406.25)	-11.3 %
TOTAL Memberships and Subscriptions	4,006.25	3,600.00	(406.25)	-11.3 %
Safety				
<i>Safety</i>	46,872.24	37,050.00	(9,822.24)	-26.5 %
TOTAL Safety	46,872.24	37,050.00	(9,822.24)	-26.5 %
Other Expenses				
<i>Other Expense</i>	0.00	124,234.00	124,234.00	100.0 %
TOTAL Other Expenses	0.00	124,234.00	124,234.00	100.0 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	335,000.00	335,000.00	0.00	
TOTAL Depreciation and Amortization	335,000.00	335,000.00	0.00	
TOTAL Operating Expenses	2,110,567.90	2,507,582.00	397,014.10	15.8 %
***** OPERATING INCOME (LOSS)	(2,110,567.90)	(2,507,582.00)	397,014.10	15.8 %
***** NET INCOME (LOSS)	(2,110,567.90)	(2,507,582.00)	397,014.10	15.8 %
***** NET INCOME (LOSS)	(2,110,567.90)	(2,507,582.00)	397,014.10	15.8 %



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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	1,698,681.29	2,011,696.00	313,014.71	15.6 %
TOTAL Salaries and Payroll Taxes	1,698,681.29	2,011,696.00	313,014.71	15.6 %
Employee Benefits				
<i>Employee Benefits</i>	463,870.00	412,983.00	(50,887.00)	-12.3 %
TOTAL Employee Benefits	463,870.00	412,983.00	(50,887.00)	-12.3 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	16,475.19	9,608.00	(6,867.19)	-71.5 %
TOTAL Truck and Auto Expenses	16,475.19	9,608.00	(6,867.19)	-71.5 %
General and Administrative				
<i>General and Administrative</i>	415,109.84	452,818.00	37,708.16	8.3 %
TOTAL General and Administrative	415,109.84	452,818.00	37,708.16	8.3 %
Office Expense				
<i>Office Expense</i>	46,820.61	37,700.00	(9,120.61)	-24.2 %
TOTAL Office Expense	46,820.61	37,700.00	(9,120.61)	-24.2 %
Operating Supplies				
<i>Operating Supplies</i>	429,899.81	424,122.00	(5,777.81)	-1.4 %
TOTAL Operating Supplies	429,899.81	424,122.00	(5,777.81)	-1.4 %
Contract Services				
<i>Contract Services</i>	468,718.35	594,150.00	125,431.65	21.1 %
TOTAL Contract Services	468,718.35	594,150.00	125,431.65	21.1 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	302,462.53	378,150.00	75,687.47	20.0 %
TOTAL Repairs and Maintenance	302,462.53	378,150.00	75,687.47	20.0 %
Utilities				
<i>Utilities</i>	317,659.50	314,429.00	(3,230.50)	-1.0 %
TOTAL Utilities	317,659.50	314,429.00	(3,230.50)	-1.0 %
Travel and Meetings				
<i>Travel and Meetings</i>	22,864.39	24,815.00	1,950.61	7.9 %

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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	22,864.39	24,815.00	1,950.61	7.9 %
Permits and Fees				
<i>Permits and Fees</i>	31,520.90	46,488.00	14,967.10	32.2 %
TOTAL Permits and Fees	31,520.90	46,488.00	14,967.10	32.2 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	7,623.96	9,600.00	1,976.04	20.6 %
TOTAL Memberships and Subscriptions	7,623.96	9,600.00	1,976.04	20.6 %
Safety				
<i>Safety</i>	43,907.36	68,200.00	24,292.64	35.6 %
TOTAL Safety	43,907.36	68,200.00	24,292.64	35.6 %
Other Expenses				
<i>Other Expense</i>	11,357.24	296,947.00	285,589.76	96.2 %
TOTAL Other Expenses	11,357.24	296,947.00	285,589.76	96.2 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	2,300,000.00	2,300,000.00	0.00	
TOTAL Depreciation and Amortization	2,300,000.00	2,300,000.00	0.00	
TOTAL Operating Expenses	6,576,970.97	7,381,706.00	804,735.03	10.9 %
***** OPERATING INCOME (LOSS)	(6,576,970.97)	(7,381,706.00)	804,735.03	10.9 %
***** NET INCOME (LOSS)	(6,576,970.97)	(7,381,706.00)	804,735.03	10.9 %
***** NET INCOME (LOSS)	(6,576,970.97)	(7,381,706.00)	804,735.03	10.9 %

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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	683,893.72	744,495.00	60,601.28	8.1 %
TOTAL Salaries and Payroll Taxes	683,893.72	744,495.00	60,601.28	8.1 %
Employee Benefits				
<i>Employee Benefits</i>	136,560.28	128,003.00	(8,557.28)	-6.7 %
TOTAL Employee Benefits	136,560.28	128,003.00	(8,557.28)	-6.7 %
Director's Expenses				
<i>Director's Expenses</i>	25,011.47	33,200.00	8,188.53	24.7 %
TOTAL Director's Expenses	25,011.47	33,200.00	8,188.53	24.7 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	283.09	2,215.00	1,931.91	87.2 %
TOTAL Truck and Auto Expenses	283.09	2,215.00	1,931.91	87.2 %
General and Administrative				
<i>General and Administrative</i>	102,776.95	95,414.00	(7,362.95)	-7.7 %
TOTAL General and Administrative	102,776.95	95,414.00	(7,362.95)	-7.7 %
Office Expense				
<i>Office Expense</i>	39,853.26	45,800.00	5,946.74	13.0 %
TOTAL Office Expense	39,853.26	45,800.00	5,946.74	13.0 %
Operating Supplies				
<i>Operating Supplies</i>	505.86	1,250.00	744.14	59.5 %
TOTAL Operating Supplies	505.86	1,250.00	744.14	59.5 %
Contract Services				
<i>Contract Services</i>	120,740.85	109,026.00	(11,714.85)	-10.7 %
TOTAL Contract Services	120,740.85	109,026.00	(11,714.85)	-10.7 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	30,598.16	1,365.00	(29,233.16)	-2141.6 %
TOTAL Repairs and Maintenance	30,598.16	1,365.00	(29,233.16)	-2141.6 %
Utilities				
<i>Utilities</i>	23,924.59	21,420.00	(2,504.59)	-11.7 %

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

	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Utilities	23,924.59	21,420.00	(2,504.59)	-11.7 %
Travel and Meetings				
<i>Travel and Meetings</i>	12,089.97	10,700.00	(1,389.97)	-13.0 %
TOTAL Travel and Meetings	12,089.97	10,700.00	(1,389.97)	-13.0 %
Permits and Fees				
<i>Permits and Fees</i>	23,550.00	23,550.00	0.00	
TOTAL Permits and Fees	23,550.00	23,550.00	0.00	
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	31,943.13	30,110.00	(1,833.13)	-6.1 %
TOTAL Memberships and Subscriptions	31,943.13	30,110.00	(1,833.13)	-6.1 %
Safety				
<i>Safety</i>	78.81	1,700.00	1,621.19	95.4 %
TOTAL Safety	78.81	1,700.00	1,621.19	95.4 %
Other Expenses				
<i>Other Expense</i>	33,908.88	118,819.00	84,910.12	71.5 %
TOTAL Other Expenses	33,908.88	118,819.00	84,910.12	71.5 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	34,000.00	38,860.00	4,860.00	12.5 %
TOTAL Depreciation and Amortization	34,000.00	38,860.00	4,860.00	12.5 %
TOTAL Operating Expenses	1,299,719.02	1,405,927.00	106,207.98	7.6 %
***** OPERATING INCOME (LOSS)	(1,299,719.02)	(1,405,927.00)	106,207.98	7.6 %
***** NET INCOME (LOSS)	(1,299,719.02)	(1,405,927.00)	106,207.98	7.6 %
***** NET INCOME (LOSS)	(1,299,719.02)	(1,405,927.00)	106,207.98	7.6 %

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

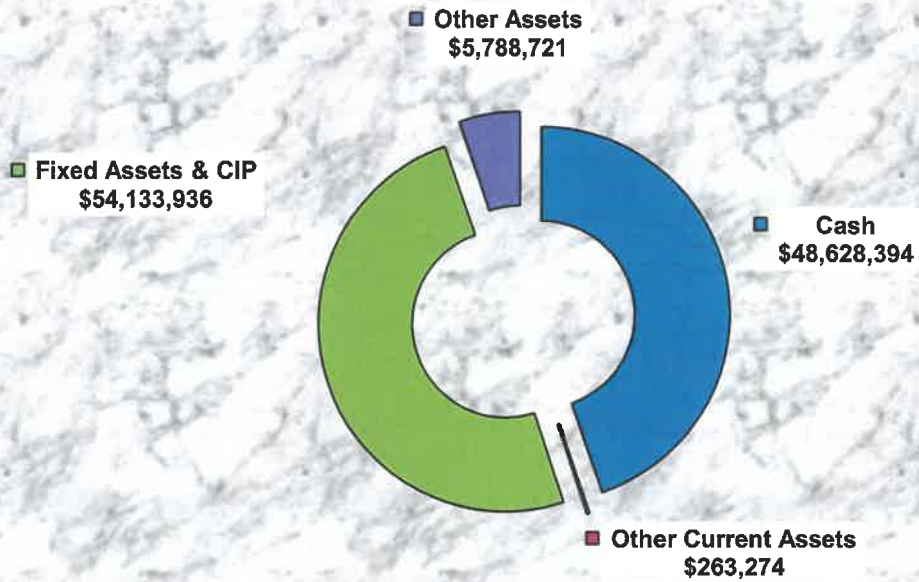
	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	615,354.93	627,829.00	12,474.07	2.0 %
TOTAL Salaries and Payroll Taxes	615,354.93	627,829.00	12,474.07	2.0 %
Director's Expenses				
<i>Director's Expenses</i>	850.00	1,050.00	200.00	19.0 %
TOTAL Director's Expenses	850.00	1,050.00	200.00	19.0 %
General and Administrative				
<i>General and Administrative</i>	27,257.30	20,000.00	(7,257.30)	-36.3 %
TOTAL General and Administrative	27,257.30	20,000.00	(7,257.30)	-36.3 %
Operating Supplies				
<i>Operating Supplies</i>	1,401.80	8,500.00	7,098.20	83.5 %
TOTAL Operating Supplies	1,401.80	8,500.00	7,098.20	83.5 %
Contract Services				
<i>Contract Services</i>	2,260.15	0.00	(2,260.15)	
TOTAL Contract Services	2,260.15	0.00	(2,260.15)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	14,106.90	4,300.00	(9,806.90)	-228.1 %
TOTAL Repairs and Maintenance	14,106.90	4,300.00	(9,806.90)	-228.1 %
Safety				
<i>Safety</i>	0.00	1,500.00	1,500.00	100.0 %
TOTAL Safety	0.00	1,500.00	1,500.00	100.0 %
TOTAL Operating Expenses	661,231.08	663,179.00	1,947.92	0.3 %
***** OPERATING INCOME (LOSS)	(661,231.08)	(663,179.00)	1,947.92	0.3 %
***** NET INCOME (LOSS)	(661,231.08)	(663,179.00)	1,947.92	0.3 %

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

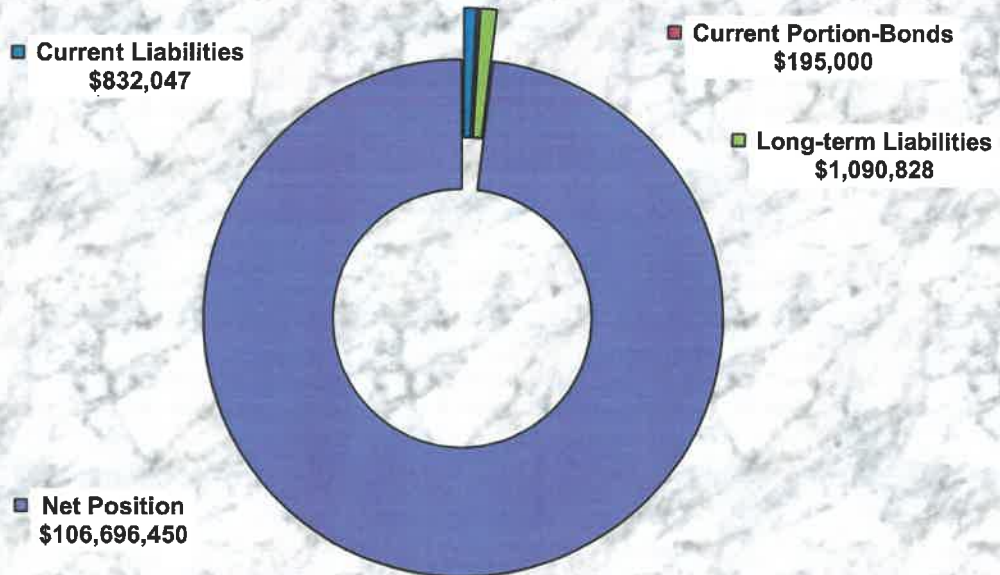
	<i>12 Months Ended June 30, 2023</i>	<i>12 Months Ended June 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	63,897.74	80,000.00	(16,102.26)	-20.1 %
TOTAL Income	<u>63,897.74</u>	<u>80,000.00</u>	<u>(16,102.26)</u>	-20.1 %
*****	<u>63,897.74</u>	<u>80,000.00</u>	<u>(16,102.26)</u>	-20.1 %
***** OPERATING INCOME	<u>63,897.74</u>	<u>80,000.00</u>	<u>(16,102.26)</u>	-20.1 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	146.53	1,938.00	1,791.47	92.4 %
TOTAL Salaries and Payroll Taxes	<u>146.53</u>	<u>1,938.00</u>	<u>1,791.47</u>	92.4 %
Office Expense				
Office Expense	0.00	25.00	25.00	100.0 %
TOTAL Office Expense	<u>0.00</u>	<u>25.00</u>	<u>25.00</u>	100.0 %
Operating Supplies				
Operating Supplies	0.00	1,000.00	1,000.00	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	2,500.00	2,500.00	100.0 %
TOTAL Repairs and Maintenance	<u>0.00</u>	<u>2,500.00</u>	<u>2,500.00</u>	100.0 %
TOTAL Operating Expenses	<u>146.53</u>	<u>5,463.00</u>	<u>5,316.47</u>	97.3 %
***** OPERATING INCOME (LOSS)	<u>63,751.21</u>	<u>74,537.00</u>	<u>(10,785.79)</u>	-14.5 %
***** NET INCOME (LOSS)	<u>63,751.21</u>	<u>74,537.00</u>	<u>(10,785.79)</u>	-14.5 %
***** NET INCOME (LOSS)	<u>63,751.21</u>	<u>74,537.00</u>	<u>(10,785.79)</u>	-14.5 %

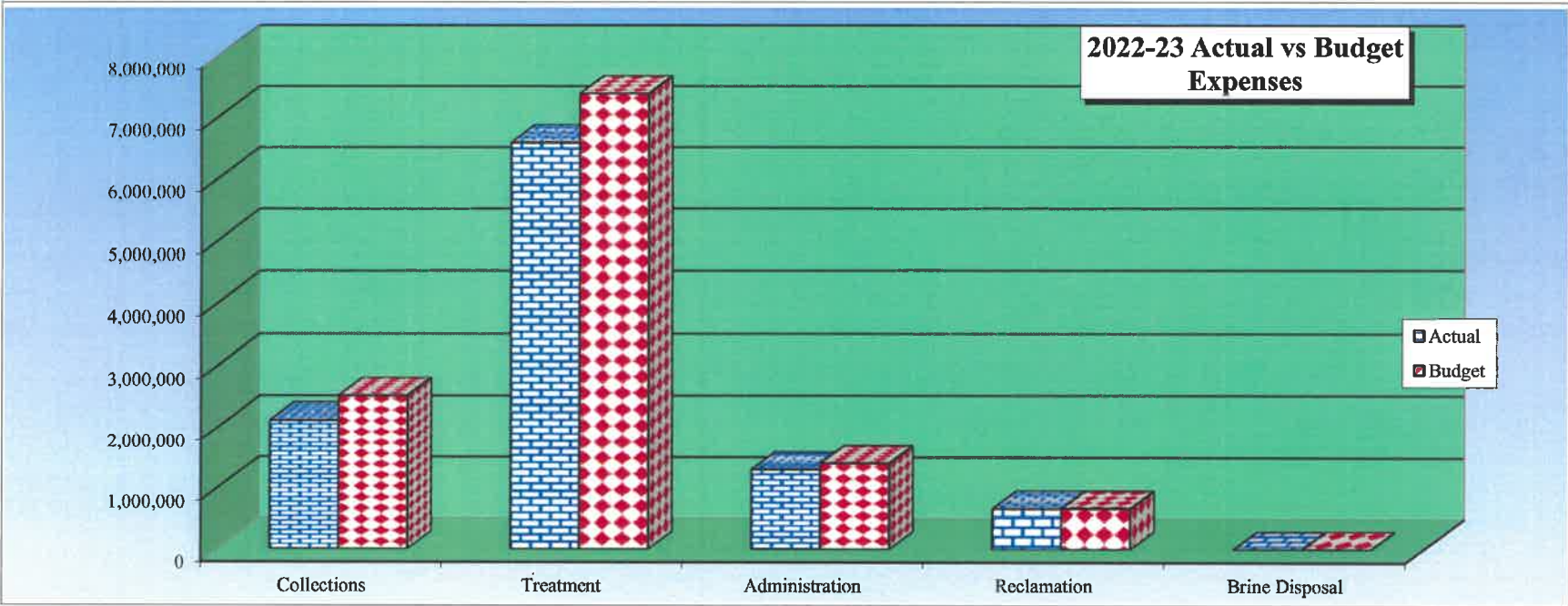
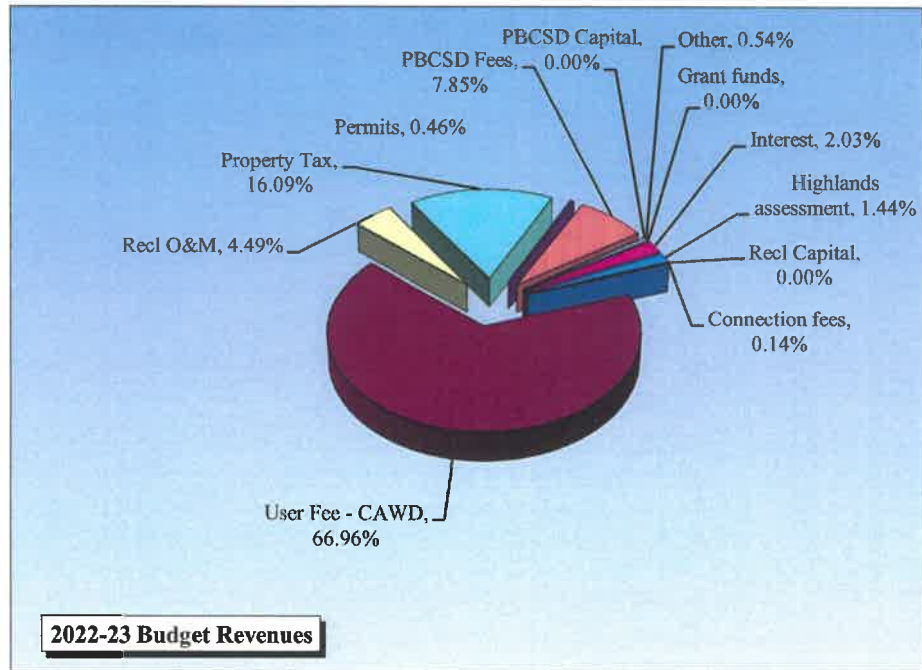
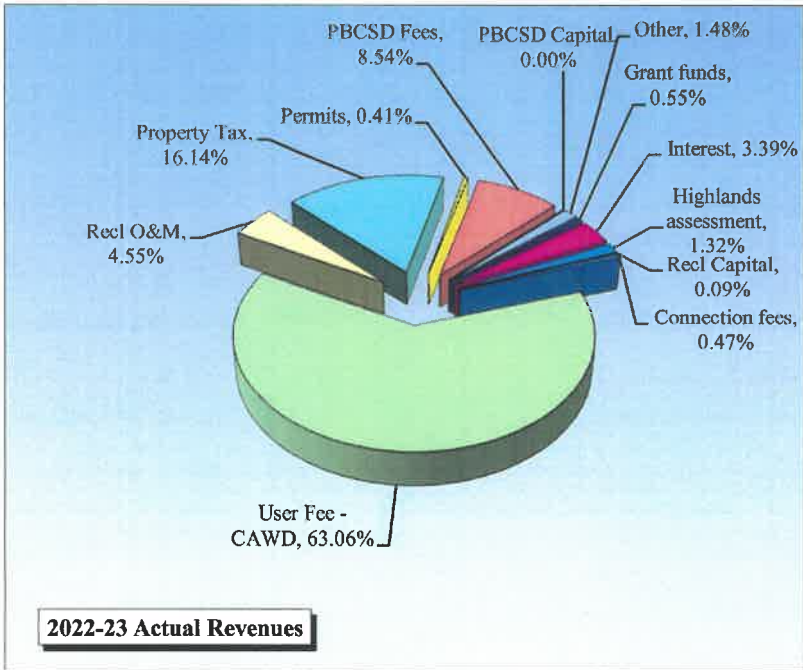


**Assets - June 30, 2023**



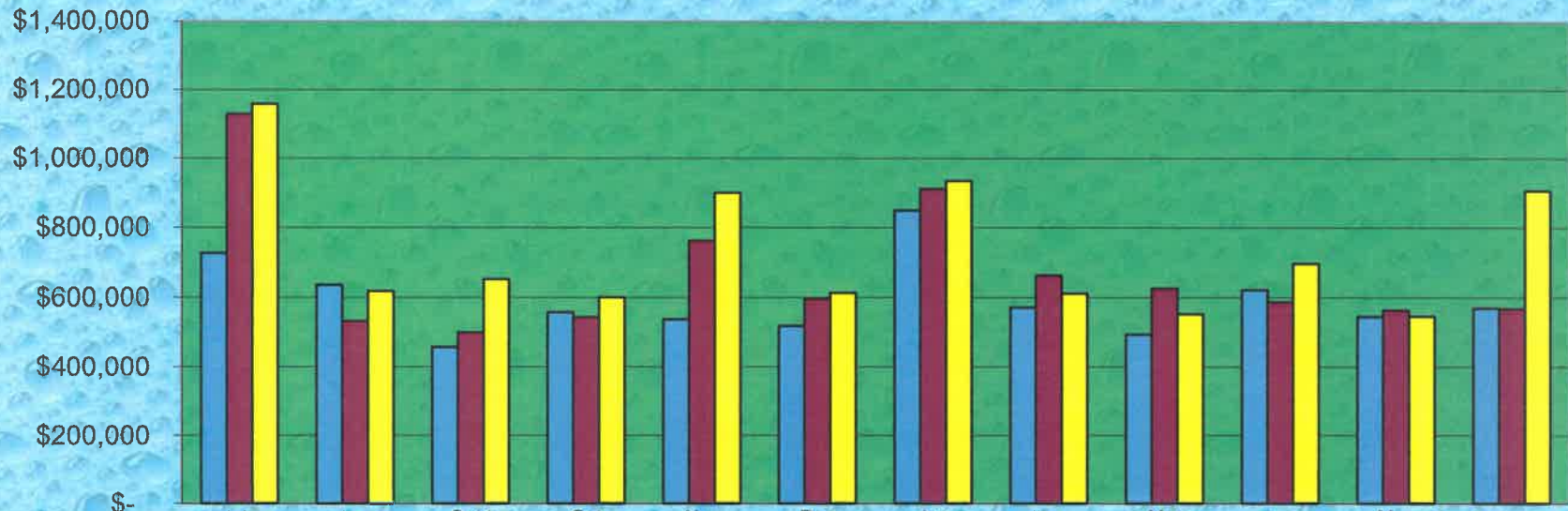
**Liabilities - June 30, 2023**







### Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ FY 21-22	\$726,464	\$636,022	\$457,080	\$557,531	\$537,313	\$518,130	\$848,165	\$571,858	\$494,319	\$622,278	\$545,328	\$569,576
■ FY 22-23	\$1,129,333	\$532,107	\$498,951	\$543,933	\$761,735	\$595,405	\$910,312	\$663,465	\$626,573	\$586,797	\$563,351	\$567,668
■ CY Budget	\$1,159,355	\$618,626	\$652,827	\$600,535	\$898,527	\$613,186	\$933,595	\$611,405	\$552,560	\$696,920	\$546,566	\$905,894

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

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CAPITAL PURCHASES</u></b>						
<b><u>Admin</u></b>						
Simplex demo pump-unbudgeted		0	11,149	11,149	0	NA
		0	0	0	0	NA
<b><u>Collections</u></b>						
Jetter water pump hydraulic system-unbudgeted		0	11,575	11,575	0	NA
Pescadero emergency repair-unbudgeted		0	11,380	11,380	0	NA
Flygt pump for MV and 16th pump station-unbudgeted		0	15,270	15,270	0	NA
Scenic Road emergency repair-unbudgeted		0	264,273	264,273	0	NA
Impeller Hard Iron pump-Bay & Scenic-unbudgeted		17,279	17,279	17,279	0	NA
<b><u>Treatment</u></b>						
Eaton SVX9000 refurbished VFD for Reclamation-unbudgeted		0	14,208	14,208	0	NA
Pavement and water line repair-unbudgeted		0	14,095	14,095	0	NA
#1 Water pipe replacement-Plant-unbudgeted		0	34,903	34,903	0	NA
RECL share	0	0	(14,208)	(14,208)	0	NA
PBCSD share (1/3 of cost)	0	0	(16,333)	(16,333)	0	NA
<b><i>Total Capital Purchases 22-23</i></b>		<b>17,279</b>	<b>363,592</b>	<b>363,592</b>	<b>0</b>	<b>NA</b>

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

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CIP PROJECTS</u></b>						
<b><u>Administration</u></b>						
<b><u>Collections</u></b>						
Construction of new Gravity Sewer Line-Carmel Meadows	474,359	55,754	140,685	615,044	2,000,000	7.03%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	231,786	24,607	90,797	322,583	3,500,000	2.59%
Bay/Scenic Pump Station Rehab	30,892	6,728	45,864	76,756	650,000	7.06%
Pescadero Creek Area Pipe Rehab	89,236	804	92,695	181,931	100,000	92.69%
Vactor Receiving Station	0	95	86,668	86,668	100,000	86.67%
Lorca Lane Sewer Repair-budget amendment	0	3,751	81,482	81,482	153,500	NA
Santa Rita & Guadalupe Pipeline-unbudgeted	0	6,954	30,453	30,453	0	NA
<b><u>Treatment</u></b>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<b><i>Total CIP Projects 22-23</i></b>	<b>826,453</b>	<b>98,693</b>	<b>568,644</b>	<b>1,395,097</b>	<b>6,503,500</b>	<b>8.74%</b>

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

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>LONG TERM CIP PROJECTS</u></b>						
<b><u>Treatment</u></b>						
Perimeter Fence	0	0	48,856	48,856	275,000	17.77%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	4,321,103	198,426	3,450,028	7,771,132	4,820,750	71.57%
Aeration Basin Improvements-unbudgeted	17,332	0	0	17,332	0	NA
Potable Water & Gas Main Replacement	0	0	43,444	43,444	100,000	43.44%
Plant Bridge Retrofit Project-unbudgeted	0	324	968	968	0	NA
RECL share	(116,670)	(5,357)	(93,149)	(209,819)	(130,160)	71.56%
PBCSD share (1/3 of cost)	(1,407,255)	(64,464)	(1,150,049)	(2,557,304)	(1,688,530)	68.11%
<b><i>Total Long Term CIP Projects 22-23</i></b>	<b>2,814,510</b>	<b>128,928</b>	<b>2,300,098</b>	<b>5,114,608</b>	<b>3,377,060</b>	<b>68.11%</b>
<b>Total Capital (net of RECL and PBCSD)</b>	<b>3,640,963</b>	<b>244,901</b>	<b>3,232,334</b>	<b>6,873,297</b>	<b>9,880,560</b>	<b>32.71%</b>

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

**YTD Actual/  
YTD Budget  
Variance**

---

**Collections**

Operating Supplies	-33.70%	General supplies underbudgeted.
Permits and Fees	-12.20%	SWRCB and Monterey Bay Air Resources underbudgeted. Small dollar amounts.
Memberships and Subscriptions	-11.30%	Slightly underbudgeted. Small dollar amounts.
Safety	-26.50%	Training underbudgeted.

**Treatment**

Employee Benefits	-12.30%	Workers compensation underbudgeted.
Truck and Auto Expenses	-71.50%	Diesel underbudgeted. Small dollar amounts.
Office Expense	-24.20%	Computers and furniture underbudgeted.

**Administration**

Employee Benefits	-6.70%	Workers compensation underbudgeted.
General and Administrative	-7.70%	Audit fee underbudgeted.
Contract Services	-10.70%	HR consulting and website maintenance underbudgeted.
Repairs and Maintenance	-2141.60%	Building repairs underbudgeted.
Utilities	-11.70%	PG&E underbudgeted.
Travel and Meetings	-13.00%	Conferences slightly underbudgeted. Small dollar amounts.
Memberships and Subscriptions	-6.10%	HR memberships underbudgeted. Small dollar amounts.

**District Obligations:**

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

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

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

# STAFF REPORT



TO: Board of Directors  
 FROM: Daryl Lauer, Collection Superintendent  
 DATE: July 27, 2023  
 SUBJECT: Monthly Report – June

## RECOMMENDATION

Receive Report- Informational only; no action required.

### Permits Issued

Sewer Lateral Permits issued in June	.....	19
Total Fees	.....	\$3,430.00

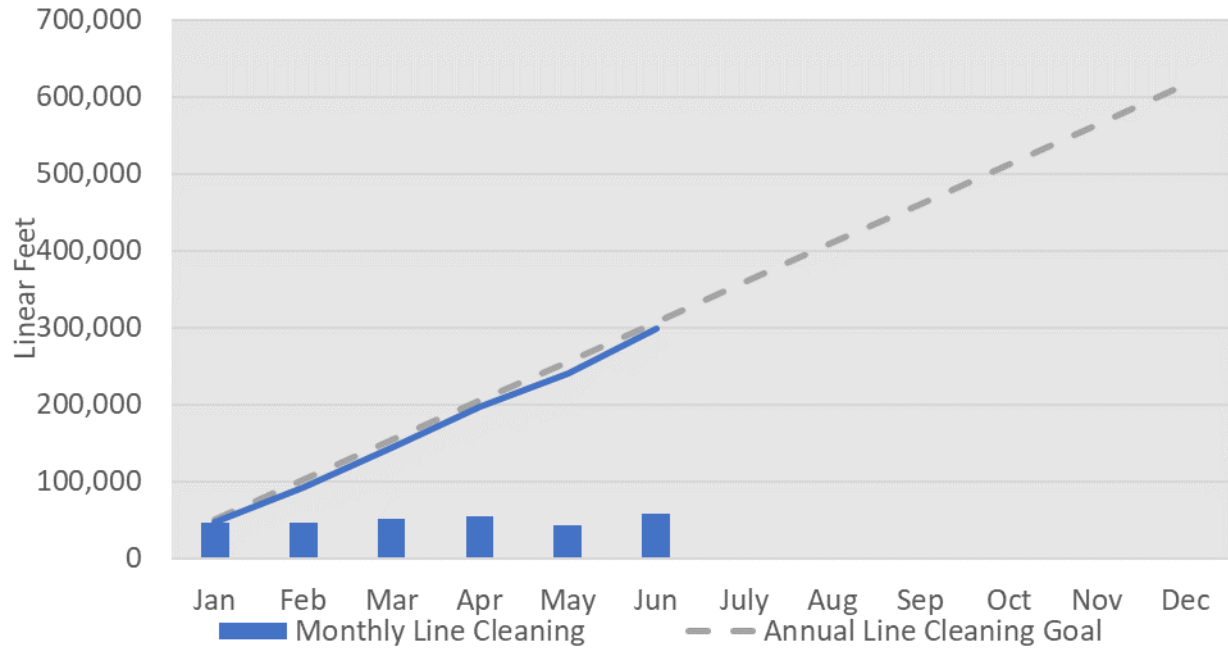
### Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 58,782 feet of sewer lines cleaned, there were no CCTV inspections during the month of June.

### Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
June	58,782 ft.	14.29%	6 – 27 inches
May	42,730 ft.	10.39%	6 - 27 inches
April	53,994 ft.	13.13%	6 – 12 inches

**Annual Line Cleaning Graph**

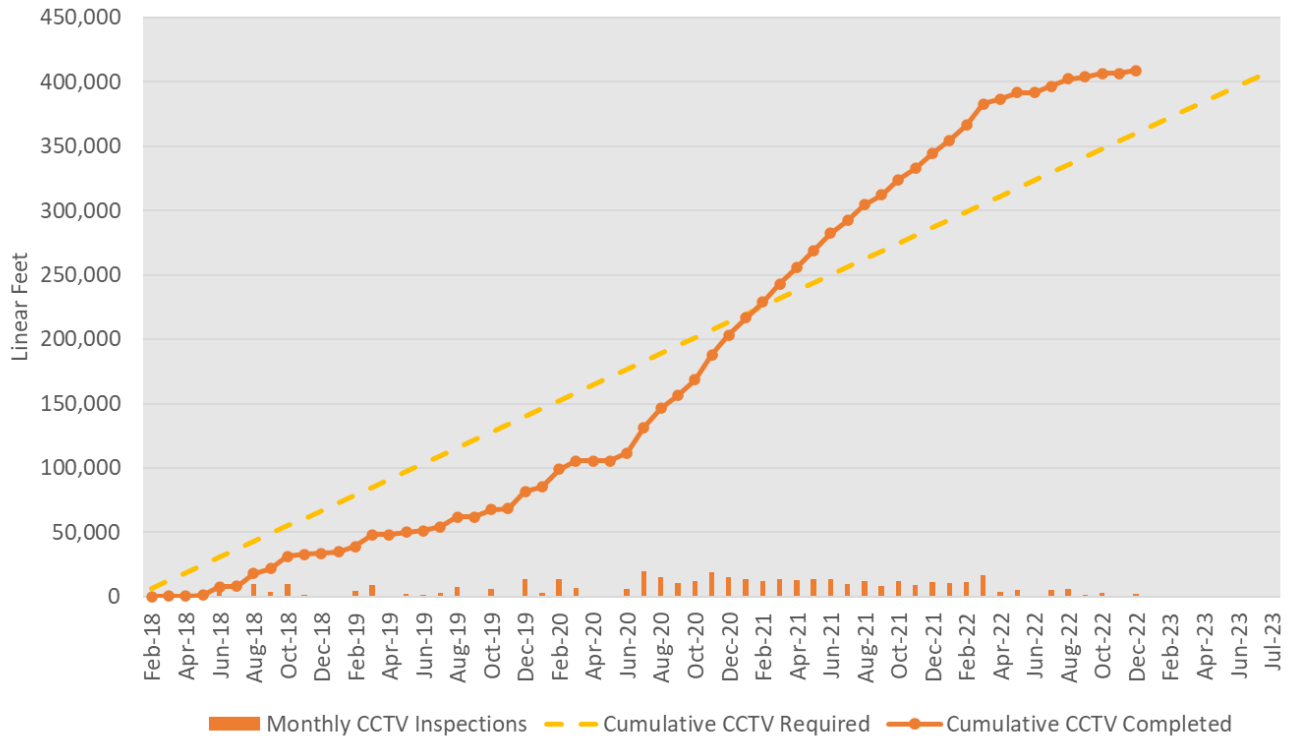


**Line Cleaning Table**

<b>Total Target Amount (Linear Feet)</b>	<b>Cumulative Complete (Linear Feet)</b>	<b>Remaining (Linear Feet)</b>
615,000	299,461	315,539



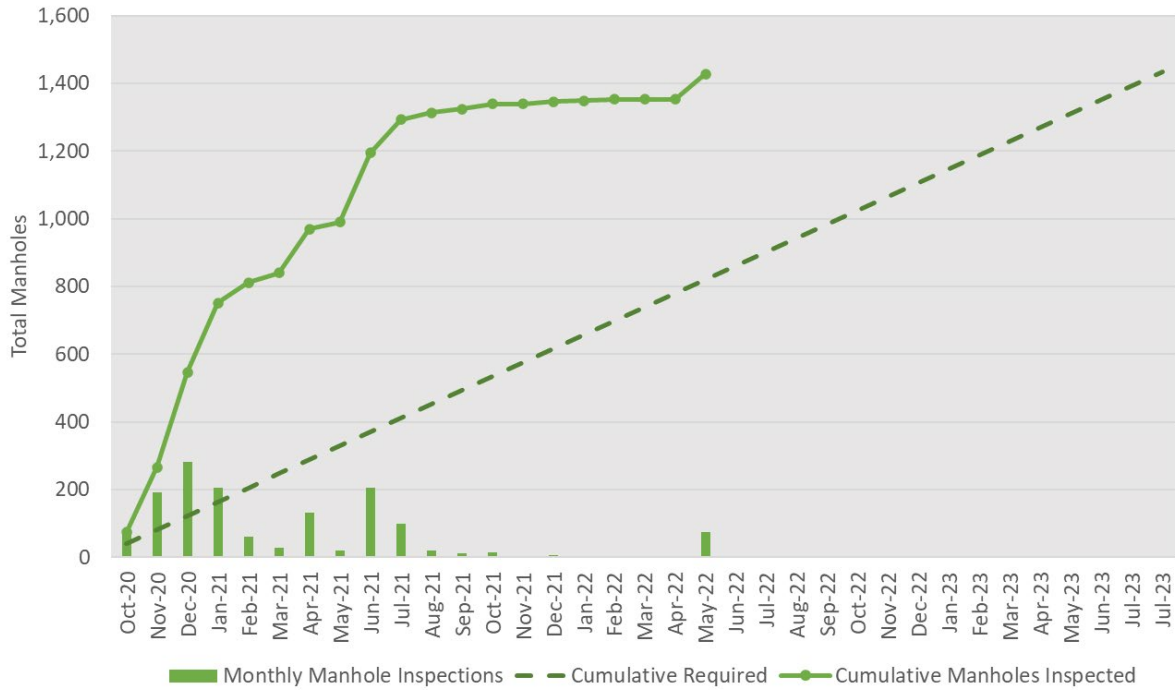
### CCTV Progress Graph (River Watch Settlement Agreement Target)



### CCTV Table

<b>Total Required amount (Linear Feet)</b>	<b>Cumulative Complete (Linear Feet)</b>	<b>Remaining (Linear Feet)</b>
408,672	408,672	0

## Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



### Manhole Inspection Table

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

### Riverwatch Update

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

### Construction Activities

- Project 18-29 Pipeline Spot Repair 2023 started in June with contractors completing all of the 16 spot repairs.

### Staff Development

- Staff completed several in-person tailgate training courses.

### General comments

- N/A

### Service calls responded to by crew

<b>Date</b>	<b>Time</b>	<b>Callout</b>	<b>Resolution</b>
6/2/2023	9:49 PM	Power Fail	Called out to multiple locations for a power fail, which included Monte Verde & 16 <sup>th</sup> , Bay & Scenic, and 8 <sup>th</sup> & Scenic pump stations. Staff monitored stations until power was restored. See call out map.
6/3/2023	8:02 AM	Spill	Called by State Parks for a report of sewage leaking on the shoulder of Highway 1 near Point Lobos. Staff arrived on scene and found a Flushing Inlet Vault leaking along the force main coming from the Highland's pump station. Staff used the vacuum truck to dig down around the vault to find the cause of the leak. A crack in the 4-inch PVC wye was the cause of the leak. Staff called in Pebble Beach Community Service District and Peninsula Septic Tank Service to help with the bypassing of Highlands pump station during the repair of the damaged 4-inch force main. An estimated 357 gallons spilled. See map for location.
6/23/2023	2:21 PM	Water Leak	Called by homeowner for a water or sewer leak. Staff arrived on scene to find a leaking water valve. Staff notified the local water company of the leaking valve. See call out map.

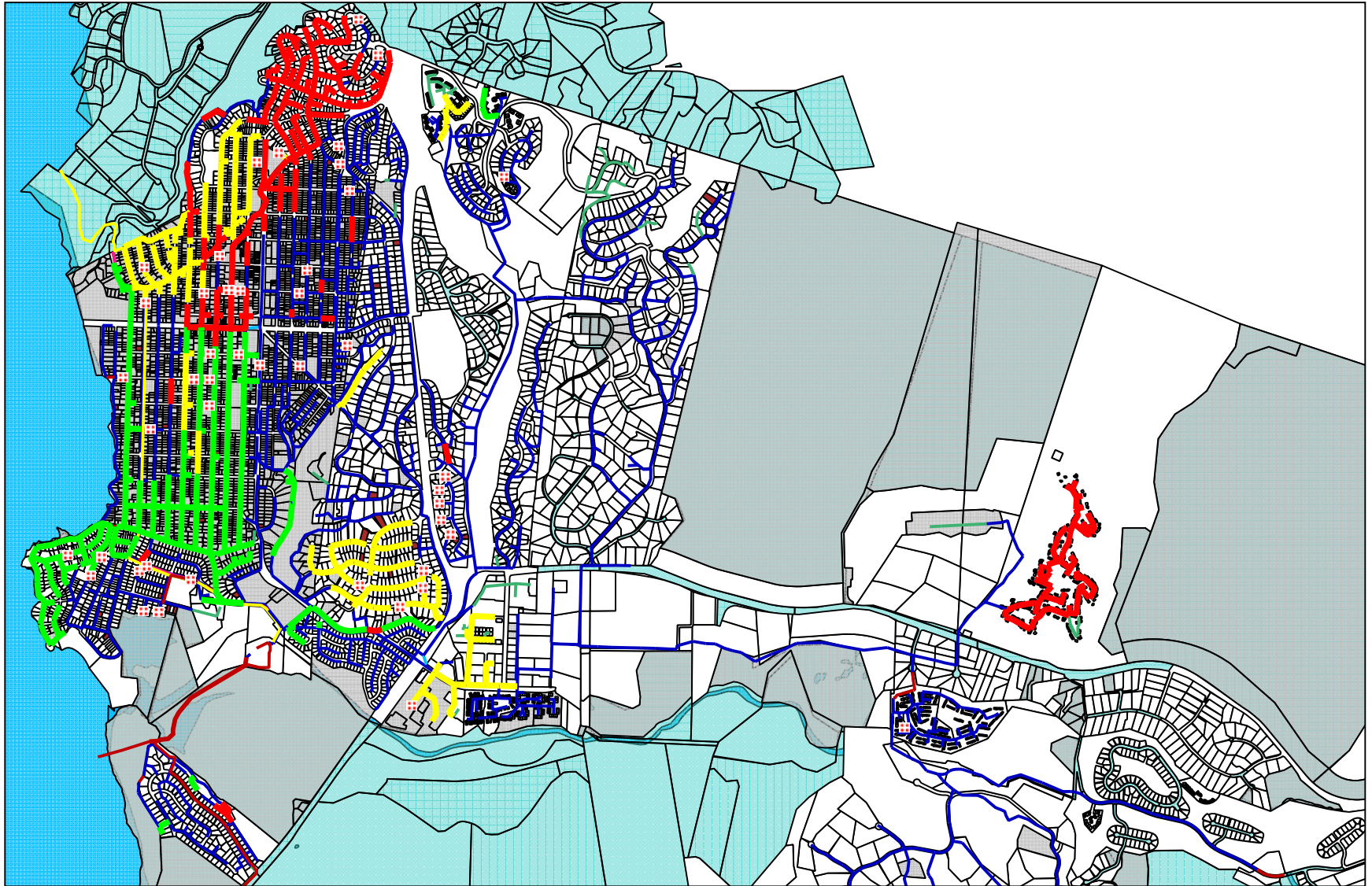
USA Location Requests – 168

Plumbing permit inspections – 23

Private Sewer Lateral Compliance Certificates Issued – 16

June (Red) 58,782 feet  
May (Yellow) 42,730 feet  
April (Green) 53,994 feet

### Monthly Cleaning Map

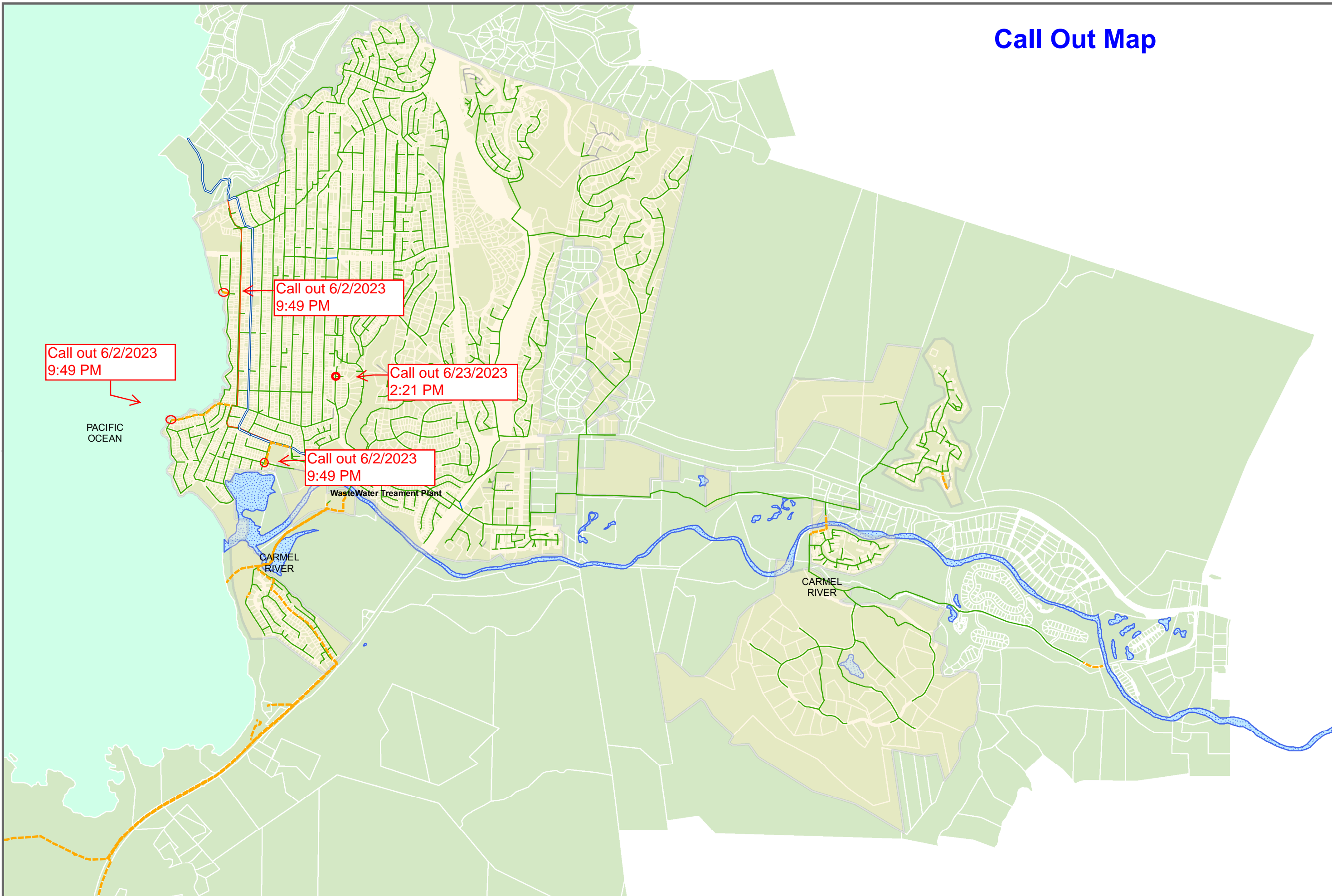


7/10/2023





# Call Out Map



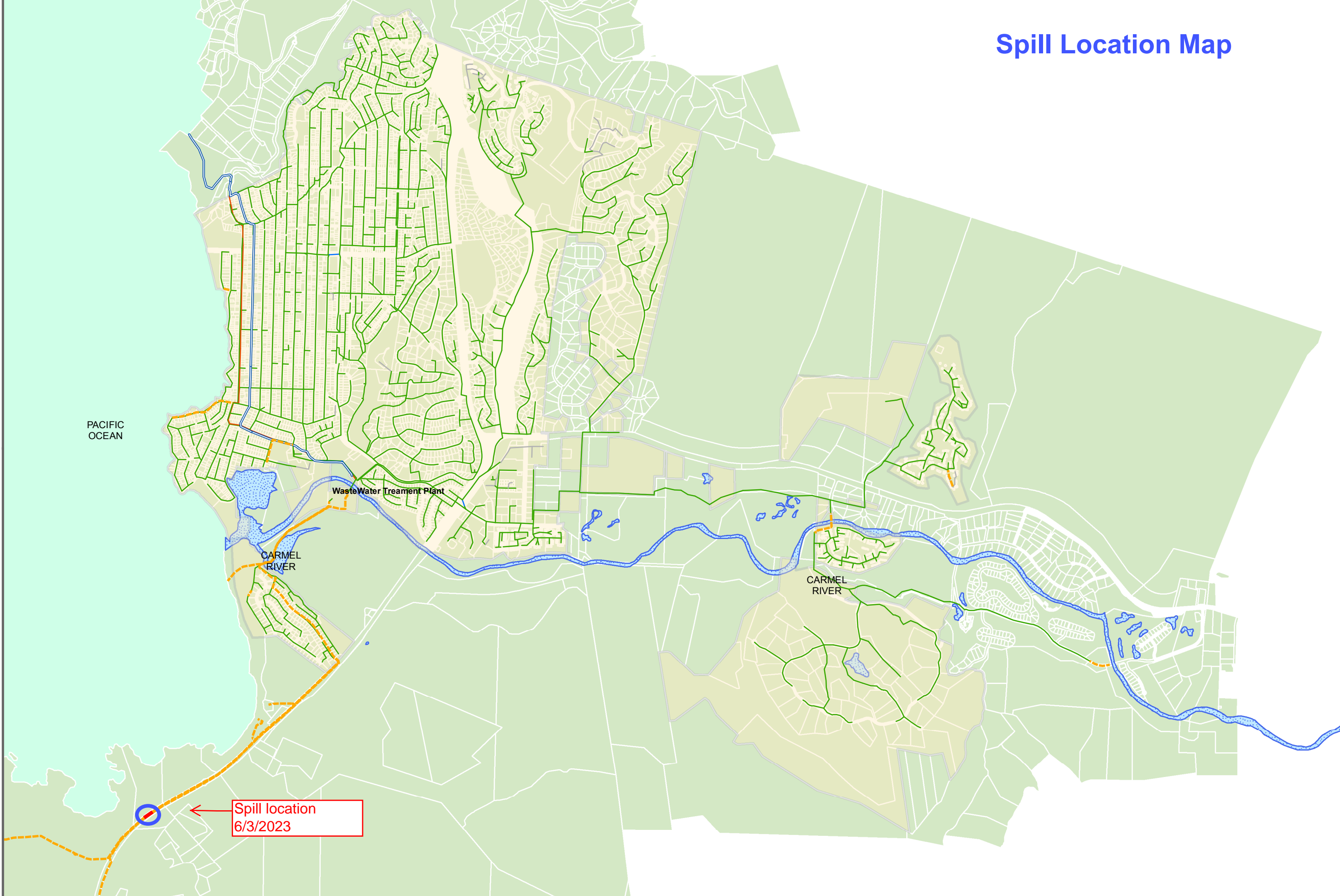
- Legend**
- ForceMains
  - Sewer Pipes**
    - Gravity
    - Private
    - PBCSD
    - Forcemain
    - FM Outfall
    - OFW
    - Reclamation
  - Service Area
  - County Parcels

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



Created by  
RedZone Robotics  
Revised 10/2013

# Spill Location Map



PACIFIC OCEAN

Waste Water Treatment Plant

CARMEL RIVER

CARMEL RIVER

Spill location  
6/3/2023

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

Carmel Area  
Wastewater District  
Sanitary Sewer System Inventory



Created by  
RedZone Robotics  
Revised 10/2013

# STAFF REPORT



To: Board of Directors

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

Date: July 27, 2023

Subject: Monthly Safety Report (for June 2023)

## RECOMMENDATION

Receive Report- Informational only; no action required

## DISCUSSION

### Safety & Training

- **June 7- Tailgate Training; Back Safety.** Chris Dixon, Senior Operator gave a presentation on back safety. Back safety is a recurring training because back injuries are consistently the most common in the industry. Mr. Dixon gave a number of tips on how to avoid injuries. Emphasis was placed on avoiding lifting while twisting from side to side. The goal is to lift (or set down) a heavy object directly in front of yourself rather than off to one side.
- **June 14- Tailgate Training; Volatile Organic Compound (VOC) Safety.** S/C Admin Dias developed and gave a PowerPoint presentation on the hazards from, and protective measures for, VOCs. A very wide range of VOCs can be found in the workplace including gasoline, paints, adhesives, cleaners and a variety of solvent-based products. The most dangerous VOCs are chemicals such as benzene, toluene, xylene (all three are in gasoline), ethyl and methyl benzenes, and many families of "aromatic" hydrocarbons. VOCs pose longer term risks to workers including cancer and mutagenic effects. It can be easy to not consider these dangerous for three reasons: (1) there typically are no short-term illness/effects (unless highly concentrated), (2) many of the chemicals are "common" products that can be found at any hardware store or supermarket, and (3) they often come in small, consumer sized containers like a spray can. Dias reviewed the types of respirators cartridges and instructed how to select the proper respirator cartridge to protect from VOCs.



For lighter jobs, where a full-strength solvent is not needed, less dangerous alternatives should be considered such as alcohol, acetone, mineral oil or WD-40.

- **June 21- Tailgate Training; Safety Fails.** Daryl Lauer, Collections Superintendent, gave a presentation of safety “fails.” He showed several pictures and videos of actual workers failing to use proper safety precautions. A common theme was that many of the fails were caused by improvised approaches to try and complete the work. Emphasis was placed on pre-planning the work, ensuring that the correct equipment/gear is used, and encouraging staff to request that hazards be corrected before agreeing to do the work.
- **June 28- Inventory and Reorganization of Rescue and HazMat Trailers.** *See Ongoing Safety Improvement section below.*

### **Ongoing Safety Improvements**

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

**Improvements to Rescue and HazMat Response Trailer Inventories.** CAWD maintains a Rescue Trailer with all the confined space entry gear, as well as all the specialized gear that would be needed to conduct a confined space rescue of an unconscious or injured worker. CAWD also maintains a HazMat Response trailer that contains the equipment and gear needed to conduct a response to a major chemical release. With coordination by Superintendent Lauer, and as part of a team building effort, plant staff emptied, inventoried, inspected and refilled the contents of both trailers. Several incremental improvements were made: (1) Extraneous items were removed, (2) Non-functional headlamps on helmets were replaced, (3) housekeeping/organization of all the gear was improved, (4) Lighting inside both trailers was fixed or improved, (5) Shelves were labeled so gear can be placed back in its correct location. (6) “Go-kits” were assembled and customized for each staff person assigned to the HazMat response team. These individualized kits included specifically sized boots, gloves and chemical suits for each responder.

### **Tours and Outreach**

- **Tours.** On-site tours remain on temporary hold while several areas of the plant are being impacted by Phase II construction activities. Further progress was made on developing virtual tours. Troubleshooting of technical reception and transmission issues are ongoing. Equipment has been ordered to try a different transmission technology. With the schools on summer break, requests would not be expected until the fall.



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

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

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

**FUNDING**

N/A- Informational item only

# Wastewater Treatment Facility Operations Report

Report for: June 2023	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.256	0.775	0.762	0.788	63.590	189.41	581.00
PBCSD Flow	13.316	0.444	0.401	0.500	36.410	128.66	394.67
<b>Total Plant Flow</b>	<b>36.572</b>	<b>1.219</b>	<b>1.163</b>	<b>1.288</b>	<b>100.00</b>	<b>318.07</b>	<b>975.67</b>
Tertiary Flow	31.829	1.061	0.897	1.417	87.031	115.76	355.08
Ocean Discharge	3.739	0.125	0.090	0.322	10.224	207.07	635.18
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	115.76MG (355.08acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.36 BG (28.73 K acre-ft.)
12 Month Rolling Total Reclamation Production	303.05 MG (930.07 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Jun'23 kWh	Price per kWh	Jun'23	May'23	Apr'23	Mar'23
Secondary	60,448.32	\$ 0.211	\$ 12,725.31	\$ 15,062.49	\$ 17,864.24	\$ 17,632.58
Blowers	73,772.00	\$ 0.219	\$ 16,133.96	\$ 9,997.98	\$ 9,724.66	\$ 8,208.67
<b>CAWD Total</b>	<b>134,220.32</b>		<b>\$ 28,859.27</b>	<b>\$ 25,060.47</b>	<b>\$ 27,588.90</b>	<b>\$ 25,841.25</b>
Tertiary	94,105.84	\$ 0.204	\$ 19,202.31	\$ 15,599.08	\$ 12,244.15	\$ 7,192.67
MF/RO	121,863.00	\$ 0.231	\$ 28,209.32	\$ 25,257.80	\$ 21,865.57	\$ 5,303.60
<b>Reclaim Total</b>	<b>215,968.84</b>		<b>\$ 47,411.63</b>	<b>\$ 40,856.88</b>	<b>\$ 34,109.72</b>	<b>\$ 12,496.27</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 17,674.61</b>	<b>Reclamation Total</b>		<b>\$ 58,596.29</b>

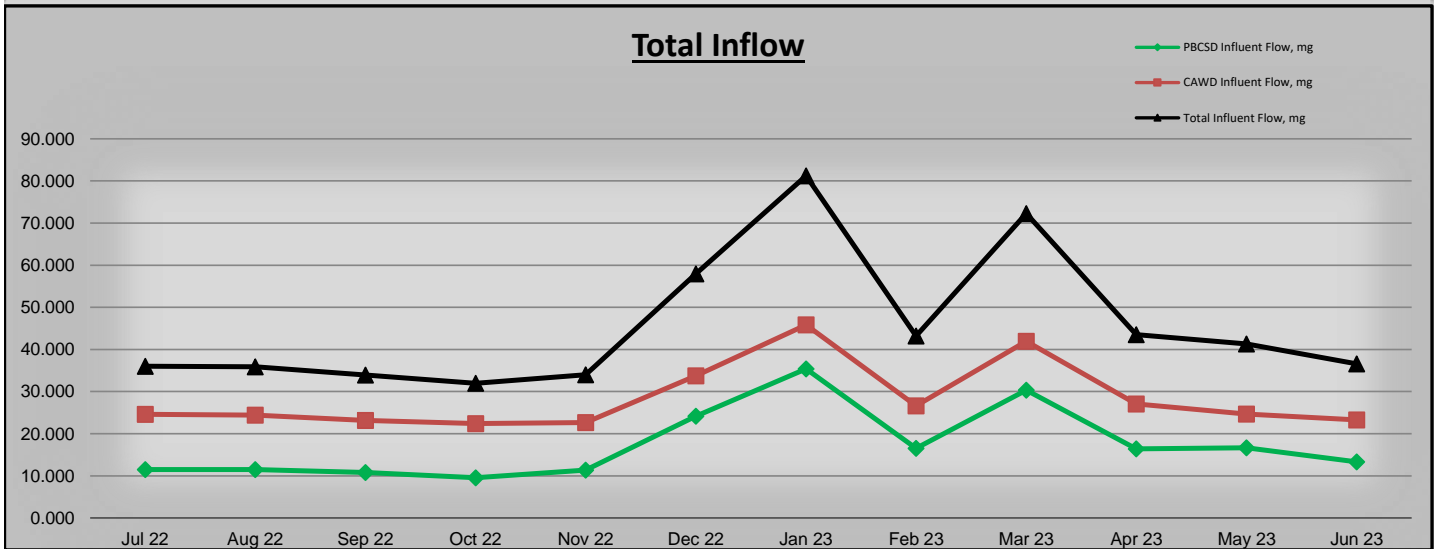
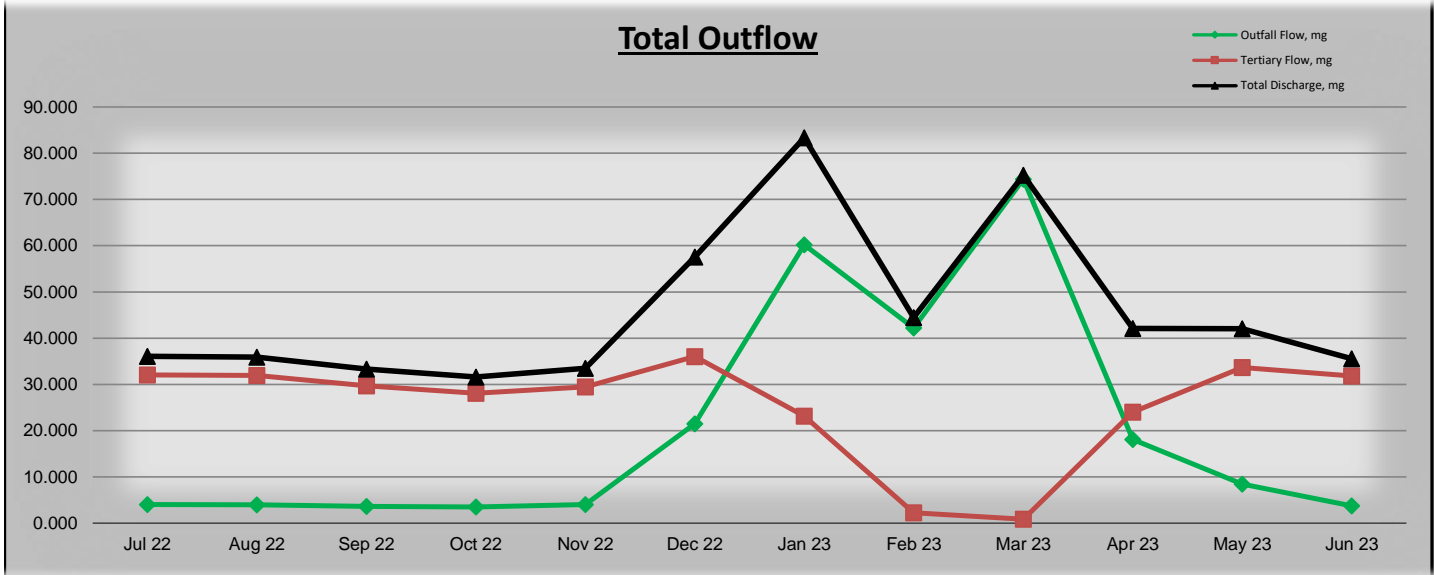
## kW-h Per Acre Foot

	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	1209.16	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	2142.43	N/A	N/A

## MICROTURBINE SUMMARY

Month	Jun '23 kW-h	May'23	Apr'23	Mar'23	Accumulated Totals
Production,kW-h	20,566	15,683	4,030	7,799	1,364,570.00

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

## TERTIARY PROCESS HISTORY

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

## ELECTRICAL COSTS

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

## kW-h Per Acre Foot

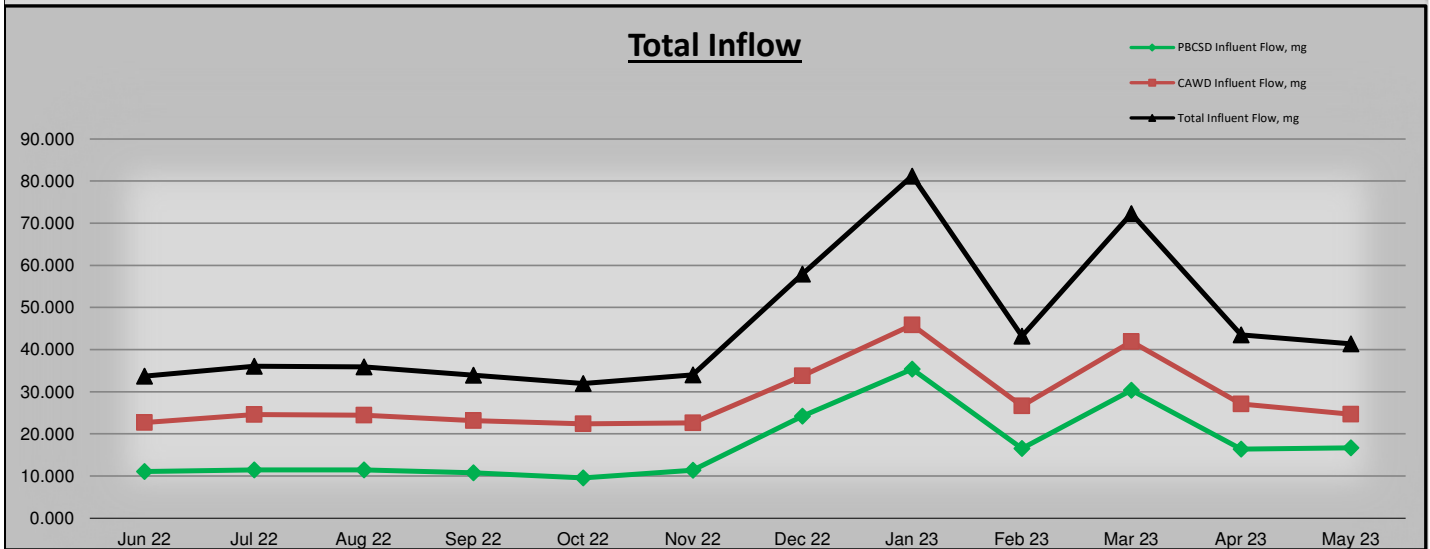
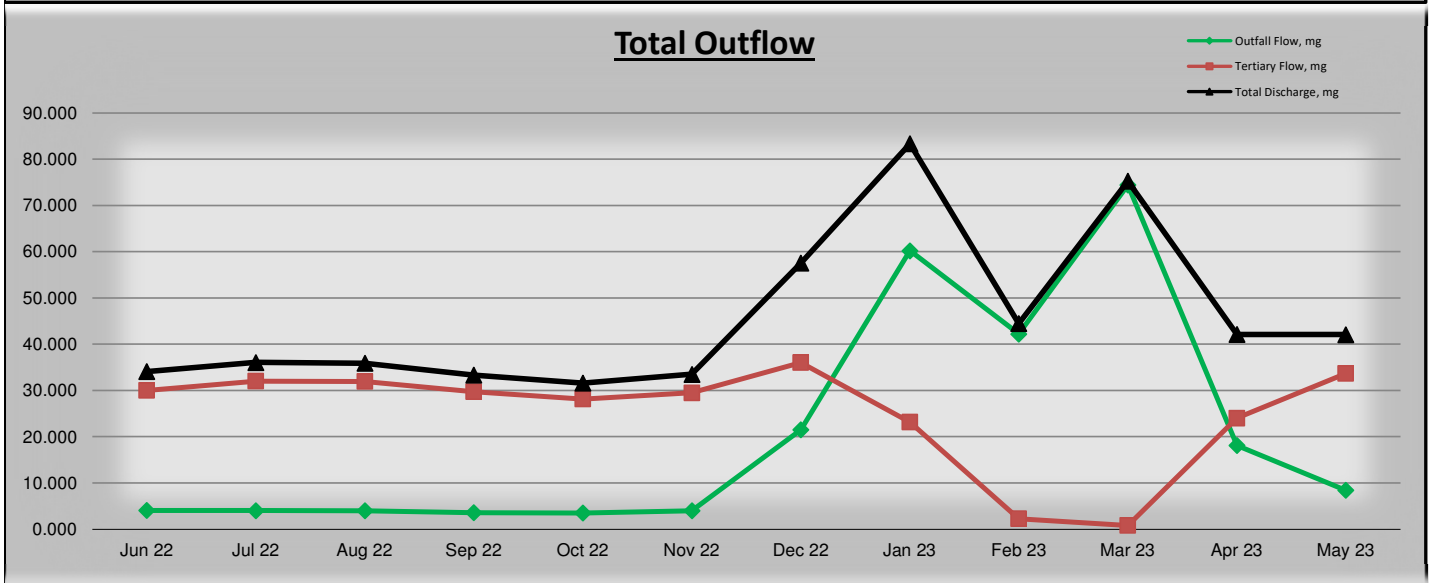
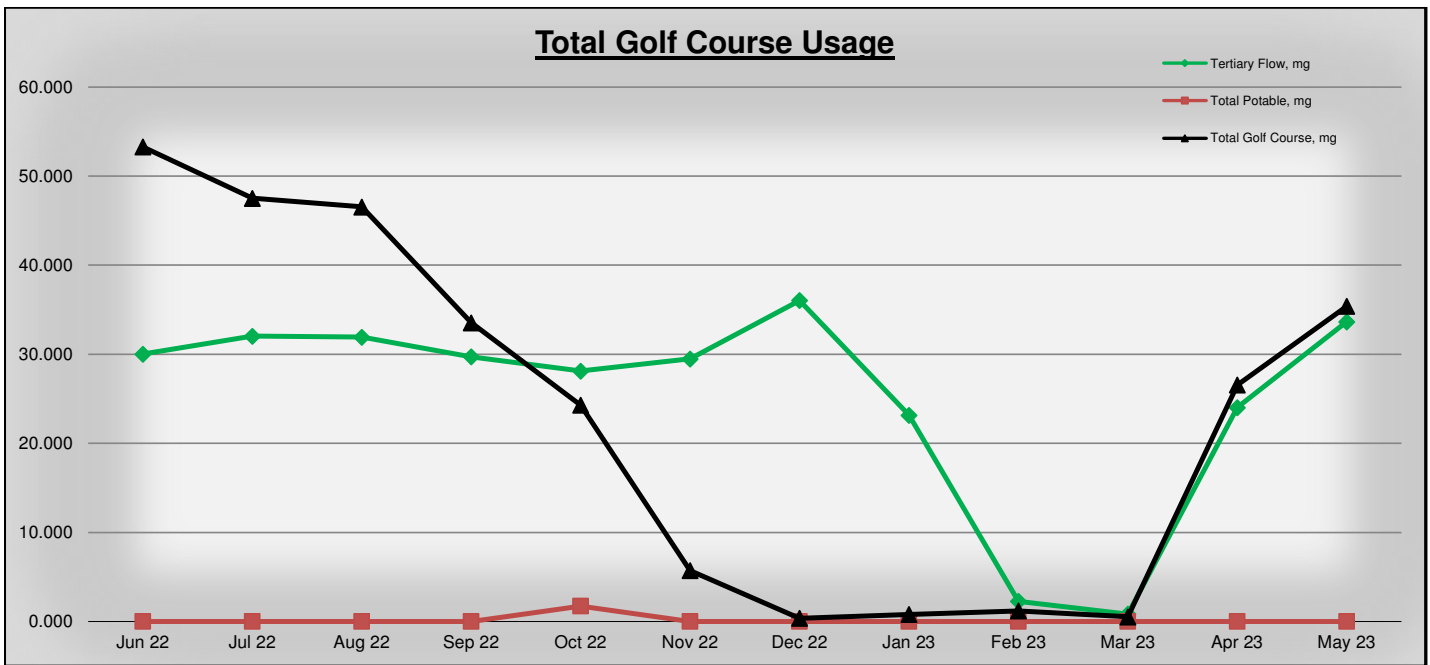
	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	N/A	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	N/A	N/A	N/A

## MICROTURBINE SUMMARY

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

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

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



# Wastewater Treatment Facility Operations Report

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

## TERTIARY PROCESS HISTORY

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

## ELECTRICAL COSTS

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

## kW-h Per Acre Foot

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

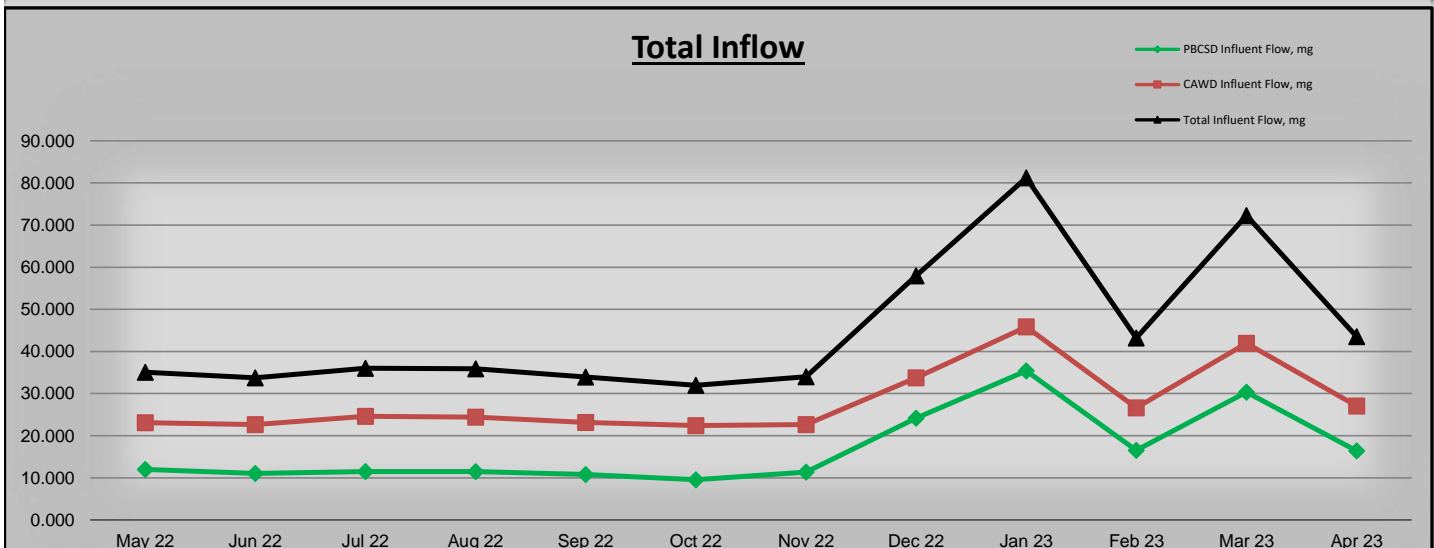
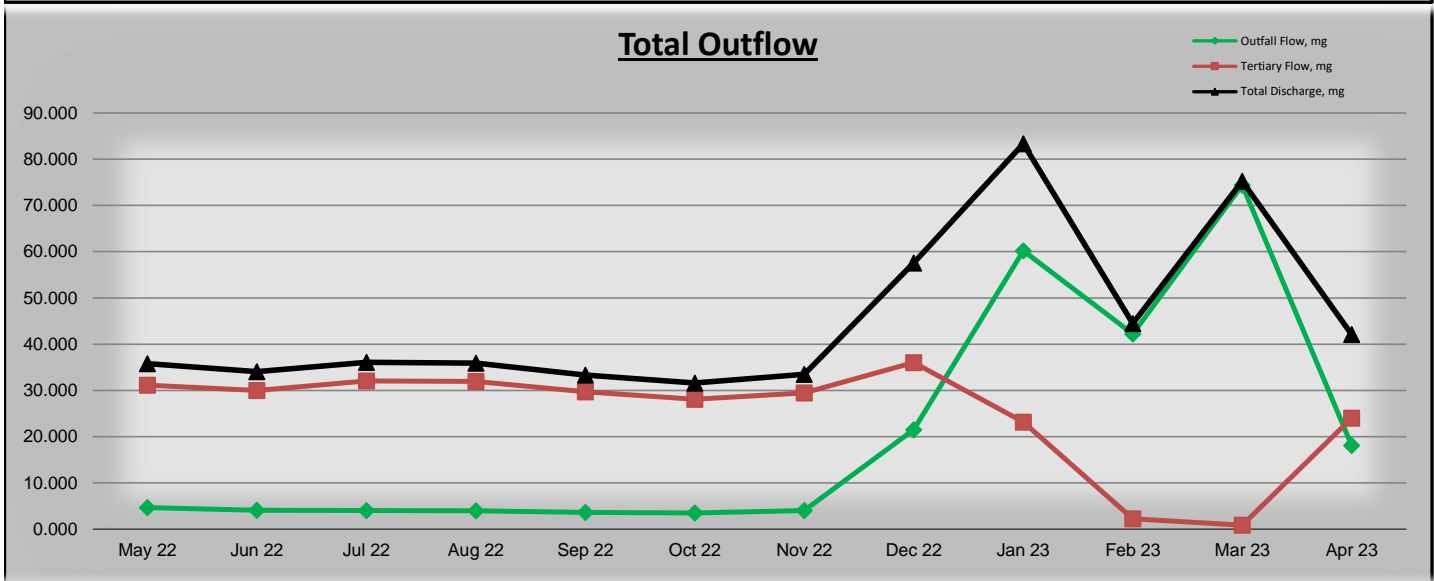
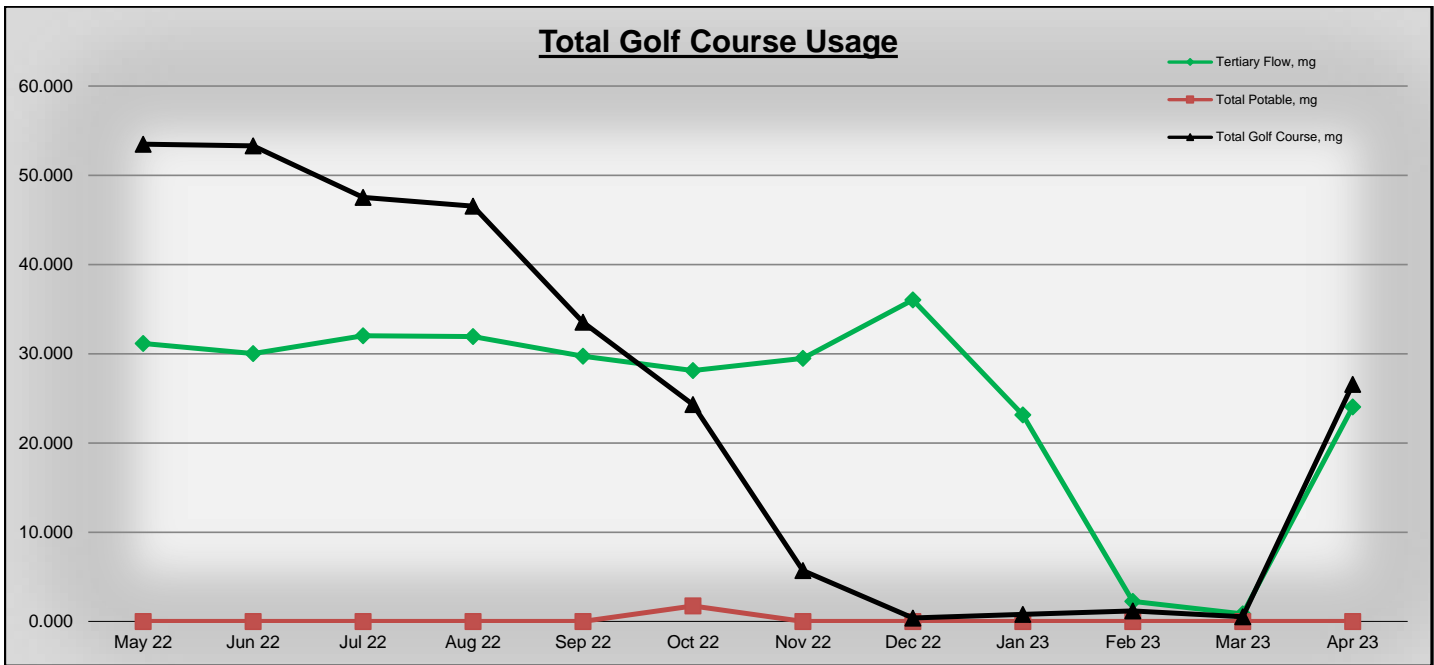
## MICROTURBINE SUMMARY

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

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

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

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



# STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: July 27 , 2023

Subject: Monthly Report – June 2023

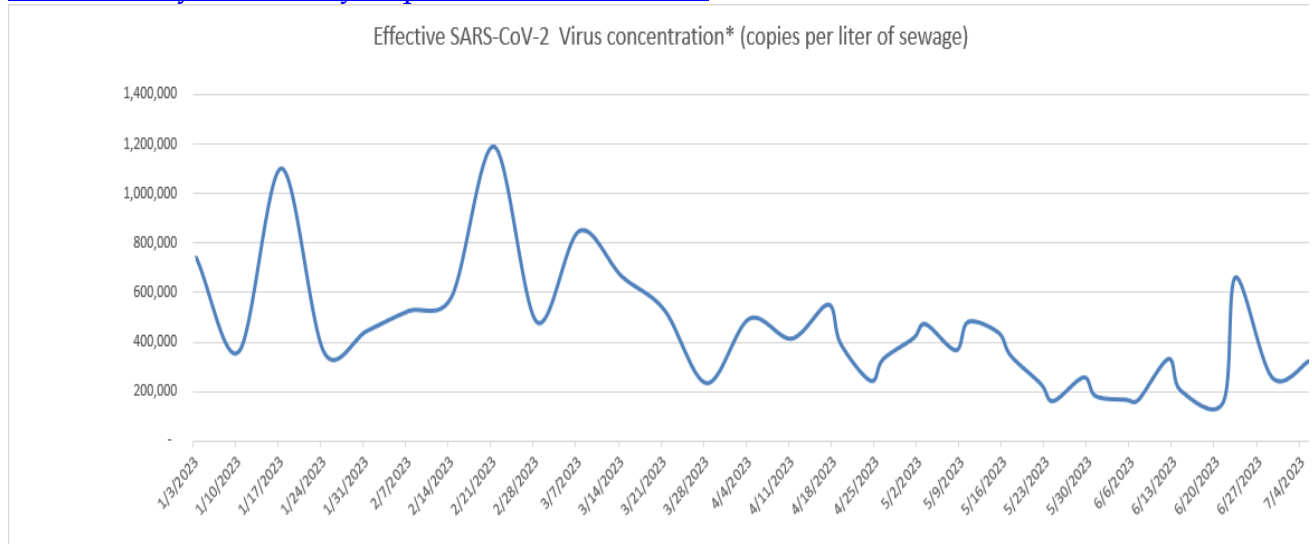
## RECOMMENDATION

Receive Report - Informational only; No action required.

## DISCUSSION

### LABORATORY REPORT

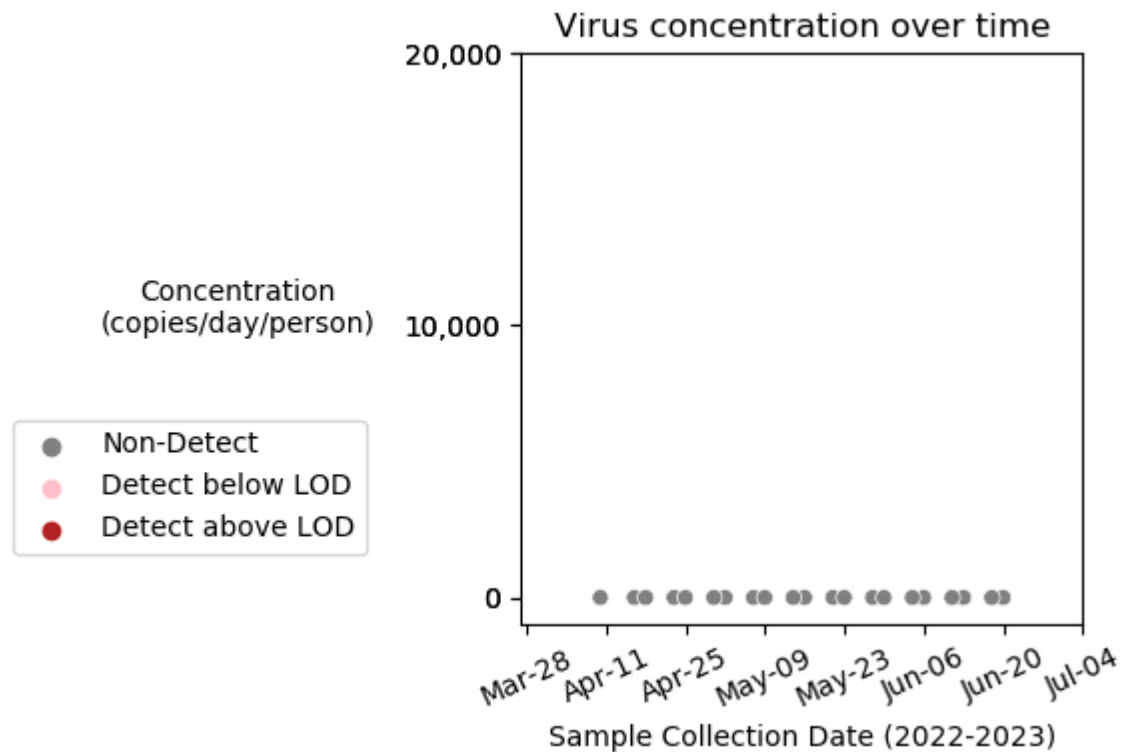
- Biobot Analytics continues to provide COVID-19 analysis for Carmel Area Wastewater District (CAWD) composite samples of the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the CAWD website: [Biobot Analytics Weekly Reports on SARS-CoV-2](#).



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



## Monkeypox virus in wastewater



- Monkey Pox data results for June 6<sup>th</sup>, 8<sup>th</sup>, 13<sup>th</sup>, 15<sup>th</sup>, 17<sup>th</sup>, 20<sup>th</sup>, 25<sup>th</sup>, and 27<sup>th</sup> are “not detected and below the limit of detection” (LOD).
- On June 5, 2023, Shimadzu technician performed preventive maintenance on the Total Organic Carbon unit.
- The District hired a new employee that started work on June 26<sup>th</sup>. He will be presented to the Board at the regular August meeting.

### ENVIRONMENTAL COMPLIANCE REPORT

- On June 9, 2023, Carmel High School maintenance crew started discharging their swimming pool water into the sanitary sewer system for two days. During the discharge laboratory staff collected and analyzed the discharge for high levels of chlorine. No chlorine residual was detected in the discharge to the sanitary sewer system.

### Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
From Scratch Restaurant	No	Excessive Grease in trap	Warning NOV issued, follow up inspection to be performed.
Aabha Indian Cuisine	No	Excessive Grease in trap	Warning NOV issued, follow up inspection to be performed.
Chez Noir	Yes		
The Cottages of Carmel	Yes		
Lafayette Bakery	Yes		
Lugano Swiss Bistro	Yes		
Carmel Coffee Bank	NA		Closed business
Chopstix	Yes		
Carmel Mission Inn Shearwater Tavern	Yes		

### Grocery Store/Delicatessen Inspections

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

### Compliance Register

% Compliance	Maintenance	Mechanical
April 2023	NA	NA
May 2023	100	100
June 2023	78	100

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

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



## Treatment Plant Capital Project Summaries



Photo: New Sludge Tank Under Construction

<b>Project Number:</b>	<b>18-01</b>	
<b>Project Name:</b>	<b>Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab &amp; Sludge Holding Tank Replacement Project</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	In Construction	
<b>Project Description:</b>	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$9,137,431	\$7,771,132
<b>Financial:</b>	FY Budget:	FY Spent:
	\$4,820,750	\$3,450,028
<b>Reclamation Share:</b>	Estimated at 2.7% of project cost.	
<b>Other Entities:</b>	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
<b>Permits Required:</b>	Coastal Commission Notification	
<b>Challenges:</b>	Electrical Equipment Supply Chains	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction anticipated for FY21/22 into FY22/23</li> </ul>	
<b>Consultants:</b>	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
<b>Contractor:</b>	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

<b>Project Number:</b>	<b>18-28</b>	
<b>Project Name:</b>	<b>Perimeter Tree Plan and Implementation</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	Planning Stakeholder Meeting	
<b>Project Description:</b>	Planning and landscaping around the treatment plant. This will include looking into possibly replacing the non-native eucalyptus trees around the perimeter of the treatment plant with native tree species. The project will start with a study and a plan to determine costs, sequencing schedule, and visual impacts. The Eucalyptus trees around the plant have ongoing maintenance costs, which may be offset in the long term with a different type of tree screening. The purpose is to improve security around plant perimeter.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$130,020	\$5,020
<b>Financial:</b>	FY Budget:	FY Spent:
	\$75,000	\$0
<b>Reclamation:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	Currently unknown (In Study Phase)	
<b>Challenges:</b>	Time it will take for new trees to grow up that will fully screen treatment plant from view	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Study moved to 2023; anticipate completion 06-30-26</li> </ul>	
<b>Consultants:</b>	Scott Hall Landscape Design	
<b>Contractor:</b>	TBD	

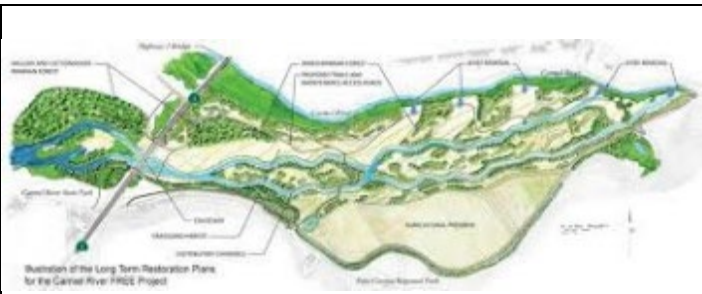


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

<b>Project Number:</b>	<b>19-21</b>	
<b>Project Name:</b>	<b>Carmel River Floodplain Restoration &amp; Environmental Enhancement (CRFREE) Mitigation</b>	
<b>Project Location:</b>	Carmel River Lagoon	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	SHPO Consultation for FEMA Funding	
<b>Project Description:</b>	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines, which are currently crossing over a portion of the lagoon, are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
<b>Department:</b>	Engineering	
<b>Financial:</b>	Coastal Conservancy Grant Budget: \$750,000	Cumulative Spent: \$618,569 FY Spent: \$0
** Project is being funded by CRFREE initiated grants		
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	Monterey County	
<b>Permits Required:</b>	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board (RWQCB)	
<b>Challenges:</b>	Construction near environmentally sensitive habitat and obtaining new easement from State Parks	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction anticipated in 2025</li> </ul>	
<b>Consultants:</b>	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
<b>Contractor:</b>	TBD	



Photo: Existing air diffuser system

<b>Project Number:</b>	<b>19-19</b>	
<b>Project Name:</b>	<b>WWTP – Aeration Basin Improvements</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Waggoner	
<b>Status:</b>	On Hold	
<b>Project Description:</b>	The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget: \$17,332	Cumulative Spent: \$17,332
	FY Budget: \$0	FY Spent: \$0
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	N/A	
<b>Challenges:</b>	Weather conditions and Scheduling	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Design is complete</li> <li>Materials ordered and received</li> <li>Construction currently on hold</li> </ul>	
<b>Consultants:</b>	N/A	
<b>Contractor:</b>	N/A	





Photo: Existing Dilapidated Fence

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



Photo: Gas Meter on North Side of River

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





Photo: Conceptual Rendering of Public Use and Bridge

<b>Project Number:</b>	<b>22-04</b>	
<b>Project Name:</b>	<b>CAWD Bridge and Trail Project</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	Funding Strategy	
<b>Project Description:</b>	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget: \$550	Cumulative Spent: \$968
	FY Budget: \$0	FY Spent: \$968
**No budget. Funding potential via Carmel River settlement grants.		
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
<b>Permits Required:</b>	TBD	
<b>Challenges:</b>	Obtaining Funding and Community Support	
<b>Schedule:</b>	Currently working on video and marketing outreach effort	
<b>Consultants:</b>	TBD	
<b>Contractor:</b>	TBD	



Photo: CAWD Vactor Truck

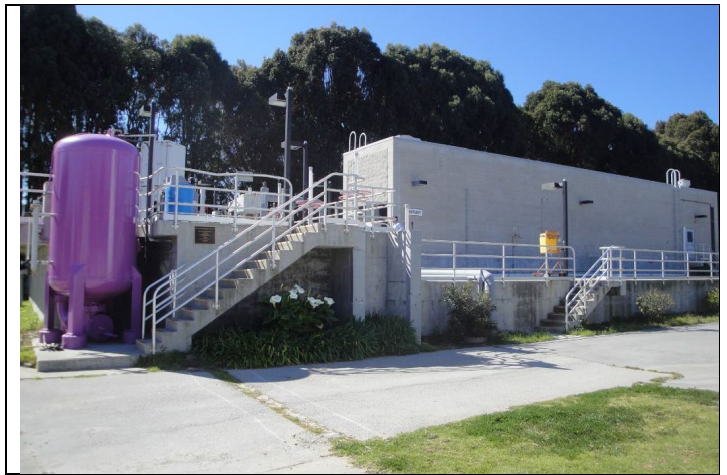
<b>Project Number:</b>	<b>22-06</b>	
<b>Project Name:</b>	<b>Vactor Receiving Station</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	Design Phase	
<b>Project Description:</b>	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget: \$354,950	Cumulative Spent: \$86,688
	FY Budget: \$104,950	FY Spent: \$86,688
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	Coastal Developmental Permit (CDP) Notification	
<b>Challenges:</b>	Design for ultimate user satisfaction.	
<b>Schedule:</b>	Construction in FY23/24	
<b>Consultants:</b>	Kennedy Jenks	
<b>Contractor:</b>	TBD	

# **Reclamation Capital Project Summaries**



*Photo: Existing totes used for Sulfuric Acid storage and Feed*

<b>Project Number:</b>	18-26	
<b>Project Name:</b>	Sulfuric Acid & Citric Acid Storage & Feed Systems Project	
<b>Project Location:</b>	Reclamation – Microfiltration (MF)/Reverse Osmosis (RO)	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Startup Phase	
<b>Project Description:</b>	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.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent: \$386,209
	\$455,923	
<b>Financial:</b>	FY Budget:	FY Spent: \$260,741
	\$334,000	
<b>Reclamation Share:</b>	100%	
<b>Other Entities:</b>	Reclamation Project	
<b>Permits Required:</b>	Coastal Commission Notification	
<b>Challenges:</b>	Hazardous Chemical Safety	
<b>Schedule:</b>	Anticipated Completion mid 2023	
<b>Consultants:</b>	Trussell Technologies, Inc	
<b>Contractor:</b>	Monterey Peninsula Engineering	



*Photo: Exterior of Tertiary Building*

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

## **Collections Capital Project Summaries**



*Photo: View gravity pipe in Carmel easement*

<b>Project Number:</b>	<b>19-03</b>								
<b>Project Name:</b>	<b>Carmel Meadows Sewer Replacement</b>								
<b>Project Location:</b>	Collection System								
<b>Project Manager:</b>	Lather								
<b>Status:</b>	Permitting								
<b>Project Description:</b>	The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.								
<b>Department:</b>	Collections								
<b>Financial:</b>	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>Cumulative Spent:</td> </tr> <tr> <td>\$2,471,949</td> <td>\$615,044</td> </tr> <tr> <td>FY Budget:</td> <td>FY Spent:</td> </tr> <tr> <td>\$2,000,000</td> <td>\$140,685</td> </tr> </table>	Cumulative Budget:	Cumulative Spent:	\$2,471,949	\$615,044	FY Budget:	FY Spent:	\$2,000,000	\$140,685
Cumulative Budget:	Cumulative Spent:								
\$2,471,949	\$615,044								
FY Budget:	FY Spent:								
\$2,000,000	\$140,685								
<b>Permits Required:</b>	Coastal Permit and Environmental Review								
<b>Challenges:</b>	Redirecting the sewer to the pump station without requiring booster pumps for all individual houses.								
<b>Schedule:</b>	Design and Environmental Review completed 6/28/22. Construction on hold for permitting.								
<b>Consultants:</b>	SRT Consultants, WRA Environmental, TBC Communications								
<b>Contractor:</b>	TBD								



*Photo: Looking at Pump Station Exterior*

<b>Project Number:</b>	<b>20-07</b>								
<b>Project Name:</b>	<b>Bay/Scenic Pump Station Rehabilitation</b>								
<b>Project Location:</b>	Collection System								
<b>Project Manager:</b>	Lather								
<b>Status:</b>	In Design / CEQA								
<b>Project Description:</b>	Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.								
<b>Department:</b>	Collections								
<b>Financial:</b>	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>Cumulative Spent:</td> </tr> <tr> <td>\$680,892</td> <td>\$76,756</td> </tr> <tr> <td>FY Budget:</td> <td>FY Spent:</td> </tr> <tr> <td>\$650,000</td> <td>\$45,864</td> </tr> </table>	Cumulative Budget:	Cumulative Spent:	\$680,892	\$76,756	FY Budget:	FY Spent:	\$650,000	\$45,864
Cumulative Budget:	Cumulative Spent:								
\$680,892	\$76,756								
FY Budget:	FY Spent:								
\$650,000	\$45,864								
<b>Reclamation Share:</b>	0%								
<b>Other Entities:</b>	Carmel-by-the-Sea, Coastal Commission								
<b>Permits Required:</b>	Exemptions from CEQA and Coastal dependent on panel location requirements.								
<b>Challenges:</b>	Traffic Control, Panel Location away from bluff								
<b>Schedule:</b>	Construct 2023/24 Fiscal Year								
<b>Consultants:</b>	SRT Consultant								
<b>Contractor:</b>	Pending								





Photo: Pipe Bursting Limits on Scenic

<b>Project Number:</b>			<b>20-08</b>
<b>Project Name:</b>			<b>Scenic Rd Pipe Bursting - Ocean to Bay</b>
<b>Project Location:</b>			Collection System
<b>Project Manager:</b>			Lather
<b>Status:</b>			In Design / CEQA
<b>Project Description:</b>			Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.
<b>Department:</b>			Collections
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:	
	\$3,731,786	\$322,583	
<b>Financial:</b>	FY Budget:	FY Spent:	
	\$3,500,000	\$90,797	
<b>Reclamation Share:</b>		0%	
<b>Other Entities:</b>		Carmel-by-the-Sea, Coastal Commission	
<b>Permits Required:</b>		CEQA & Coastal Commission permit required.	
<b>Challenges:</b>		Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.	
<b>Schedule:</b>		CEQA complete 11/1/2023, Construction 2024	
<b>Consultants:</b>		MNS, Rincon, TBC Communications	
<b>Contractor:</b>		Pending	

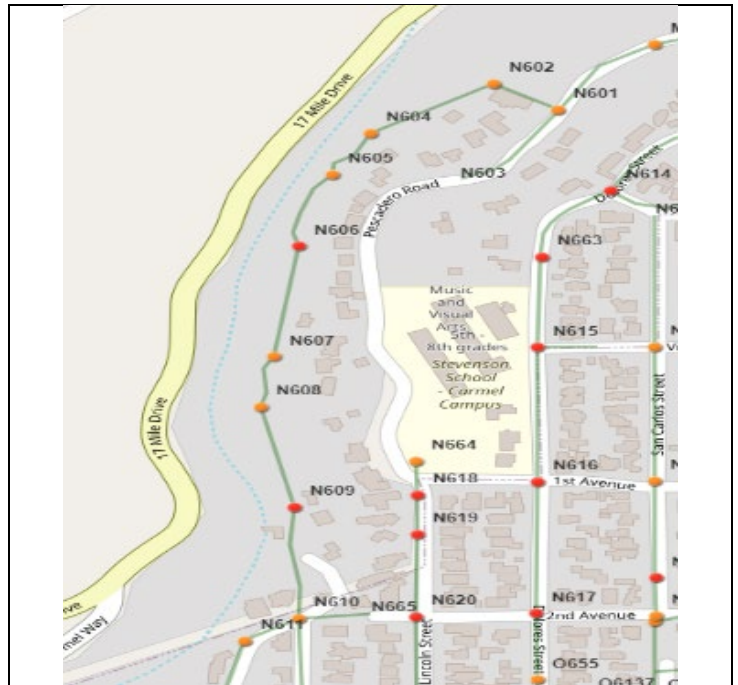


Photo: Sewer Line at Pescadero Creek

<b>Project Number:</b>			<b>21-05</b>
<b>Project Name:</b>			<b>Pescadero Sewer Relocation</b>
<b>Project Location:</b>			Collection System
<b>Project Manager:</b>			Lather
<b>Status:</b>			In Design / CEQA
<b>Project Description:</b>			Relocate damaged pipe from creek slope to roadway
<b>Department:</b>			Collections
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:	
	\$1,689,236	\$181,931	
<b>Financial:</b>	FY Budget:	FY Spent:	
	\$100,000	\$92,695	
<b>Reclamation Share:</b>		0%	
<b>Other Entities:</b>		N/A	
<b>Permits Required:</b>		Environmental Review	
<b>Challenges:</b>		Narrow road, depth of manhole, houses to be placed on individual pumps	
<b>Schedule:</b>		Start design, public outreach, & Environmental in Winter 2023.	
<b>Consultants:</b>		MNS, Denise Duffy, TBC Communications & Media	
<b>Contractor:</b>		TBD	

Photo: LT Capital Schedule

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

**Lorca Lane Sewer Replacement**



<b>Project Number:</b>	<b>22-07</b>	
<b>Project Name:</b>	<b>Lorca Lane Sewer Replacement</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Lather	
<b>Status:</b>	Work in Progress	
<b>Project Description:</b>	Relocate 300' of 6" line and install manhole at Lorca Lane and Del Monte Street.	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget: \$175,000	Cumulative Spent: \$81,482
	FY Budget: \$153,500	FY Spent: \$81,482
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	Carmel-by-the-Sea, Coastal Commission	
<b>Permits Required:</b>	None	
<b>Challenges:</b>	Weather and high groundwater table	
<b>Schedule:</b>	Construct 2023	
<b>Consultants:</b>	Monterey Bay Engineering	
<b>Contractor:</b>	Monterey Peninsula Engineering	

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



<b>Project Number:</b>	<b>23-01</b>
<b>Project Name:</b>	<b>Santa Rita &amp; Guadalupe</b>
<b>Project Location:</b>	Collection System
<b>Project Manager:</b>	Lather
<b>Status:</b>	Work in Progress
<b>Project Description:</b>	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP
<b>Financial:</b>	Cumulative Budget: \$200,000
	Cumulative Spent: \$30,453
	FY Budget: \$200,000
	FY Spent: \$30,453
<b>Financial:</b>	Cumulative Budget: \$3,869,330
	FY Budget: \$171,464
<b>Reclamation Share:</b>	0%
<b>Other Entities:</b>	Carmel-by-the-Sea,
<b>Permits Required:</b>	None
<b>Challenges:</b>	
<b>Schedule:</b>	Construct 2024
<b>Consultants:</b>	MNS Engineers
<b>Contractor:</b>	TBD



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



Photo: River Watch logo

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

**Pipeline Spot Repair 23-02**



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

## **Assessment Districts/Annexations**

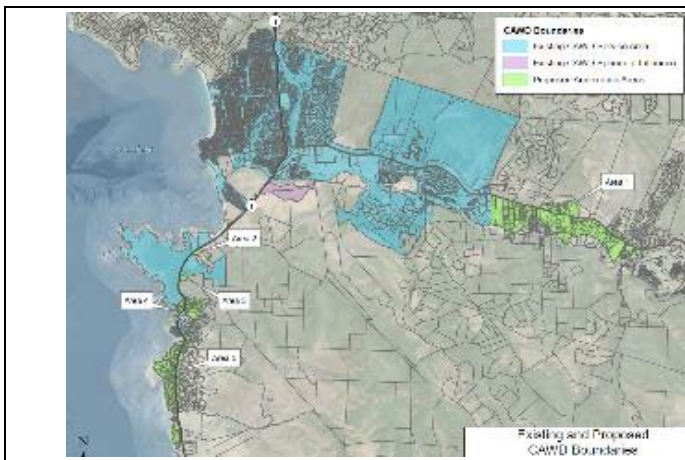


Photo: Areas of Potential Annexation

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



Photo: Entrance to Carmel Valley Manor

<b>Project Number:</b>	<b>19-08</b>	
<b>Project Name:</b>	<b>Carmel Valley Manor Pipeline and Pump Station</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Lather	
<b>Status:</b>	In Construction	
<b>Project Description:</b>	Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system. Riley Ranch, #19-08 Carmel Valley Manor (Deferred Revenue)	
<b>Department:</b>	Collections	
<b>Financial: this is an unbudgeted item-under repayment agreement (no funds received)-</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$180
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$0
<b>Other Entities:</b>	The prospect of a pipeline has given rise to a plethora of potential additional connections.	
<b>Permits Required:</b>	County Encroachment Permit, Environmental Review completed.	
<b>Challenges:</b>	Funding, Repayment Agreement, easement agreements LAFCO annexation	
<b>Schedule:</b>	Approved without protest at 3/22/21 LAFCO hearing. Easement and Sewer Extension Agreements signed in September 2022. Construction is in progress.	
<b>Consultants:</b>	MNS and Rincon are working for Carmel Valley Manor to permit and design the project.	
<b>Contractor:</b>	N/A	

# Other Non-Capital Project Summaries



## ADP Workforce Now

*Photo: ADP Clip Art*

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Workforce Now	
<b>Project Location:</b>	All Supervisor Locations	
<b>Project Manager:</b>	Foley	
<b>Status:</b>	Implementation	
<b>Project Description:</b>	Implementation of a comprehensive Human Resource (HR) software database for all supervisors and employees to utilize. Modules provide employee development tracking, benefits administration, custom performance review templates, and employee goal management.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget: \$0	Cumulative Spent: \$2,520 (annual fee)
	FY Budget: \$0	FY Spent: \$2,520 (annual fee)
<b>Challenges:</b>	Technical issues need to be resolved & employee training. Implementation of advanced features for employee development and learning management.	
<b>Schedule:</b>	Implemented in April 2023. HCM Unlocked Consultant hired for specialized implementation services. Currently working on Timesheet component.	
<b>Consultants:</b>	ADP	



*Photo: Real Estate Clip Art*

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Real Property Investigation	
<b>Project Location:</b>	Carmel Valley	
<b>Project Manager:</b>	Barbara Buikema	
<b>Status:</b>	Evaluation in Progress	
<b>Project Description:</b>	An investigation of a possible new treatment facility site in the mouth of the Carmel Valley, which is in response to the Coastal Commission requirement to move facilities within 30 years.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget: \$75,000	Cumulative Spent: \$0
	FY Budget: \$75,000	FY Spent: \$0
<b>Permits Required:</b>	None – at this time	
<b>Challenges:</b>	Limited land possibilities, regulatory hurdles, and zoning	
<b>Schedule:</b>	open ended	
<b>Consultants:</b>	Mahoney & Associates	



Photo: Cyber Security Clip Art

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



Photo: Six Sigma Clip Art

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



*Photo: California coastline*

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



# STAFF REPORT

To: Board of Directors  
From: Ed Waggoner, Operations Superintendent  
Date: July 27, 2023  
Subject: Monthly Operations Reports – June 2023



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Plant Operation

#### Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of June.
- Operations staff assisted the Laboratory in running analysis until June 26 when the new Laboratory Analyst/Environmental Compliance Inspector I Jacob Gams started work.
- The month of June saw new equipment for the influent pump station and headworks station come online. Specifically, Influent Pump #3, Headworks Screen #1, and Grit Separator/washer

#### Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration (MF) Cells 1, 2, and 3. The cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- (Project #21-09) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA). Operations staff continues working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.
- Staff received 160 SMT600-S26 Modules for the Microfiltration (MF) system. This provides 2 complete cell replacements out of 3 operating cells.

#### Training:

- Staff participated in scheduled tailgate safety meetings in the Digester building conference room.
- June 14, Operations Superintendent attended an in-person Operator Certification Training at Monterey One Water sponsored by the State of California Office of Certification.
- June 21, Senior Operator Chris Dixon attended a supervisor training class in Salinas on "Conflict Resolution".

### **Capital Improvement:**

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

### **Meetings Attended**

- June 7, Operations Superintendent attended the temporary bypass pump walk through for the effluent pump station construction work on Project #18-01.
- June 15, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County.
- June 25, Zoom meeting with Trussell Technologies to review the past three months operational data on the Wastewater Reclamation Project.
- June 29, In-house meeting with Storm Water Committee to finalize the 2022-2023 Annual Report for Storm Water Discharges Associated with Industrial Discharges General Permit from the State of California
- (Project #18-01) Weekly Teams meeting on the construction progress of the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

### **Discharge Permit Violations**

- There were no violations of Reclamation Permit 93-72 for the month of May 2023.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of May 2023.

### FUNDING

N/A-Informational item only

# STAFF REPORT



To: Board of Directors  
From: Chris Foley, Maintenance Superintendent  
Date: July 27, 2023  
Subject: Monthly Maintenance Report – June 2023

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Maintenance Projects in Progress/Completed

- Breaker testing was completed at the treatment plant and no issues were reported.
- Preventative maintenance tasks have been added for the new influent and headworks equipment. The first set of work orders have been generated per the maintenance manuals and staff is completing the work orders as they are due.
- The reclamation sand filter air compressors are out of service due to breaker issue. Staff scheduled Cisco Air to diagnose and possibly rebuild compressors due to their age and run hours.
- The Reverse Osmosis (RO) Clean-In-Place (CIP) pump failed. This pump has had multiple failures in the last 3 years. The process has changed with the increase in usage and addition of sulfuric acid to the cleanings. Staff sent the failed pump to RFMacDonald to perform a failure analysis so a recommendation can be made to update the pump internal components to account for the change in process.
- The cyber security testing is complete, and the final report is in progress. Staff is well-trained and did not fall into any of the social engineering or email attacks. There were two configuration issues that were identified. One issue has been addressed and staff is working on the second issue with Exceedio.
- The annual boiler preventative maintenance was completed by California Boiler. The boiler provides supplement heat for the digester and is a critical asset. The maintenance includes inspection and changing of consumable components.

## Upcoming Maintenance Projects

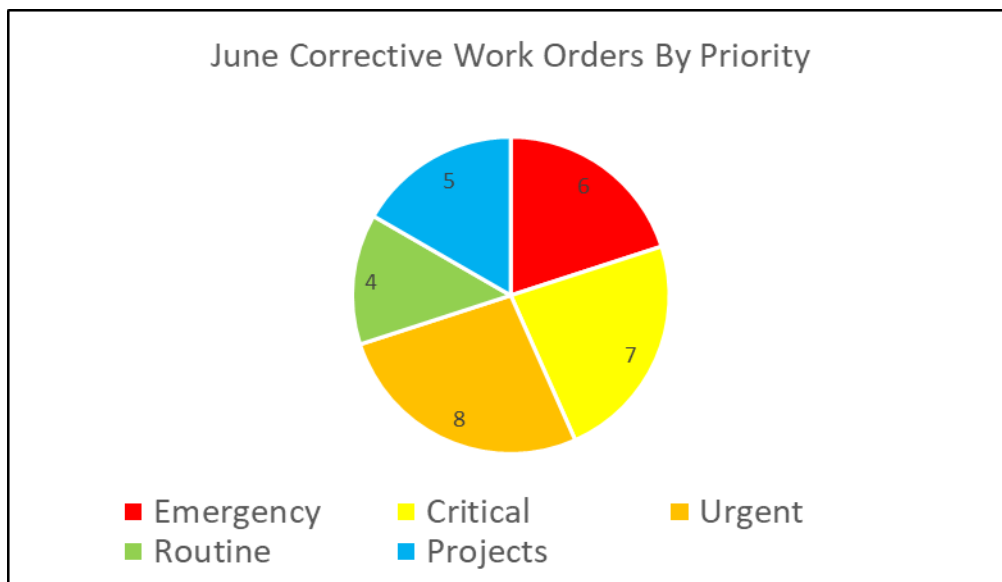
- Annual maintenance of the laboratory backup battery system is scheduled for July. This backup battery provides power for all the lab instruments in the event of a power failure so sample testing is not interrupted.
- The microfiltration feed pump breaker tripped. An insulation resistance reading of the motor wiring indicated moisture in the cable or motor. A crane is scheduled to pull the pump/motor assembly for inspection.
- Staff is working on the addition of a level transmitter for the RO CIP tank to improve automation when filling and draining the tank.

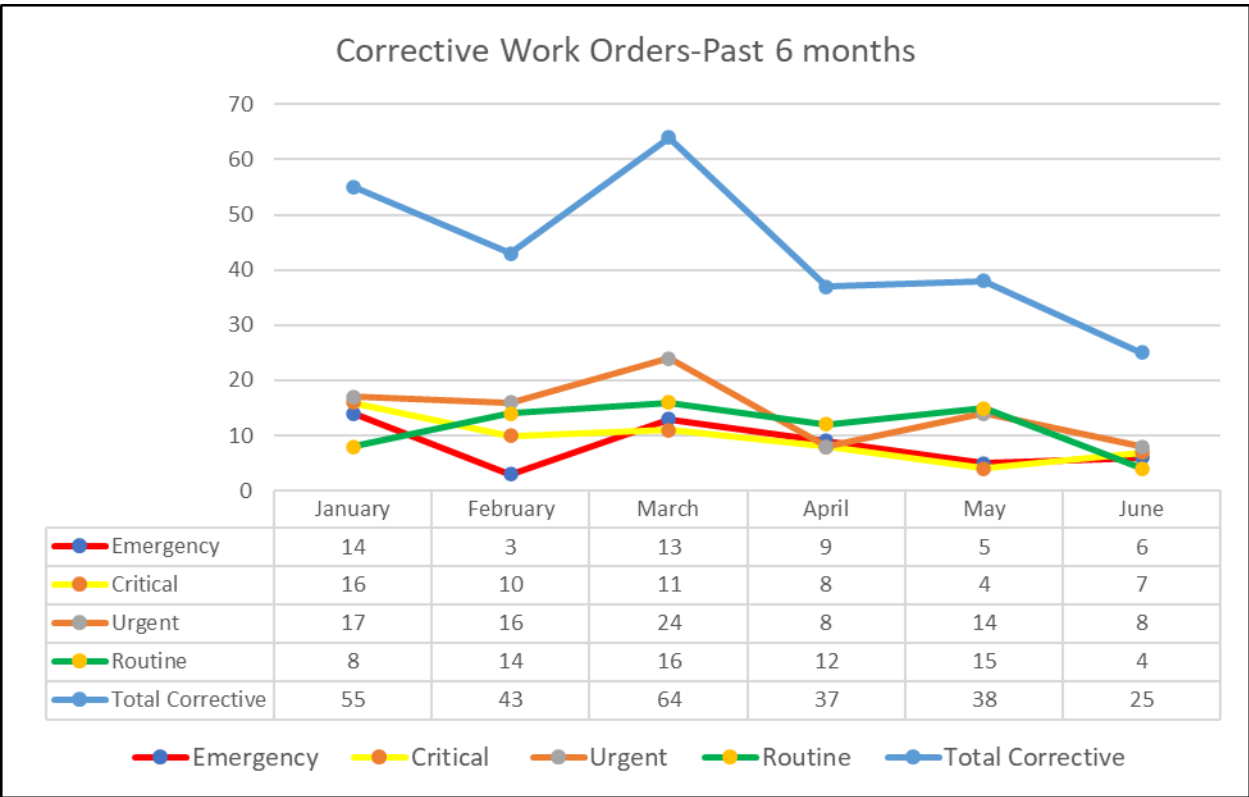
### Work Order Metrics

#### Preventive Maintenance (June)

Total Work Orders Generated	383
Total Work Orders Closed/Done	364
Total Work Orders Still Open	19
Percentage of Work Orders Completed	95.04%

#### Corrective Maintenance (June)





FUNDING-N/A- Informational item only

# STAFF REPORT

To: Board of Directors  
From: Rachél Lather, Principal Engineer  
Date: July 27, 2023  
Subject: General Engineering



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

This report is provided to update the Board of the Carmel Area Wastewater District (District) on current engineering activities during the month of June.

### General Engineering

Carmel Valley Manor (CVM) have commenced construction and staff are actively involved in the submittal review and construction inspection process, as needed. There are many inquiries from parcel owners along the alignment of the CVM project regarding the process to connect to the District. Construction within Carmel Valley Road will stop during the month of August.

September Ranch have commenced marking Carmel Valley Road and pot holing to locate existing utilities. Staff are attending the construction meetings and providing reviews and approvals of submittals from the contractor, Don Chapin, as needed. MNS is providing inspection services on behalf of the District.

The construction of the 2022-23 Spot Repair Project by Rooter King of Monterey County has been completed. A notice of completion will be provided to your board once all invoices have been received.

The Carmel Meadows Planning Commission hearing for a coastal permit occurred on July 12, 2023 and the decision was tabled with instruction to return on a date uncertain with alternatives for action on the application based on comments at the hearing.

## FUNDING

N/A- Informational item only

# *Resolutions*



# STAFF REPORT



**To:** Board of Directors

**From:** Daryl Lauer, Collection Superintendent

**Date:** July 27, 2023

**Subject:** Adopt Resolution 2023-43 To Execute A Mutual Assistance Agreement Between Carmel Area Wastewater District and the Marina Coast Water District.

## RECOMMENDATION

Staff recommends the Board of Directors adopt Resolution 2023-43, to approve a Mutual Assistance Agreement, and authorize the General Manager to execute the Agreement.

## BACKGROUND

Marina Coast Water District (MCWD) is a County water district, which consists of a five-member elected Board of Directors. This District provides water, sewer, and recycled water to approximately 41,000 customers.

Our District provides sewer collections, treatment and recycled water to approximately 14,500 customers.

This Agreement would serve as the master agreement and contains all the necessary contractual language to recover equipment, labor, and materials costs. A mutual aid response to assistance request is strictly voluntary to either entity.

## DISCUSSION

CAWD's maintenance staff performs similar duties to MCWD staff regarding sewer collections. CAWD and MCWD both maintain sewer mains and lift stations, which necessitate a 24/7 response in the event of an emergency. Having multiple mutual assistance agreements is beneficial, as it allows the entities to have a pool of resources shall they need immediate assistance for equipment, material, or labor.

CAWD and the MCWD maintenance staff have a good working relationship and are in close proximity to one another; many parts, tools, and equipment are similar, allowing for a rapid response shall it be warranted. This agreement is being requested to respond to emergencies such as sewer overflows. Our first goal is to prevent sewer overflows, but if an overflow does occur this agreement expands the Districts resources to minimize the consequences of the sewer overflow.

MCWD staff will be taking this Agreement to their Board at a regularly scheduled meeting on July 17, 2023, for approval.

District staff is willing and ready to provide assistance should it be needed and is requesting the Board's approval in order to provide additional safeguards for emergencies.

#### **LEGAL COUNSEL REVIEW**

Legal Counsel reviewed the Mutual Assistance Agreement .

- Attachments: Resolution 2023-43
- Mutual Assistance Agreement

#### **FUNDING**

N/A

## MUTUAL ASSISTANCE AGREEMENT

THIS MUTUAL ASSISTANCE AGREEMENT (this "Agreement") is made and entered into effective as of \_\_\_\_\_, 2023, by and between the Marina Coast Water District, a public agency (the "MCWD"), and the Carmel Area Wastewater District, a public agency (the "CAWD").

### Recitals

A. The MCWD and the CAWD have determined that it would be in their mutual best interests to periodically lend to each other equipment, supplies and personnel, and to otherwise cooperate with and assist each other in the event of an emergency or in other situations where one agency has insufficient resources to undertake a necessary public project or activity.

B. The parties desire to set forth herein the terms on which they may provide mutual assistance through the sharing of resources.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Requests for Assistance. In the event that either party to this Agreement (the "Borrower") has a need for the equipment, supplies, personnel or other resources of the other party hereto (the "Lender") for purposes of undertaking a necessary public project or activity, the Borrower may request that the Lender provide such resources. Any verbal request for assistance shall be followed with a documented request and shall become supporting documentation under this Agreement when assistance is granted. Any such request shall be submitted as follows:

If to the CAWD: Address: 3940 Rio Rd. Carmel-by-the-Sea, CA 93923  
Phone: (831) 624-1248  
Email: [buikema@cawd.org](mailto:buikema@cawd.org)  
Attn: Barbara Buikema, General Manager

If to the MCWD: Address: 11 Reservation Road, Marina, CA 93933  
Phone: (831) 384-6131  
Email: [rscherzinger@mcwd.org](mailto:rscherzinger@mcwd.org)  
Attn: Remleh Scherzinger, General Manager

2. Discretion by Lender. The Lender shall have the absolute discretion to approve or decline any request for assistance and shall have no liability to the Borrower for failing to provide such assistance. It is understood and agreed that the Lender will grant a request for assistance only where the Lender has determined that it has the requested resources available and will be able to meet its own needs while rendering assistance. The execution of this Agreement shall not create any duty to grant any assistance requested by the Borrower.

3. Equipment. If the Lender loans equipment to the Borrower, such as, but not limited to construction equipment, vehicles, tools, pumps or generators, such loaned equipment shall be subject to the following conditions:

- (a) If the Lender so determines, the loaned equipment shall be operated by the Lender's personnel, which personnel will then be provided with the equipment.
- (b) Unless subsection 3(c) applies, the loaned equipment shall be returned to the Lender within the first to occur of (i) 24 hours after completion of the project for which the equipment was provided, or (ii) 24 hours after the Lender delivers to the Borrower a written request that the equipment be returned.
- (c) In the event the Lender has an emergency and in its discretion requires use of the loaned equipment and/or the associated Lender employees, the Borrower will immediately return the loaned equipment and/or release the recalled employees.
- (d) The Borrower shall, at its own expense, supply all fuel, lubrication and maintenance for the equipment during the assistance period, unless other arrangements are made.
- (e) The Lender will normally charge the Borrower for costs related to the use, transportation, handling, loading and unloading of the equipment. The costs will be determined by the Lender's adopted fees for the fiscal year in which the equipment was loaned. If a piece of equipment is not listed within the Lender's fee schedule, the rate shall be based on the then-in-effect Caltrans equipment rental rates. Each party shall provide to the other party the applicable fee schedule in effect when this Agreement is approved and whenever the fee schedule changes.

- (f) In the event that loaned equipment is damaged while in the custody or use of the Borrower, the Borrower shall reimburse the Lender for the reasonable cost of repairing such damage. If the equipment cannot be repaired or has been destroyed, the Borrower shall reimburse the Lender for the full actual replacement cost of the equipment. If the same make and model is not available, the cost of a similar make and model that is agreed upon by the Lender shall be used. If the Lender is required to lease replacement equipment while the loaned equipment is being repaired or replaced by the Borrower, the Borrower shall reimburse the Lender for such lease costs. The reimbursement obligations of this section shall be independent of, and in addition to, either party's insurance requirements as set forth in this Agreement.

4. Supplies. The Borrower shall reimburse the Lender in kind or at the actual replacement cost for the use of expendable or non-returnable supplies provided by the Lender. Supplies of reusable items that are returned to the Lender in a clean and undamaged condition will not be charged to the Borrower.

5. Personnel. Wages, hours, and other terms and conditions of employment applicable to loaned personnel shall be those of the Lender. In the event that the Lender makes its personnel available to the Borrower, the Lender will normally charge the Borrower such personnel's applicable hourly rate plus fringe benefits and insurance, including workers' compensation insurance (loaded hourly rate), during the time the Lender's personnel is providing services to the Borrower, plus travel time. Personnel so loaned to the Borrower will take direction from the Borrower, but will follow work procedures and safety rules of the Lender at all times and remain under the direct supervision and control of the supervisory personnel of the Lender.

Each party shall provide to the other party the applicable loaded hourly rates in effect when this Agreement is approved and whenever the loaded hourly rates change.

6. Term. This Agreement shall commence as of the effective date set forth above and shall continue until terminated by thirty (30) days written notice by one party to the other.

7. Insurance and Indemnity. MCWD and the CAWD shall procure and maintain for the duration of the Agreement insurance against claims for injuries

or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by MCWD and the CAWD, their agents, representatives, employees or subcontractors.

(a) Coverage. Coverage shall be at least as broad as the following:

i. Workers' Compensation Insurance - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

ii. Waiver of Subrogation. MCWD and the CAWD agree to waive all rights of subrogation against one another, including their elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of the insurance policy, which arise from work performed by or for MCWD and the CAWD.

iii. Property Insurance – coverage for vehicles and equipment scheduled in the Association of California Water Agencies Joint Powers Insurance Authority (JPIA) or California Sanitation Risk Management Authority CSRMA (see subsection v, below) against all risk of loss at Actual Cost Value.

If MCWD or the CAWD maintains broader coverage and/or higher limits than the policy minimums required hereunder, MCWD and CAWD requires and shall be entitled to the broader coverage and/or higher limits. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to MCWD and the CAWD.

iv. Notice of Cancellation. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to MCWD by CAWD and by CAWD to MCWD.

v. Acceptability of Insurers – Insurance. MCWD is insured for Personal Injury Liability and Property Damage by the Association of California Water Agencies Joint Powers Insurance Authority (JPIA). CAWD is insured for Personal Injury Liability and Property Damage by California Sanitation Risk Management Authority (CSRMA). The parties shall coordinate with the JPIA or CSRMA on insurance coverages and conditions per the Memorandum of Coverage for all claims, losses, damages, injuries, costs and expenses (including attorneys' fees) and all liabilities of every kind, nature and description, directly or indirectly arising from or in connection with this Agreement. Other required insurance is to

be placed with insurers having a current A.M. Best rating of no less than A:VII or as otherwise approved by each party.

vi. Verification of Coverage. Each party shall furnish the other certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates are to be received and approved by MCWD and CAWD before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive MCWD and the CAWD obligations to provide the certificates. MCWD and CAWD reserve the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

(b) Indemnity. The Borrower shall indemnify, defend and hold harmless the Lender and its officers, directors, employees and agents from all claims, losses, damages, injuries, costs and expenses (including attorneys' fees) and all liabilities of every kind, nature and description, directly or indirectly arising from or in connection with (i) the use by the Borrower or by the Borrower's employees, agents or contractors of equipment or supplies provided by the Lender, or (ii) any project or activity undertaken by the Borrower for which the Lender has provided resources or assistance pursuant to this Agreement; provided, however, that the Borrower shall not be required to indemnify, defend and hold harmless the Lender and its officers, directors, employees and agents to the extent any such claim, loss, damage, injury, cost, expense or liability is caused by the negligence or willful wrongful acts or omissions of the Lender.

8. Partial Invalidity. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each such term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

9. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the permitted successors and assigns of the parties hereto.

10. Professional Fees. In the event of any action or suit arising in connection with the enforcement or interpretation of any of the covenants or provisions of this Agreement, the prevailing party shall be entitled to recover all



costs and expenses of the action or suit, including actual attorneys' fees, accounting fees and any other professional fees incurred in connection therewith.

11. Entire Agreement/Amendments. This Agreement (including all exhibits attached hereto) is the final expression of and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings and communications with respect thereto. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligations hereunder be waived, except by a written instrument signed by the party who is the beneficiary of the obligation. No waiver by any party shall, except as may otherwise be stated in such waiver, be applicable to subsequent obligations. The parties do not intend to confer any benefit hereunder on any person, firm or corporation other than the parties hereto.

12. Construction. Headings at the beginning of each paragraph and subparagraph are solely for the convenience of the parties and are not a part of this Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared the same. Unless otherwise indicated, all references to paragraphs and subparagraphs are to this Agreement. All exhibits referred to in this Agreement are attached and incorporated by this reference.

13. Governing Law. The parties hereto expressly agree that (i) this Agreement shall be governed by, interpreted under and enforced in accordance with the laws of the United States of America and the State of California, (ii) in the event of any dispute, the parties shall be subject to the jurisdiction of the courts of the State of California, regardless of their place of residence, and (iii) in any action arising in connection with this Agreement, venue shall be in the County of Monterey, State of California, United States of America.

14. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

15. Digital Signatures. In the event executed copies of this Agreement are provided by one party to the other(s) by facsimile, or email transmission, the original copies shall be sent by the signing party to the other party(ies) as soon as reasonably feasible, and pending the receipt thereof, the facsimile, or email copies and the signatures thereon shall for all purposes be treated as originals.

16. Further Assurances. The parties agree to take such actions and execute such documents as may be reasonably required to carry out the intent of this Agreement.

17. Assignment. Neither party may assign its rights or delegate its obligations under this Agreement, in whole or in part, without the prior written consent of the other party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the date first set forth above.

MARINA COAST WATER DISTRICT

CARMEL AREA WASTEWATER DISTRICT

By: \_\_\_\_\_  
Remleh Scherzinger, General Manager

By: \_\_\_\_\_  
Barbara Buikema, General Manager

ATTEST:

ATTEST:

By: \_\_\_\_\_

By: \_\_\_\_\_

**Marina Coast Water District  
Agenda Transmittal**

**Agenda Item:** 11-G

**Meeting Date:** July 17, 2023

**Prepared By:** Derek Cray

**Approved By:** Remleh Scherzinger P.E.

**Agenda Title:** Adopt Resolution No. 2023-27 to Execute a Mutual Assistance Agreement Between Marina Coast Water District and the Carmel Area Wastewater District

**Staff Recommendation:** Adopt Resolution No. 2023-27 to approve a Mutual Assistance Agreement between Marina Coast Water District and the Carmel Area Wastewater District and authorize the General Manager to execute the necessary documents.

**Background:** *Strategic Plan, Goal No.4.0- to build our relationship with the State, Federal, Regional, SVBGSA and Local Public and non-profit agencies.*

Carmel Area Wastewater District (CAWD) is a Sanitary Special District with a five-member elected Board of Directors. The District provides sewer collections, treatment and recycled water to approximately 14,500 customers.

Marina Coast Water District (District) is a County Water District with a five-member elected Board of Directors. The District provides water, sewer, and recycled water to approximately 41,000 customers.

On October 17, 2022, the Board approved a Mutual Assistance Agreement (Agreement) with the Castroville Community Service District, which provides a mechanism for immediate mutual aid for either entity if such assistance is needed. The Agreement serves as a master agreement, contains all the necessary contractual language to recover equipment, labor, and materials costs. A response is strictly voluntary to either entity providing assistance. On March 20, 2023, the Board approved a second Agreement with the City of Seaside. The proposed Agreement with CAWD will be the District's third Agreement with a nearby public entity and CAWD's first Agreement needed to provide emergency relief.

**Discussion/Analysis:** CAWD's maintenance staff performs similar duties to District staff regarding sewer collections. The District and CAWD both maintain sewer mains and lift stations, which can have a higher failure rate with age due to the harsh environments and can levy heavy fines from the State Water Resources Control Board for sewer spills. Having multiple mutual assistance agreements is beneficial, as it allows the entities to have a pool of resources shall they need immediate assistance for equipment, material, or labor. CAWD and the District's maintenance staff have a good working relationship and are in close proximity to one another; many parts, tools, and equipment are similar, allowing for a rapid response shall it be warranted.

This Agreement uses the same language as the master template. CAWD staff will be taking this Agreement to their Board at the regularly scheduled meeting on July 27, 2023, for approval.

District staff is willing and ready to provide assistance should it be needed and looks forward to having an executed Agreement to provide a safeguard to both agencies in emergencies.

**Environmental Review Compliance:** None required.

**Legal Counsel Review:** Legal Counsel reviewed the master template agreement. Nothing other than the entity's name, and insurance providers on the proposed Agreement have changed.

**Climate Adaptation:** Not applicable.

**Financial Impact:** \_\_\_\_\_ Yes  No **Funding Source/Recap:** While the initial expenditure from any use of MCWD's equipment, material, or labor would be expended from District funds, those funds would then be replenished at the appropriate rate by the entity using assistance.

**Other Considerations:** None.

**Material Included for Information/Consideration:** Resolution No. 2023-27; and, copy of the Mutual Assistance Agreement.

**Action Required:**  Resolution \_\_\_\_\_ Motion \_\_\_\_\_ Review \_\_\_\_\_  
(Roll call vote is required.)

---

Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

July 17, 2023

Resolution No. 2023-27  
Resolution of the Board of Directors  
Marina Coast Water District

Approving and Executing a Mutual Assistance Agreement Between Marina Coast Water District  
and the Carmel Area Wastewater District

RESOLVED by the Board of Directors ("Directors") of the Marina Coast Water District ("District"), a regular meeting duly called and held on July 17, 2023, at 920 Second Avenue Suite A, Marina, California, as follows:

WHEREAS, Marina Coast Water District (District), is a Special County Water District that serves water, sewer, and recycled water to approximately 41,000 customers within Central Marina and the Ord Communities; and,

WHEREAS, the Carmel Area Wastewater District (CAWD) is a Special Sanitary District that provides wastewater collections, treatment, and recycled water to approximately 14,500 customers; and,

WHEREAS, both entities operate under a small umbrella of employees; and,

WHEREAS, both the District and the CAWD would benefit from a mutual assistance agreement should an emergency arise; and,

WHEREAS, the mutual assistance agreement will provide cost recovery and voluntary response language to prevent unnecessary hardship between either entity.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby:

1. Adopt Resolution No. 2023-27 to approve the Mutual Assistance Agreement between the District and CAWD.
2. Authorize the General Manager to execute the Mutual Assistance Agreement and directs the General Manager to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on July 17, 2023 by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors \_\_\_\_\_

Noes: Directors \_\_\_\_\_

Absent: Directors \_\_\_\_\_

Abstained: Directors \_\_\_\_\_

\_\_\_\_\_  
Jan Shriner, President

ATTEST:

---

Remleh Scherzinger, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2023-27 adopted July 17, 2023.

---

Remleh Scherzinger, Secretary

RESOLUTION NO. 2023-43

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A  
MUTUAL ASSISTANCE AGREEMENT BETWEEN CARMEL AREA  
WASTEWATER DISTRICT AND THE MARINA COAST WATER DISTRICT

-oOo-

WHEREAS, Carmel Area Wastewater District (CAWD) is a Special Sanitary District that provides wastewater collections, treatment, and recycled water to approximately 14,500 customers; and,

WHEREAS, the Marina Coast Water District (MCWD) is a Special County Water District that serves water, sewer and recycled water to approximately 41,000 customers within central Marina and the Fort Ord Communities; and,

WHEREAS, both entities operate under a small umbrella of employees; and,

WHEREAS, both CAWD and the MCWD would benefit from a mutual assistance agreement should an emergency arise; and,

WHEREAS, the mutual assistance agreement will provide cost recovery and voluntary response language to prevent unnecessary hardship between either entity.

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

1. Adopt Resolution No. 2023-43 to approve the Mutual Assistance Agreement between CAWD and MCWD.
2. Authorize the General Manager to execute the Mutual Assistance Agreement and directs the General Manager to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Ken White, President of the Board

ATTEST:

---

Domine Barringer, Secretary to the Board



# STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 27, 2023

Subject: Project #18-01 – Amendment for Construction Management Services for the Wastewater Treatment Plant Elec/Mech Rehab and Sludge Holding Tank Replacement Project – Currie Engineers (\$105,360)

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a contract amendment with Currie Engineers for additional construction management services for the Wastewater Treatment Plant Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for a not to exceed price of \$105,360.

## DISCUSSION

Completion of the construction project at the wastewater treatment plant is 6 months behind the original schedule as a result of longer than anticipated lead times for electrical motor control centers. Currie Engineers has been providing full-time construction oversight assistance on the project since the start of the project, and additional assistance is being requested to finish out the project.

Below is a summary of approved contracts and anticipated final costs for the project:

Contract	Service	Contracted Budget Amount	Anticipated Final Completion Cost
Kennedy/Jenks	Engineering Services During Construction	\$700,801	\$400,000
Currie Engineers	Construction Oversight	\$549,122	\$654,482
Clark Bros	General Contractor	\$7,691,500	\$7,691,500
<b>Total:</b>		<b>\$8,941,423</b>	<b>\$8,745,982</b>
<b>Anticipated Total Variance (under budget):</b>			<b>(\$195,441)</b>

## **FUNDING**

Funding for additional Construction Management Services will come from the Long-Term Capital improvement Project Budget for Project #18-01.

### **Attachment:**

1. Proposal – Currie Engineers

July 13, 2023

Mr. Patrick Treanor  
Plant Engineer  
Carmel Area Wastewater District  
3945 Rio Rd  
Carmel, CA 93922

Subject: Carmel Area Wastewater District  
WWTP Elec/Mech Rehab and Sludge Tank Replacement Project –  
Amendment 1 Proposal for Construction Management Services

Dear Mr. Treanor,

I am pleased to submit this proposed amendment to Carmel Area Wastewater District for continuing Construction Management consulting services. This proposal includes 640 hours of work for the above-named project. The total proposed fee also includes special inspection to be performed by subconsultants.

Total proposed hours:	Six Hundred Forty (640)
Total proposed fee:	\$105,360.00

Thank you for the opportunity. I look forward to continuing work with you. Please feel free to call or email me if you have any questions or if you would like to discuss the details of the proposal.

Sincerely,

  
\_\_\_\_\_  
Evan Currie, PE  
Currie Engineers

## AMENDMENT 1 - PROPOSED COSTS

### PROPOSAL FEE ESTIMATE

#### Construction Services

Construction services include the following personnel at the rates indicated. The rate below will be valid through October 31, 2023.

The following hourly rates are proposed for services through October 2023.

Name	Role	Full / Part Time	Hours	Hourly Rate	Amount
Evan Currie	Construction Manager	Full Time	640	\$149.00	\$95,360.00

CM Services	\$95,360.00
Special Inspections	\$10,000.00
Total Amendment Proposal	\$105,360.00

#### Notes:

1. The hourly rates above include expenses such as standard software, job supplies and travel to and from the jobsite.
2. Expenses not included in the total proposed budget above will be added at cost plus ten percent (10%). Other expenses include items such as: special and proprietary software; equipment rental; third party printing; travel and subsistence for attendance at factory testing, meetings, etc. located outside of the immediate project area; additional subconsultants; and special fees related to the Project.

RESOLUTION NO. 2023-44

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMMENDMENT TO AN EXISTING PROFESSIONAL SERVICES AGREEMENT WITH CURRIE ENGINEERS IN AN AMOUNT NOT TO EXCEED \$105,360 FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE WASTEWATER TREATMENT PLANT ELECTRICAL/MECHANICAL REHABILITATION AND SLUDGE HOLDING TANK REPLACEMENT PROJECT (PROJECT #18-01)

-oOo-

WHEREAS, the construction schedule for Project #18-01 has extended an additional 6 months beyond the original schedule as a result of extended lead times for major electrical equipment (motor control centers); and

WHEREAS, Currie Engineers has been providing full-time construction oversight services at a competitive rate since the beginning of the Project; and

WHEREAS, the Project requires supplemental onsite assistance through no later than the end of October 2023;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement, with a not to exceed amount of \$105,360, with Currie Engineers for Construction Management Services.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023, by the following vote:

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

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

ATTEST:

\_\_\_\_\_  
Domine Barringer, Secretary of the Board

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 27, 2023

SUBJECT: Central Coast Long Term Environmental Assessment Network  
(CCLEAN)Memorandum of Agreement Update(MOA)

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution to approve the July 2023 revision to the Central Coast Long Term Environmental Assessment Network (CCLEAN) Memorandum of Approval.

## DISCUSSION

The CCLEAN Memorandum of Agreement was last signed by the various participants in 2001. This MOA does not add anything of significance over the 2001 agreement; but it updates and clarifies to the current program's operations for the member agencies to approve.

This document has been reviewed by all signatories.

## FINANCIAL

There is no financial impact associated with this M O A. The District's National Pollutants Discharge Eliminations System (NPDES) permit, Attachment E – Section IX.A, requires the District's participation in CCLEAN. While the District is the smallest contributor of discharge into the Ocean, our program costs are reduced because we function as Lead Agency. This simply means that we handle the project financials.

**Memorandum of Agreement (MOA)**  
**For**  
**Central Coast Long-term Environmental Assessment Network**  
**(CCLEAN)**

**THIS MEMORANDUM OF AGREEMENT (MOA)**

Is entered into this 27 day of July, 2023, by and among those public agencies and Corporations, which have executed this MOA on the signature page “Participating members”.

1. **Recitals**

The public agencies and corporations signatory to this MOA will be known as the Central Coast Long-term Environmental Assessment Network (CCLEAN) and each of the agencies and corporations will be a member of CCLEAN and herein will be known as a member. Each member has an interest in monitoring compliance with their respective National Pollutant Discharge Elimination System (NPDES) permit and Ocean Plan requirements.

CCLEAN was established in 2001 in order to conduct a program to conduct analyses of scientifically based water quality information in a consistent and comparable way at the behest of dischargers to the Monterey Bay Sanctuary for specified compliance purposes and the provision of reliable trend; insights and impacts of the dischargers into the receiving waters. This program provides compliance data for the NPDES permit and Ocean Plan testing requirements and aids decision makers and the public in maintaining, restoring, and enhancing water quality and associated beneficial uses of coastal waters.

The initial phase of the program was to last for a period of five years and has been extended year to year by the consent of all members and directives of the California Regional Water Quality Control Board, Central Coast Region (“Central Coast Water Board”). Based on the success of the initial CCLEAN program, the members saw value in data produced with consistent scientific methods among participating agencies as well as money saved in this combined effort.

Collaboration on emerging water quality concerns is just one example of another benefit of this combined effort that CCLEAN has seen success in.

2. **Purpose**

In cooperation with the Central Coast Water Board, CCLEAN members implement and modify as needed a program to collect, assess, and disseminate scientifically based water quality information to determine compliance with the NPDES permit and Ocean Plan testing requirements and aid decision makers and the public in maintaining, restoring, and enhancing water quality and associated beneficial uses of coastal waters.

3. **Scope**

The tasks, which must be accomplished to meet CCLEAN objectives, are described in the CCLEAN Regional Monitoring Program Quality Assurance Project Plan (QAPP), which is submitted on an annual basis to the Central Coast Water Board through the agency of CCLEAN's consultant under contract. Program modifications can be adjusted during the year by a majority vote of the steering committee members and as approved (as necessary) by the Central Coast Water Board.

4. **Lead Agency**

A Lead Agency will be selected from the members to administer and implement this MOA. The Lead Agency can be changed to another member with the majority consent of members. The Lead Agency shall have the following responsibilities:

- a. Subject to the prior approval of the Steering Committee (see section 7), as provided hereafter, the Lead Agency shall enter into such agreements as necessary with public agencies or private firms to carry out the members objectives.
- b. The Lead Agency shall administer the MOA and maintain an appropriate book of accounts, which, among other things, shall specifically identify the costs incurred in implementing the MOA as well as the allocation of costs to each member.

These records will be presented at the steering committee meetings and shall be



subject to inspection by any of the members at all reasonable times.

Specific accounting procedures to be used by the Lead Agency will be decided by the Steering Committee.

- c. The Lead Agency shall have the authority in its own name to make and enter into contracts, incur debts, liabilities, and obligations on behalf of the members necessary for the accomplishment of the purpose of this MOA.

The Lead Agency may charge members reasonable and necessary costs to administer the MOA not-to-exceed 7.0% of costs billed.

## 5. **Term and Parties**

This MOA shall become effective when executed by all members. The MOA shall remain in effect until modified.

Any agency, corporation or individual within the territory of the Central Coast Water Board may become a member and a party to this MOA. All members shall execute a copy of this MOA through their appropriate officials pursuant to the authority conferred by the governing body of the member. All members pay appropriate buy-in fees determined by the formula developed by the membership and be approved by a unanimous vote of the current steering committee members. The clerk of the new member shall file with the Lead Agency a duly executed copy of the MOA, together with a certified copy of said resolution, and a check for the appropriate member fee.

## 7. **Steering Committee**

- a. Each member shall appoint from among its employees, one representative to the steering committee that is authorized to act on its behalf. Other representatives may attend in their absence or be present as a non-voting member.
- b. The location, in-person or virtually, of Steering Committee meetings will be

selected by the Steering Committee.

- c. Rules for conducting meetings will be established at the first meeting but may be modified at subsequent meetings. However, a majority vote of the steering committee is necessary to make decisions.
- d. To minimize the need for meetings, any decision that could be made at a meeting may, with the approval of the Steering Committee, be made through an email vote conducted by the Lead Agency.
- e. The Steering Committee will elect a Steering Committee Chairperson and Secretary.
- f. The Steering Committee will have the following responsibilities:
  - 1. Approving service agreements between CCLEAN and public and private agencies for execution by the Lead Agency on behalf of CCLEAN, including selecting the CCLEAN program's director to execute the program tasks;
  - 2. Developing and approving the annual budget for activities of CCLEAN;
  - 3. Developing and approving modifications to the CCLEAN Program and the MOA for approval by members;
  - 4. Developing procedures to be used by the Lead Agency to account for members revenues and expenditures.
  - 5. Developing strategies for carrying out the CCLEAN Program.
  - 6. Reviewing and approving the annual report.

- h. All actions of the Steering Committee shall be based on a majority vote of its members. Steering Committee members may submit votes for Steering Committee decisions by email if received by the Chairperson within 5 business days of the call for an email vote.
- I. Meetings of the Steering Committee will be held routinely at a location agreed upon by the Steering Committee members.

8. **Budget and Allocation of Costs**

Costs to conduct the CCLEAN program include administrative expenses of the lead agency, fees from the consultants and laboratories that carry out the sampling and analyses, and the cost of the program director. The annual budget shall be approved each year by June 30th by a majority vote of CCLEAN members. Subsequent budget changes recommended by the Steering Committee shall be approved by a majority vote of CCLEAN members.

Funds to support the budget for CCLEAN will be collected through program fees charged to the members. Membership fees are fixed yearly fees and program fees are based on the percentage of flow discharged from each member in relation to the total volume discharged to waters of the State of California as determined by the Steering Committee. Actual cost when known will be used in conjunction with the approved annual budget to determine each member's actual cost.

See Figure 1 for an example yearly budget. Historically each CCLEAN member has paid a flat fee with the basis of cost allocation based on discharge volume.

The current basis of cost allocation is as follows:

$$C_n = F_n + S_n + \frac{Q_n}{\sum Q_n} \times [T - F_n + L + G + H]$$

$C_n$  = cost for single participating agency n

$T$  = annual budget for CCLEAN (contract to run program without single participant elements)

$S_n$  = program element(s) supported by single participant n

$F_n$  = flat participation fee for participating agency n

$Q_n$  = 5-year total volume discharged to waters of California for agency n

$L$  = total lead agency overhead costs (currently 0.07 of  $T$ )

$G$  = total contingency funds for regional monitoring costs (currently 0.0386 of  $T$ )

$H$  = total contingency funds costs (currently 0.05 of  $T$ )

In verbal form:

The entirety of costs for the program, including technical aspects, Lead Agency overhead (7%), and contingency funds (3.86% for regional monitoring and 5%), except for elements supported by a single participant (i.e.. San Lorenzo River) are added together. From this, the sum of flat participation fees is subtracted (participation fees are currently \$30,000 for Vistra Moss Landing Energy Storage and \$12,000 for each other CCLEAN member). The remaining costs are allocated to each CCLEAN participant in proportion to the 5-year total volume discharged to waters of the State of California (ocean or otherwise). Costs for single participant projects and flat participation fees are then added back to the single participant's cost.

Membership fees for new CCLEAN members who are not original signatories of the MOA will be determined in a similar manner as existing members and shall be approved by a unanimous vote of the Steering Committee. Refunds or credits to the original signatories to reflect revenue obtained from new members will be made at the end of each budget cycle.

9. **Payment of Membership and Program Fees**

Fees as outlined in Section 8 will be billed to the members quarterly by the Lead Agency. Each member shall submit payment to the Lead Agency within thirty days of receiving an invoice for fees due.

10. **Program Director**

The Program Director manages the implementation of the CCLEAN Work Plan as employed by the Steering Committee.

11. **Disposition of Funds Upon Termination**

Upon termination of this MOA, any CCLEAN member funds remaining after payment, or providing for the payment, of all costs, expenses and charges validly incurred under this MOA shall be allocated back to each CCLEAN member in proportion to their contributions for the budget period from which the leftover funds derive.

12. **Joint and Several Liability**

Each member of CCLEAN is jointly and severally liable upon any liability which is imposed upon any one of the entities for injury caused by a negligent or wrongful act or omission occurring in the performance of this MOA.

Pursuant to California Govt. Code §895.4, the members agree the extent of liability among them shall be determined on the basis of their proportional contribution to CCLEAN member per Section 8, and that each member shall be entitled to receive contribution and to contribute to the other members on this basis.

13. **Termination**

Any member of CCLEAN may terminate membership without cause with a five -(5) business day written notice to the Lead Agency. Refunds will not be made once funds are committed to the work plan.

14. **Procedure for Execution**

This MOA may be signed in counterparts by the members and shall be binding on all signatories.

Signatories:

**City of Watsonville**

By: \_\_\_\_\_  
René Mendez, City Manager

ATTEST:

By: \_\_\_\_\_  
Irwin Ortiz, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Samantha Zutler, City Attorney

**City of Santa Cruz**

By: \_\_\_\_\_  
Matt Huffaker, City Manager

ATTEST:

By: \_\_\_\_\_  
Leslie Cook, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Anthony P. Condotti, City Attorney

**City of Scotts Valley**

By: \_\_\_\_\_  
Mali LaGoe, City Manager

ATTEST:

By: \_\_\_\_\_  
Cathie Simonovich, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Kirsten Powell, City Attorney

**Carmel Area Wastewater District**

By: \_\_\_\_\_  
Barbara Buikema, General Manager

ATTEST:

By: \_\_\_\_\_  
Domine Barringer, Clerk of the Board

APPROVED AS TO FORM:

By \_\_\_\_\_  
Robert R. Wellington, Legal Counsel

**Monterey One Water**

By: \_\_\_\_\_  
Paul Sciuto, General Manager

ATTEST:

By: \_\_\_\_\_  
Chayito Ibarra, Board Secretary

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Jim Gilpin, Legal Counsel

**Soquel Creek Water District**

By: \_\_\_\_\_  
Rob Duncan, General Manager

ATTEST:

By: \_\_\_\_\_  
Emma Olin, Clerk of the Board

APPROVED AS TO FORM:

By: \_\_\_\_\_  
, Legal Counsel

**Vistra Zero Moss Landing Energy Storage Facility**

By: \_\_\_\_\_  
\_\_\_\_\_, Plant Manager



BUDGET FOR CCLEAN 2022-2023 PROGRAM YEAR	
Task	2022-2023 Budget
<b>Management, QC, Reporting</b>	
<b>Task 1. Provide Program Management</b>	\$47,674
<b>Task 2 Collect &amp; Analyze Samples</b>	
2.1 Mussel Sampling	\$19,844
2.2 Outfall Sampling	\$102,003
2.3 Nearshore Sampling	\$69,039
2.4 San Lorenzo River POP Sampling	\$24,808
2.5 Watsonville Influent Sampling	\$7,941
2.6 Pajaro and Salinas Sampling	\$7,597
2.7 Pyrethroid, Fironil, and Neonicotinoid Sampling in Rivers	\$25,137
2.8 Sediment Sampling	\$45,023
<b>Task 3 Ensure Program Data Quality</b>	\$32,148
<b>Task 4. Write Annual Report</b>	\$50,881
<b>Task 5. Miscellaneous Tasks</b>	\$6,212
<b>AMS Contract Total</b>	<b>\$438,307</b>
<b>Without San Lorenzo River and Watsonville Influent Sampling</b>	<b>\$405,559</b>
<b>Lead Agency Overhead 7%</b>	<b>\$28,389</b>
<b>Contingency for Regional Monitoring Development</b>	<b>\$15,680</b>
<b>Contingency 5%</b>	<b>\$20,278</b>
<b>Total CCLEAN Cost</b>	<b>\$469,906</b>
<b>Total Funding Required including San Lorenzo River and Watsonville influent sampling</b>	<b>\$502,654</b>

**2022-2023 Basis of Cost Allocation**

2022-2023	Flat Fee	5-Year Average Flow Basis	Contribution for 2022-2023 with Average Flow
Dynegy	\$30,000	0.00%	\$30,000
Carmel	\$12,000	2.70%	\$22,253
Monterey	\$12,000	34.39%	\$142,653
Watsonville	\$12,000	13.25%	\$70,268
Santa Cruz	\$12,000	46.29%	\$212,677
Scotts Valley	\$12,000	3.37%	\$24,804
<b>Total</b>	<b>\$90,000</b>	<b>100.00%</b>	<b>\$502,654</b>

Figure 1: EXAMPLE CCLEAN BUDGET FOR PROGRAM YEAR 2022-2023

RESOLUTION NO. 2023-45

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A MEMORANDUM OF AGREEMENT FOR CENTRAL COAST LONG TERM ENVIRONMENTAL ASSESSMENT NETWORK (CCLEAN)

-oOo-

WHEREAS, THE District is required to conduct a water quality monitoring program of its ocean discharge and has participated in CCLEAN since 2001 for this purpose; and

WHEREAS, a network of other similarly situated public agencies has reviewed and participated in drafting the Memorandum of Agreement presented to the Board this date;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize and direct the General Manager to execute the Memorandum of Agreement for Central Coast Long Term Environmental Assessment Network and the Secretary attest to said agreement.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023, by the following vote:

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

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

ATTEST: \_\_\_\_\_  
Domine Barringer, Secretary of the Board

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 27, 2023

SUBJECT: Lift Station Condition Assessment by West Yost

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter into a contract with West Yost for an evaluation of the District's lift stations in an amount not to exceed \$89,900.

## DISCUSSION

In June 2023 the Board entered into a contract with Kennedy Jenks to perform a condition assessment of the District's collection pipeline system. Now, we are returning to the Board requesting a second condition assessment be performed for the District's lift stations.

Staff initiated this process by utilizing assessment forms provided by West Yost. The intention now is to allow West Yost to independently assess the lift stations from a structural, civil, mechanical, and electrical standpoint. At the end of this process West Yost will provide recommendations (Task 4) as well as a data collection list or summary in a format consistent with the District's asset management program. This assessment will include a remaining useful life analysis of each asset.

This project is brought forward to the Board for essentially the same reason as the Kennedy Jenks proposal – it will provide a useful tool that outlines how the District can manage and improve its asset management operations. It will also document current and projected asset status and aid in considering long range District planning.

## FINANCIAL

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

June 5, 2023

SENT VIA: EMAIL

Ms. Rachél Lather  
Carmel Area Wastewater District  
3945 Rio Road  
PO Box 221428  
Carmel, CA 93922

**SUBJECT: Proposal for Evaluation of the District's Lift Stations**

Dear Rachél:

West Yost is please to submit a proposal to evaluate the Carmel Area Wastewater District's (District) lift stations and provide recommendations for improvements. CAWD staff performed condition assessments of the District's seven lift stations using condition assessment forms provided by West Yost, which included evaluations of the lift stations from a structural, civil, mechanical and electrical standpoint. West Yost will perform an independent condition assessment and a separate risk assessment for the District's lift stations based on the available condition assessment information. West Yost will them develop recommendations for improvements to the lift stations.

**SCOPE OF SERVICES**

The following is a list of the key tasks necessary to perform this proposed scope of services, each further described below:

- Task 1. Project Management and Coordination
- Task 2. Review of Available Information
- Task 3. Condition Assessment
- Task 4. Develop Capital and O&M Improvements
- Task 5. Project Ranking and Prioritization
- Task 6. Prepare Condition Assessment Report

**Task 1. Project Management and Coordination**

This task includes providing day-to day administration, scheduling, attending progress meetings, and conducting technical reviews.

***Task 1.1. Project Administration***

The project manager will coordinate completion of work products and monitor progress of individual tasks, task budgets, and project schedule. The project manager will submit schedule updates and progress reports monthly.

### ***Task 1.2. Kickoff Meeting and Bi-weekly Check-in Meetings***

West Yost will conduct a project kickoff meeting with the District to discuss the condition assessment, capital improvement alternatives, and other project requirements and constraints. Following the meeting, West Yost will prepare and submit meeting agendas and minutes. West Yost will regularly maintain an action item and decision tracking log.

West Yost's project manager will conduct bi-weekly check-in meetings with the District staff to provide status updates on current and ongoing work activities.

### ***Task 1.3. Technical Reviews and QA/QC***

The Principal-in-Charge, Project Manager, and/or a senior staff member not directly involved in the project will conduct technical reviews of all work products.

#### **Task 1 Assumptions**

- Kickoff meeting will occur via teleconference software (e.g., Microsoft Teams).
- Bi-weekly check-in meetings will occur via teleconference software (e.g., Microsoft Teams).

#### **Task 1 Deliverables**

- West Yost will provide monthly invoices and progress reports.
- West Yost will prepare kickoff meeting agenda, handouts, and presentation materials.
- West Yost will prepare bi-weekly check-in meeting materials and minutes.
- West Yost will provide action items and a Decision Log.
- West Yost will provide a detailed project schedule with updates, as necessary.

## **Task 2. Review of Available Information**

### ***Task 2.1. Collect and Review Available Data***

Prepare and maintain a Data Collection List based on the past work completed. The list will contain items requested, the person responsible for collecting the information, when the information is needed by, and when the information was provided. The list will identify those items needed immediately versus items that will be needed later.

The data collection effort will include a review of the following:

- As-built drawings
- Operation and maintenance (O&M) manuals
- O&M history, including recent repairs
- Collection system master plan
- Existing condition data from log books or CMMS
- Existing maintenance data from log books or CMMS
- Previous condition assessment forms and other reports for the District's Lift Stations

## ***Task 2.2. Informational Interviews with District Staff***

Upon completion of the review of available data, we will confer with District staff, including engineering and O&M staff, to gather and/or confirm the following information:

- Asset list
- Access constraints
- Confined space requirements
- Past O&M experiences
- Current facility constraints / issues
- Areas of concern and focus for analyses
- Emergency bypass plans

Additional discussion of these items will occur during on-site field assessments conducted under Task 3.2.

### **Task 2 Assumptions**

- District will provide all requested data electronically
- District will provide formatting requirements for current CMMS and/or asset management programs

### **Task 2 Deliverables**

- West Yost will provide a Data Collection List
- Following interviews, West Yost will provide summary notes from informational interviews
- An updated facility asset list will be provided (as necessary)

## **Task 3. Condition Assessment**

### ***Task 3.1. Prepare Condition Assessment Methodology***

A condition assessment methodology will be prepared for the evaluation of assets at the lift stations based on the previous condition assessment. The condition scoring will be developed based on the following grading scale:

Excellent | Good | Fair | Poor | Immediate Attention

Condition criteria will be in the following categories:

- Structural
- Site/Civil
- Mechanical
- Electrical

The assessment scoring from the previous condition assessment will be confirmed and updated. The force mains will not be included as part of this work.

### **Task 3.2. Field Assessments**

West Yost will conduct a Level 1 field assessment consisting of non-invasive visual assessment of facility assets. The assessment will follow the methodology prepared in Task 3.1.

Field assessments will address the following asset categories/attributes:

- Site/civil elements
- Existing structure
- Electrical components
- Mechanical components, including pump performance
- Communication/controls equipment
- Site security features

### **Task 3.3. Data Analysis**

West Yost will consolidate asset and condition data obtained in Tasks 2.1 through 3.2 in a format consistent with District's asset management program.

### **Task 3.4. Condition Assessment and Remaining Useful Life Analysis**

Asset condition data will be evaluated to assign a condition score. The condition score will be applied to the asset and a consolidated asset and facility score will be developed. The remaining useful life of each asset will be determined using published decay curves.

#### **Task 3 Assumptions**

- District will provide access to entirety of the lift stations for the assessment team

#### **Task 3 Deliverables**

- West Yost will provide field notes following the field assessment.
- West Yost will provide database and spreadsheet files used to develop data analysis.
- West Yost will provide consolidated asset and condition data, in a format consistent with District's asset management program.

## **Task 4. Develop Capital and O&M Improvements**

Capital and O&M improvement recommendations will be developed for the lift stations based on the results of Tasks 2 and 3. The recommendations will evaluate broader facility improvement recommendations versus individual improvements. Recommendations will include:

- Immediate, near-term and long-term repairs or modifications
- Re-inspection frequencies
- Maintenance modifications
- Repair or replacement analysis
- Prioritized repairs and replacements, including capacity-based triggers

- Costs for each improvement at a Class 5 AACE level (project maturity of 0% to 2% definition)
- Implementation plan schedule and phasing

#### **Task 4 Assumptions**

- Cost estimates will be Class 5 AACE level.

#### **Task 4 Deliverables**

- West Yost will prepare and submit draft prioritized capital and O&M improvement descriptions, costs, and schedule.

### **Task 5. Project Ranking and Prioritization**

Using the results of the condition assessments, West Yost will perform a simplified risk assessment to rank and prioritize improvements. The risk assessment will consider the likelihood of failure (LOF) of individual assets and the facility as well as consequence of failure (COF) of each facility. Consequence of failure scores will be assigned based on the impact a failure of the facility would have on the level of service provided by the facility. A workshop will be held with the District to review, discuss, and select risk factors to be used in the assessment.

The output of the evaluation will be a risk rating for each asset, and for facilities as a whole, using the likelihood of failure and consequence of failure scores. Other factors may also be considered in the prioritization analysis, based on review of renewal and replacement goals and discussions with the District. For example, ease or difficulty of construction can be documented to provide the District with justification for potentially re-ordering the priorities.

#### **Task 5 Assumptions**

- None

#### **Task 5 Deliverables**

- None

### **Task 6. Prepare Condition Assessment and Preliminary Design Report**

West Yost will prepare a draft report summarizing evaluations, findings, and recommendations. The report will include the analysis and all condition- and capacity-based recommendations and will be produced and submitted to District for review and comment. Upon receipt of comments, West Yost will produce a final report incorporating District comments. Both the draft and final report will be produced in portable data format.

West Yost will prepare for and lead a workshop presenting the draft report to District staff.

#### **Task 6 Assumptions**

- District will provide a single consolidated set of comments on draft Report.
- Report review workshop will occur via teleconference software (e.g., Microsoft Teams).



### Task 6 Deliverables

- West Yost will prepare and submit a draft and final Report.
- West Yost will provide preparation of materials and leadership of a review workshop at District offices.
- West Yost will provide final prioritized capital and O&M improvement descriptions, costs and schedule.

## PROJECT BUDGET

West Yost’s proposed level of effort and budget for each of the tasks described above is shown in Table 1. West Yost will perform the scope of services described above on a time-and-expenses basis, at the billing rates set forth in West Yost’s attached 2023 Billing Rate Schedule, with a not-to-exceed budget of \$89,900. Any additional services not included in this scope of services will be performed only after receiving written authorization and a corresponding budget augmentation.

<b>Table 1. Example Table of Estimated Project Hours and Budget</b>		
<b>Task</b>	<b>Level of Effort, hours</b>	<b>Estimated Budget, dollars</b>
Task 1. Project Management and Coordination	32	9,400
Task 2. Review of Available Information	24	5,600
Task 3. Condition Assessment	58	14,100
Task 4. Develop Capital and O&M Improvements	40	9,200
Task 5. Project Ranking and Prioritization	134	32,700
Task 6. Prepare Condition Assessment and Preliminary Design Report	86	18,900
<b>Total Project Hours and Budget</b>		<b>\$89,900</b>

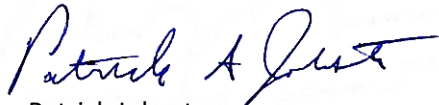
## SCHEDULE

West Yost will coordinate the schedule for the completion of this work with the District upon award of Contract. A preliminary project milestone schedule is provided in Table 2. Completion of each task is estimated from the project Notice to Proceed (NTP).

<b>Table 2. Project Milestone Schedule</b>	
<b>Activity / Deliverable</b>	<b>Anticipated Milestone Date</b>
Kickoff Meeting	NTP + 1 week
Field Assessments & Informational Interviews with District Staff	NTP + 4 weeks
Draft Condition Assessment and Preliminary Design Report	NTP + 16 weeks
Report Review Workshop	NTP + 17 weeks
Final Condition Assessment and Preliminary Design Report	NTP + 19 weeks

Thank you for providing West Yost the opportunity to be of continued service to the Carmel Area Wastewater District. We look forward to working with you on this important Project. Please call if you have any questions or require additional information.

Sincerely,  
WEST YOST

A handwritten signature in blue ink that reads "Patrick A. Johnston". The signature is written in a cursive style with a large initial "P".

Patrick Johnston  
Principal Engineer  
RCE #59028

Attachment: West Yost 2023 Billing Rate Schedule

## West Yost 2023 Billing Rate Schedule

# 2023 Billing Rate Schedule

(Effective January 1, 2023 through December 31, 2023)\*



POSITIONS	LABOR CHARGES (DOLLARS PER HOUR)
<b>ENGINEERING</b>	
Principal/Vice President	\$338
Engineer/Scientist/Geologist Manager I / II	\$319 / \$334
Principal Engineer/Scientist/Geologist I / II	\$288 / \$307
Senior Engineer/Scientist/Geologist I / II	\$259 / \$272
Associate Engineer/Scientist/Geologist I / II	\$215 / \$231
Engineer/Scientist/Geologist I / II	\$173 / \$201
Engineering Aide	\$101
Field Monitoring Services	\$125
Administrative I / II / III / IV	\$92 / \$115 / \$138 / \$152
<b>ENGINEERING TECHNOLOGY</b>	
Engineering Tech Manager I / II	\$332 / \$334
Principal Tech Specialist I / II	\$305 / \$315
Senior Tech Specialist I / II	\$279 / \$291
Senior GIS Analyst	\$252
GIS Analyst	\$239
Technical Specialist I / II / III / IV	\$178 / \$203 / \$228 / \$254
Technical Analyst I / II	\$128 / \$152
Technical Analyst Intern	\$103
Cross-Connection Control Specialist I / II / III / IV	\$133 / \$144 / \$162 / \$180
CAD Manager	\$201
CAD Designer I / II	\$156 / \$176
<b>CONSTRUCTION MANAGEMENT</b>	
Senior Construction Manager	\$322
Construction Manager I / II / III / IV	\$197 / \$211 / \$224 / \$283
Resident Inspector (Prevailing Wage Groups 4 / 3 / 2 / 1)	\$172 / \$191 / \$213 / \$221
Apprentice Inspector	\$156
CM Administrative I / II	\$83 / \$112
Field Services	\$221

- Hourly rates include Technology and Communication charges such as general and CAD computer, software, telephone, routine in-house copies/prints, postage, miscellaneous supplies, and other incidental project expenses.
- Outside Services such as vendor reproductions, prints, shipping, and major West Yost reproduction efforts, as well as Engineering Supplies, etc. will be billed at actual cost plus 15%.
- The Federal Mileage Rate will be used for mileage charges and will be based on the Federal Mileage Rate applicable to when the mileage costs were incurred. Travel other than mileage will be billed at cost.
- Subconsultants will be billed at actual cost plus 10%.
- Expert witness, research, technical review, analysis, preparation and meetings billed at 150% of standard hourly rates. Expert witness testimony and depositions billed at 200% of standard hourly rates.
- A Finance Charge of 1.5% per month (an Annual Rate of 18%) on the unpaid balance will be added to invoice amounts if not paid within 45 days from the date of the invoice.

\* This schedule is updated annually

# 2023 Billing Rate Schedule

(Effective January 1, 2023 through December 31, 2023)\*



## Equipment Charges

EQUIPMENT	BILLING RATES
2" Purge Pump & Control Box	\$300 / day
Aquacalc / Pygmy or AA Flow Meter	\$28 / day
Emergency SCADA System	\$35 / day
Field Vehicles (Groundwater)	\$1 / mile
Gas Detector	\$80 / day
Generator	\$60 / day
Hydrant Pressure Gauge	\$10 / day
Hydrant Pressure Recorder, Impulse (Transient)	\$55 / day
Hydrant Pressure Recorder, Standard	\$40 / day
Low Flow Pump Back Pack	\$135 / day
Low Flow Pump Controller	\$200 / day
Powers Water Level Meter	\$32 / day
Precision Water Level Meter 300ft	\$30 / day
Precision Water Level Meter 500ft	\$40 / day
Precision Water Level Meter 700ft	\$45 / day
QED Sample Pro Bladder Pump	\$65 / day
Stainless Steel Wire per foot	\$0.03 / day
Storage Tank	\$20 / day
Sump Pump	\$24 / day
Transducer Components (per installation)	\$23 / day
Trimble GPS – Geo 7x	\$220 / day
Tube Length Counter	\$22 / day
Turbidity Meter	\$30 / day
Vehicle (Construction Management)	\$10 / hour
Water Flow Probe Meter	\$20 / day
Water Quality Meter	\$50 / day
Water Quality Multimeter	\$185 / day
Well Sounder	\$30 / day

\* This schedule is updated annually

RESOLUTION 2023-46

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH WEST YOST TO PROVIDE ENGINEERING SUPPORT FOR THE PREPARATION OF A CONDITION ASSESSMENT ON THE DISTRICT'S LIFT STATIONS IN THE AMOUNT OF \$89,900

-oOo-

WHEREAS, the District plans a need for engineering support to complete a Condition Assessment of the District's lift stations; and

WHEREAS, in order to complete the analysis and report it is necessary for the District to execute a contract with West Yost to provide engineering support services not to exceed an amount of \$89,900; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with West Yost to provide engineering services for a Condition Assessment report in the amount of \$89,900;

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS

ABSTAIN: BOARD MEMBERS:

---

Ken White, President of the Board

ATTEST:

---

Domine Barringer, Secretary to the Board

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, GM

Date: July 27, 2023

Subject: Initial Memo-United Public Employees of California (LIUNA) Local 792  
"Union"

## RECOMMENDATION

It is recommended that the Board of Directors authorize the General Manager to sign the initial letter agreement with United Public Employees of California (LIUNA) Local 792.

## DISCUSSION

Assembly Bill 119 was signed into law June 27, 2017 to amend the labor relations statute and Section 6253.2 and 6254.3 of the California Public Records Act. The law requires that

- (1) An exclusive representative (e.g. recognized public employee union) be provided the right to access new employee orientations and to compel collective bargaining processes related to the structure, time and manner of such orientation access, and
- (2) Exempts public employees' personal email addresses from disclosure under the California Public Records Act.

In addition to new employee orientations and disclosure of employee personal information, the agreement discusses the collection of dues. All members of the bargaining group have consented to a deduction from their regular payroll for union membership.

The employees personal email, home address, phone number, cell number will not be received by the Union if the employee has requested CAWD to maintain the privacy of that information.

## FISCAL IMPACT

Minimal fiscal impact at this time.

1. Dues will be deducted from employee payroll upon verification of employee consent.
2. And, as part of new employee orientation LIUNA will be permitted to meet with new employees for up to 30 minutes. The cost of 30 minutes will depend upon employee pay rate.



This letter agreement is entered into between Carmel Area Waste Water District, a special district organized under the laws of California, hereinafter referred to as "CAWD," and United Public Employees of California (LIUNA) Local 792, hereinafter referred to as "Union."

### **Recitals**

1. Union is the exclusive recognized employee organization representing the following unit of employees:

- Plant Administrative Assistant/CMMS
- Collections Worker I/II/III
- Lab Analyst I/II
- Environmental Compliance Inspector I/II
- Maintenance Mechanic I/II/III
- Plant Operator I/II
- Purchaser/Plant Asset Coordinator
- Safety/Regulatory Compliance Administrator
- Senior Plant Operator

2. This agreement was negotiated by representatives of Union and CAWD.
3. This agreement will take effect upon its execution by the governing Board of CAWD.

### **Terms of Agreement**

#### **Union Information:**

On a quarterly basis CAWD will provide the Union with a digital file via email that lists all represented employees showing each employee's name, department, job classification, employee status, home address, home phone number, work phone number, work cell phone number, hire date, pay rate, work location, and promotions and transfers into Union-represented position. For new hires, CAWD will provide that information to the Union within thirty (30) days of the date of hire.

The Union will not receive an employee's home address, home phone number, personal cell phone number, or personal email address if an employee has requested that CAWD maintain the privacy of that information.

The Union recognizes the legal right of each employee to employee's privacy and agrees not to use any information obtained pursuant to this Memorandum, or to allow

others to use the information for commercial gain, nor in a manner that would violate those rights.

The Union agrees to indemnify, defend, and hold harmless CAWD, its officers, employees, and agents from any claim, liability, or damage arising from the Union's breach of its duty under this provision.

### **Union Membership; Dues Deduction:**

Employees in the bargaining unit shall have the right to organize or maintain membership in the Union if the employee so desires. CAWD neither encourages nor discourages these activities, nor does membership or non-membership in any labor organization affect the employee's standing or right as a District employee.

CAWD shall honor an employee's check-off authorization for dues or other Union-sponsored program, which is certified in writing to CAWD by the Union that it has and will maintain written authorization for the deduction from the employee. It is the responsibility of the Union to ensure that dues deductions have been authorized by the employee in writing. The employee's decision whether or not to have dues deducted shall in no way affect his/her job or standing as an employee.

Deductions for dues or other Union-sponsored program shall start the first full pay period after CAWD receives written authorization. CAWD shall transmit such payments to the Union through electronic funds transfer no later than thirty (30) calendar days after the deduction from the employee's earnings occurs.

Authorization for dues and other deductions, or requests to change status regarding such deductions, shall be directed to the Union rather than CAWD. CAWD shall rely on the Union's explanations in the authorization provided by the Union, submitted by a representative of the Union who has authority to bind the Union, regarding whether an authorization/change in deductions has been requested by the employee. Notice of changes to deductions and/or the calculation formula and rate for the deductions previously certified by the Union must be received by CAWD from the Union at least thirty (30) calendar days prior to the changes becoming effective. The changes will be implemented by CAWD the first full pay period following the notice period.

The Union shall indemnify, defend, and hold harmless CAWD, its officers, employees, and agents, from any claim, liability, or damage relating to such deductions.

**New Employee Orientation:**

New employee orientation generally occurs within the first two weeks of employment. CAWD shall provide to the Union no less than ten (10) days written notice, provided by email, of the time, date, and place of a new employee orientation session with a new employee or employees in the bargaining unit, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to CAWD's operations that was not reasonably foreseeable. If orientation is scheduled with less than ten (10) days notice, CAWD will notify the Union as soon as the orientation is scheduled.

CAWD shall provide the Union thirty (30) minutes of time at the new employee orientation session to address the new employee or employees. An employee's attendance at the Union portion of the orientation is mandatory. Management and Human Resources representatives may excuse themselves during the Union portion of the orientation. In the absence of the Union representative, the employee representative conducting the Union presentation at the orientation shall be granted up to thirty (30) minutes of paid release time, including reasonable travel time, if needed.

The date, time, and place of the orientation shall not be disclosed to anyone other than the employees, the exclusive representative, or a vendor that is contracted to provide a service for the purposes of orientation.

If CAWD has not conducted an in person new employee orientation within thirty (30) days of a newly hired employee's start date, and the new employee is working in person on site, the Union shall be entitled to schedule an in person meeting at the employee's worksite during employment hours, during which the newly hired employee shall have the opportunity to attend and shall be relieved of other duties for the purpose of attending the meeting. During this meeting, the Union shall be permitted to communicate directly with the newly hired employee or employees for thirty (30) minutes of paid time. CAWD shall provide appropriate on site meeting space within seven (7) calendar days of receiving a written request, provided by email, from the Union.

Carmel Area Waste Water District

United Public Employees of California  
, Local 792

*Ryan Heron*

-----

-----

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

Date: 6/29/2023

RESOLUTION NO. 2023-47

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO SIGN THE INITIAL LETTER OF AGREEMENT WITH UNITED PUBLIC EMPLOYEES OF CALIFORNIA (LIUNA) LOCAL 792

-oOo-

WHEREAS, on June 2, 2023 the District voluntarily recognized United Public Employees of California (LIUNA), Local 792 as the exclusive representative of the non-management group, and other approved exclusions, which include Supervisors and confidential employees; and

WHEREAS, the first order of business was to negotiate with the Union Representative and come to agreement on the terms of AB119 as regards to new employee orientations, disclosure of employee addresses and other the collection of union dues; and

WHEREAS, the District and the Union came to an agreement and provided the attached initial letter of agreement; and

WHEREAS, the Board of Directors hereby authorizes the General Manager to sign said letter on behalf of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to execute the initial Letter of Agreement with the United Public Employees of California (LIUNA), Local 792.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023, by the following vote:

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

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

ATTEST: \_\_\_\_\_  
Domine Barringer, Secretary of the Board

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 27, 2023

SUBJECT: Rescind Resolution 2023-35 Regarding California Public Employees' Retirement System (CalPERS) Section 115 Contribution and Transfer of all Funds from Strategy 1 to Strategy 2 and correct by deposit \$100K and transfer of all funds into Strategy 2

## RECOMMENDATION

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

- a. Rescind Resolution 2023-35 dated June 29, 2023 approving a contribution of \$100K and the transfer of all assets to Strategy 1
- b. Approve depositing the \$100,000 contribution to Strategy 2 and moving all funds remaining in Strategy 1 into Strategy 2.

## DISCUSSION

In the June board meeting the Board approved a \$100K contribution and transfer of all Assets from Strategy 2 into Strategy 1. The action was taken based on verbal instruction from the Acting General Manager, Chris Foley, at that time and the approved Meeting Minutes from March 30, 2023 consent agenda. In the June board meeting resolution 2023-35 was presented to finalize the deposit and transfer.

However, this transfer classification approved in the June board meeting requires a correction. To correct the action taken in June the request is to have the board to rescind the action taken in June 2023, and agree to deposit \$100K into Strategy 2 and transfer all remaining assets from Strategy 1 into Strategy 2. Mr. Foley and the committee directors are in agreement with resolution 2023-49.

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

## FINANCIAL

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

RESOLUTION NO. 2023-35

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

-oOo-

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

WHEREAS, the Board of Directors agreed that continued annual contributions [are to] be determined by the Pension Committee and recommended to the Budget Committee, and

WHEREAS the Budget Committee receives such recommendations, and concurs or modifies the recommendations as part of the annual budget process, and

WHEREAS the Budget Committee concurred, and recommends this \$100,000 contribution be made to fund the CEPPT to the full Board, and

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

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

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

AYES: BOARD MEMBERS: PRESIDENT WHITE, DIRECTORS: D'AMBROSIO, SIEGFRIED, RACHEL, URQUHART  
NOES: BOARD MEMBERS:  
ABSENT: BOARD MEMBERS:  
ABSTAIN: BOARD MEMBERS:



Ken White, President of the Board

ATTEST: Domine Barringer  
Domine Barringer, Secretary of the Board

RESOLUTION NO. 2023-48

A RESOLUTION RESCINDING RESOLUTION NO 2023-35 AND APPROVING CONTRIBUTION OF \$100K TO THE DISTRICT'S CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS) SECTION 115 ACCOUNT ALONG WITH THE TRANSFER OF ALL FUNDS INTO STRATEGY 2

-oOo-

WHEREAS, on June 29, 2023 the District approved Resolution No. 2023-35 with a transfer classification of all funds going into Strategy1 account has determined said Resolution should be rescinded; and

WHEREAS, the Board agrees with the Pension Committee that it is appropriate to transfer all Strategy 1 funds into the Strategy 2 fund account.

WHEREAS, the District recommends the contribution of \$100,000 be made to provide for the 2023-24 annual contribution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby elect to contribute \$100,000 to the District's California Employers' Pension Prefunding Trust (CEPPT) with CalPERS as part of its annual budget process for the Fiscal Year 2023-24 and further agrees to transfer all Strategy 1 funds into Strategy 2 fund account.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

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

ATTEST:\_\_\_\_\_

Domine Barringer, Secretary of the Board

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 27, 2023

SUBJECT: TBC Contract for 2023-24

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter into a contract with TBC Communications for public relations/management services in an amount not to exceed \$60,000.

## DISCUSSION

The District has used the services of TBC Communications in 2022-23 for assistance with public outreach primarily with our capital projects. They started their own firm in 2000 on the Monterey Peninsula and have an excellent grasp of local issues. During 2022-23 we utilized their services with the Scenic Road failure and the potential for failure of Carmel Meadows pipeline.

After our initial experience with TBC during the Scenic Road failure we continued using their services in our capital program. They have been instrumental in assisting us in working through some of the issues associated with the capital projects at Pescadero and Carmel Meadows. While our Carmel Meadows project has had some setbacks, staff still believes that TBC has provided considerable impact and assistance in interacting with the public.

Going forward we believe we will continue to have need for their services in the area of capital projects (Carmel Meadows and Pescadero) and also in operations for the grease program.



## FINANCIAL

The proposal is budgeted to cover three functional areas:

<b>Project Area</b>	<b>Proposal</b>	<b>Budget</b>
Pescadero Project 21-05	\$20,000	\$500K Capital Project
Carmel Meadows Project 19-03	\$20,000	\$2M Capital Project
Carmel Restaurants – Fats, Oil, and Grease	\$20,000	\$40,000 in Administration Operation & Maintenance

All budget figures are from 2023-24; however due to planning, permitting, and regulatory issues the timeline may slide out into future years.

The line item in the Administration Operations and Maintenance budget is specifically for “Public Outreach Consultant”.

Attachments:

1. TBC Work Product October 2022 through June 2023
2. TBC Proposal 2023-2024

**Carmel Area Wastewater District  
TBC Communications Work Product  
October 2022 – June 2023**

The following work product and contract deliverables were created during the end of October 2022 through June 2023 Contract Period for a total of 34,500.00 of which 34,481.25 was expended.

Although billed against a single contract, the work has been divided between the following projects: Pescadero or Carmel Meadows with additional Emergency Sewer Repair Notices and other services INCLUDED in the totals.

**Pescadero: Total Expended: 17,381.25**

1. Review of all project associated information including but not limited to:
  - a. Project plans and reports
  - b. Project correspondence
  - c. Applicable jurisdictional land use policies
2. Creation of project based Public Outreach Plan
3. Attendance at 9 project-based meetings with MNS Engineering
4. Attendance and facilitation of site tour with Board Members and public
5. Edits to outgoing correspondence
6. Copywriting, Design and Multiple Edits of 26-page Individual Residents Packet
7. Pescadero Sewer Repair Emergency Notice – 10/22/22
8. Pescadero Sewer Repair Emergency Notice – 10/28/22
9. Recommendations for updated project webpage
10. Filming and Production of Site Tour Video
11. Creation of Project Talking Points
12. Strategic Communications consulting and meeting preparation

**Carmel Meadows: Total Expended: 17,100.00**

1. Review of all project associated information including but not limited to:
  - d. Project plans and reports
  - e. Project correspondence
  - f. Applicable jurisdictional land use policies
2. Creation of project based Public Outreach Plan
3. Attendance at project-based meetings with SRT, BBK and other consultants
4. Attendance site tour with LUAC, Board Members, and public
5. Preparation for and attendance at LUAC meeting
6. Edits to outgoing correspondence
7. Initial Copywriting, Design and edits to 26-page Individual Residents Packet
8. Carmel Meadows Spill Notice – 1/13/23
9. Carmel Meadows Sewer Stability Notice – 3/16/23
10. Recommendations for updated project webpage
11. Filming and Production of Site Tour Video
12. Creation of Project Talking Points and Project Introduction

13. Editing of Project Based Power Point Presentations
14. Creation of project-based press release regarding Board of Directors decision
15. Strategic Communications Consulting and meeting preparation

**Emergency Sewer Repair Notices and Public Correspondence: Included in totals**

1. Scenic Drive – 1/6/23
2. Creation of press release for Emergency Work

**Other Services included in totals**

1. Attendance at all BOD meetings
2. Review and Recommendations on Ejector Pump Policies
3. Initial Production of Ejector Pump Video

**RECIPIENT:**

*Barbara Buikema or Rachel Lather  
Carmel Area Wastewater District  
3945 Rio Road  
Carmel By The Sea, CA 93922*

**SENDER:**

*TBC Communications & Media  
177 17th Street  
Pacific Grove, CA 93950  
Steve Thomas  
T: (831)920-1693 | F: (831) 920-1729  
steve@tbccommunications.com*

**FOR THE PURPOSE OF:**

*Project Related Public Outreach  
and Education Services  
  
July 20, 2023*

**Dear Barbara and Rachel,**

The Carmel Area Wastewater District has an exceptional record of designing, proposing, and completing projects that are beneficial to your ratepayers and the community at large. Successfully communicating the importance of these projects to passionate homeowners is an exercise in patience and striking the right balance of information conveyed in a manner that the general public can understand.

Since late October of 2022, TBC Communications & Media has served as the District's project based public outreach and education consultants for the Pescadero and Carmel Meadows Sewer Replacement Projects. Furthermore, the District has called upon TBC to perform additional emergency communications services for Scenic Road during this winter's storms as well as other necessary tasks.

Our firm prides itself on providing exceptional service and responsiveness while always keeping in mind the value of a public agency's investment in the public outreach process.

The importance of the previously mentioned sewer infrastructure projects as well as the upcoming restaurant related Fats, Oils, and Grease program demonstrates the need for ongoing targeted public outreach and education.

TBC is proud to have assisted the District in these endeavors and we submit this proposal with the goal of assisting the Carmel Area Wastewater District in completing these critical public serving projects and programs.

Thank you for the opportunity to submit this proposal. We look forward to partnering with you on this important journey.

**Sincerely,  
TBC COMMUNICATIONS & MEDIA**

  
.....  
**STEVE THOMAS**  
PRESIDENT

# SCOPE OF WORK

## TASK 1.0 PESCADERO ROAD SEWER REPLACEMENT PROJECT

### **1.0: Ongoing review of all project related material including:**

- Project plans and reports
- Project correspondence
- Applicable jurisdictional policies and

### **1.1: Individual homeowner outreach including:**

- Scheduling meetings with homeowners
- Attendance at meetings
- Post meeting report

### **1.2: Ongoing project based meetings with MNS Engineering and other project consultants**

### **1.3: Facilitation and attendance at additional site tours as needed**

### **1.4: Edits to outgoing correspondence**

### **1.5: Pilot Ejector Pump Q & A Event for Homeowners:**

- Coordination and management of event
- Creation of event invite and distribution
- Coordination of as needed media participation

### **1.6: Copywriting, design and production of Individual Homeowner Project Plan Packets**

### **1.7: Pilot Ejector Pump Q & A Event for Homeowners:**

- Coordination and management of event
- Creation of event invite and distribution
- Coordination of as needed media participation

### **1.8: As needed Pescadero Sewer Repair Notices including:**

- Design and content creation
- Media alerts and interface

### **1.9: Additional recommendations for updated project webpage**

### **1.10: Management and coordination of project based public meetings**

### **1.11: As needed editing of project Powerpoint Presentations**

### **1.12: As needed communication with permitting bodies and organizations**

### **1.13: Strategic communications consulting and meeting preparation**

### **1.14: Public Noticing including construction related information**

- Design and facilitation of mailed pieces
- Initial data capture portal on webpage
- Media alerts

## TASK 2.0 CARMEL MEADOWS SEWER REPLACEMENT PROJECT

### **2.1: Ongoing Review of all project related material including:**

- Project plans and reports
- Project correspondence
- Applicable jurisdictional policies

### **2.2: Attendance at project-based meetings with SRT, BBK and other consultants**

### **2.3: Attendance at public meetings regarding project**

### **2.4: Edits to outgoing correspondence**

### **2.5: As needed editing of project based PowerPoint presentations**

**2.6: As needed Carmel Meadows Sewer Repair Notices including:**

- Design and content creation
- Media alerts and interface

**2.7: One or Two Project Workshops and Pilot Ejector Pump Q&A Event for Stakeholders including regulators**

- October 9-20, 2023 to present third party analysis
- Coordination and management of event and creation of event invite and distribution
- Coordination of as needed media participation

**2.8: Additional recommendations for updated project webpage**

**2.9: As needed editing of project Powerpoint Presentations**

**2.10: Management and coordination of project based public meetings**

**2.11: As needed communication with permitting bodies and organizations**

**2.12: Strategic Communications consulting and meeting preparation**

**2.13: Public Noticing including construction related information**

- Design and facilitation of mailed pieces
- Initial data capture portal on webpage
- Media alerts

## TASK 3.0 CARMEL RESTAURANTS: FATS, OILS, AND GREASE

**3.1: Creation of a project based Public Outreach Plan**

**3.2: Creation of talking points for Board of Directors and Staff**

**3.3: Copywriting, Design, and Production of informational packets for restaurants**

**3.4: Facilitation of one on one meetings with restaurant owners and managers**

**3.5: Facilitation of project presentations to Carmel Restaurant Association and Chamber of Commerce**

**3.6: Recommendations for project based webpage**

**3.7: Creation of Project Based PowerPoint presentation**

**3.8: Project related public communication including media**

**3.9: Communication with City of Carmel**

**3.10: Assistance with strategic communication and meeting preparation**

## **Fee Schedule**

At TBC Communications, we are committed to providing the highest level of service while maintaining the most cost effective structure. We have found that once a scope of work is agreed upon, a timeline can be established with the specific deliverables attached.

We are anticipating the following not to exceed project based investment levels:

Pescadero:	20,000.00
Carmel Meadows:	20,000.00
Carmel Restaurants - FOG:	20,000.00
<b>Total - July 2023-June 2024:</b>	<b>60,000.00</b>

Approximately 15 to 20 hours per month

Separately billed expenses include but are not limited to:

- Printing
- Mailing Services and Postage
- Advertising Space/Time Costs
- Specialized Equipment Rental
- Custom Digital Development (Apps or Website Widgets)
- Promotional Products

## **Other Services**

As a full service agency, we offer a suite of additional services including, but not limited to:

- Advertising Placement
- Event Management
- Promotional Products/Give A Ways
- Talent Procurement
- Point of Purchase Design and Creation
- Media Training

***Thank you for the opportunity to submit this proposal!***

# DELIVERABLES

The following work product and contract deliverables were created during the end of October 2022 through June 2023 Contract Period for a total of 34,500.00 of which 34,481.25 was expended.

Although billed against a single contract, the work has been divided between the following projects: Pescadero or Carmel Meadows with additional Emergency Sewer Repair Notices and other services INCLUDED in the totals.

## TASK 1.0 PESCADERO ROAD SEWER REPLACEMENT PROJECT - 17,381.25

- 1.1 Review of all project associated information including but not limited to:**
  - Project plans and reports
  - Project correspondence
  - Applicable jurisdictional land use policies
- 1.2 Creation of project based Public Outreach Plan**
- 1.3 Attendance at 9 project-based meetings with MNS Engineering**
- 1.4 Attendance and facilitation of site tour with Board Members and public**
- 1.5 Edits to outgoing correspondence**
- 1.6 Copywriting, Design and Multiple Edits of 26-page Individual Residents Packet**
- 1.7 Pescadero Sewer Repair Emergency Notice – 10/22/22**
- 1.8 Pescadero Sewer Repair Emergency Notice – 10/28/22**
- 1.9 Recommendations for updated project webpage**
- 1.10 Filming and Production of Site Tour Video**
- 1.11 Creation of Project Talking Points**
- 1.12 Strategic Communications consulting and meeting preparation**

## TASK 2.0 CARMEL MEADOWS SEWER REPLACEMENT PROJECT - 17,100.00

- 2.1 Review of all project associated information including but not limited to:**
  - Project plans and reports
  - Project correspondence
  - Applicable jurisdictional land use policies
- 2.2 Creation of project based Public Outreach Plan**
- 2.3 Attendance at project-based meetings with SRT, BBK and other consultants**
- 2.4 Attendance at site tour with LUAC, Board Members, and public**
- 2.5 Preparation for and attendance at LUAC meeting**
- 2.6 Edits to outgoing correspondence**
- 2.7 Initial Copywriting, Design and edits to 26-page Individual Residents Packet**
- 2.8 Carmel Meadows Spill Notice – 1/13/23**
- 2.9 Carmel Meadows Sewer Stability Notice – 3/16/23**
- 2.10 Recommendations for updated project webpage**
- 2.11 Filming and Production of Site Tour Video**
- 2.12 Creation of Project Talking Points and Project Introduction**
- 2.13 Editing of Project Based PowerPoint Presentations**
- 2.14 Creation of project-based press release regarding Board of Directors decision**
- 2.15 Strategic Communications Consulting and meeting preparation**

## TASK 3.0 EMERGENCY SEWER REPAIR NOTICES AND PUBLIC CORRESPONDENCE COST INCLUDED IN TOTAL

- 3.1 Scenic Drive – 1/6/23**
- 3.2 Creation of press release for Emergency Work**

## TASK 4.0 OTHER SERVICES INCLUDED IN TOTAL

- 4.1 Attendance at all BOD meetings**
- 4.2 Review and Recommendations on Ejector Pump Policies**
- 4.3 Initial Production of Ejector Pump Video**



RESOLUTION NO. 2023-49

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR A PROFESSIONAL SERVICES AGREEMENT WITH TBC COMMUNICATIONS IN AN AMOUNT NOT TO EXCEED \$60,000 FOR PUBLIC AND PROJECT RELATED COMMUNICATIONS SERVICES FOR THE DISTRICT

-oOo-

WHEREAS, the District has a need for public relations assistance in dealing with both capital projects and Operations and Management initiatives; and

WHEREAS, TBC Communications has performed well for the District in 2022-23 and has a firm grasp of the local area and the issues our projects face in the community; and staff is confident of their abilities; and

WHEREAS, the District benefits from professional public relations services in dealing with and completing complex and sensitive projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement, with a not to exceed amount of \$60,000, with TBC Communications for Public Relations/Management Services .

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023, by the following vote:

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

---

Ken White, President of the Board

ATTEST:

---

Domine Barringer, Secretary of the Board

## *Oral Report - General Manager*

## *Other Items Before The Board*

# STAFF REPORT



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: July 27, 2023  
Subject: 2022-23 Annual Reimbursement Report

## RECOMMENDATION

It is recommended that the Board of Directors pass a motion to accept the Reimbursement Report for fiscal year 2022-23.

## DISCUSSION

In accordance with Government Code § 53065.5:

Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or registration fees paid to any employee or member of the governing body of the District. The disclosure requirement is fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that District and shall be made available for public inspection.

The District will post this report on its web site under the Financial tab.

## FINANCIAL

No impact – this information is currently reported on the monthly Disbursement Report. This report represents a compilation of fiscal year reimbursements over \$100.

**Carmel Area Wastewater District  
2022-23 Annual Disbursements Report Over \$100**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
07/01/22	3194	Trevor Weidner-Holland	P3S conference expenses	404.53
07/20/22	3213	Christian Schmidt	Work boots	142.00
08/01/22	3274	Barbara Buikema	Special District Association. dinner and Hayashi & Wayland thank you gift	134.95
08/01/22	3300	Michael Skinkle	Certificate renewal	225.00
08/04/22	3320	Michael Garrison	Tri-State Conference per diem advance	288.00
08/04/22	3321	Robert Bowman	Tri-State Conference per diem advance	360.00
09/01/22	3413	Mark Napier	Reimbursement for Tri-State conference expenses	153.56
09/15/22	3452	Gregory Ange	Tri-State conference expenses	128.12
09/15/22	3459	Kevin Young	Annual California Water Environment Association Membership (CWEA)	202.00
10/18/22	3549	Barbara Simmons	User fee refund-septic	1,005.94
10/18/22	3560	Fanny Mui	Reimbursement for Environmental Compliance Inspector Grade 2 exam fee	195.00
10/18/22	3583	Seth Steele-Freitas	Reimbursement for Collections Grade 1 test fee	180.00
11/15/22	3707	Andrew Millington	Work boots reimbursement	202.10
12/05/22	3781	Greg D'Ambrosio	Replace lost check	2,000.00
01/20/23	3981	Mark Dias	Safety Training class expenses	703.13
02/01/23	4040	Patrick Treanor	Casa Association of Sanitation Agencies (CASA) Winter Conference expenses	747.30
02/15/23	4069	Charlotte Townsend	Replace uncashed and lost check for trustee	138.53
02/15/23	4100	Patrick Treanor	CASA Winter Conference hotel charge	275.20
04/03/23	4246	Andrew Millington	Collections Grade II exam fee	200.00
05/01/23	4376	Gregory Ange	CWEA conference expenses	107.14
			Reimbursement for board meeting lunch and California Special District Association	
05/01/23	4388	Patrick Treanor	dinner tickets	137.79
05/01/23	4393	Rachel Lather	CWEA conference expenses	809.15

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, GM

Date: July 27, 2023

Subject: Fall 2023 Newsletter Topics

## DISCUSSION

Staff is requesting Board input for topics to the District's Fall 2023 newsletter. The Fall issue is a two-page issue.

Suggested topics for the upcoming issue include:

- Progress on Electrical/Mechanical Rehab & Sludge Holding Tank Replacement
- 15 year plan for Collections System
- Progress on Carmel River Floodplain Restoration & Environmental Enhancement
- Safety spotlight – Employee Safety Training
- Microorganism of the Month
- Codification Project is now online
- User fee decrease
- Sidebar – if you see something, say something. Call Carmel Area Wastewater District (CAWD) first
- BioBot reporting
- New Employee – Jacob Gams, Lab Analyst
- Updates regarding The Bridge To Everywhere  
Corona Road Annexation Update

## FISCAL IMPACT

The 2023-24 Budget provides \$38,000 for two newsletters and a Prop 218 Notice – this includes consultant services for design and writing, printing, postage, and delivery. The Fall 2023 issue is the first of the two issues planned and is included in the approved newsletter budget.

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 27, 2023

SUBJECT: Role of Ad Hoc Committee re: \$1M planned allocation & 2023 Updated Committee Assignments

## RECOMMENDATION

It is recommended that the Board of Directors clarify the purpose of the Ad Hoc committee formed at the regular June 2023 meeting to “discuss the role of the committee members and the objective regarding the \$1M decrease in the planned allocation capital to long term reserves in the budget model.”

## DISCUSSION

At the regular June 2023 board meeting the Board approved the formation of an ad hoc committee to “discuss how the \$1M planned allocation capital decrease to long term reserves in the budget model” (Minutes page 6). This description does not describe the intent of the committee or its direction. The Board chair asked that we bring this item back to obtain a fuller description of the purpose of the committee and what can be expected at the September board meeting.

## FINANCIAL

None at this time

**2023 UPDATED COMMITTEE ASSIGNMENTS:**

<b>Committee</b>	<b>2022 Members</b>	<b>2023 Members</b>
Budget & Audit	D' Ambrosio Siegfried	
Pension	Rachel Siegfried Wellington	
Reclamation Management	New Appointment White	
Salary & Benefits	White Rachel	
Special Districts' Association	Rotated by all members	
CRFREE (ad hoc)	White Siegfried	
Sea Level Rise (ad hoc)	Siegfried D' Ambrosio	
Tree Trail & Rio Park Bridge Committee	D' Ambrosio	D' Ambrosio White
Construction Committee (ad hoc)	White Rachel	
Real Estate Committee (ad hoc)	White Siegfried	
Ejector Pump Committee (ad hoc)	TBD	Rachel Urquhart
Codification Committee (ad hoc)	TBD Wellington	Siegfried Urquhart
Security (ad hoc)		<b>TBD</b>
\$1M Planned Capital Allocation Impact		Urquhart Siegfried



# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 27, 2023

SUBJECT: Bridge to Everywhere Project

## RECOMMENDATION

It is recommended that the Board of Directors make a motion to approve the following:

1. Designate the Bridge to Everywhere Project to a standing committee.
2. Agree to Carmel Area Wastewater District (CAWD) to act as lead agency for purposes of the bridge component of this project, and in other areas as required.

## DISCUSSION

The rehabilitation of the CAWD bridge across the Carmel River has been a long standing project of considerable interest to the District. Not only does the bridge provide emergency access to the plant if required, but it also has the potential to provide the community with walking path connections linking multiple trails throughout the area. This project has the potential to be a tremendous “gift” to the community.

The current committee was set up as an ad hoc committee with the thought that it would not be permanent. The committee has done a substantial amount of work and it has been well received; however, it is now clear that this is more than an “ad hoc” project. The District should be looking at this project as not only multi-year but also with multi-participants/agencies.

The current committee includes staff and board members, Doug Schmitz (former Carmel City Administrator) and Laura Bowling, principal of Pure Dakota, a public relations firm. Our initial outreach has included Sam Farr, State Parks, Regional Parks, and Professors

from California State University. Monterey Bay, and the Coastal Conservancy. Going forward we have a long list of groups/individuals we would like to engage not only for fund raising but in the hopes that they will be a “partner” in this endeavor. Given these facts staff feels it would be better to raise this committee from an ad hoc status to a standing committee, which will allow the District to keep a public record of the meetings with noticed agendas and minutes.

The second item, approval of CAWD as lead agency, has come about because in talks with the Coastal Conservancy they have indicated that we will need a “lead” agency to handle any grant funding and to simply have a single agency take on a leadership role. The bridge rehabilitation will no doubt be the biggest project in terms of linking the various walking trails and CAWD is the natural fit. We still believe that by connecting the network of segmented trails into a linked walking path other agencies will want to engage in connecting these natural trail resources. Certainly, the City of Carmel has a crucial role to play given their proximity to the trail; however, CAWD’s role as the bridge lead is undeniable as it is the epicenter of the ability to connect over 10 different trails. Therefore, we are asking for Board approval to permit CAWD to act as lead agency, and where possible share the vision with other agencies and bring connectivity to a number of walking paths for the public to enjoy through the restoration of the Bridge to Everywhere.

## **FINANCIAL**

At this time there are no additional costs; however, based on preliminary conversations with the Coastal Conservancy the way forward may mean that the District needs to participate in some type of cost sharing for the bridge rehabilitation. Currently we are unable to provide any dollar amounts as we are not far enough in the process.

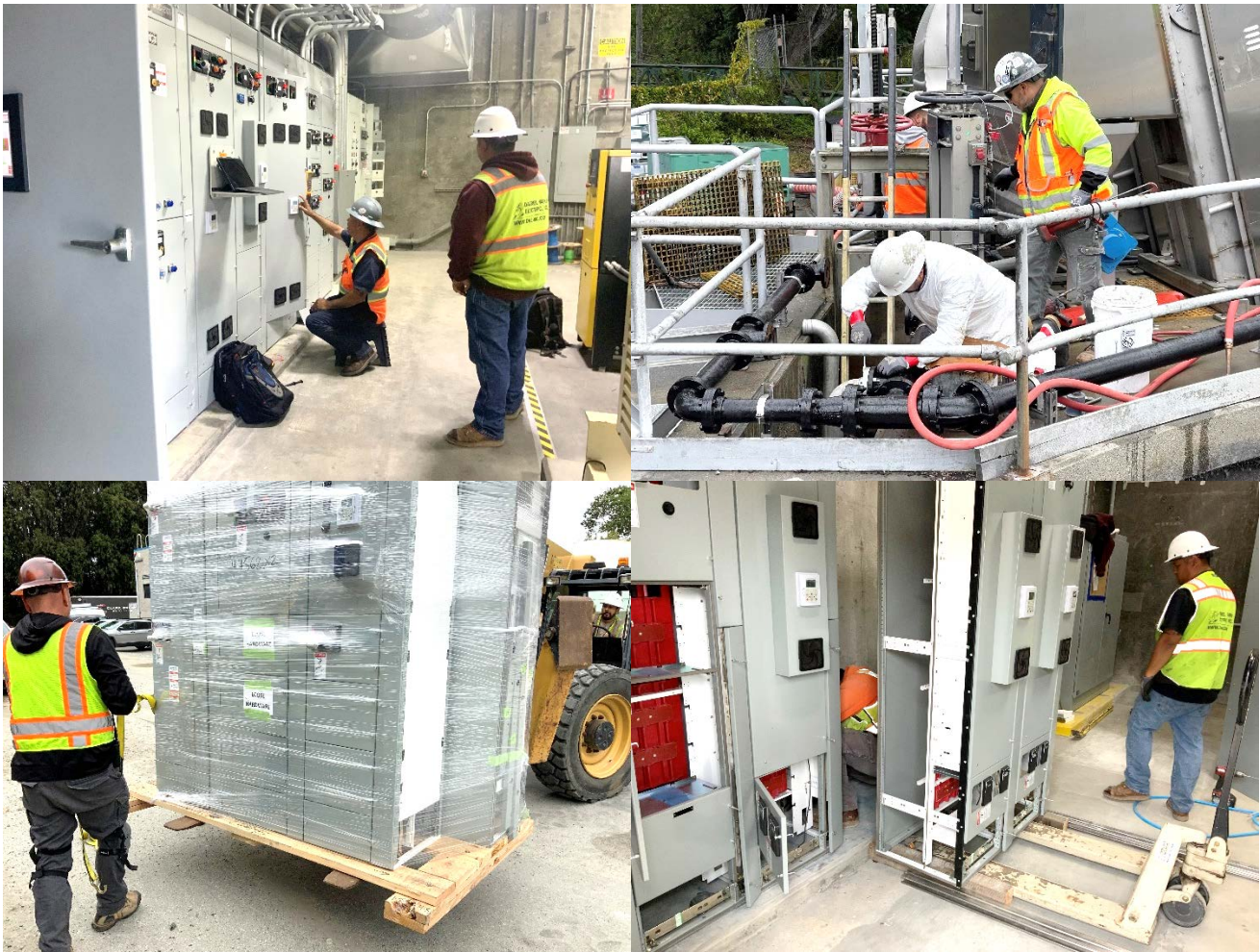
## *Information & Discussion Items*

**Carmel Area Wastewater District**  
WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

**Construction Progress Report**

July 16<sup>th</sup>, 2023

Prepared by: Patrick Treanor, Plant Engineer  
Contractor: Clark Bros Inc (CBI)



## Section 1: Project Summary

Project Summary			
General Contractor		Clark Bros Inc	
Contract Value			
Contract Bid Amount		\$7,291,500	
Change Orders Issued to Date		4	
Value Added Change Order Cost <sup>(1)</sup>	% of Bid Amount	\$274,582.57	3.8%
Non Value Added Change Order Cost <sup>(2)</sup>	% of Bid Amount	\$73,505.95	1.0%
Total Change Order Cost	% of Bid Amount	\$348,088.52	4.8%
Current Contract Value		\$7,639,588.52	
Open/Pending Potential Change Orders (PCO)		0	
Contract Time			
Notice To Proceed		September 7 <sup>th</sup> , 2021	
Original Contract Time		550 Calendar Days	
Calendar Days Elapsed		671 Days	
Weather Days: Accepted to Date		5 Days	
Contract Change Order(s) Time Extension		0 Days	
Current Contract Completion Date		March 11 <sup>th</sup> , 2023	
Contract Progress Summary			
Total Project Time Expended		122%	
Total Project Construction Cost Expended		76% (not including retention)	

Notes:

1. Value Added Change Orders include: District Requested Additional Work and Betterments
2. Non Value Added Change Orders include: Design Issues, and Unforeseen/Differing Site Conditions

## **Section 2: Work Performed This Month**

---

### **2.1 General**

Work this month focused on finishing up mechanical work at the Headworks, startup of the third Influent Pump, and preparations for starting work in the Effluent Pump Station and Chlorination Building. The two remaining Motor Control Centers (MCC) were delivered on July 6<sup>th</sup> (about 1.5 years after being released for fabrication).

The Construction Committee approved a paving change order this month for \$215,370 to repair dilapidated paving throughout the treatment plant site. This is a value added change order.

#### **2.1.1 Submittals**

Submittals reviewed this month included HVAC equipment anchorage, Construction Schedule, and Warranty Certificates.

#### **2.1.2 PLC Programming**

PLC programming by Frisch Engineering is in progress.

### **2.2 Site Work**

#### **2.2.1 Potholing/Locating Existing Utilities**

None.

### **2.3 Sludge Holding Tank Replacement**

The electricians worked on the lighting circuits for the Sludge Tank.

### **2.4 Influent Pump Station Rehab**

The third new Influent Pump was started up this month and the pump has passed the testing phase. Work to install the fourth and final Influent Pump is now in progress.

### **2.5 Headworks Rehab**

A channel mixing system was installed and other miscellaneous work was conducted including: grouting, installing new spray water piping, pH instrument installation, and cleanup.

## **2.6 Chlorination Building Rehab/3W System Improvements**

Work began on new HVAC fans. The new MCC for this building was delivered on July 6<sup>th</sup> and installation commenced promptly. Now that the MCC has arrived all the equipment in this building can be moved over to the new electrical gear.

## **2.7 Effluent Pump Station Rehab**

The electrical subcontractor installed the new fiber optic communications line from the Effluent Pump Station to the Main Server Room. Conduit rough in was also conducted in the Effluent Pump Station Building. The Temporary Pump System arrived and was being installed. The MCC for this building was delivered on July 6<sup>th</sup> which will allow Clark Bros to move forward with remaining work in this area.

## **Section 3: Project Issues**

---

On September 1<sup>st</sup>, 2022, Clark Bros notified CAWD that the MCC were experiencing extended delays beyond what was previously anticipated and that the MCC may not be onsite until June of 2023. CAWD sent a notice to Clark Bros on September 7<sup>th</sup>, 2022 stating that CAWD will incur financial loss if the work is not completed in the Contract Time, and reaffirming that there hasn't been a change to the Contract Time stipulated in the Agreement.

Clark Bros has been working diligently with the supplier in getting the MCC onsite without significant delays. The Influent Pump Station MCC was delivered on March 2<sup>nd</sup>, 2023. The Headworks MCC was delivered on March 24<sup>th</sup>, 2023. The Chlorination Building MCC and the Effluent Building MCC were delivered on July 6<sup>th</sup>, 2023.

## **Section 4: RFI and Submittals Review Summary**

---

The following table contains a summary of RFI/Clarifications and Submittals to date:

	<b>Total Number Processed</b>	<b>Number Received in Current Month</b>
<b>RFI/Clarifications</b>	59	1
<b>Submittals</b>	189	4

## **Section 5: Change Order Summary**

---

Potential change orders (PCOs) are being generated for differing site conditions, owner requested changes, and design issues.

	<b>Total Number Processed to Date</b>	<b>Open PCO Pending Quote/Approval</b>	<b>Number Generated in Current Month</b>	<b>Total Cost Approved to Date</b>
<b>Potential Change Orders (PCO)</b>	13	0	0	NA
<b>Change Orders</b>	5	0	0	\$348,088.52

## **Section 6: Project Schedule and Budget**

---

### **6.1 Schedule**

The project is currently expected to be substantially complete in September 2023.

### **6.2 Budget**

At this time the approved change orders amount to 4.8% of the project cost. The project management team is continually monitoring the costs of potential changes to manage costs.

Currently the amount to be paid to CBI is 76% (not including retention) of the total approved budget (82% with retention).

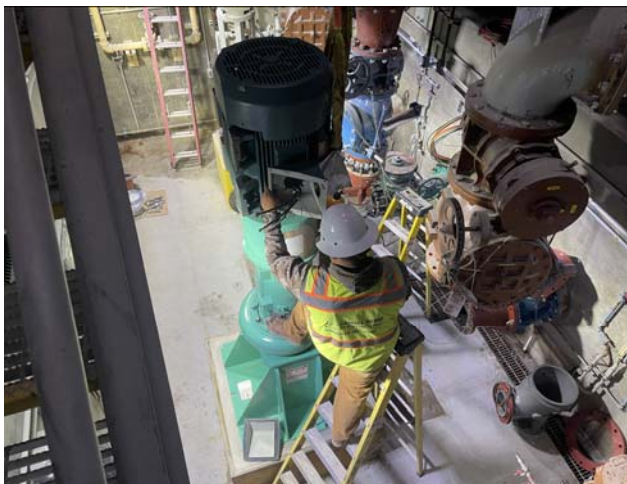
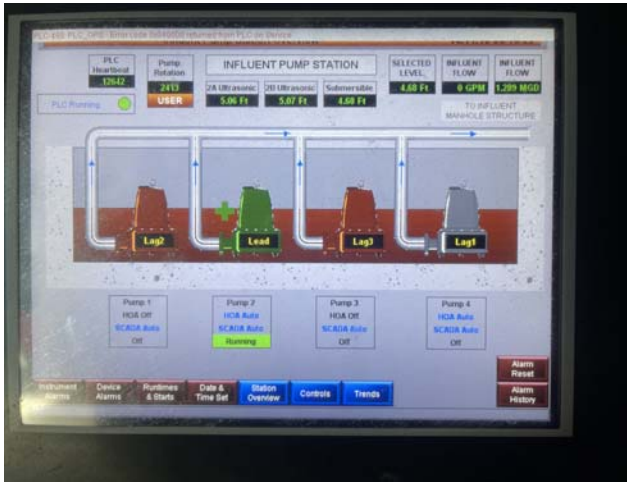
## **Section 7: Photos**

---

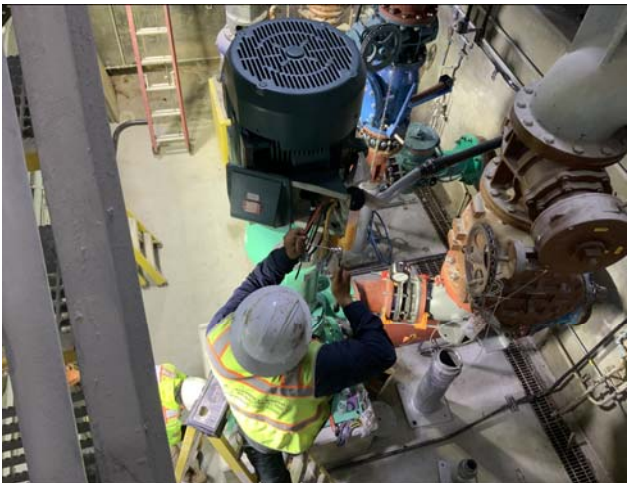
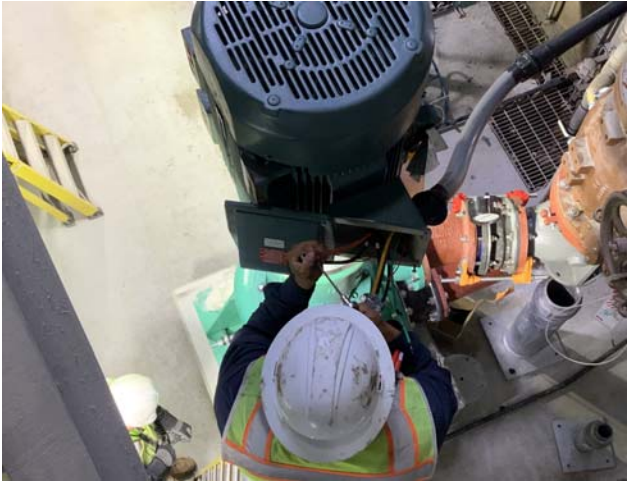
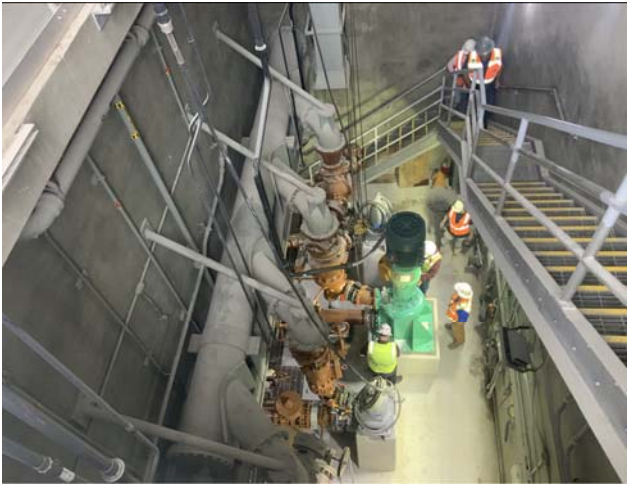
- Influent Pump Station Rehab
- Headworks Rehab
- Sludge Holding Tank Replacement
- Effluent Pump Station Rehab
- Chlorination Building Rehab



Photos:  
Influent Pump Station Rehab





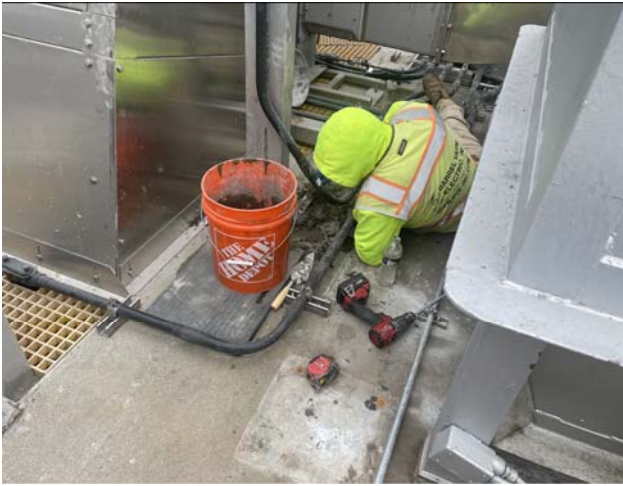


Photos:  
Headworks Rehab









Photos:  
Sludge Holding Tank  
Replacement







Photos:  
Effluent Pump Station Rehab

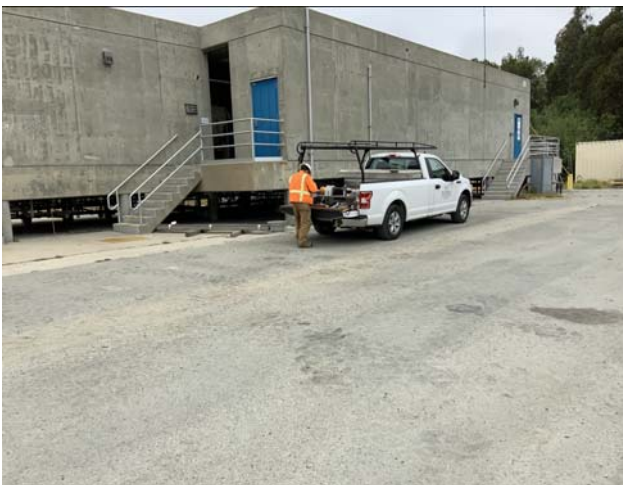
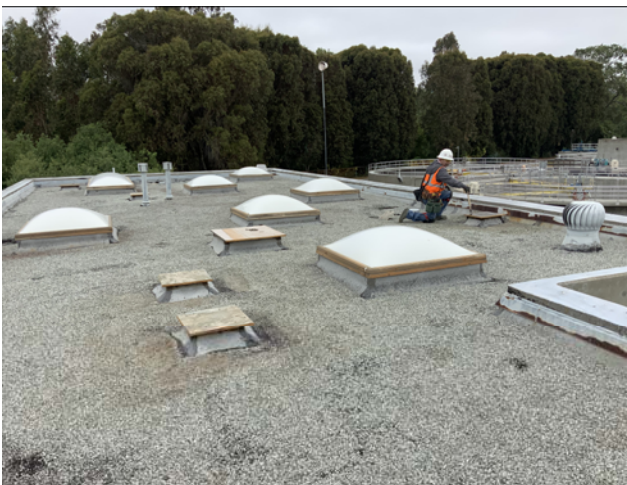






Photos:  
Chlorination Building Rehab













# STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 27, 2023

Subject: Wastewater Treatment Plant (WWTP) Bi- Annual Electricity Use Update

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

*The following abbreviations are used in this report:*

- *kW – Kilowatt – an instantaneous measure of electrical power*
- *kwh–kilowatt-hour a measure of electrical power used in one hour*
- *kwh/month – electrical power used for all hours in a month*

This report is a 6-month recurring update on ongoing electricity usage reduction efforts at the WWTP. This report covers electricity usage from January 2023 through June 2023.

For the current reporting period the WWTP averaged 13,735 kwh/month less power usage then compared to the power usage prior to the Phase 1 Capital Improvement Project (completed in 2018). This is an 8% reduction in power usage with an annualized savings of about \$30,000 per year compared to before the Phase 1 Capital Improvements.

The improvements in the current Phase 2 - WWTP Electrical/Mechanical Rehabilitation Project (Project 18-01) are just beginning to show results. The Influent Pump Station Improvements began going online in mid-April and the Sludge Holding Tank work went online in 2022. Both these improvements include more efficient pumping systems. Still pending in the Phase 2 Project is installation of Variable Speed Drives for the 3W pumps, which will reduce the power drawn by these 25 Hp pumps that currently run 24/7 at full speed.



Table 1 below contains a summary of the monthly power usage over the past 6 months compared to the “Pre-Phase 1 Baseline”.

**Table 1 – 6 Month Electricity Use Comparison to Pre-Phase 1 Baseline**

	Secondary (kwh)	Blower (kwh)	Total (kwh)	Total Comparison to Baseline (kwh)
<b>January</b>	127,085	53,954	181,039	2,613
<b>February</b>	113,846	53,755	167,601	-10,825
<b>March</b>	103,766	45,180	148,946	-29,480
<b>April</b>	115,292	59,047	174,339	-4,087
<b>May</b>	103,887	57,549	161,436	-16,990
<b>June</b>	94,338	60,448	154,786	-23,640
<i>Average:</i>	<b>109,702</b>	<b>54,989</b>	<b>164,691</b>	<b>-13,735</b>

# STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 27, 2023

Subject: Pebble Beach Community Services District (PBCSD)- Regular Board Meeting on June 30, 2023

## DISCUSSION

Agenda items from June 30, 2023, meeting that are of specific interest to this District:

- Total cash balance at the end of May 2023 was \$32.1M; of that \$23.0M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues with user fees making up 22% of the total actual cost of wastewater operations.
- Staff presented the 2023-24 Budget for approval with total revenues of \$23,490K and appropriations from Capital Reserves of \$6,767K. The budget contains \$17,765K in Operation & Maintenance expenses and \$5,563K in Capital Outlays. The budget includes Capital prior year carry-over of \$6,767K.
- The Board approved the 2023-24 Sewer Service Charges. Residential rates are \$380.64 for a year.
- The annual Cost of Living increase for staff is 5.1%
- Sewer connection fees were approved at \$5,075. This is a 3% increase from the prior year. No change was recommended for the inspection and permit fees.
- Approximately 104 million gallons (MG) or 319 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 90% of permitted capacity. The storage volume is 25% higher than the historic average of 83 MG or 117 AF.
- Average daily wastewater flow of 538,000 gallons per day (GPD) was measured in May at the PBCSD-Carmel gate. This represents 40% of the total monthly flow at the Carmel Area Wastewater District (CAWD) treatment facility.

The measured PBCSD flows were 27% above the five-year average of 422,000 GPD for May. The CAWD flows were 11% above the five-year average of 1,197,000 GPD for May.

- Total irrigation water demand for the 2023 calendar year through May was 195 AF. Total demand for the calendar year is 33% below the 5-year average of 293 AF through May. The month of May reflected a net storage decrease of 2M gallons as the reservoir dropped from 111 MG down to 109 MG.
- Total production for Alternative Source Water for the 2023 calendar year through mid-June was approximately 6.3 million gallons.
- The District approved the job description for Chief Financial Officer.
- Average daily wastewater flows measured in million gallons per day (MG) show:

<b>MONTH</b>	<b>TOTAL</b>	<b>CAWD FLOW</b>	<b>PBCSD FLOW</b>	<b>PBCSD</b>
Aug -22	35.881	24.412	11.469	31.96%
Sept – 22	33.941	23.173	10.768	31.73%
Oct -22	31.961	22.411	9.55	29.88%
Nov – 22	34.002	22.641	11.361	33.41%
Dec -22	57.963	33.771	24.192	41.74%
Jan -23	81.216	45.825	35.391	43.58%
Feb-23	43.194	26.652	16.542	38.30%
Mar-23	102.585	72.259	30.326	29.56%
Apr - 23	43.486	27.079	16.407	37.729%
May - 23	41.342	24.661	16.681	40.349%
<b>Total</b>	<b>505.571</b>	<b>322.884</b>	<b>182.687</b>	<b>36.135%</b>

## **FUNDING**

Informational item only

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 27, 2023

SUBJECT: Special District Association of Monterey County

## RECOMMENDATION

This report is informational only.

## DISCUSSION

Sheriff Tina M. Nieto was the featured speaker and gave a brief speech on her first seven months in office. She has been in the “business” for 35 years but is the first Latina Sheriff in California. The challenges she spoke to:

- Pajaro flood this past winter displaced approximately 800 residents. The Sheriff’s office was responsible for door-to-door canvassing to ensure safety and evacuation.
- Monterey County Jail & Hernandez Settlement: A class action lawsuit was filed in May 2013 regarding conditions at the jail. Under the Settlement Agreement the Jail was required to develop implementation plans to reform policies, procedures and practices by which it provides security, medical care, mental care, and disability accommodations.
  - On Day 1 the sheriff brought in an audit team to make recommendations
  - They put together a Compliance team from the Hernandez settlement
  - Working with monitors closely
  - And building accountability into the system
- A Monterey County Sheriff was shot at the end of May, with what started as an eviction notice and ended with gunshots after a nine hour standoff. The deputy has recovered but Sheriff Nieto stressed the safety of the force and how it is an ongoing responsibility.

- Search and Rescue teams remain very busy. In particular the Big Sur area seems to draw hikers and accidents into a perfect storm.

Going forward the Sheriff indicated her seven top goals:

1. Focus on prevention
2. Be a servant of the public – develop a guardian mentality
3. Quality of life is the end game
4. Embrace smart policing initiatives
5. Develop law enforcement staff
6. Adopt “best practices” in policing
7. Promote a deputy safety mind set

Sheriff Nieto said that prevention focused community policing is building public trust. Her policing philosophy was summed up in her phrase “You lie, you die”. The police must have integrity.

Notes from Legislative Session

- Santa Cruz is in the process of setting up a Special Districts of Santa Cruz Association
- August 28, 2023 the state conference starts in Monterey
- Board Clerk conference is in November at Embassy Suites in Seaside
- San Luis Obispo Legislator of the Year is John Laird

News from Local Agency Formation Commission (LAFCO)

- The Monterey Peninsula Water management District litigation with Cal Am Water has a court date for early August
- LAFCO is performing a review of their policies on farmland and mitigation from loss of farmland
- City of Gonzales is annexing 50 acres at the south end of town for an agriculture coolant facility
- Review in September of the three special districts in Greenfield

## FINANCIAL

None

# *Announcements On Subjects of Interest To The Board:*

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

Friday, July 28, 2023, at 9:30 a.m. – Director D’Ambrosio is scheduled to a  
Friday, August , 2023 – No PBCSD Meeting

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

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

Tuesday, January TBD , 2024, at 6:00 p.m. –Director Rachel are scheduled to attend.

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

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

# *Adjournment*