



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

February 25, 2021
Thursday
9:00AM



Carmel Area Wastewater District

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

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

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

COVID-19 Public Meeting Procedures

As per the Governor's Executive Order #N-29-20 (March 17, 2020) the following will be in effect until rescinded.

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

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: February 25, 2021
Subject: 2021 Annexation Project Presentation for
Project #19-09 - 2021 Sphere of Influence
Amendment & Annexation Proposal

DISCUSSION

The Local Agency Formation Commission (LAFCO) is planning to review our annexation application on March 26, 2021. The annexation process started in 2019 and after completing the environmental study of the project and the legal process for environmental review, the annexation is finally being reviewed by LAFCO in 2021.

LAFCO staff suggested that we send notices to the owners of the parcels being annexed and provide a presentation to inform them of the annexation proposal. Staff sent notices to all property owners and an informational PowerPoint presentation will be presented at the February 25, 2021 board meeting. At the end of the presentation, the Board is requested to open the meeting to public questions regarding the annexation.

2021 Annexation Project

FEBRUARY 25, 2021



MEETING PURPOSE

- Purpose for today is **Public Information and Discussion** regarding the Proposed 2021 Sphere of Influence Amendment and Annexation Proposal. This meeting is for informational purposes only; no action is being taken at this time.
 - Inform public of process
 - Encourage public discussion of proposed annexation
 - Clarify any aspects of the proposed annexation, including:
 - Reasons for Annexation
 - Proposed Annexation Areas
 - Annexation Process
 - Environmental Review
 - Agency Approvals

CARMEL AREA WASTEWATER DISTRICT

CAWD

- Established in 1908
- Dedicated to protect the public health and the environment by cost-effective collection and treatment of wastewater & the return of clean water to the environment

Services Provided by CAWD

- Wastewater Collection System Maintenance & Operation
- Wastewater Treatment
- Reclamation Treatment Facility – recycled water sent to Pebble Beach

Capacity

- 3.0 million gallons per day (MGD) dry weather capacity
- Currently receive 1.1 MGD dry weather flow

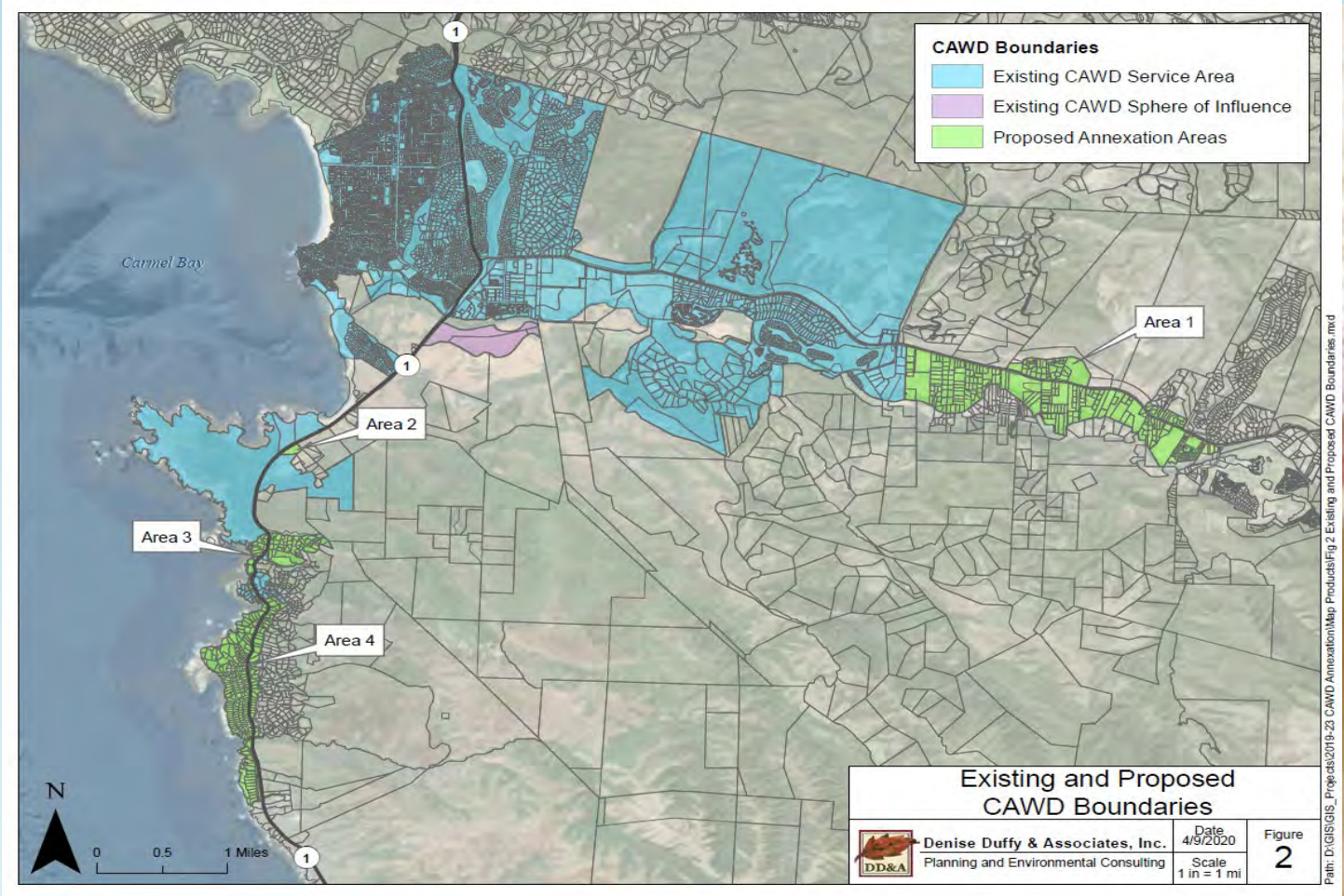
WHY ANNEXATION?

The project proposes annexation of approximately 925 acres of developed land in locations where the District either anticipates or has received applications for near-term sewer service connection requests.

- Failed Septic System at Carmel Valley Manor
- Corona Road Area Septic Issues
- Larsen Property Septic Issues
- Yankee Point Area Septic Issues
- Carmel Valley Manor will be installing a collector line along Carmel Valley Road
 - The parcels along this corridor will have access to sewer
- Local Agency Management Program for new or replacement systems
- Monterey County regulations have made it cost effective to go from septic to sewer

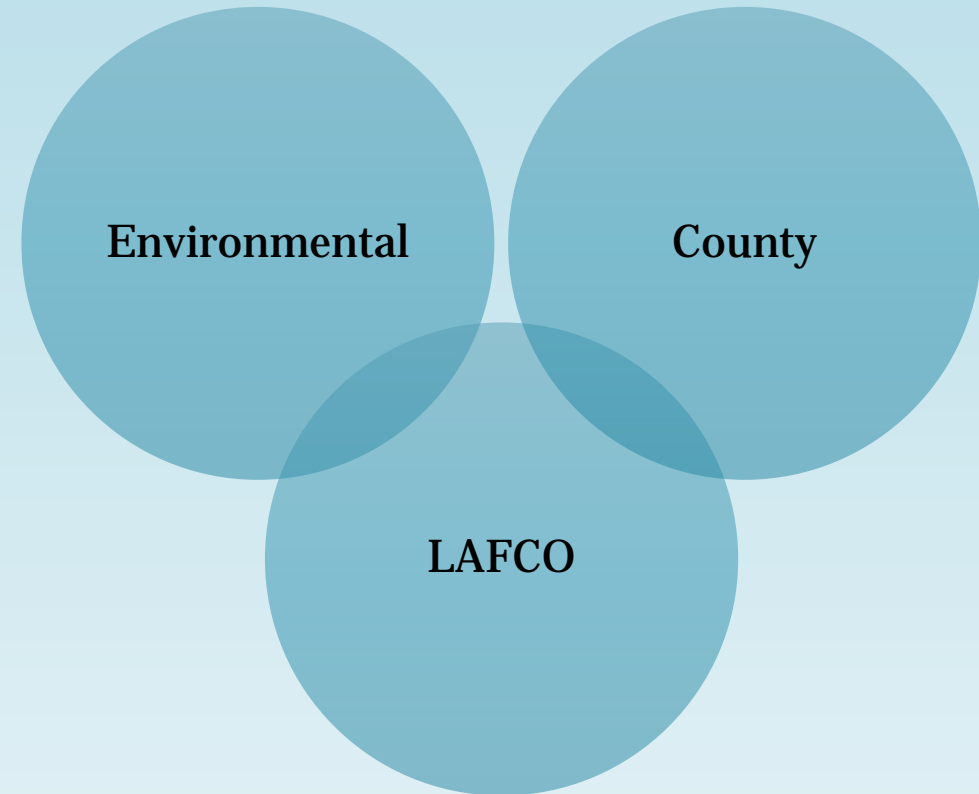
Proposed Annexation Areas

- Area 1 – Areas downstream of Carmel Valley Manor
- Area 2 – Larsen Property
- Area 3 – Corona Road Area
- Area 4 – Yankee Point/Otter Cove



PROCESS FOR ANNEXATION

- **Environmental Review**
 - Conducted by the District
- **County Support re: Septic to Sewer**
 - County Environmental Health
- **Local Agency Formation Commission (LAFCO) Approval**
 - Approval required for Annexation Application
 - LAFCO also conducts Service Review



ENVIRONMENTAL REVIEW

MITIGATED NEGATIVE DECLARATION APPROVED BY CAWD BOARD ON JULY 30, 2020

<HTTPS://WWW.CAWD.ORG/FILES/DOB53E60C/CONSOLIDATED+FINAL+IS+CAWD+2020+ANNEXATION-RS.PDF>

- The District's boundaries include mostly residential land uses, as well as some commercial uses and significant open spaces. Most lands within the District's existing and proposed sphere are already developed.
- The Draft Initial Study/Mitigated Negative Declaration (IS/MND) was circulated for public review from June 1, 2020 to June 30, 2020.
- A Final IS/MND was prepared to address comments received from the public. The Final IS/MND was combined with the Draft IS/MND to create the compiled IS/MND for the project.
- The compiled IS/MND was considered for and ultimately adopted on July 30, 2020, at the District's regularly scheduled board meeting.
- The District also approved a resolution for submittal of application to LAFCO for approval of the annexation territory.

COUNTY ENVIRONMENTAL HEALTH BUREAU

New and Replacement Septic Permits
A property must connect to sewer unless:

- Structure to be served is more than 300' from sewer main.
- Sewer purveyor refuses connection or annexation.
- Property owner is unable to obtain necessary easement for connection pipe.
- For replacements only, when the connection fees and construction costs to connect to sewer are greater than twice (2x) the cost of the replacement OWTS (either conventional or alternative, as applicable), provided continued use of an OWTS will not impact groundwater or surface water.

LAFCO APPROVAL

- Next step for annexation - a municipal service review and sphere of influence study (MSR) and approval of the proposed amendment to the CAWD boundary
 - An MSR evaluates the structure and operation of an agency and discusses possible areas for improvement and coordination.
 - An MSR is used by LAFCO when updating a sphere of influence, and can also be used by the subject agencies when considering changes in their operations.
 - Item will be noticed to all properties within 300 feet of the proposed annexation boundary and/or in a local newspaper, as required by state law
 - LAFCO's intention is to waive protest proceedings for the approval
 - If written protest is received, protest hearing would occur about 60 days after public hearing
 - Determination of approval anticipated at LAFCO hearing in March, 22nd 2021

OTHER APPROVALS

- State Board of Equalization – 30 Days
- Department of Justice Approval of Boundary Change – 60 Days

Questions?



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES
January 25, 2021 at 10:00 a.m.
Via "ZOOM"

CALL TO ORDER - ROLL CALL The meeting commenced at 10:00 a.m.

Present: Director Greg D'Ambrosio, Committee member
 Director Robert Siegfried, Committee member
 General Manager, Barbara Buikema
 Maintenance Superintendent, Chris Foley

Absent: None

Others: Nick Becker, PBCSD Principal Engineer

AGENDA ITEMS:

1. The Committee discussed the draft 2021-22 Budget.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 11:00 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, January 28, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



**CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
*Thursday, 9:00 a.m., January 28, 2021***

Teleconference Webinar

(See California Executive Order N-29-20 during Covid-19 Pandemic)

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

Present: Directors: Greg D' Ambrosio, Robert Siegfried, Charlotte Townsend, Michael Rachel, and President Ken White

Absent: None

A quorum was present.

Others: Via Zoom

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

Rachél Lather, District Engineer, CAWD

Patrick Treanor, Plant Engineer, CAWD

Ed Waggoner, Plant Superintendent, CAWD

Kevin Young, Operations Supervisor, CAWD

Chris Foley, Maintenance Superintendent, CAWD

Daryl Lauer, Collections Superintendent, CAWD

Mark Dias, Safety and Regulatory Compliance Administrator, CAWD

Domine Barringer, Administrative Assistant/Board Clerk, CAWD

Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD

Rob Wellington, Wellington Law Offices, CAWD Legal Counsel

Leo Laska, Director, Pebble Beach Community Services District (PBCSD)

Mike Niccum, General Manager, PBCSD

Nancy Johnson, Senior Accountant, PBCSD

Beth Ingram, Human Resource (HR) Consultant

1. Public Comments:

No Public Comment

2. Agenda Changes:

Item #31 of the Agenda (CAWD COVID-19 Risk Mitigation and Response Plan) was moved ahead to follow the Human Resource oral report (Item #3 on the Agenda).

3. Human Resources Presentation: Oral report given by Beth Ingram, CAWD HR consultant

4. CAWD COVID-19 Risk Mitigation and Response Plan Update #2 - Report by Safety and Regulatory Compliance Administrator, Mark Dias

Board Action

After brief discussion, a motion was made by Director Townsend and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously voted on adopting the updated plan.

5. The Board agreed to remove item #27 from the Agenda (Resolution No. 2021-09) as the item was not complete.

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

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

Board Action

A motion to receive and approve was made by Director D'Ambrosio and seconded by Director Siegfried. After a Roll Call vote, the Board unanimously received and approved the Meeting Minutes and the following Consent Calendar/Agenda items:

6. Regular Board Meeting Minutes of December 10, 2020
Salary & Benefits Committee Meeting Minutes of December 15, 2020
Pension Committee Meeting Minutes of January 7, 2021
Special Budget Committee Meeting Minutes of January 13, 2021
And Budget Committee Meetings Minutes of January 15 & 25, 2021
7. Bank Statement Review by Hayashi Wayland – November & December 2020
8. Schedule of Cash Receipts & Disbursements – November & December 2020
9. Register of Disbursements – Carmel Area Wastewater District – November & December 2020
10. Register of Disbursements – CAWD/PBCSD Reclamation Project – November & December 2020
11. Financial Statements and Supplementary Schedules – November & December 2020
12. Collection System Superintendent's Report – (2020 – December, November, October)
13. Safety and Regulatory Compliance Report – December 2020

14. Treatment Facility Operations Report – (2020 – December, November, October)
15. Laboratory/Environmental Compliance Report – December 2020
16. Capital Projects Report/Implementation Plan
17. Project Summaries
18. Plant Operations Report – December 2020
19. Maintenance Projects Report – December 2020
20. Principal Engineer Monthly Report General Engineering – December 2020

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

21. **Resolution No. 2021-01**; Report by General Manager, Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2021-01, agreeing to split the health insurance rate increase 50/50 with employees, effective January 1, 2021.

22. **Resolution No. 2021-02**; Report by General Manager, Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Townsend and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board accepted the results of the Section 115 Trust Request for Proposals in favor of CALPERS.

23. **Resolution No. 2021-03**; Report by General Manager, Barbara Buikema

Board Action

The Board agreed and President White made a motion and Director Townsend seconded to push this resolution to February's Board Meeting in order to include more supportive data so the Board may make a more informed decision.

- 24. Resolution No. 2021-04;** Report by Plant Engineer, Patrick Treanor

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously passed Resolution 2021-04, adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the “WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project” (Project #18-01).

- 25. Resolution No. 2021-05;** Report by the Principal Engineer, Rachél Lather
Resolution No. 2021-06; Report by the Principal Engineer, Rachél Lather

Board Action

A motion to approve both resolutions was made by Director D’Ambrosio and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2021-05, authorizing a contract with Rincon Consultants to provide environmental services during construction and Resolution 2021-06, authorizing a contract with MNS Engineers to provide design services, for the Upper Rancho Canada Pipe Relocation Project #19-13.

- 26. Resolution No. 2021-07;** Report by the Principal Engineer, Rachél Lather

Board Action

A motion to approve the resolution was made by Director Townsend and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-07, accepting the Completed Project and directing the General Manager to file a Notice of Completion for The Hatton Canyon Pipeline Replacement Project #18-17 (D’Arcy & Harty).

- 27. Resolution No. 2021-08;** Report by the Principal Engineer, Rachél Lather

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director D’Ambrosio. Following a Roll Call vote, the Board unanimously passed Resolution 2021-08, accepting the Completed Project and directing the General Manager to file a Notice of Completion for the Hatton Canyon Pipeline Replacement Project #18-17 Wetland Creation (Graniterock).

OTHER ITEMS BEFORE THE BOARD

- 28.** Cost of Living Adjustment for the General Manager for FY July 1, 2020 thru June 30, 2021 – Report by General Manager, Barbara Buikema

Board Action

A motion to approve was made by Director D’Ambrosio and seconded by Director Rachel. The Board unanimously approved the adjustment.

- 29.** Independent Financial Audit for Fiscal Year Ending June 30, 2020 by Marcello & Company – Report by General Manager, Barbara Buikema

Board Action

A motion to approve was made by President White and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously voted to accept the Audit.

- 30.** CAWD Pension Plan – Report by General Manager, Barbara Buikema

Board Action

A motion was made by Director Rachel and seconded by Director D’Ambrosio. Following a Roll Call vote, the Board unanimously voted to accept the report.

COMMUNICATIONS

- 31.** General Manager’s Report - oral report by Barbara Buikema

This report is informational only, and no action was taken.

INFORMATION/DISCUSSION ITEMS

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

- 32.** No update on the proposed Mr. Larsen sewer connection in Carmel Highlands as reported by Collections Superintendent, Daryl Lauer
- 33.** PBCSD December 11, 2020 Board Meeting - Report by General Manager, Barbara Buikema
- 34.** Pension Committee Meeting of January 7, 2021 - Report by General Manager, Barbara Buikema

The Board agreed to agendaize, for the February Board Meeting, the possible addition of an additional Board Member to be a part of the Pension Committee.

- 35.** PG&E Energy Use History - Report by Plant Engineer, Patrick Treanor

- 36.** Annual Form 700 Report requirement/process – Report by Board Secretary, Domine Barringer
- 37.** Updated – 2021 PBCSD Board Meeting Assignments – Report by Board Secretary, Domine Barringer
- 38.** Naval Postgraduate School Internship Project Conclusion – Report by General Manager, Barbara Buikema
- 39.** Special District Association Meeting January 19, 2021 – Report by General Manager, Barbara Buikema
- 40.** Topics for the Spring 2021 CAWD Connections Newsletter – Report by General Manager, Barbara Buikema

Potential topics:

- Microorganism of the month
- If you see something, say something.
- Flushable wipes in the trash
- Recognition of District Engineer and Collections Superintendent’s accomplishments of the past year
- New employee spotlight
- Hatton Canyon wetland development

- 41.** Announcements on subjects of interest to the Board made by members of the Board or Staff

- Director Townsend is scheduled to attend the January 29, 2021 PBCSD Board Meeting. Director White is scheduled to attend the February 26, 2021 PBCSD Board Meeting.
- Director Townsend is scheduled to attend the April 20, 2021 Special Districts Association of Monterey County meeting.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on February 9, 2021.

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

- A.** Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) Government Code section 54956.9 Two cases

The Board adjourned to closed session at 10:37 a.m. and convened in closed session at 10:37 a.m. The Board came out of closed session at 10:44 a.m. and Legal Counsel reported hereby that in the closed session the Board took up the agenda item (Anticipated, Potential Litigation). As to the matter, information was provided to the Board and discussion followed and no reportable action was taken.

43. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:45 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, February 25, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES
February 3, 2021 at 10:00 a.m.
Via "ZOOM"

CALL TO ORDER - ROLL CALL The meeting commenced at 10:00 a.m.

Present: Director Greg D'Ambrosio, Committee member
 Director Robert Siegfried, Committee member
 General Manager, Barbara Buikema
 Maintenance Superintendent, Chris Foley

Absent: None

Others: Nick Becker, PBCSD Principal Engineer

AGENDA ITEMS:

1. The Committee discussed the draft 2021-22 Budget.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 11:00 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 25, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES
February 8, 2021 at 10:00 a.m.
Via "ZOOM"

CALL TO ORDER - ROLL CALL The meeting commenced at 10:00 a.m.

Present: Director Greg D'Ambrosio, Committee member
 Director Robert Siegfried, Committee member
 General Manager, Barbara Buikema
 Maintenance Superintendent, Chris Foley

Absent: None

Others: None

AGENDA ITEMS:

1. The Committee discussed the draft 2021-22 Budget.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 11:50 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 25, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES
February 11, 2021 at 10:00 a.m.
Via "ZOOM"

CALL TO ORDER - ROLL CALL The meeting commenced at 10:00 a.m.

Present: Director Greg D'Ambrosio, Committee member
 Director Robert Siegfried, Committee member
 General Manager, Barbara Buikema
 Maintenance Superintendent, Chris Foley

Absent: None

Others: None

AGENDA ITEMS:

1. The Committee discussed the draft 2021-22 Budget.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 11:15 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 25, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES
February 17, 2021 at 1:00 p.m.
Via "ZOOM"

CALL TO ORDER - ROLL CALL The meeting commenced at 1:00 p.m.

Present: Director Greg D'Ambrosio, Committee member
 Director Robert Siegfried, Committee member
 General Manager, Barbara Buikema
 Maintenance Superintendent, Chris Foley

Absent: None

Others: None

AGENDA ITEMS:

1. The Committee discussed the draft 2021-22 Budget, the 2021-22 rate model, and potential COVID-19 rebates.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 2:46 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, February 25, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

February 12, 2021

To the Board of Directors
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of January 2021. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

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



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

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



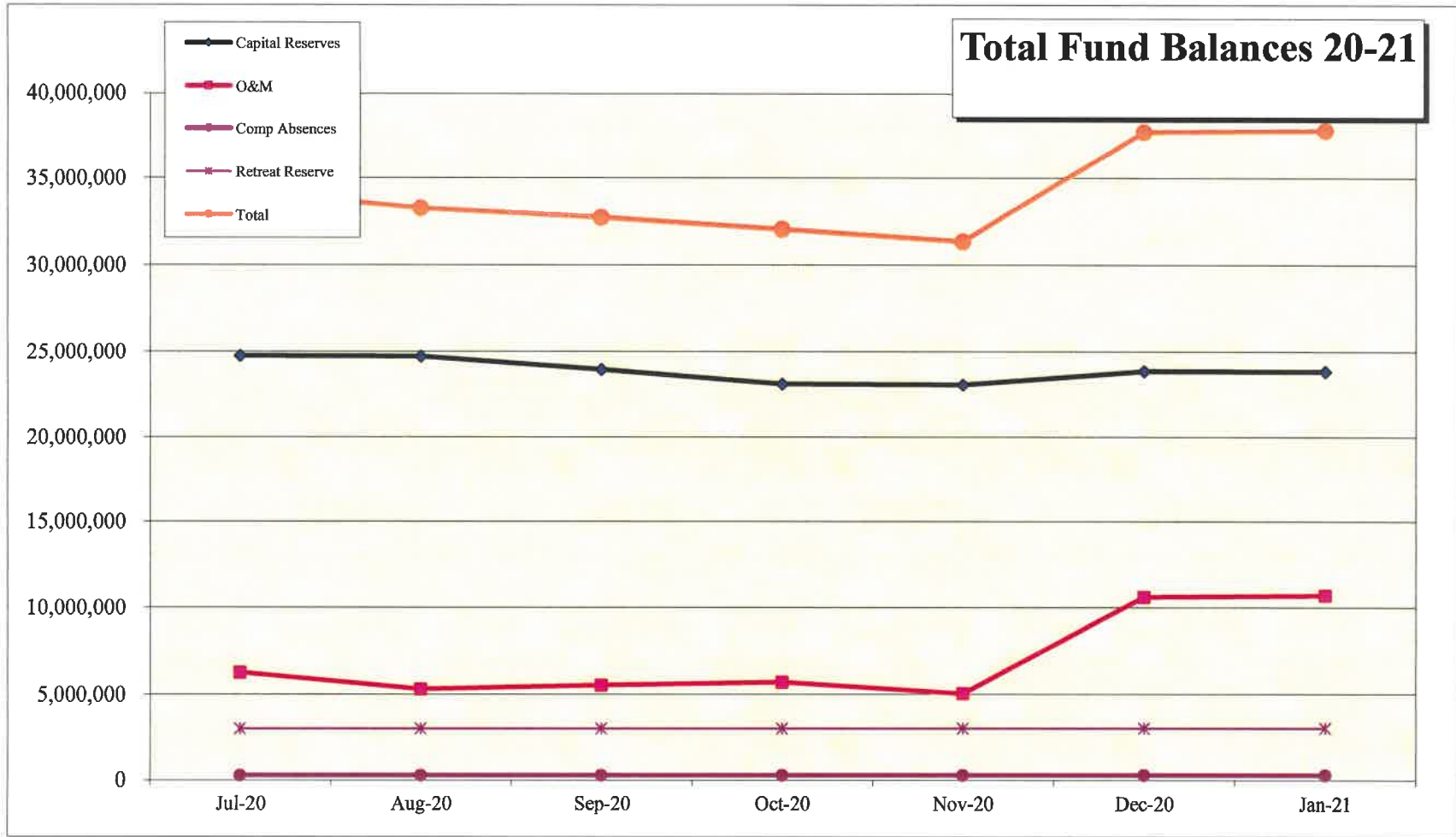
Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

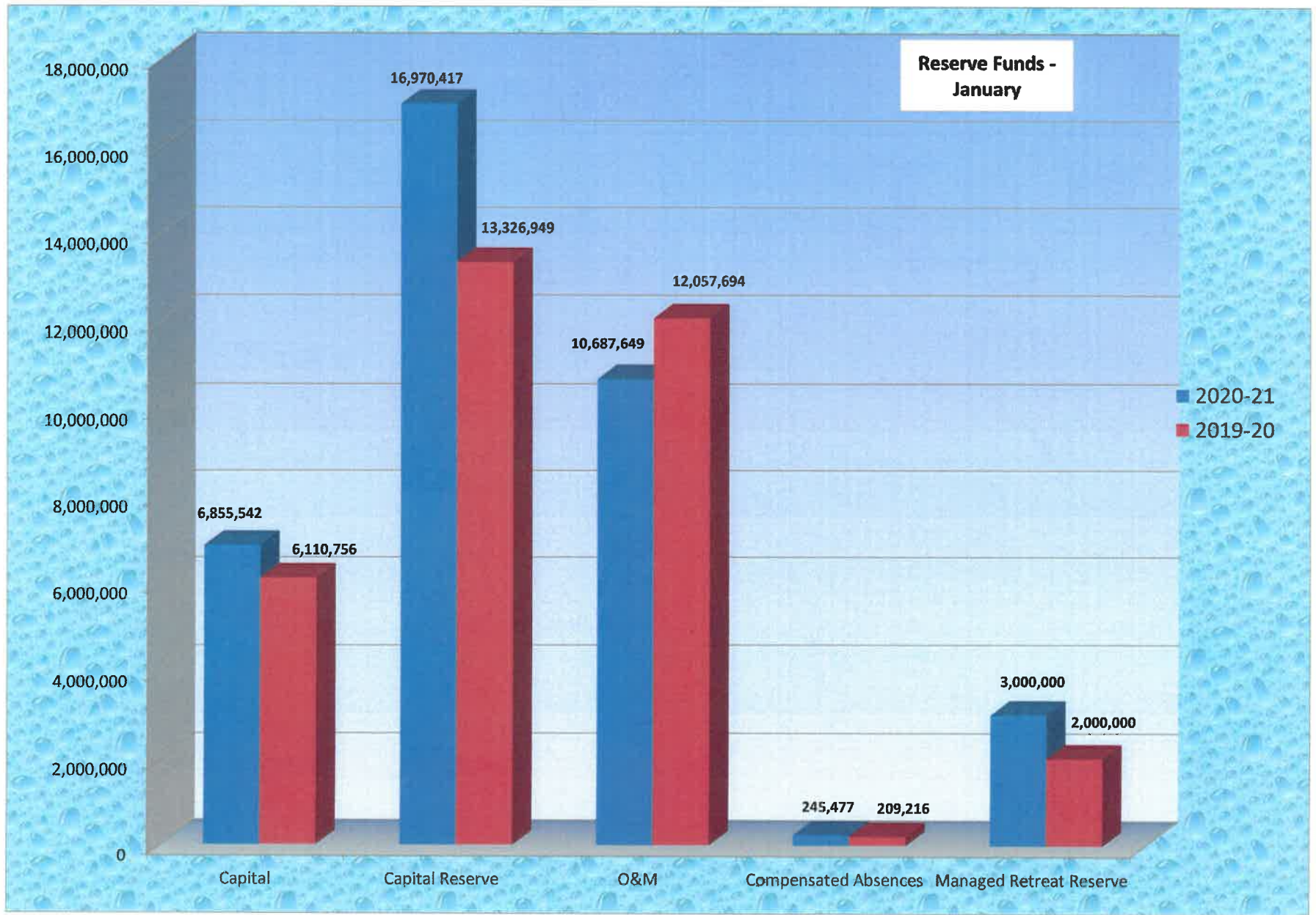


Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - JANUARY 2021

	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	\$6,889,181	\$16,948,664	\$10,585,977	\$245,477	\$3,000,000	\$37,669,300	\$695,268	\$119,366	\$1,191,704
Receipts:									
User Fees			68,032				100		
Property Taxes		21,753							
PBCSD Treatment Fees							578,795		
Reclamation O & M reimbursement							46,671		
Reclamation capital billing									
Permits							3,730		
PBCSD capital billing									
Other misc. revenue							5,661		
Interest income									1,884
Connection Fees									
CCLEAN receipts							7,420		
CAWD bond payment transfer in error by County									
Hatton Canyon Project grant funds									
CRFree Project grant funds									
Void checks-replace lost check							21	139	
Total Receipts	0	21,753	68,032	0	0	89,786	642,397	139	1,884
Fund Transfers:									
Transfers to Chase Bank O&M									
Transfers to Chase Bank PR							(225,000)	225,000	
Transfer from Chase Bank Defined Benefit									
Intra-fund transfers for capital expenditures	(33,639)		33,639						
Rebalance Capital and O&M Reserves									
Total Transfers	(33,639)	0	33,639	0	0	0	(225,000)	225,000	0
Disbursements:									
Operations and capital							660,344		
Payroll & payroll taxes								335,786	
Employee Dental reimbursements							953		
CALPERS EFT							52,840		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							881		
Home Depot EFT							1,355		
US Bank EFT							8,067		
Deferred comp contributions EFT							17,102	0	
PEHP contributions EFT							3,139	0	
Bank/ADP fees							0	499	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Unfunded CALPERS liability									
GASB 68 report fee & SSA 218 fee									
Total Disbursements	0	0	0	0	0	0	744,681	336,285	0
BALANCE END OF MONTH	6,855,542	16,970,417	10,687,649	245,477	3,000,000	37,759,086	367,984	8,219	1,193,588



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



**Carmel Area Wastewater District
Disbursements
Jan-21**

Date	Check	Vendor	Description	Amount
01/04/21	1043	California Special Districts Association	2021 Annual CSDA membership	7,805.00
01/04/21	1044	California Assn. of Sanitation Agencies	2021 Annual CASA membership	13,600.00
01/04/21	1045	California Sanitation Risk Management Authority	2021 Annual Pooled Liability premium	82,622.00
01/04/21	1046	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,657.60
01/04/21	1047	Patelco Credit Union	Health savings accounts contributions	5,265.28
01/04/21	1048	Vision Service Plan	Vision insurance premium	616.05
01/15/21	1049	Allied Fluid Products	Operating supplies	953.37
01/15/21	1050	American Fidelity Assurance Company	Flex accounts	223.06
01/15/21	1051	American Fidelity Assurance	Employee insurance premiums	586.16
01/15/21	1052	AT&T CALNET 3	Fiber line	697.25
01/15/21	1053	AT&T	Admin alarm	43.04
01/15/21	1054	Beck's Shoes	Employee work boots	305.90
01/15/21	1055	Beth Ingram	HR services	5,475.00
01/15/21	1056	Biobot Analytics	Influent sample testing	1,400.00
01/15/21	1057	Borges & Mahoney	Operating supplies	423.76
01/15/21	1058	Bret Boatman	Move lab freezer and install a vent	400.00
01/15/21	1059	Buckles-Smith Electric	Electrical supplies	1,862.11
01/15/21	1060	Cal-Am Water	Monthly service	838.91
01/15/21	1061	California Chamber of Commerce	Annual dues	649.00
01/15/21	1062	Carmel Marina Corporation	Admin garbage and Plant rolloffs	2,068.47
01/15/21	1063	Carmel Pine Cone	Invitation to bid notice for Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	156.00
01/15/21	1064	CAWD/PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	521.28
01/15/21	1065	Cintas Corporation	Laundry service	1,447.04
01/15/21	1066	Clark Pest Control	Plant service	273.00
01/15/21	1067	Coastal Paving & Excavating	Install 13 manhole lids and frames	14,525.00
01/15/21	1068	Comcast	Pump stations internet	537.35
01/15/21	1069	Comcast	Pump stations internet	109.78
01/15/21	1070	Culligan Water	C&I Exchange service for lab	17.35
01/15/21	1071	D & S Sales	Cable assembly with hook	84.83
01/15/21	1072	Daryl Lauer	Dental	668.00
01/15/21	1073	Datco Services	Quarterly service fees and controlled substance tests	309.75
01/15/21	1074	Exceedio	New laptop and UPS	2,874.88
01/15/21	1075	Fastenal Company	Operating supplies	997.19
01/15/21	1076	First Alarm	Quarterly service	552.39
01/15/21	1077	Fisher Scientific	Lab supplies	401.43
01/15/21	1078	FKC, Co., LTD.	Cyclo Variator Reducer (CAPITAL)	11,459.72
01/15/21	1079	Grainger	Operating supplies	1,598.82
01/15/21	1080	Hach Company	Lab supplies	502.44
01/15/21	1081	Harrington Industrial Plastics	Operating supplies	303.22
01/15/21	1082	Hayashi & Wayland Accounting	Bank reconciliation oversight	375.00
01/15/21	1083	ICON Cloud Solutions	Monthly telephone service	594.67
01/15/21	1084	Idexx Laboratories	Lab supplies	775.80
01/15/21	1085	Kyle Yates, Inc.	Annual certification of SCBA breathing units	700.00
01/15/21	1086	Lemos Service 76	Propane	219.33
01/15/21	1087	Liberty Composting	Sludge hauling	7,904.52

**Carmel Area Wastewater District
Disbursements
Jan-21**

Date	Check	Vendor	Description	Amount
01/15/21	1088	Loewy, Peter H. & Susan J. Tr.	User fee refunds charged in error	1,464.66
01/15/21	1089	Mandell Municipal Counseling	Legal services-revenue advice	174.00
01/15/21	1090	Marcello & Company	Audit fee	20,750.00
01/15/21	1091	MBS Business Systems	Admin copier quarterly fee	462.41
01/15/21	1092	McMaster-Carr	Operating supplies	680.27
01/15/21	1093	Michael Rachel	Dental	285.00
01/15/21	1094	MNS Engineers	Sewer extension feasibility study	7,762.50
01/15/21	1095	Monterey Bay Analytical Services	Sample analysis	404.00
01/15/21	1096	Monterey Auto Supply	Car ramp and wiper blades	94.88
01/15/21	1097	Murphy Austin Adams Schoenfeld LLP	Legal services-Monterey County option agreement-CRFREE Mitigation Pipeline Undergrounding project #19-21	1,551.50
01/15/21	1098	Nicolay Consulting Group	GASB 68 reports for the audit and funding calculations for the SAM pension plan	7,217.00
01/15/21	1099	Peninsula Welding & Medical	Non-liquid cylinders rent	103.20
01/15/21	1100	Pacific Gas & Electric	Monthly service	29,280.22
01/15/21	1101	P S O M A S	Hatton Canyon Pipeline Bursting Project #18-17(CAPITAL)	2,434.80
01/15/21	1102	Pure Water	Monthly service	124.25
01/15/21	1103	Quill LLC	Office supplies	500.18
01/15/21	1104	Quinn Company	Oil and coolant	80.00
01/15/21	1105	Rincon Consultants	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	2,915.50
01/15/21	1106	Scarborough Lumber & Building	Operating supplies	84.30
01/15/21	1107	Shape Incorporated	Oil and coolant	171.54
01/15/21	1108	Sherwin Williams Company	Paint and rust removal supplies	274.88
01/15/21	1109	Smitty's Janitorial	Monthly service at the Plant	900.00
01/15/21	1110	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design (CAPITAL)	10,242.42
01/15/21	1111	Star Sanitation	Portable toilet rental	21.05
01/15/21	1112	Streamline	Website maintenance	400.00
01/15/21	1113	State Water Resources Control Board	Annual permit fees-SW Industrial and Hatton Canyon Pipeline Bursting Project #18-17 (CAPITAL \$254.00)	1,728.00
01/15/21	1114	Town & Country Gardening	Monthly service	610.00
01/15/21	1115	Univar USA Inc.	Sodium hypochlorite and sodium bisulfate	11,008.85
01/15/21	1116	USA Blue Book	Submersible trash pump and log books	943.18
01/21/21	1117	eNPDES.com & Associates	Annual renewal of lab compliance software	800.00
01/21/21	1118	Johnson Marigot Consulting	CRFREE Mitigation Pipeline Undergrounding project #19-21	21,657.41
01/21/21	1119	Kennedy/Jenks Consultants	CRFREE Mitigation Pipeline Undergrounding project #19-21	15,755.00
01/21/21	1120	McMaster-Carr	Long-life hole saw	64.48
01/28/21	1121	Applied Marine Sciences	July through December CCLEAN expenses	208,553.31
01/28/21	1122	AT&T Mobility	Cell service	1,274.56
01/28/21	1123	Borges & Mahoney	Synch motor 2rpm, probe analyzer and U-cup seal	1,510.24
01/28/21	1124	Buckles-Smith Electric	PVC conduit, 600 volt nonfuse, 240 volt fusible with fuses and electrical parts	3,702.99
01/28/21	1125	Carmel Pine Cone	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL) notice to bid	90.00
01/28/21	1126	Carmel Print & Copy	Time Off Request forms	137.46
01/28/21	1127	Christopher Dinner Heating	Admin Building Modifications-COVID-19 #20-01 (CAPITAL)	4,459.44
01/28/21	1128	Christopher Foley	Reimbursement for COVID tests	360.00
01/28/21	1129	Cintas Corporation	Laundry service	670.40
01/28/21	1130	Comcast	Service at the Admin. Building	233.94
01/28/21	1131	Direct TV	Monthly service	88.99
01/28/21	1132	Edges Electrical	Standby Power Reliability Project #18-08 (CAPITAL)	1,623.43

**Carmel Area Wastewater District
Disbursements
Jan-21**

Date	Check	Vendor	Description	Amount
01/28/21	1133	El Camino Machine & Welding	Metal work bench	996.42
01/28/21	1134	Evantec Corporation	Lab supplies	575.00
01/28/21	1135	Frisch Engineering	SCADA and PLC engineering	45,142.50
01/28/21	1136	Got.Net	Domain parking	24.20
01/28/21	1137	Grainger	Operating and safety supplies	1,008.80
01/28/21	1138	Gregory Ange	Reimbursement for COVID tests and expenses	669.66
01/28/21	1139	Harrington Industrial Plastics	Strainer and screen	265.10
01/28/21	1140	Industrial Machine Shop	Rehab a 75hp motor	4,029.20
01/28/21	1141	Kemira Water Solutions	Ferric chloride	8,330.30
01/28/21	1142	Kennedy/Jenks Consultants	Stormwater Permit Compliance Project #20-02	2,613.75
01/28/21	1143	Michael Skinkle	Reimbursement for COVID tests	335.00
01/28/21	1144	Muniquip, LLC	Hidrostal rebuild kit	5,541.08
01/28/21	1145	Pacific Gas & Electric	December Co-gen charges	317.11
01/28/21	1146	Public Agency Coalition Enterprise	Health insurance premium	33,068.22
01/28/21	1147	Quill LLC	Office supplies	118.44
01/28/21	1148	SemiTorr Group	Varec low pressure manual drip traps	2,203.40
01/28/21	1149	State Water Resources Control Board	Effluent violations	9,000.00
01/28/21	1150	Teledyne Instruments	Lab supplies	177.79
01/28/21	1151	Toro Petroleum	Mobil oil	501.21
01/28/21	1152	Univar USA Inc.	Sodium hypochlorite	4,001.95
01/28/21	1153	USA Blue Book	Submersible trash pumps	888.00
01/28/21	1154	Weco Industries	Tiger tails and leader hose for cleaning trucks	1,432.90
01/29/21	1155	Monterey County Recorder	Notice of completion fees for Hatton Canyon Pipeline Bursting Project #18-17 and Notice of Intent fee for the Plant Tree Trimming Project (CAPITAL \$4.00)	6.00
				<u>661,297.02</u>

CAWD/PBCSD Reclamation Project

Disbursements

Jan-21

Date	Check	Vendor	Description	Amount
01/15/21	173	Allied Fluid Products	12" SS plate flange	1,224.74
01/15/21	174	Borges & Mahoney	Synch motor 2 RPM	15.86
01/15/21	175	Brenntag Pacific	Ammonium hydroxide	3,627.40
01/15/21	176	Carmel Area Wastewater District	O&M, aeration and secondary PG&E reimbursements	46,670.93
01/15/21	177	Fisher Scientific	Lab supplies	401.42
01/15/21	178	Hach Company	Lab supplies	609.59
01/15/21	179	Idexx Laboratories	Lab supplies	775.79
01/15/21	180	Kyle Yates, Inc.	Annual certification of SBCA breathing units	560.00
01/15/21	181	Manco	Eaton SVX VFD 50HP	3,953.21
01/15/21	182	Marcello & Company	Audit fee	18,450.00
01/15/21	183	McMaster-Carr	Operating supplies	68.61
01/15/21	184	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	258,763.71
01/15/21	185	Pebble Beach Community Services District	O&M reimbursement	30,450.51
01/15/21	186	T&T Valve and Instrument	Bray butterfly valve with lever	528.11
01/15/21	187	Thermo Electron North America	Lab supplies	4,016.21
01/15/21	188	U.S. Bank	Annual administration fees for the COP's	4,585.00
01/21/21	189	Cal-Am Water	Monthly service	2,775.59
01/21/21	190	eNPDES.com & Associates	Annual renewal of lab compliance software	800.00
01/21/21	191	Pacific Gas & Electric	Tertiary and MF/RO	29,670.61
01/21/21	192	Professional Water Technologies	Opticlean N-45 and N-25 enzyme cleaner	1,650.91
01/21/21	193	Stifel Nicolaus & Company	Quarterly remarketing fees for COP's	1,285.48
01/21/21	194	Trussell Technologies	MF/RO Ops Support project	11,865.00
01/28/21	195	Borges & Mahoney	Synch motor 2 RPM, probe analyzer, grit seal, U-cup seal and o-rings	1,667.11
01/28/21	196	Brenntag Pacific	Ammonium hydroxide	3,688.72
01/28/21	197	Hach Company	Lab supplies	1,205.53
01/28/21	198	Teledyne Instruments	Discharge tubing	78.66
				429,388.70



**Financial Statements
and
Supplementary Schedules**

January 2021

February 25, 2021

Carmel Area Wastewater District

Balance Sheet

January 2021

ASSETS

Current Assets			
Cash			
Cash	39,328,877.44		
TOTAL Cash	39,328,877.44	39,328,877.44	
Other Current Assets			
Other Current Assets	357,458.56		
TOTAL Other Current Assets	357,458.56	357,458.56	
TOTAL Current Assets		39,686,336.00	
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76	308,059.76	
Treatment Structures			
Treatment Structures	70,358,452.24		
TOTAL Treatment Structures	70,358,452.24	70,358,452.24	
Treatment Equipment			
Treatment Equipment	8,573,196.82		
TOTAL Treatment Equipment	8,573,196.82	8,573,196.82	
Collection Structures			
Collection Structures	1,238,843.71		
TOTAL Collection Structures	1,238,843.71	1,238,843.71	
Collection Equipment			
Collection Equipment	949,252.97		
TOTAL Collection Equipment	949,252.97	949,252.97	
Sewers		11,119,419.83	
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	4,396,881.02		
TOTAL Other Fixed Assets	4,396,881.02	4,396,881.02	
Capital Improvement Projects			
Capital Improvement Projects	4,037,646.10		
TOTAL Capital Improvement Projects	4,037,646.10	4,037,646.10	
Accumulated depreciation		(51,069,397.63)	
TOTAL Fixed Assets		51,556,245.67	
Other Assets			
Other Assets		859,876.82	
TOTAL Other Assets		859,876.82	
TOTAL ASSETS		92,102,458.49	

Carmel Area Wastewater District

Balance Sheet

January 2021

LIABILITIES

Current Liabilities		
Current Liabilities	182,461.68	
TOTAL Current Liabilities	<u>182,461.68</u>	182,461.68
Long-Term Liabilities		
Long Term Liabilities	896,003.81	
TOTAL Long-Term Liabilities	<u>896,003.81</u>	<u>896,003.81</u>
TOTAL LIABILITIES		<u>1,078,465.49</u>
	NET POSITION	
Net Assets	87,268,148.73	
Year-to-Date Earnings	3,755,844.27	
	<u>91,023,993.00</u>	
TOTAL NET POSITION		<u>91,023,993.00</u>
TOTAL LIABILITIES & NET POSITION		<u><u>92,102,458.49</u></u>

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, January 2021 - current month, Consolidated by account

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	6,534,791.60	6,127,954.87	406,836.73	6.6 %
TOTAL Income	6,534,791.60	6,127,954.87	406,836.73	6.6 %
Adjustments				
Discounts	141.86	0.00	141.86	
TOTAL Adjustments	141.86	0.00	141.86	
*****	6,534,933.46	6,127,954.87	406,978.59	6.6 %
***** OPERATING INCOME	6,534,933.46	6,127,954.87	406,978.59	6.6 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,128,004.61	2,104,969.04	(23,035.57)	-1.1 %
TOTAL Salaries and Payroll Taxes	2,128,004.61	2,104,969.04	(23,035.57)	-1.1 %
Employee Benefits				
Employee Benefits	1,216,946.25	517,442.21	(699,504.04)	-135.2 %
TOTAL Employee Benefits	1,216,946.25	517,442.21	(699,504.04)	-135.2 %
Director's Expenses				
Director's Expenses	12,546.00	21,191.62	8,645.62	40.8 %
TOTAL Director's Expenses	12,546.00	21,191.62	8,645.62	40.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	39,238.33	55,239.43	16,001.10	29.0 %
TOTAL Truck and Auto Expenses	39,238.33	55,239.43	16,001.10	29.0 %
General and Administrative				
General and Administrative	297,486.32	526,378.50	228,892.18	43.5 %
TOTAL General and Administrative	297,486.32	526,378.50	228,892.18	43.5 %
Office Expense				
Office Expense	21,339.53	34,804.19	13,464.66	38.7 %
TOTAL Office Expense	21,339.53	34,804.19	13,464.66	38.7 %
Operating Supplies				
Operating Supplies	193,361.20	244,989.43	51,628.23	21.1 %
TOTAL Operating Supplies	193,361.20	244,989.43	51,628.23	21.1 %
Contract Services				
Contract Services	535,778.36	879,175.95	343,397.59	39.1 %
TOTAL Contract Services	535,778.36	879,175.95	343,397.59	39.1 %

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, January 2021 - current month, Consolidated by account

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	198,344.61	346,962.50	148,617.89	42.8 %
TOTAL Repairs and Maintenance	198,344.61	346,962.50	148,617.89	42.8 %
Utilities				
<i>Utilities</i>	228,973.96	286,283.55	57,309.59	20.0 %
TOTAL Utilities	228,973.96	286,283.55	57,309.59	20.0 %
Travel and Meetings				
<i>Travel and Meetings</i>	4,497.44	46,491.55	41,994.11	90.3 %
TOTAL Travel and Meetings	4,497.44	46,491.55	41,994.11	90.3 %
Permits and Fees				
<i>Permits and Fees</i>	48,445.50	83,812.00	35,366.50	42.2 %
TOTAL Permits and Fees	48,445.50	83,812.00	35,366.50	42.2 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	28,206.71	42,482.38	14,275.67	33.6 %
TOTAL Memberships and Subscriptions	28,206.71	42,482.38	14,275.67	33.6 %
Safety				
<i>Safety</i>	87,727.32	121,350.51	33,623.19	27.7 %
TOTAL Safety	87,727.32	121,350.51	33,623.19	27.7 %
Other Expenses				
<i>Other Expense</i>	15,804.16	15,908.38	104.22	0.7 %
TOTAL Other Expenses	15,804.16	15,908.38	104.22	0.7 %
TOTAL Operating Expenses	5,056,700.30	5,327,481.24	270,780.94	5.1 %
***** OPERATING INCOME (LOSS)	1,478,233.16	800,473.63	677,759.53	84.7 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	2,277,611.11	1,289,724.75	987,886.36	76.6 %
TOTAL Other Income or Gain	2,277,611.11	1,289,724.75	987,886.36	76.6 %
TOTAL Non-op Income, Expense, Gain or Loss	2,277,611.11	1,289,724.75	987,886.36	76.6 %
***** NET INCOME (LOSS)	3,755,844.27	2,090,198.38	1,665,645.89	79.7 %
***** NET INCOME (LOSS)	3,755,844.27	2,090,198.38	1,665,645.89	79.7 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
*Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 4*

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	286,992.90	352,040.00	65,047.10	18.5 %
TOTAL Salaries and Payroll Taxes	286,992.90	352,040.00	65,047.10	18.5 %
Employee Benefits				
<i>Employee Benefits</i>	226,390.09	103,345.55	(123,044.54)	-119.1 %
TOTAL Employee Benefits	226,390.09	103,345.55	(123,044.54)	-119.1 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	2,094.23	17,790.88	15,696.65	88.2 %
TOTAL Truck and Auto Expenses	2,094.23	17,790.88	15,696.65	88.2 %
General and Administrative				
<i>General and Administrative</i>	16,703.07	43,750.00	27,046.93	61.8 %
TOTAL General and Administrative	16,703.07	43,750.00	27,046.93	61.8 %
Office Expense				
<i>Office Expense</i>	942.89	3,645.81	2,702.92	74.1 %
TOTAL Office Expense	942.89	3,645.81	2,702.92	74.1 %
Operating Supplies				
<i>Operating Supplies</i>	30,139.43	29,808.38	(331.05)	-1.1 %
TOTAL Operating Supplies	30,139.43	29,808.38	(331.05)	-1.1 %
Contract Services				
<i>Contract Services</i>	218,658.70	447,575.07	228,916.37	51.1 %
TOTAL Contract Services	218,658.70	447,575.07	228,916.37	51.1 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	113,838.37	177,275.00	63,436.63	35.8 %
TOTAL Repairs and Maintenance	113,838.37	177,275.00	63,436.63	35.8 %
Utilities				
<i>Utilities</i>	3,312.75	2,683.31	(629.44)	-23.5 %
TOTAL Utilities	3,312.75	2,683.31	(629.44)	-23.5 %
Travel and Meetings				
<i>Travel and Meetings</i>	624.62	5,483.31	4,858.69	88.6 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 4

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	624.62	5,483.31	4,858.69	88.6 %
Permits and Fees				
<i>Permits and Fees</i>	4,444.00	6,500.00	2,056.00	31.6 %
TOTAL Permits and Fees	4,444.00	6,500.00	2,056.00	31.6 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,294.00	1,050.00	(244.00)	-23.2 %
TOTAL Memberships and Subscriptions	1,294.00	1,050.00	(244.00)	-23.2 %
Safety				
<i>Safety</i>	25,337.66	53,370.88	28,033.22	52.5 %
TOTAL Safety	25,337.66	53,370.88	28,033.22	52.5 %
Other Expenses				
<i>Other Expense</i>	1,667.00	0.00	(1,667.00)	
TOTAL Other Expenses	1,667.00	0.00	(1,667.00)	
TOTAL Operating Expenses	932,439.71	1,244,318.19	311,878.48	25.1 %
***** OPERATING INCOME (LOSS)	(932,439.71)	(1,244,318.19)	311,878.48	25.1 %
***** NET INCOME (LOSS)	(932,439.71)	(1,244,318.19)	311,878.48	25.1 %
***** NET INCOME (LOSS)	(932,439.71)	(1,244,318.19)	311,878.48	25.1 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 5

	<i>7 Months Ended</i> <i>January 31, 2021</i>	<i>7 Months Ended</i> <i>January 31, 2021</i> <i>Budget</i>	<i>Variance</i> <i>Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	371,523.12	372,655.97	1,132.85	0.3 %
TOTAL Salaries and Payroll Taxes	371,523.12	372,655.97	1,132.85	0.3 %
Employee Benefits				
Employee Benefits	281,482.84	115,028.31	(166,454.53)	-144.7 %
TOTAL Employee Benefits	281,482.84	115,028.31	(166,454.53)	-144.7 %
Truck and Auto Expenses				
Truck and Auto Expenses	35,343.86	35,851.62	507.76	1.4 %
TOTAL Truck and Auto Expenses	35,343.86	35,851.62	507.76	1.4 %
General and Administrative				
General and Administrative	73,904.08	30,583.31	(43,320.77)	-141.6 %
TOTAL General and Administrative	73,904.08	30,583.31	(43,320.77)	-141.6 %
Office Expense				
Office Expense	3,040.14	5,308.38	2,268.24	42.7 %
TOTAL Office Expense	3,040.14	5,308.38	2,268.24	42.7 %
Operating Supplies				
Operating Supplies	15,114.83	18,083.31	2,968.48	16.4 %
TOTAL Operating Supplies	15,114.83	18,083.31	2,968.48	16.4 %
Contract Services				
Contract Services	122,369.13	131,137.50	8,768.37	6.7 %
TOTAL Contract Services	122,369.13	131,137.50	8,768.37	6.7 %
Repairs and Maintenance				
Repairs and Maintenance	44,227.25	119,083.38	74,856.13	62.9 %
TOTAL Repairs and Maintenance	44,227.25	119,083.38	74,856.13	62.9 %
Utilities				
Utilities	24,331.36	23,129.19	(1,202.17)	-5.2 %
TOTAL Utilities	24,331.36	23,129.19	(1,202.17)	-5.2 %
Travel and Meetings				
Travel and Meetings	924.23	11,173.68	10,249.45	91.7 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
*Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 5*

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	924.23	11,173.68	10,249.45	91.7 %
Permits and Fees				
<i>Permits and Fees</i>	6,038.00	5,950.00	(88.00)	-1.5 %
TOTAL Permits and Fees	6,038.00	5,950.00	(88.00)	-1.5 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,214.00	1,254.19	40.19	3.2 %
TOTAL Memberships and Subscriptions	1,214.00	1,254.19	40.19	3.2 %
Safety				
<i>Safety</i>	9,917.05	37,078.82	27,161.77	73.3 %
TOTAL Safety	9,917.05	37,078.82	27,161.77	73.3 %
Other Expenses				
<i>Other Expense</i>	3,404.60	116.69	(3,287.91)	-2817.6 %
TOTAL Other Expenses	3,404.60	116.69	(3,287.91)	-2817.6 %
TOTAL Operating Expenses	992,834.49	906,434.35	(86,400.14)	-9.5 %
***** OPERATING INCOME (LOSS)	(992,834.49)	(906,434.35)	(86,400.14)	-9.5 %
***** NET INCOME (LOSS)	(992,834.49)	(906,434.35)	(86,400.14)	-9.5 %
***** NET INCOME (LOSS)	(992,834.49)	(906,434.35)	(86,400.14)	-9.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 6

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	710,161.00	689,594.47	(20,566.53)	-3.0 %
TOTAL Salaries and Payroll Taxes	710,161.00	689,594.47	(20,566.53)	-3.0 %
Employee Benefits				
<i>Employee Benefits</i>	475,758.62	210,572.94	(265,185.68)	-125.9 %
TOTAL Employee Benefits	475,758.62	210,572.94	(265,185.68)	-125.9 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,459.26	442.00	(1,017.26)	-230.1 %
TOTAL Truck and Auto Expenses	1,459.26	442.00	(1,017.26)	-230.1 %
General and Administrative				
<i>General and Administrative</i>	119,810.78	277,749.38	157,938.60	56.9 %
TOTAL General and Administrative	119,810.78	277,749.38	157,938.60	56.9 %
Office Expense				
<i>Office Expense</i>	7,926.39	14,758.31	6,831.92	46.3 %
TOTAL Office Expense	7,926.39	14,758.31	6,831.92	46.3 %
Operating Supplies				
<i>Operating Supplies</i>	142,282.35	188,756.12	46,473.77	24.6 %
TOTAL Operating Supplies	142,282.35	188,756.12	46,473.77	24.6 %
Contract Services				
<i>Contract Services</i>	144,274.87	245,313.31	101,038.44	41.2 %
TOTAL Contract Services	144,274.87	245,313.31	101,038.44	41.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	22,633.86	40,512.43	17,878.57	44.1 %
TOTAL Repairs and Maintenance	22,633.86	40,512.43	17,878.57	44.1 %
Utilities				
<i>Utilities</i>	152,307.23	247,745.68	95,438.45	38.5 %
TOTAL Utilities	152,307.23	247,745.68	95,438.45	38.5 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,795.07	17,176.25	15,381.18	89.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 6

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	1,795.07	17,176.25	15,381.18	89.5 %
Permits and Fees				
<i>Permits and Fees</i>	30,863.50	37,162.00	6,298.50	16.9 %
TOTAL Permits and Fees	30,863.50	37,162.00	6,298.50	16.9 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,993.53	4,000.00	2,006.47	50.2 %
TOTAL Memberships and Subscriptions	1,993.53	4,000.00	2,006.47	50.2 %
Safety				
<i>Safety</i>	51,322.59	29,166.69	(22,155.90)	-76.0 %
TOTAL Safety	51,322.59	29,166.69	(22,155.90)	-76.0 %
Other Expenses				
<i>Other Expense</i>	0.00	1,166.69	1,166.69	100.0 %
TOTAL Other Expenses	0.00	1,166.69	1,166.69	100.0 %
TOTAL Operating Expenses	1,862,589.05	2,004,116.27	141,527.22	7.1 %
***** OPERATING INCOME (LOSS)	(1,862,589.05)	(2,004,116.27)	141,527.22	7.1 %
***** NET INCOME (LOSS)	(1,862,589.05)	(2,004,116.27)	141,527.22	7.1 %
***** NET INCOME (LOSS)	(1,862,589.05)	(2,004,116.27)	141,527.22	7.1 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
*Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 7*

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	403,118.52	362,227.06	(40,891.46)	-11.3 %
TOTAL Salaries and Payroll Taxes	403,118.52	362,227.06	(40,891.46)	-11.3 %
Employee Benefits				
<i>Employee Benefits</i>	233,314.70	88,495.41	(144,819.29)	-163.6 %
TOTAL Employee Benefits	233,314.70	88,495.41	(144,819.29)	-163.6 %
Director's Expenses				
<i>Director's Expenses</i>	12,346.00	20,841.62	8,495.62	40.8 %
TOTAL Director's Expenses	12,346.00	20,841.62	8,495.62	40.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	340.98	1,154.93	813.95	70.5 %
TOTAL Truck and Auto Expenses	340.98	1,154.93	813.95	70.5 %
General and Administrative				
<i>General and Administrative</i>	71,706.34	174,295.81	102,589.47	58.9 %
TOTAL General and Administrative	71,706.34	174,295.81	102,589.47	58.9 %
Office Expense				
<i>Office Expense</i>	9,430.11	11,091.69	1,661.58	15.0 %
TOTAL Office Expense	9,430.11	11,091.69	1,661.58	15.0 %
Operating Supplies				
<i>Operating Supplies</i>	126.78	1,050.00	923.22	87.9 %
TOTAL Operating Supplies	126.78	1,050.00	923.22	87.9 %
Contract Services				
<i>Contract Services</i>	44,506.53	55,150.07	10,643.54	19.3 %
TOTAL Contract Services	44,506.53	55,150.07	10,643.54	19.3 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	7,621.11	2,916.69	(4,704.42)	-161.3 %
TOTAL Repairs and Maintenance	7,621.11	2,916.69	(4,704.42)	-161.3 %
Utilities				
<i>Utilities</i>	11,100.26	12,725.37	1,625.11	12.8 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 7

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	11,100.26	12,725.37	1,625.11	12.8 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,153.52	12,658.31	11,504.79	90.9 %
TOTAL Travel and Meetings	1,153.52	12,658.31	11,504.79	90.9 %
Permits and Fees				
<i>Permits and Fees</i>	0.00	22,000.00	22,000.00	100.0 %
TOTAL Permits and Fees	0.00	22,000.00	22,000.00	100.0 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	23,705.18	36,178.19	12,473.01	34.5 %
TOTAL Memberships and Subscriptions	23,705.18	36,178.19	12,473.01	34.5 %
Safety				
<i>Safety</i>	1,150.02	1,150.81	0.79	0.1 %
TOTAL Safety	1,150.02	1,150.81	0.79	0.1 %
Other Expenses				
<i>Other Expense</i>	10,732.56	14,625.00	3,892.44	26.6 %
TOTAL Other Expenses	10,732.56	14,625.00	3,892.44	26.6 %
TOTAL Operating Expenses	830,352.61	816,560.96	(13,791.65)	-1.7 %
***** OPERATING INCOME (LOSS)	(830,352.61)	(816,560.96)	(13,791.65)	-1.7 %
***** NET INCOME (LOSS)	(830,352.61)	(816,560.96)	(13,791.65)	-1.7 %
***** NET INCOME (LOSS)	(830,352.61)	(816,560.96)	(13,791.65)	-1.7 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
*Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 8*

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	354,135.47	324,212.41	(29,923.06)	-9.2 %
TOTAL Salaries and Payroll Taxes	354,135.47	324,212.41	(29,923.06)	-9.2 %
Director's Expenses				
<i>Director's Expenses</i>	200.00	350.00	150.00	42.9 %
TOTAL Director's Expenses	200.00	350.00	150.00	42.9 %
General and Administrative				
<i>General and Administrative</i>	15,362.05	0.00	(15,362.05)	
TOTAL General and Administrative	15,362.05	0.00	(15,362.05)	
Operating Supplies				
<i>Operating Supplies</i>	5,697.81	4,958.31	(739.50)	-14.9 %
TOTAL Operating Supplies	5,697.81	4,958.31	(739.50)	-14.9 %
Contract Services				
<i>Contract Services</i>	4,819.13	0.00	(4,819.13)	
TOTAL Contract Services	4,819.13	0.00	(4,819.13)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	5,797.54	2,508.31	(3,289.23)	-131.1 %
TOTAL Repairs and Maintenance	5,797.54	2,508.31	(3,289.23)	-131.1 %
Utilities				
<i>Utilities</i>	37,922.36	0.00	(37,922.36)	
TOTAL Utilities	37,922.36	0.00	(37,922.36)	
Safety				
<i>Safety</i>	0.00	583.31	583.31	100.0 %
TOTAL Safety	0.00	583.31	583.31	100.0 %
TOTAL Operating Expenses	423,934.36	332,612.34	(91,322.02)	-27.5 %
***** OPERATING INCOME (LOSS)	(423,934.36)	(332,612.34)	(91,322.02)	-27.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
*Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 8*

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
***** NET INCOME (LOSS)	(423,934.36)	(332,612.34)	(91,322.02)	-27.5 %
***** NET INCOME (LOSS)	(423,934.36)	(332,612.34)	(91,322.02)	-27.5 %

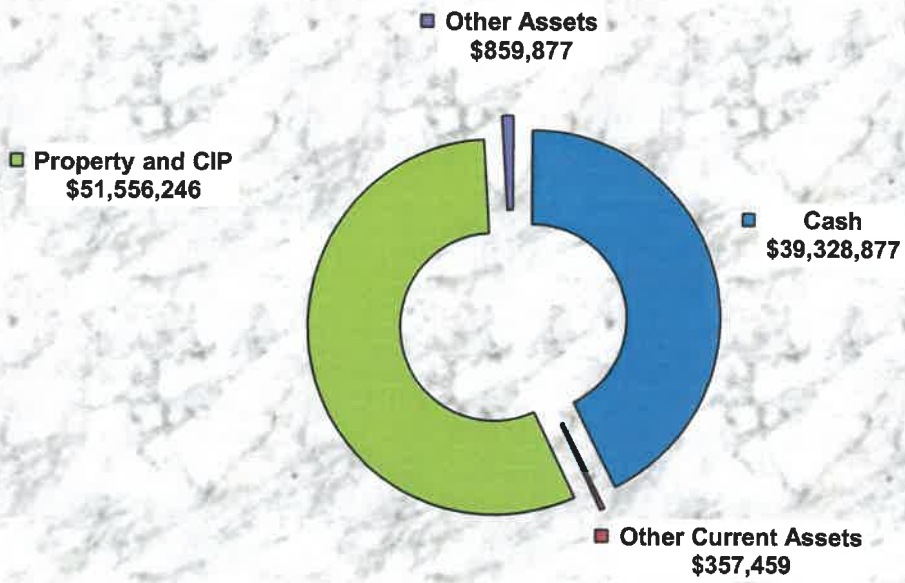
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 9

	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	3,467.95	4,958.31	(1,490.36)	-30.1 %
TOTAL Income	<u>3,467.95</u>	<u>4,958.31</u>	<u>(1,490.36)</u>	-30.1 %
*****	<u>3,467.95</u>	<u>4,958.31</u>	<u>(1,490.36)</u>	-30.1 %
***** OPERATING INCOME	<u>3,467.95</u>	<u>4,958.31</u>	<u>(1,490.36)</u>	-30.1 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,154.95	3,140.13	1,985.18	63.2 %
TOTAL Salaries and Payroll Taxes	<u>1,154.95</u>	<u>3,140.13</u>	<u>1,985.18</u>	63.2 %
Operating Supplies				
Operating Supplies	0.00	1,458.31	1,458.31	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>1,458.31</u>	<u>1,458.31</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	3,226.23	2,041.69	(1,184.54)	-58.0 %
TOTAL Repairs and Maintenance	<u>3,226.23</u>	<u>2,041.69</u>	<u>(1,184.54)</u>	-58.0 %
Permits and Fees				
Permits and Fees	7,100.00	12,200.00	5,100.00	41.8 %
TOTAL Permits and Fees	<u>7,100.00</u>	<u>12,200.00</u>	<u>5,100.00</u>	41.8 %
TOTAL Operating Expenses	<u>11,481.18</u>	<u>18,840.13</u>	<u>7,358.95</u>	39.1 %
***** OPERATING INCOME (LOSS)	<u>(8,013.23)</u>	<u>(13,881.82)</u>	<u>5,868.59</u>	42.3 %
***** NET INCOME (LOSS)	<u>(8,013.23)</u>	<u>(13,881.82)</u>	<u>5,868.59</u>	42.3 %
***** NET INCOME (LOSS)	<u>(8,013.23)</u>	<u>(13,881.82)</u>	<u>5,868.59</u>	42.3 %

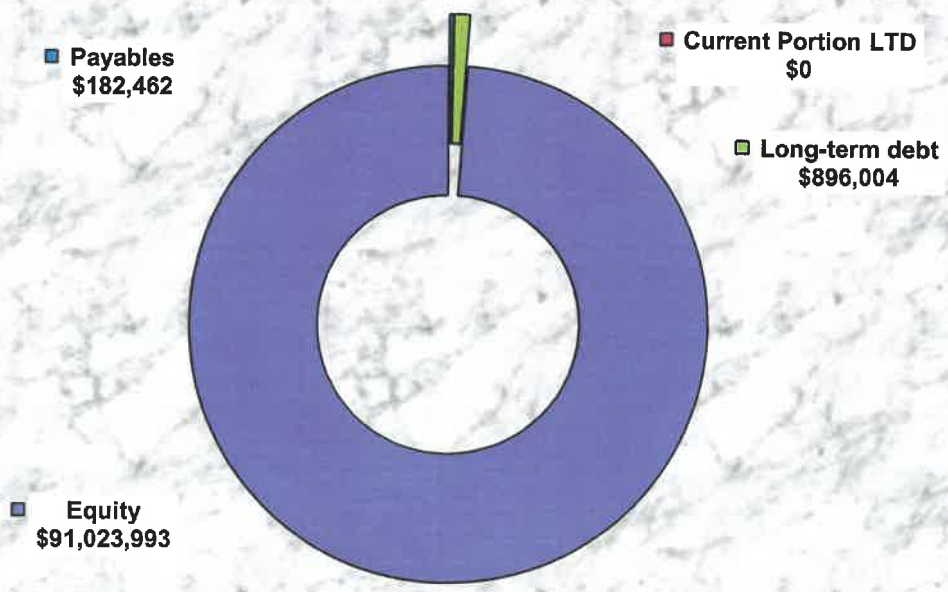
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
Year-to-Date Variance, January 2021 - current month, Consolidated by
account, Department 10

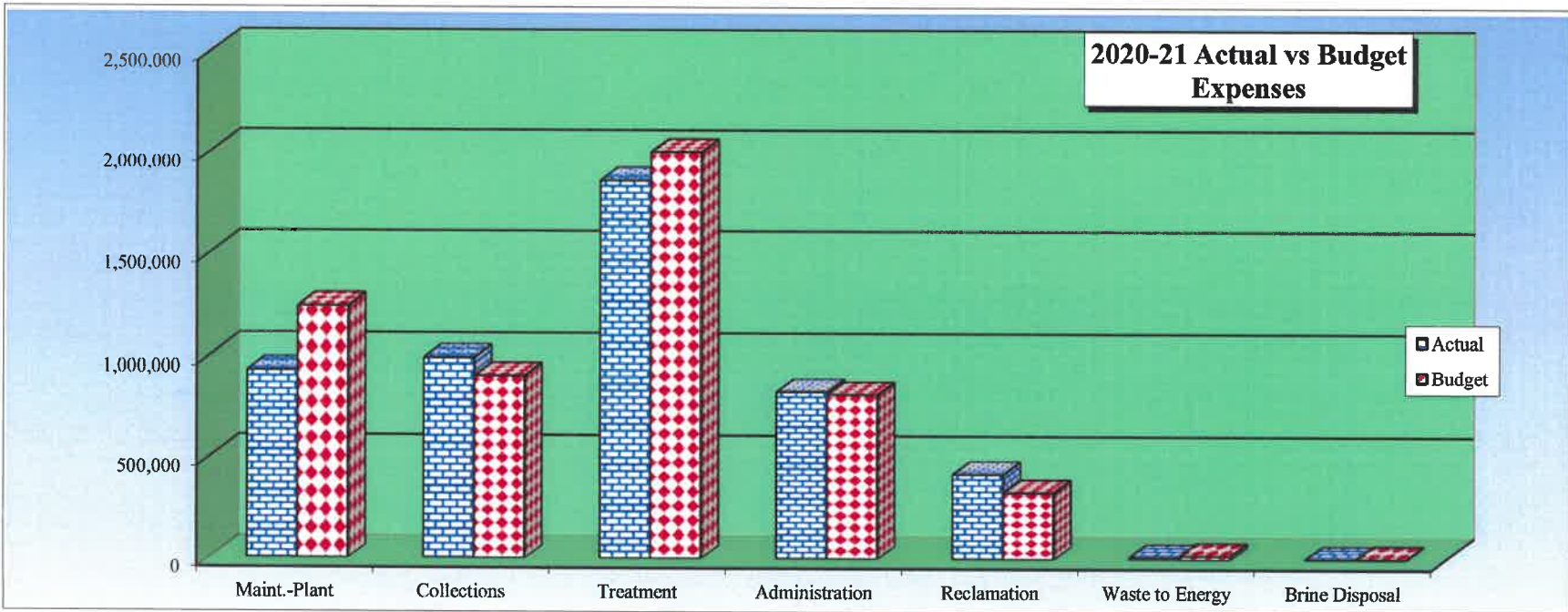
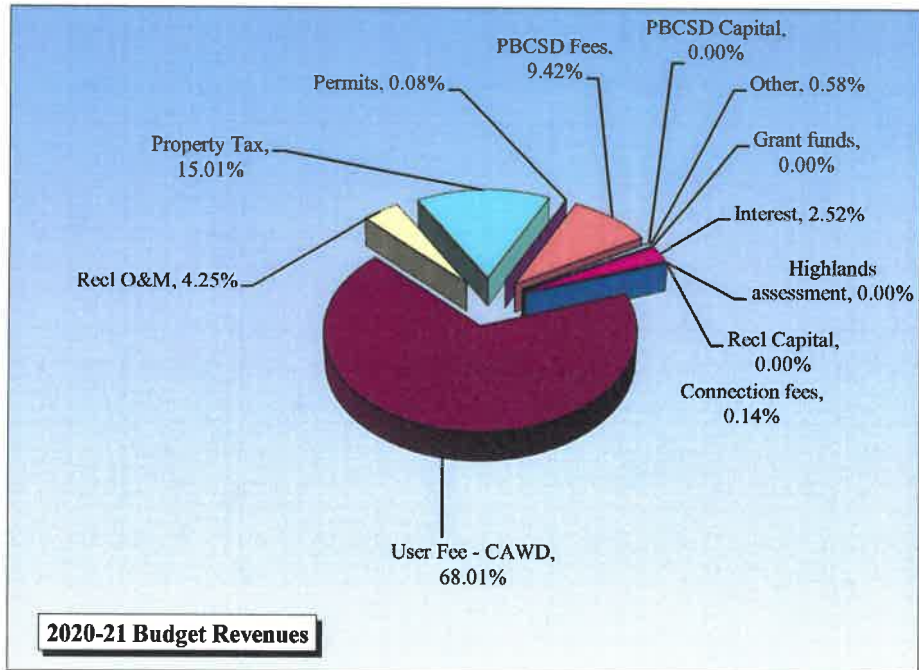
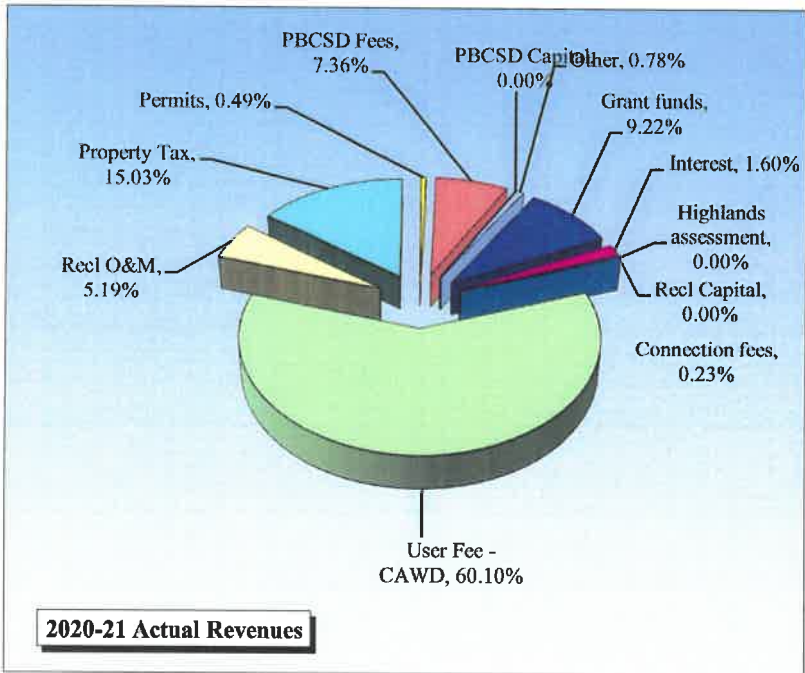
	<i>7 Months Ended January 31, 2021</i>	<i>7 Months Ended January 31, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	54,634.65	37,916.69	16,717.96	44.1 %
TOTAL Income	<u>54,634.65</u>	<u>37,916.69</u>	<u>16,717.96</u>	44.1 %
*****	<u>54,634.65</u>	<u>37,916.69</u>	<u>16,717.96</u>	44.1 %
***** OPERATING INCOME	<u>54,634.65</u>	<u>37,916.69</u>	<u>16,717.96</u>	44.1 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	918.65	1,099.00	180.35	16.4 %
TOTAL Salaries and Payroll Taxes	<u>918.65</u>	<u>1,099.00</u>	<u>180.35</u>	16.4 %
Operating Supplies				
Operating Supplies	0.00	875.00	875.00	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>875.00</u>	<u>875.00</u>	100.0 %
Contract Services				
Contract Services	1,150.00	0.00	(1,150.00)	
TOTAL Contract Services	<u>1,150.00</u>	<u>0.00</u>	<u>(1,150.00)</u>	
Repairs and Maintenance				
Repairs and Maintenance	1,000.25	2,625.00	1,624.75	61.9 %
TOTAL Repairs and Maintenance	<u>1,000.25</u>	<u>2,625.00</u>	<u>1,624.75</u>	61.9 %
TOTAL Operating Expenses	<u>3,068.90</u>	<u>4,599.00</u>	<u>1,530.10</u>	33.3 %
***** OPERATING INCOME (LOSS)	<u>51,565.75</u>	<u>33,317.69</u>	<u>18,248.06</u>	54.8 %
***** NET INCOME (LOSS)	<u>51,565.75</u>	<u>33,317.69</u>	<u>18,248.06</u>	54.8 %
***** NET INCOME (LOSS)	<u>51,565.75</u>	<u>33,317.69</u>	<u>18,248.06</u>	54.8 %

Assets - January 31, 2021

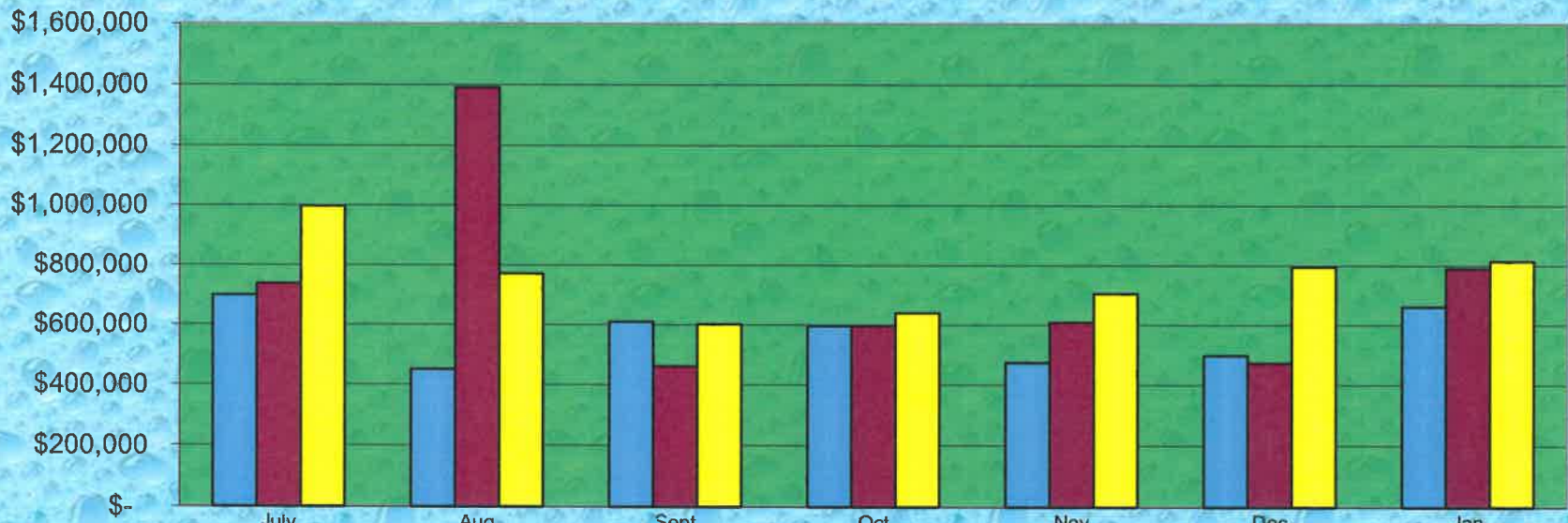


Liabilities - January 31, 2021





Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan
■ FY 19-20	\$697,777	\$450,055	\$610,701	\$596,377	\$472,541	\$496,491	\$660,547
■ FY 20-21	\$736,364	\$1,391,166	\$459,665	\$597,145	\$609,524	\$472,000	\$790,837
■ CY Budget	\$997,134	\$771,376	\$601,855	\$640,410	\$705,305	\$795,767	\$815,635

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

	BEG BAL	JAN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>						
New Camera Head-unbudgeted		0	10,386	10,386	0	NA
Jet Truck Water Pump-unbudgeted		0	30,145	30,145	0	NA
		0	0	0	0	NA
<u>Treatment</u>						
2013 Keystone trailer-unbudgeted		0	18,371	18,371	0	NA
500 kw Portable Generator		0	257,918	257,918	450,000	57.32%
Cyclo Reducer-Screwpress-unbudgeted		0	11,460	11,460	0	NA
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		0	(95,916)	(95,916)	(150,000)	NA
<i>Total Capital Purchases 20-21</i>		0	232,364	232,364	300,000	NA

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

	BEG BAL	JAN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
Admin. Building Modifications-COVID-19	0	4,459	38,610	38,610	75,000	51.48%
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	226,536	3,367	75,529	302,065	185,445	40.73%
Hatton Canyon Pipeline Bursting	271,186	5,323	998,722	1,269,909	1,450,000	NA
Pump Stations-SCADA	456,569	0	5,230	461,799	0	NA
Upper Rancho Canada Pipe Relocation	62,991	4,280	77,364	140,355	1,760,000	4.40%
Rio Road CIPP Lining Project	129,163	0	680,268	809,431	1,340,000	50.77%
Carmel Valley Manor Sewer-unbudgeted	0	0	180	180	0	NA
<u>Treatment</u>						
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		0	0	0	0	NA
<i>Total CIP Projects 20-21</i>	1,146,445	17,429	1,875,903	3,022,348	4,810,445	39.00%

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

	BEG BAL	JAN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>LONG TERM CIP PROJECTS</u>						
<u>Treatment</u>						
Microturbine/Gas Conditioning System	20,781	500	15,019	35,799	45,000	33.38%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 4%)	869,871	0	8,886	878,758	906,000	0.98%
WWTP Perimeter Tree Planting	2,897	0	0	2,897	27,000	NA
Standby Power Reliability Project	19,202	1,966	48,930	68,132	35,000	139.80%
Critical Process Flood Adaptations (RECL 15%)	21,788	0	0	21,788	20,000	NA
Aeration Basin Improvements	0	0	7,923	7,923	87,000	9.11%
RECL share		0	(356)	(356)	(36,240)	0.98%
PBCSD share (1/3 of cost)		(822)	(26,801)	(26,801)	(361,253)	7.42%
<i>Total Long Term CIP Projects 20-21</i>	934,539	1,644	53,602	988,141	722,507	7.42%
Total Capital (net of RECL and PBCSD)	2,080,984	19,073	2,161,869	4,242,853	5,832,952	37.06%

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

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

Employee Benefits	-119.10%	CALPERS unfunded liability payments unbudgeted.
Utilities	-23.50%	Cell service underbudgeted.
Memberships and Subscriptions	-23.20%	Publications unbudgeted, small dollar amounts.
Other Expense	NA	Recruiting unbudgeted.

Collections

Employee Benefits	-144.70%	CALPERS unfunded liability payments unbudgeted.
General and Administrative	-141.60%	Insurance and engineering underbudgeted.
Utilities	-5.20%	Telephone and cell service underbudgeted.
Other Expense	2817.60%	Recruiting unbudgeted, small dollar amounts.

Treatment

Employee Benefits	-125.90%	CALPERS unfunded liability payments unbudgeted.
Truck and Auto Expenses	-230.10%	Insurance underbudgeted, small dollar amounts.
Safety	-76.00%	Timing difference, virus supplies.

Administration

Salaries and Payroll Taxes	-11.30%	Underbudgeted.
Employee Benefits	-163.60%	CALPERS unfunded liability payments unbudgeted.
Repairs and Maintenance	-161.30%	General repairs unbudgeted, small dollar amounts.

Waste to Energy

Repairs and Maintenance	-58.00%	Timing difference, small dollar amounts.
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Brine Disposal

Contract Services	NA	Lab analysis unbudgeted, small dollar amounts.
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District Obligations:

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

STAFF REPORT

TO: Board of Directors
FROM: Daryl Lauer, Collection Superintendent
DATE: February 25, 2021
SUBJECT: Monthly Report – January



RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in January	23
Total Fees	\$3,845.00

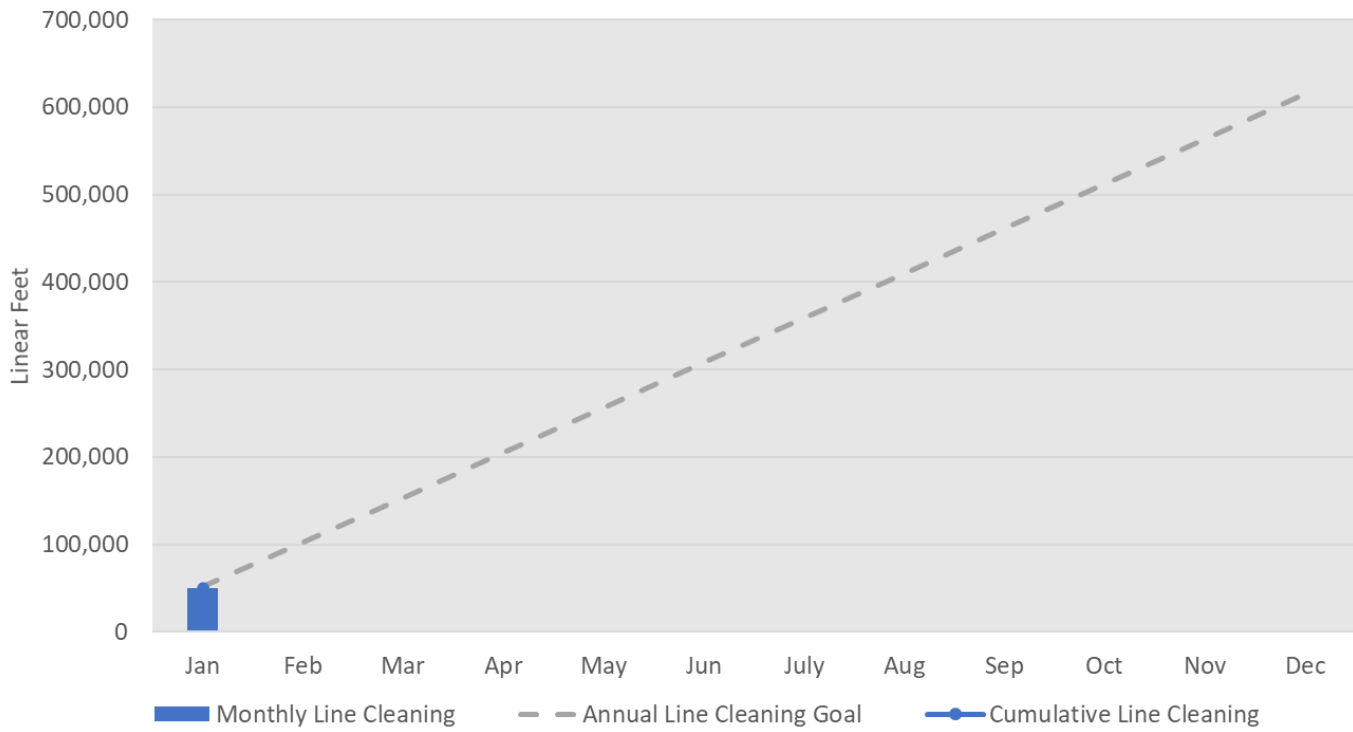
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There was 50,188 feet of sewer lines cleaned, 13,426 feet of (CCTV) inspections and 204 manhole inspections performed during the month of January.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
January	50,188 ft.	12.20%	6 – 15 inches
December	80,282 ft.	19.52%	6 - 15 inches
November	56,040 ft.	13.63%	6 – 12 inches

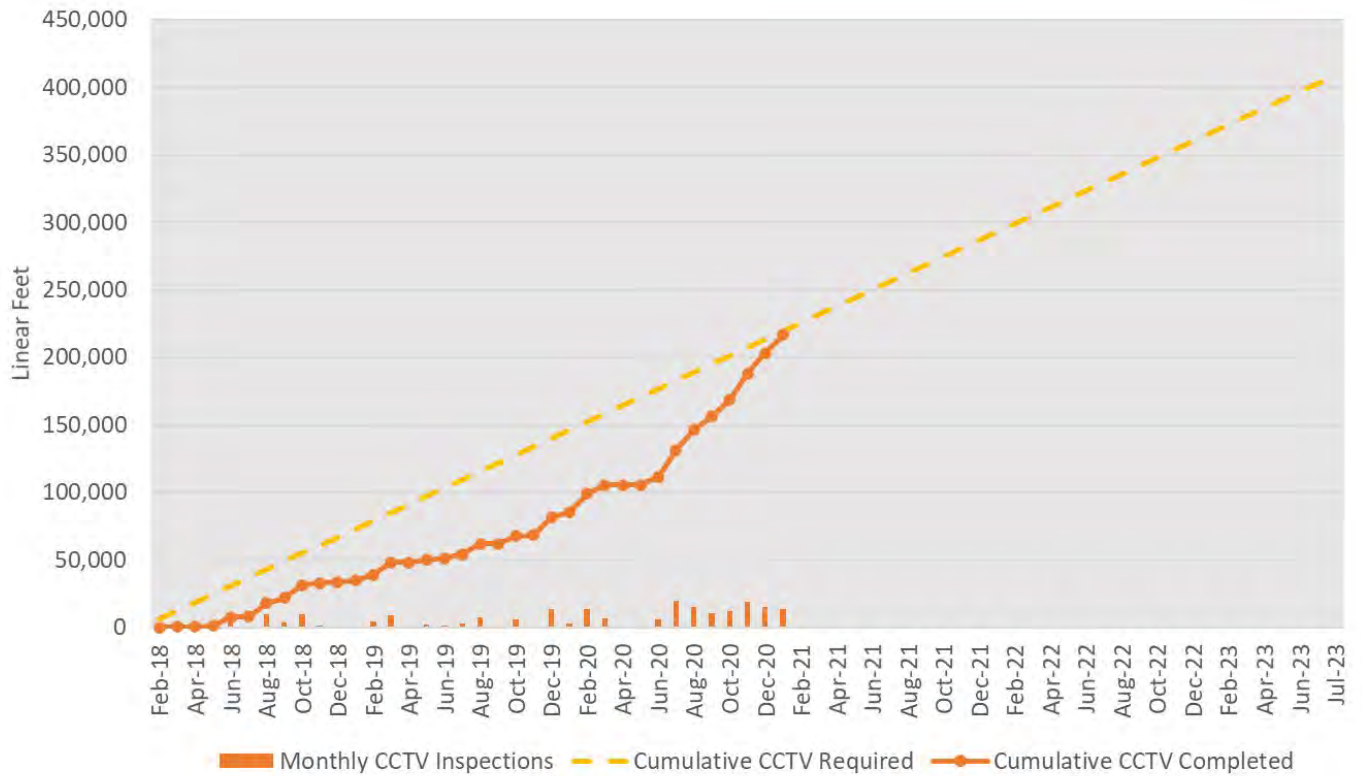
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000 (in 2021)	20,188	564,812

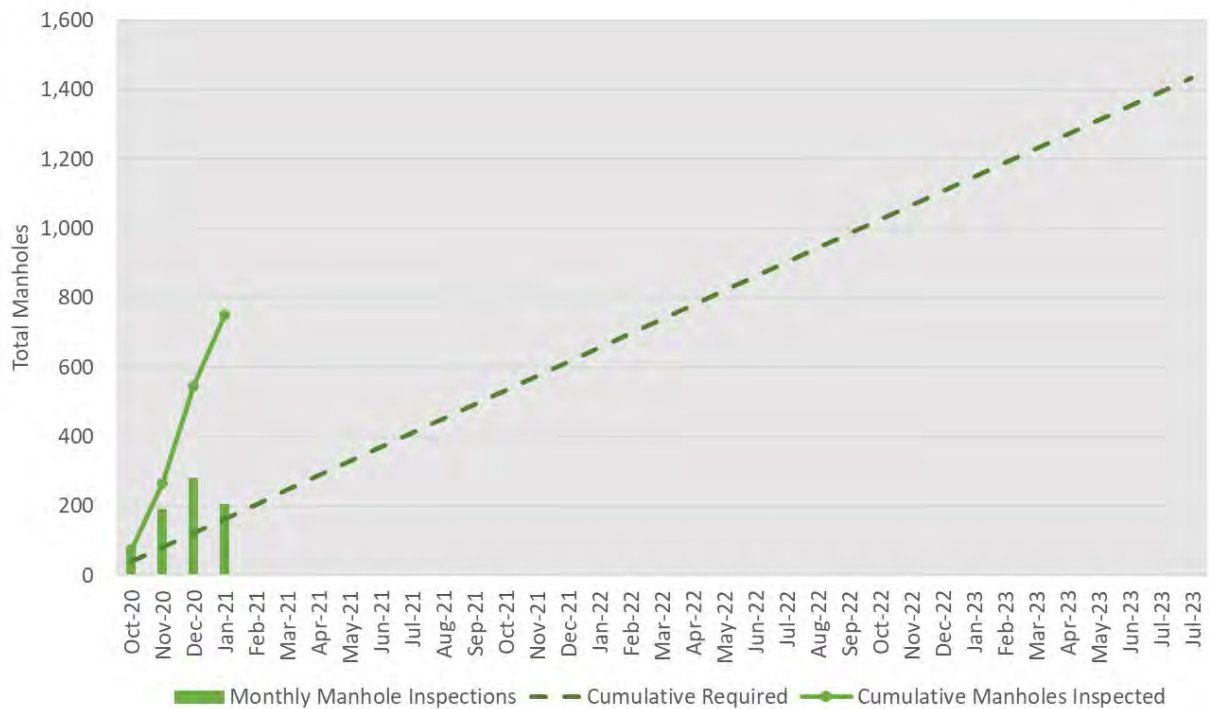
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	216,669	192,003

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

Total Required Amount (Manholes)	Actual Complete (Manholes)	Remaining (Manholes)
1434	751	683

Construction activities

- N/A

Staff Development

- Staff completed several online safety trainings and in person tailgate trainings.

General comments

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

Service calls responded to by crew

Date	Time	Callout	Resolution
1/6/2021	1:17 PM	Bubbling Toilet	Called by homeowner for a toilet bubbling. Staff informed homeowner that the bubbling is from the crew cleaning in the area. Staff can prevent the bubbling if we know in advance to vent the lateral. Staff added the home to the vent map prior to clean map.
1/11/2021	11:10 AM	Odor Complaint	Call by homeowner for an odor in their home. Staff cleaned the main lines around the home. Staff informed homeowner to run water down all drains to eliminate the odor.
1/26/2021	10: 18 PM	Power Fail	Power outage at all pump stations. Staff monitored stations until power was restored.
1/27/2021	1:15 PM	Odor Complaint	Call by resident for an odor coming from the surrounding neighborhood. Staff opened manholes in the area and found no smell. Staff found nearby lateral overflowing. Staff informed the resident to call a plumber of their choice to clear the blockage.
1/28/2021	7:40 AM	Wet well High level	Wet well reached high levels at Monte Verde pump station cause by flooding of the Carmel Lagoon. Staff set up additional by-pass pumping to help relieve the incoming flow. Staff called for assistance from PBCSD to vacuum out the wet well. Once the lagoon opened and the flood waters receded, the station was able to keep up with the inflow.

USA Location Requests – 89

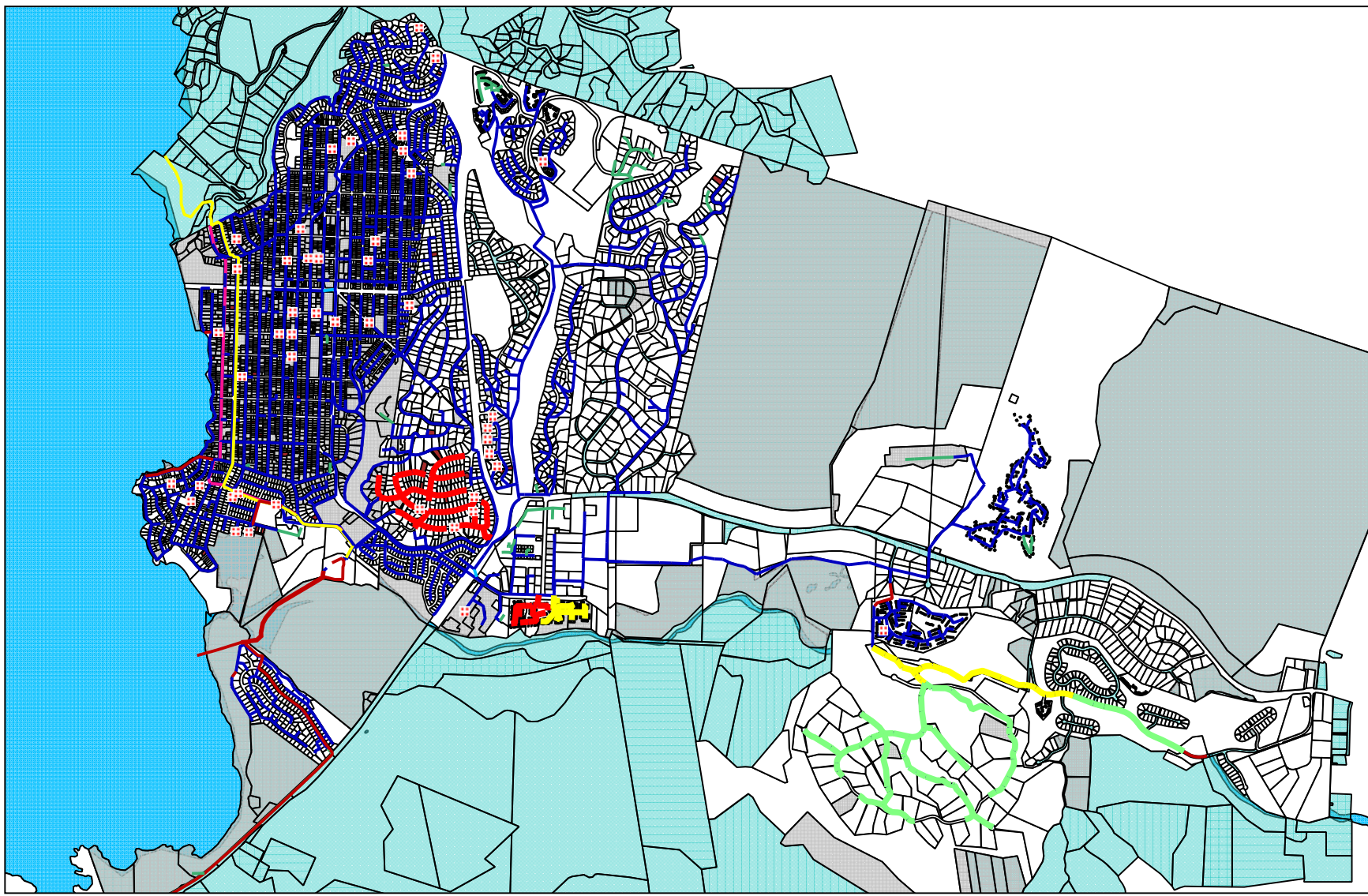
Plumbing permit inspections – 26

Private Sewer Lateral Compliance Certificates Issued – 25

FUNDING

N/A

January (Red)	13,426 feet	Monthly CCTV Map
December (Yellow)	15,395 feet	
November (Green)	19,265 feet	



RedZone
ROBOTICS

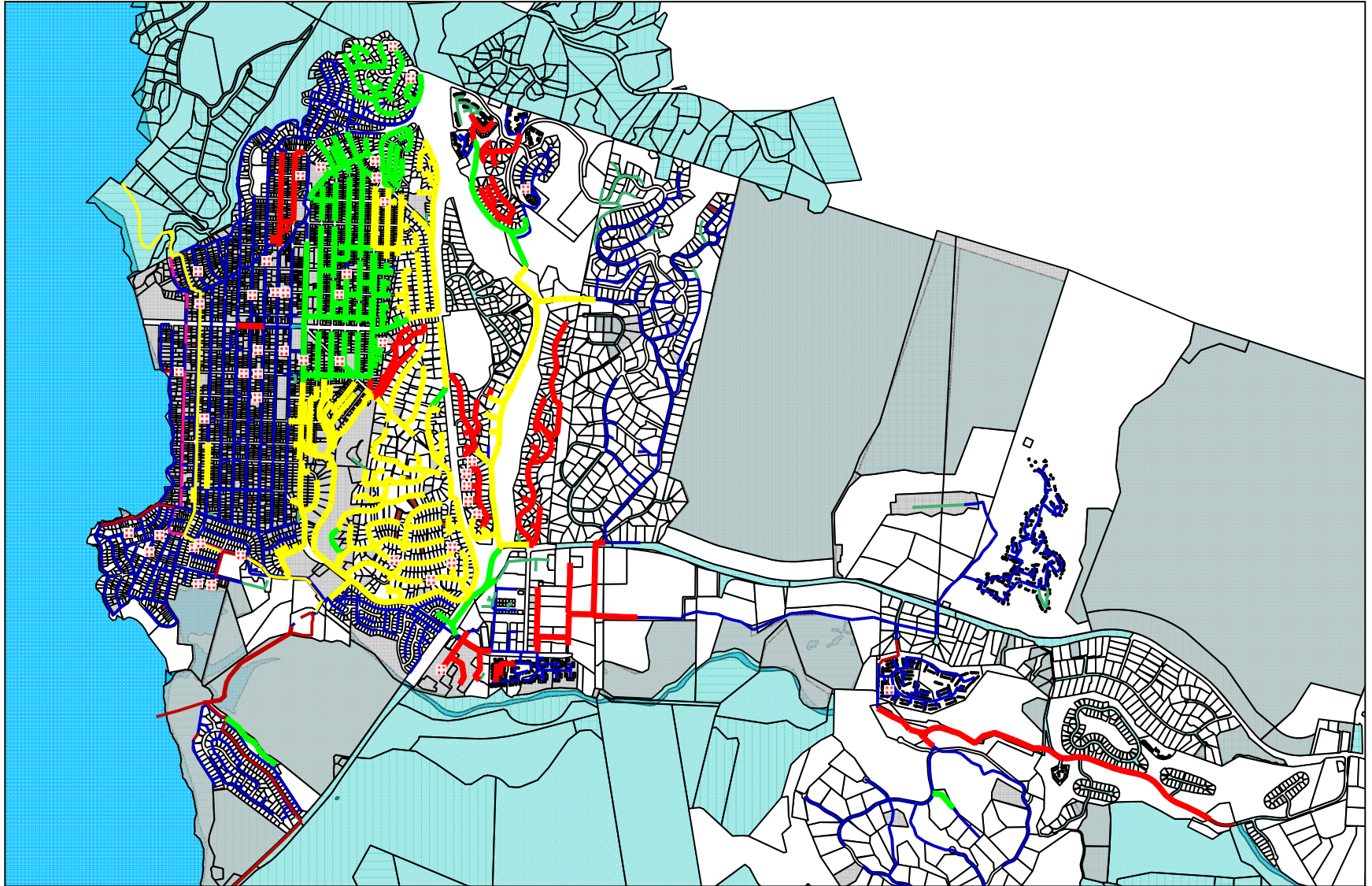
2/8/2021



January (Red)
December (Yellow)
November (Green)

50,188 feet
80,282 feet
56,040 feet

Monthly Cleaning Map



RedZone
ROBOTICS

2/8/2021



STAFF REPORT



To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator

Date: February 25, 2021

Subject: Monthly Safety Reports (for January 2021)

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Safety & Training

- **January- Responses to staff illnesses, and potential COVID exposures.** During January there were four different cases where employees developed symptoms that overlapped with COVID symptoms. There were also two cases where employees thought they may have been exposed to a confirmed positive case outside of work. While the new Cal/OSHA regulations are very explicit about how to respond to an employee who is a confirmed positive COVID case, the response for unconfirmed cases and potential exposures is much less clear. Mark Dias, Safety and Compliance Administrator (S/C Admin Dias), who tracks the latest guidance on COVID-19, provided input to the General Manager, the Human Resources consultant and management on the steps for quarantine, testing, and the safe return to work criteria.

Ongoing Safety Improvements

During January, Maintenance Superintendent Foley and S/C Admin Dias continued to implement safety improvements and seek input from the operations crew and the Safety Committee. Activities during January included:

- **Board Adoption of updated CAWD COVID-19 Response Plan (Plan).** In early December 2020, new Cal/OSHA regulations were added to the California Code of Regulations. The regulations became effective immediately. This rendered the District's June 2020 Plan out of date. Therefore, at the January 28, Board meeting S/C Admin Dias presented revised regulations in the CAWD COVID-19 Response Plan, a staff report, and a Power Point summary highlighting the most significant changes.

- Flood and Winter Storm Preparations due to Atmospheric River event.** During the last week of January an atmospheric river stalled over the central coast region and raised the risk of a flood event at the plant site. In the days before the main storm event, S/C Admin Dias helped to coordinate storm preparations as part of a larger effort. Preparations included testing the main back-up generators, staging flood barriers, testing the sumps in the basements of buildings and chemical containment areas, and clearing on-site storm drains. During the actual event, S/C Admin Dias tracked three real-time sources to assess if an actual flood event was imminent. The sources used were the NOAA River Forecast model, the Carmel River Lagoon level, and the County’s Alert flow gauges located at Robles Del Rio Road and Via Mallorca Road. Ongoing updates were provided to management and the Plant Engineer. Even with the problematic breaching of the Lagoon and the subsequent flooding in the Mission Fields area, the plant was not under an imminent flood condition. The Lagoon would have needed to rise an additional 2.5 feet before impacts to the plant would occur. If it were determined the Plant would be impacted, mitigations would have been put in place to protect plant processes.

Tours and Outreach

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

Injuries; First Aid Incidents; Workers Compensation Claims

There were no Workers Comp or first aid injuries in January. The first tracking matrix for 2021 is below.

	Work Related Injuries and Illnesses for 2021 Reporting Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	0	0	0	0

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: January 2021	HYDRAULIC LOADINGS					2021 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.537	0.856	0.627	2.556	70.239	26.54	81.40
PBCSD Flow	11.244	0.363	0.221	1.317	29.761	11.24	34.49
Total Plant Flow	37.781	1.219	0.848	3.873	100.00	37.78	115.89
Tertiary Flow	27.456	0.886	0.718	1.220	72.671	27.46	84.22
Ocean Discharge	11.216	0.362	0.012	3.172	29.687	11.22	34.40
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	27.46MG (84.22acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.57 BG (26.29 K acre-ft.)
12 Month Rolling Total Reclamation Production	307.62 MG (944.10 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jan '21 kWh	Price per kWh	Jan'21	Dec'20	Nov'20	Oct'20
Secondary	118,216.00	\$ 0.159	\$ 18,806.56	\$ 16,496.43	\$ 17,253.78	\$ 20,991.81
Blowers	48,855.44	\$ 0.146	\$ 7,150.70	\$ 7,445.03	\$ 7,671.12	\$ 8,664.63
CAWD Total	167,071.44		\$ 25,957.26	\$ 23,941.46	\$ 24,924.90	\$ 29,656.44
Tertiary	78,279.96	\$ 0.158	\$ 12,382.80	\$ 13,365.15	\$ 12,688.58	\$ 18,497.83
MF/RO	82,333.00	\$ 0.185	\$ 15,204.40	\$ 16,305.46	\$ 17,314.64	\$ 18,941.85
Reclaim Total	160,612.96		\$ 27,587.20	\$ 29,670.61	\$ 30,003.22	\$ 37,439.68
Adjusted Monthly Totals (1)	CAWD Total		\$ 15,978.28	Reclamation Total		\$ 37,566.18

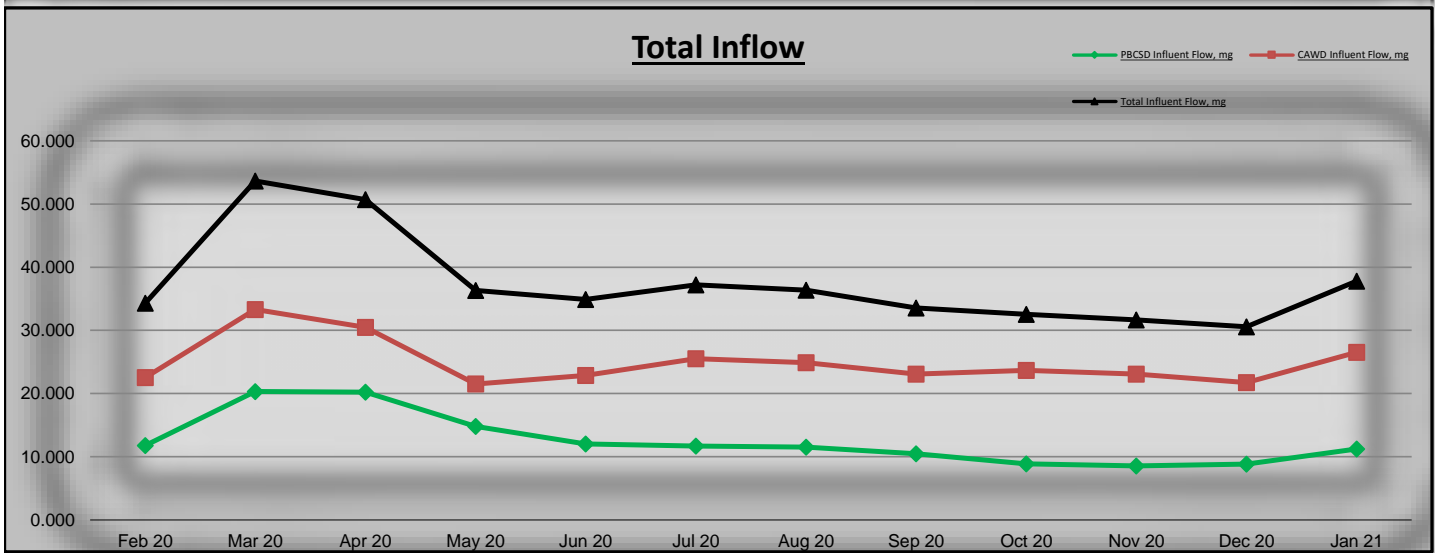
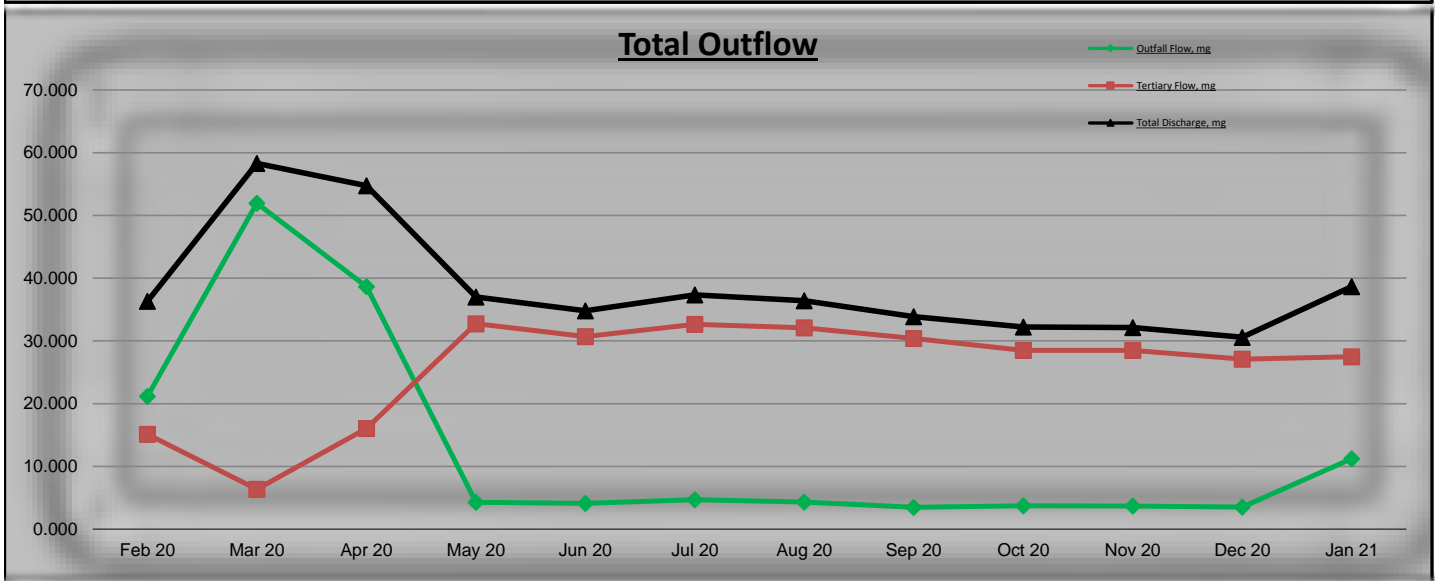
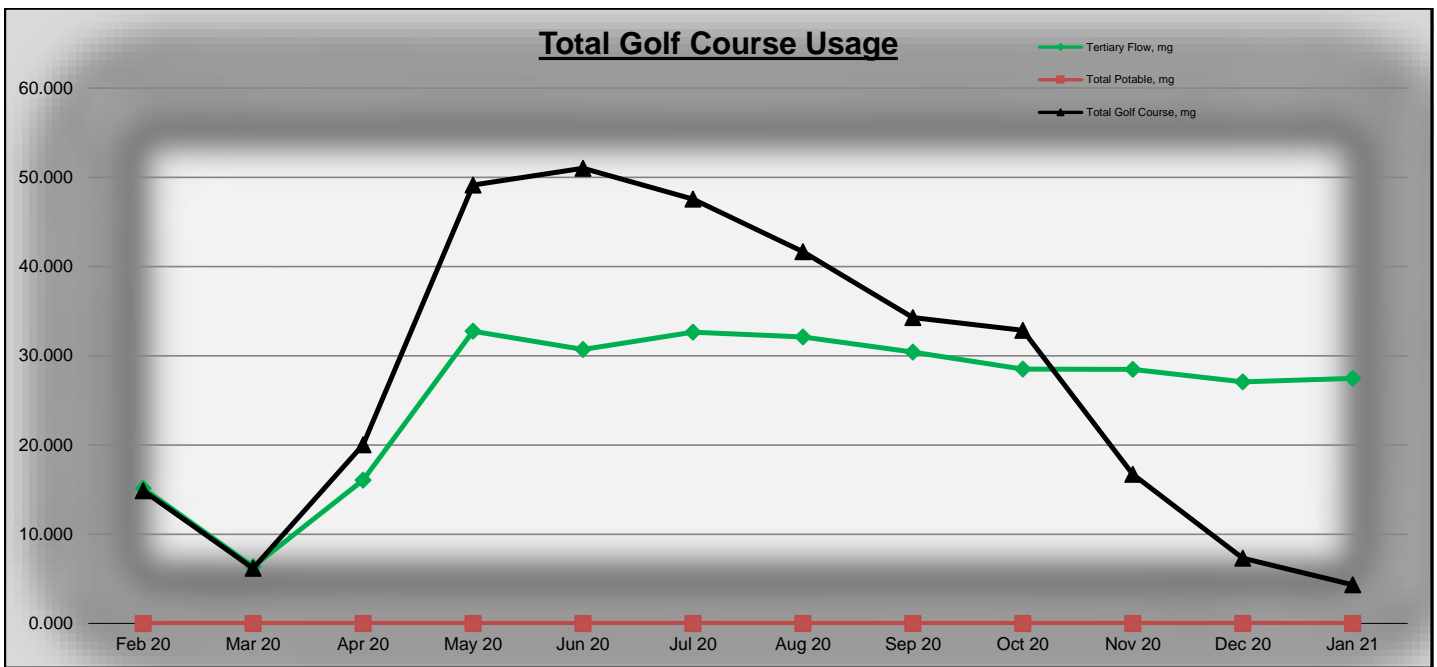
kW-h Per Acre Foot

	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	N/A	N/A	N/A	N/A
Reclamation	1920.96	1852.00	1878.67	1943.44	N/A	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	Jan '21 kW-h	Dec '20	Nov '20	Oct '20	Accumulated Totals
Production, kW-h	21,019	24,832	25,327	28,722	926,007.00

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



Wastewater Treatment Facility Operations Report

Report for: December 2020	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	21.732	0.701	0.633	0.789	71.085	299.59	918.99
PBCSD Flow	8.840	0.285	0.245	0.389	28.915	155.43	476.78
Total Plant Flow	30.572	0.986	0.878	1.178	100.00	455.02	1395.76
Tertiary Flow	27.085	0.874	0.668	1.035	88.594	306.02	938.72
Ocean Discharge	3.502	0.113	0.081	0.143	11.455	162.95	499.85
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	306.02MG (938.72acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.54 BG (26.21 K acre-ft.)
12 Month Rolling Total Reclamation Production	306.02 MG (939.18 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Dec '20 kWh	Price per kWh	Dec'20	Nov'20	Oct'20	Sep'20
Secondary	104,185.00	\$ 0.158	\$ 16,496.43	\$ 17,253.78	\$ 20,991.81	\$ 22,009.50
Blowers	50,624.96	\$ 0.147	\$ 7,445.03	\$ 7,671.12	\$ 8,664.63	\$ 9,766.61
CAWD Total	154,809.96		\$ 23,941.46	\$ 24,924.90	\$ 29,656.44	\$ 31,776.11
Tertiary	77,714.84	\$ 0.172	\$ 13,365.15	\$ 12,688.58	\$ 18,497.83	\$ 21,738.85
MF/RO	88,196.00	\$ 0.185	\$ 16,305.46	\$ 17,314.64	\$ 18,941.85	\$ 21,382.63
Reclaim Total	165,910.84		\$ 29,670.61	\$ 30,003.22	\$ 37,439.68	\$ 43,121.48
Adjusted Monthly Totals (1)	CAWD Total		\$ 14,766.69	Reclamation Total		\$ 38,845.38

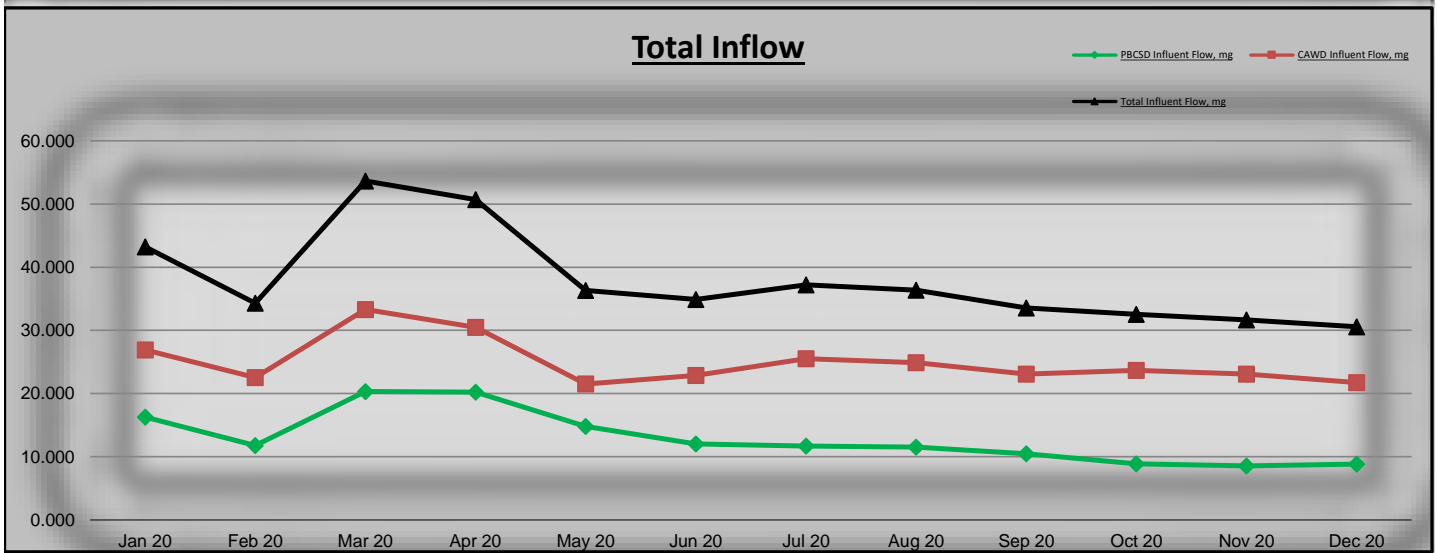
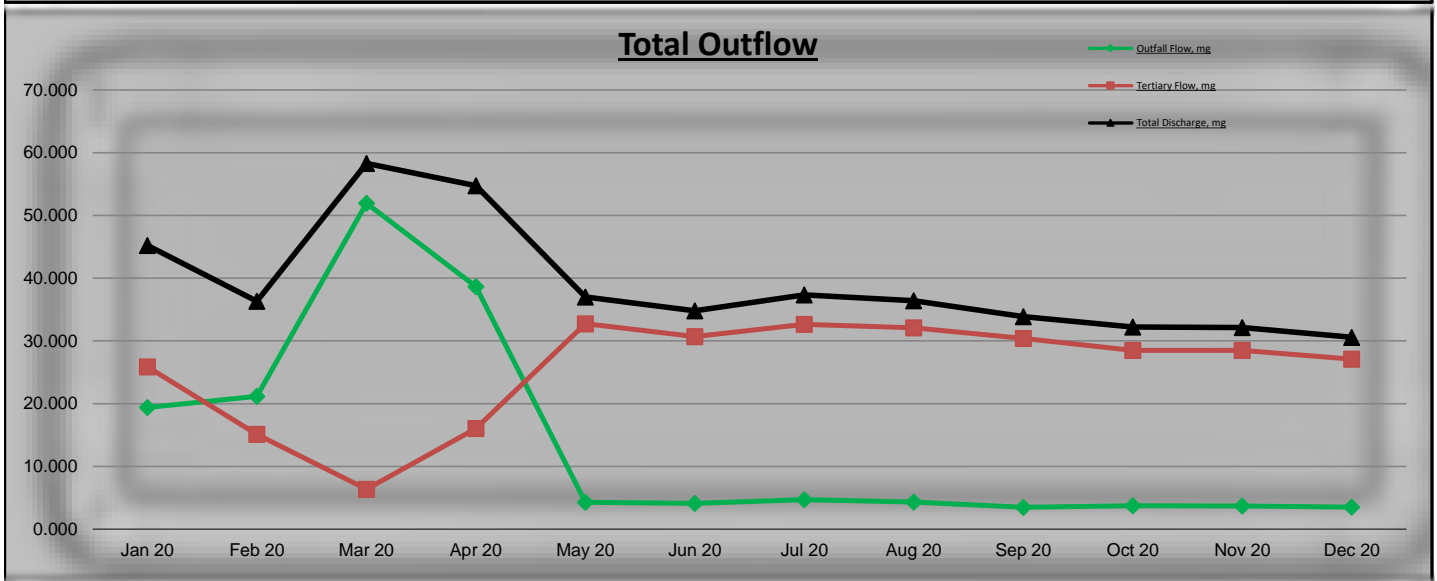
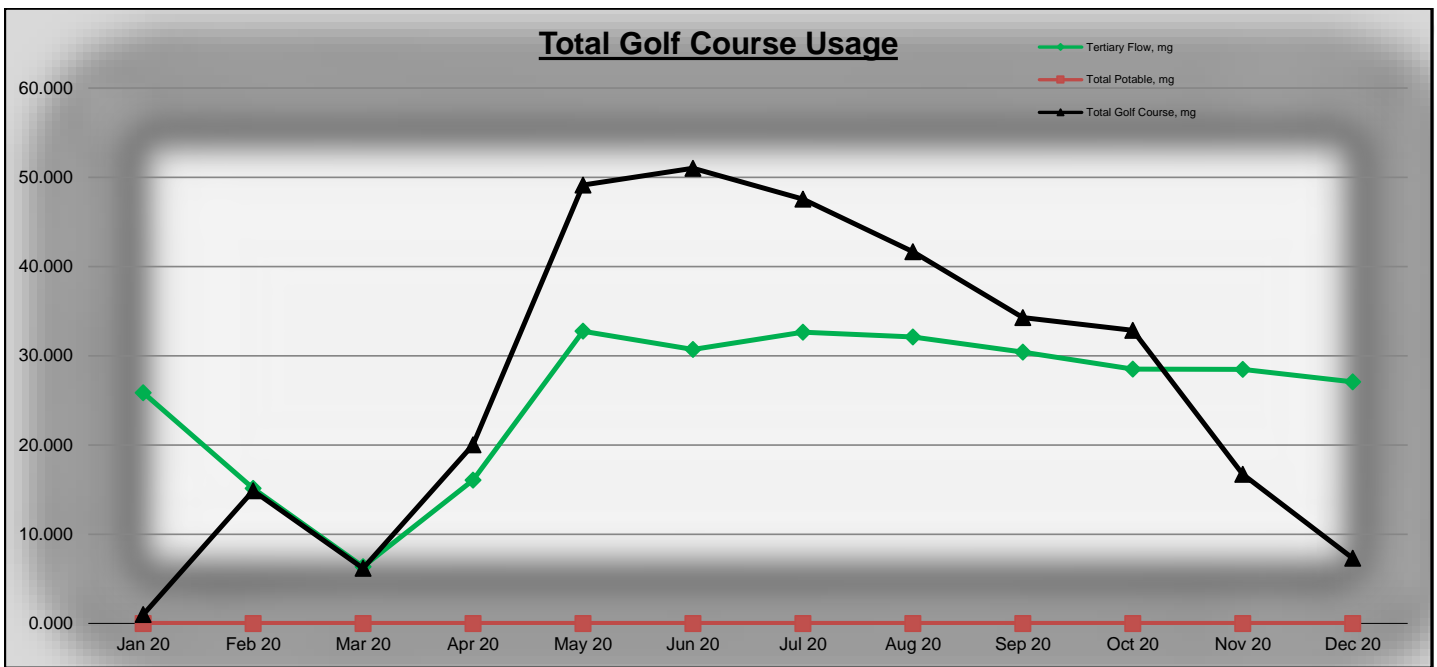
kW-h Per Acre Foot

	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	2064.85	1445.00	1434.66	1583.65
Reclamation	2344.93	2255.78	2283.22	1924.16	1920.96	1852.00	1878.67	1943.44

MICROTURBINE SUMMARY

Month	Dec '20 kW-h	Nov '20	Oct '20	Sep '20	Accumulated Totals
Production, kW-h	24,832	25,327	28,722	30,072	904,988.00

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



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
Report for: November 2020	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.089	0.770	0.693	0.859	72.965	277.86	852.33
PBCSD Flow	8.555	0.285	0.251	0.347	27.035	146.59	449.66
Total Plant Flow	31.644	1.055	0.944	1.206	100.00	424.45	1301.98
Tertiary Flow	28.472	0.949	0.732	1.165	89.976	278.94	855.63
Ocean Discharge	3.664	0.122	0.103	0.151	11.579	159.45	489.11
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	278.94MG (855.63acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.51 BG (26.12 K acre-ft.)
12 Month Rolling Total Reclamation Production	321.86 MG (987.79 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Nov '20 kWh	Price per kWh	Nov'20	Oct'20	Sep'20	Aug'20
Secondary	110,667.00	\$ 0.156	\$ 17,253.78	\$ 20,991.81	\$ 22,009.50	\$ 23,224.33
Blowers	53,306.24	\$ 0.144	\$ 7,671.12	\$ 8,664.63	\$ 9,766.61	\$ 9,712.20
CAWD Total	163,973.24		\$ 24,924.90	\$ 29,656.44	\$ 31,776.11	\$ 32,936.53
Tertiary	69,502.76	\$ 0.183	\$ 12,688.58	\$ 18,497.83	\$ 21,738.85	\$ 19,032.00
MF/RO	96,899.00	\$ 0.179	\$ 17,314.64	\$ 18,941.85	\$ 21,382.63	\$ 21,019.94
Reclaim Total	166,401.76		\$ 30,003.22	\$ 37,439.68	\$ 43,121.48	\$ 40,051.94
Adjusted Monthly Totals (1)	CAWD Total		\$ 15,478.29	Reclamation Total		\$ 39,449.83

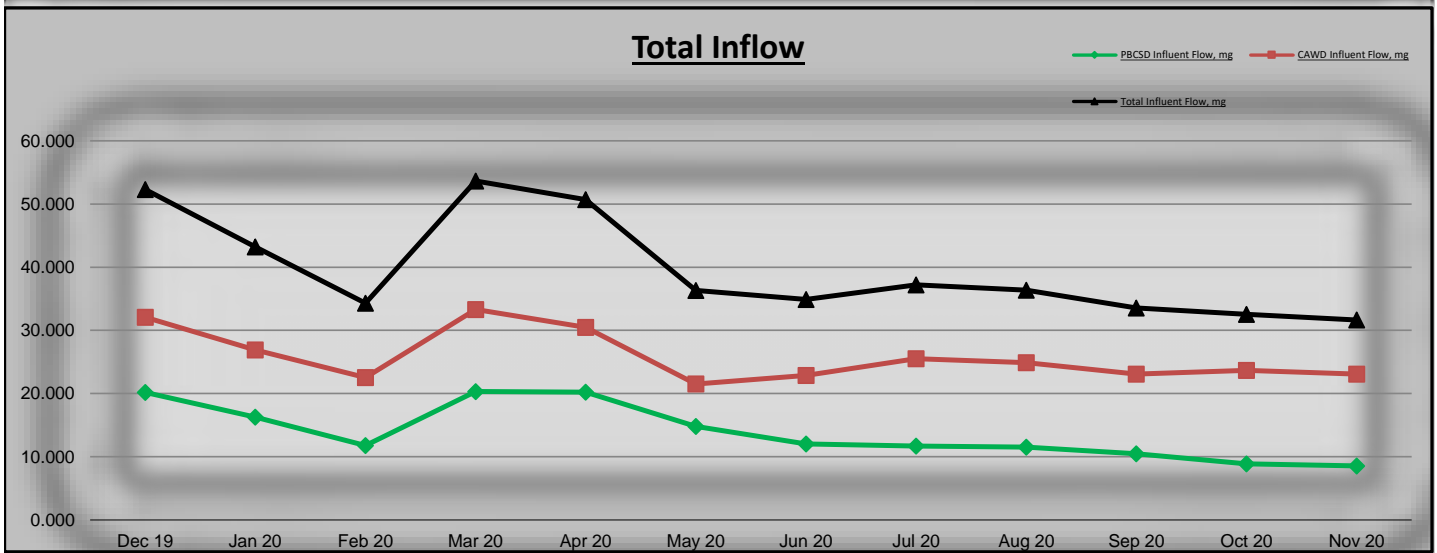
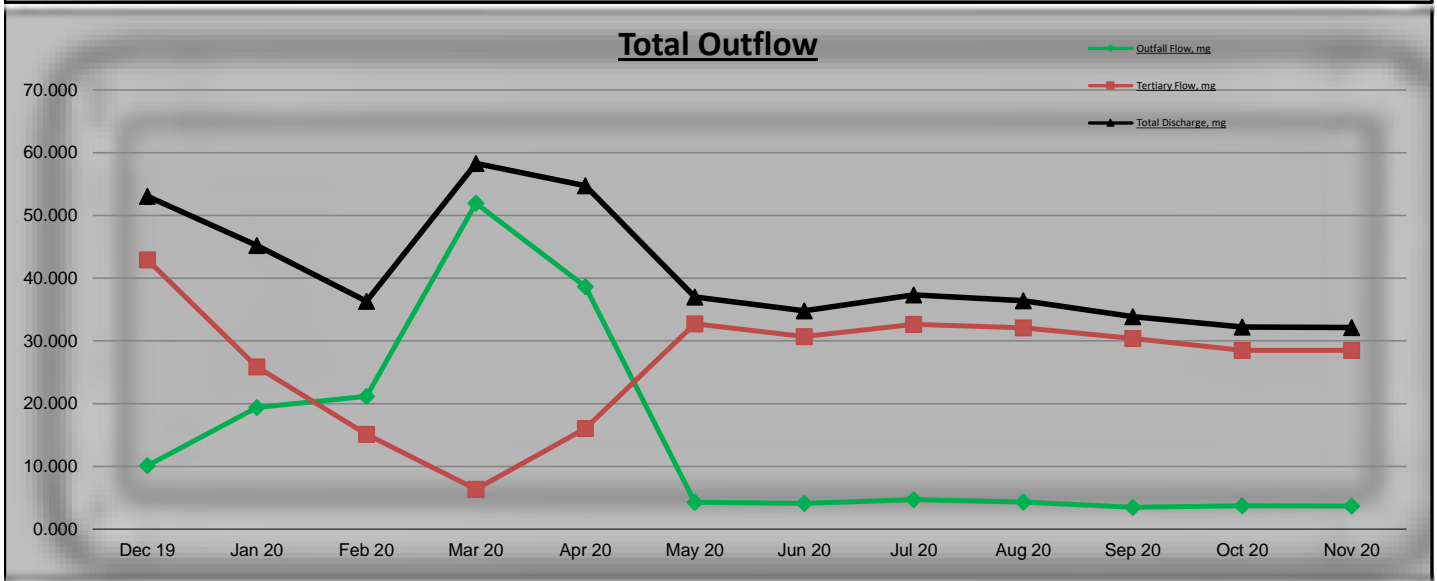
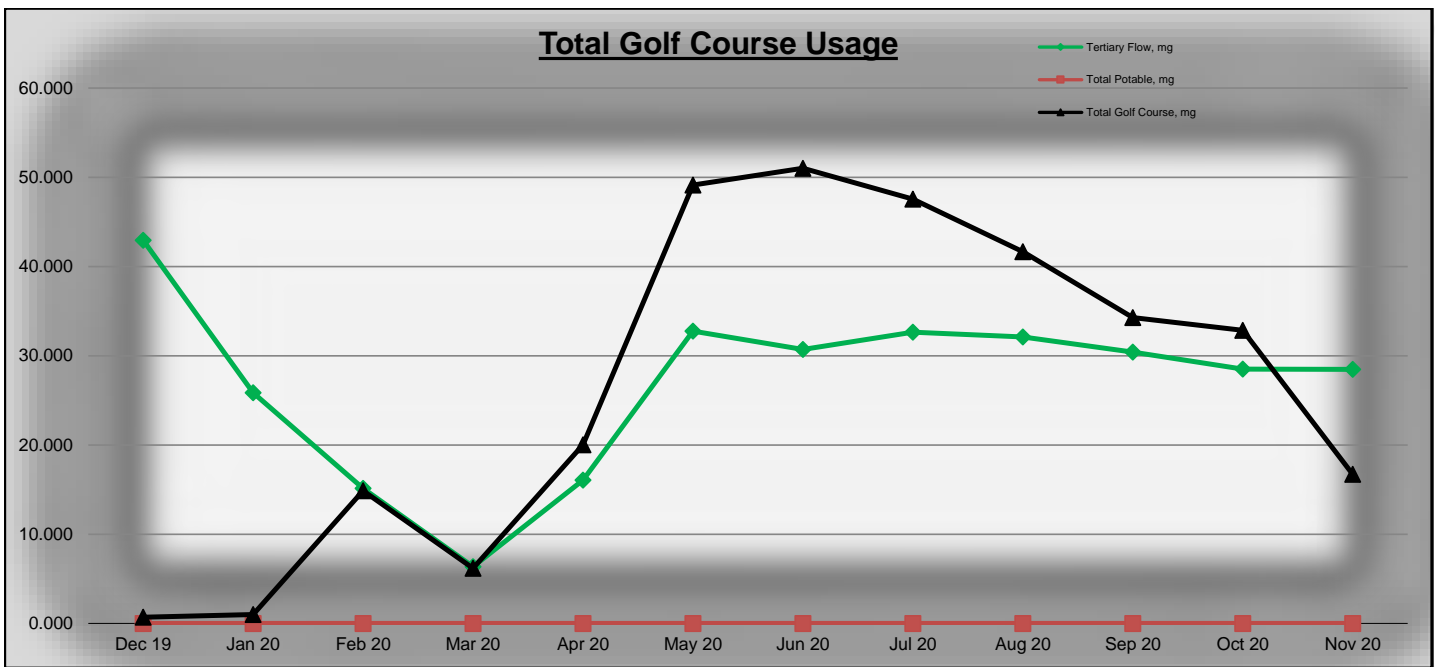
kW-h Per Acre Foot

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

MICROTURBINE SUMMARY

Month	Nov '20 kW-h	Oct '20	Sep '20	Aug '20	Accumulated Totals
Production,kW-h	25,327	28,722	30,072	24,648	880,156.00

(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.



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: February 25, 2021

Subject: Monthly Report – January 2021

RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for CAWD composite samples for the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the CAWD website: https://www.cawd.org/biobot-analytics-weekly-reports-of-concentration-levels-sars-cov-2#/body_file-e72defec-6488-4185-b5f3-ab45b2fe531e .
- On January 5, 2021, Applied Marine Sciences (AMS) collected the first quarter samples from the Influent, Final Effluent, (Reverse Osmosis) RO Concentrate, and Tertiary Effluent.
- As part of Cclean, the biosolids locations will send samples to the contract laboratory SGS Axys Laboratory to be processed and analyzed. The next sampling for the second quarter January-March 2021 began on February 8, 2021.
- Plant Superintendent Ed Waggoner requested stormwater samples be collected to avoid possible Industrial General Permit (IGP) violations, while CAWD and Kennedy-Jenks are finishing the update for the current Storm Water Pollution Prevention Plan (SWPPP) under the California Statewide Water Industrial General Permit (IGP) Order 2014-00570DWQ, amended in 2019. Those stormwater samples were collected on January 25 and 27, 2021.

ENVIRONMENTAL COMPLIANCE REPORT

- The City of Carmel's Google stormwater inspection form has been corrected and Mr. De Ocampo confirmed the application is working well.

- Grease trap and stormwater inspections were placed on hold during January 2021 due to staffing issues. Inspections resumed in February with Laboratory Supervisor conducting all inspections during day shift.
- Mr. De Ocampo was contacted by Peninsula Septic Tank Service (PSTS) for a grease trap inspection at the Carmel Mission Inn kitchen on January 20, 2021.
 - On January 22, 2021, Mr. De Ocampo inspected the trap and met with the Carmel Mission Inn General Manger (GM) and PSTS. The grease trap needed to be cleaned out to check the structural integrity of the trap. After a dye test was completed it was determined the three-compartment sink was flowing to the grease trap and not to the pre-rinse sink.
 - Mr. De Ocampo reviewed the results of the dye test information with PSTS, the Carmel Mission Inn GM, and the Carmel Mission Inn’s engineering company, KHP Capital Partners. He also discussed the Carmel Area Wastewater District (CAWD) plumbing codes for grease trap sizing related to the measurements of the three-compartment sink and the pre-rinse sink fixtures with the group. This resulted in a determination that the existing grease trap is undersized. KHP Capital Partners was provided contact information for the District’s Principal Engineer to start the review process of submitting plans for the correctly sized grease trap.

Restaurant Inspection Table

Restaurant	Compliant	Reason for Non-Compliance	Comments
Carmel Mission Inn	Yes		

Grocery Store/Delicatessen Inspection Table

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

Restaurant Compliance Table

% Compliance	Maintenance	Mechanical
November 2020	NA	NA
December 2020	100	100
January 2021	100	100

FUNDING – N/A – Informational item only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
		Projects Implementation Plan Schedule												
		Treatment Plant Projects												
18-01	1620.000	Mech/Elec Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	6/30/22	\$2,905,000	\$10,616,000	Pending Coastal Commission	Sludge Holding Tank Replacement Project					
18-05	5858.004	PLC/SCADA Programming	Foley	10/8/18	6/30/21	\$240,000	\$364,715	SCADA Screens 50% Complete	DA Programming					
18-08	1629.000	Standby Power Reliability Project	Treanor/Foley	10/8/18	12/23/20	\$450,000	\$469,202	Generator Work Complete - Staff Adding Uninterruptible Power Supply in Server Room	Reliability Project					
18-11	1611.000	Microturbine Integration Project	Treanor/Foley	6/4/19	6/30/21	\$100,000	\$676,000	Construction of 30 kW Exhaust	Microturbine Integration Project					
19-01	1630.000	Onsite Flood Mitigations (PARTIAL RECLAMATION)	Waggoner	7/1/19	6/29/21	\$65,000	\$86,000	Minor Work Proceeding	Flood Mitigations (PARTIAL RECLAMATION)					
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$0	\$213,000	Determining Tree Types / Final Landscape Plan for Interior	Perimeter Tree Plan and Implementation					
21-01	5982.004	WWTP Eucalyptus Pruning	Treanor	7/1/20	7/1/22	\$0	\$180,000	CEQA	WWTP Eucalyptus Pruning					
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	11/30/22	\$0	\$0	Design/CEQA/ Developing Funding Agreement	Carmel River FREE Mitigation					
		Cathodic Protection Testing	Treanor	7/1/20	6/29/21	\$30,000	\$30,000	Soliciting Consultant Proposals	Cathodic Protection Testing					
		Cart Charging and Parking	Foley	7/1/20	6/1/22	\$25,000	\$50,000	Inactive	Cart Charging and Parking					
19-19	Pending GL	Aeration Basin Improvements	Waggoner	7/1/20	6/30/21	\$40,000	\$127,000	Materials Onsite Pending Installation in Spring	Aeration Basin Improvements					
20-03	6799.006	Treatment COVID Improvements	Foley	7/1/20	3/29/22	\$50,000	\$50,000	Implementation	Treatment COVID Improvements					
		Treatment Plant Studies & O&M Manuals	Treanor	5/1/20	5/2/22				Treatment Plant Studies & O&M Manuals					
20-02	5500.006	WWTP Stormwater Pollution Prevention Plan Update	Treanor	6/1/20	4/30/21	\$35,000	\$35,000	In Study Phase	WWTP Stormwater Pollution Prevention Plan Update					
	5500.006	Coastal Hazards Monitoring Plan	Treanor	5/1/20	4/30/21	\$150,000	\$1,200,000	Draft In Development	Coastal Hazards Monitoring Plan					
	5500.006	Long Term SLR Planning	Treanor	5/3/21	5/2/22	\$150,000	\$1,550,000	Inactive	Long Term SLR Planning					
		Reclamation Projects												
18-26	14777	RO Pretreatment Acid Tanks and Containment	Treanor	1/1/19	6/1/22	\$290,000	\$358,506	On Hold	RO Pretreatment Acid Tanks and Containment					
		Reclamation Line Cathodic Protection Testing	Treanor	1/1/21	6/3/21	\$0	\$40,000	Inactive	Reclamation Line Cathodic Protection Testing					
		Painting Project	Treanor	7/1/21	12/1/21	\$0	\$75,000	Inactive	Painting Project					
		Reclamation Studies	Treanor	7/2/18	6/1/22				Reclamation Studies					
	69200	Trussell MF/RO Performance Review	Treanor	7/2/18	6/30/21	\$30,000	\$115,000	In Study Phase	Performance Review					
		Reclamation 15-Year Asset Management Assessment	Treanor	7/1/21	6/1/22	\$0	\$35,000	Inactive	Reclamation 15-Year Asset Management Assessment					
		Collections Projects												

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
19-02		Pretreatment Ordinance	Lather	11/15/19	5/14/21	\$0	\$0	Pending review of Draft by Board Committee and Legal Counsel	Pretreatment Ordinance					
19-03	1586.000	Carmel Meadows Sewer Replacement	Lather	8/1/19	1/19/23	\$185,445	\$1,259,102	Amending Contracts to Include Removal of Existing Pipe	Carmel Meadows Sewer Replacement					
19-13	1625.000	Upper Rancho Canada Pipe Relocation	Lather	7/1/19	10/29/21	\$1,760,000	\$1,822,991	Bid Phase	Upper Rancho Canada Pipe Relocation					
20-04	6799.005	Collections COVID Improvements	Foley	7/1/20	7/1/21	\$50,000	\$50,000	Implementation	Collections COVID Improvements					
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	12/10/21	\$0	\$0	Design by Owner Construction Planned Upon Completion of 19-09	Manor Pipeline and Pump Station					
20-07		Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	7/7/23	\$100,000	\$600,000	Soliciting Consultant Proposals	Bay/Scenic Pump Station Rehabilitation					
20-08		Scenic Rd Pipe Bursting - Ocean to Bay	Lather	7/7/22	7/7/23	\$200,000	\$1,400,000	Soliciting Consultant Proposals	Scenic Rd Pipe Bursting					
21-02		2021 Pipe Spot Repair	Lather	2/10/21	2/10/22	\$55,000	\$55,000	Inactive	2021 Pipe Spot Repair					
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress	River Watch Agreement					
20-06		Collections 20-Year CIP	Lather	7/1/20	7/1/40	\$0	\$29,489,616	Work In Progress	Collections 20-Year CIP					
		Assessment Districts/Annexations	Lather	8/2/18	5/3/22				Assessment Districts/Annexations					
19-09	5500.005	2020 Sphere of Influence Amendment and Annexation Proposal	Lather	3/15/19	5/3/21	\$0	\$50,000	LAFCO Application Submitted - Anticipated Approval April 2021	Sphere of Influence Amendment and Annexation Proposal					
18-21	1631.000	Corona Road Assessment District	Lather	8/2/18	9/2/21	\$0	\$0	78% Signed Petition / Pending Funding	Assessment District					
19-05		Riley Ranch Annexation/Connection	Lather	8/2/18	9/2/21	\$0	\$0	Pending Annexation	Annexation/Connection					
19-04		Carmel Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove	Lather	5/13/20	5/3/22	\$0	\$55,000	Continued Negotiations	Carmel Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove					
Administration Projects														
20-01	1633.000	Administration Building COVID Control Improvements	Treanor/Foley	6/9/20	12/22/20	\$75,000	\$75,000	HVAC Complete / Entry Doors Installation in March	Administration Building COVID Control Improvements					



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

Project Number:	18-01	
Project Name:	WWTP - Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Pending Coastal Commission	
Project Description:	The WWTP Rehabilitation Phase II Project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$10,616,000	\$878,757
Financial:	FY Budget:	FY Spent:
	\$2,905,000	\$8,886
Reclamation Share:	Estimated at 4% of project cost. Actual share TBD based on Construction Costs.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Cutover Coordination	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for 2020 through 2021 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: TBD	
Contractor:	TBD	

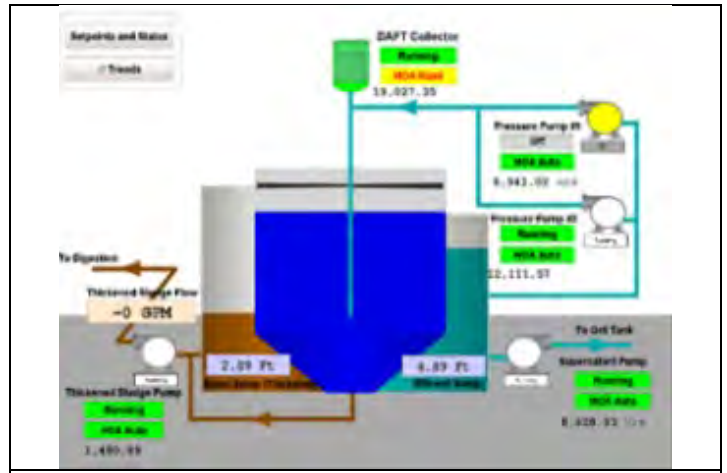


Photo: DAFT SCADA Overview

Project Number:	18-05	
Project Name:	Programmable Logic Controller (PLC) and Supervisory Control and Data Acquisition (SCADA) Programming Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Foley	
Status:	SCADA Screens 50% complete	
Project Description:	During the Phase 1 project a new SCADA software package from Inductive Automation was installed to parallel the existing system. This project includes the migration of the remaining SCADA screens from the legacy system to the new system. The PLC code is also being updated to the CAWD standards that are being developed during this project. This project is necessary to replace obsolete software and hardware so that the automated controls, alarms, and reporting remain accurate and reliable.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$364,715	\$169,856
Financial:	FY Budget:	FY Spent:
	\$240,000	\$66,285
Reclamation Share:	Partial Reclamation	
Schedule:	<ul style="list-style-type: none"> Existing SCADA to be migrated in FY20/21. 	
Consultants:	Frisch Engineering	



Photo: New Standby Generator

Project Number:	18-08								
Project Name:	Standby Power Reliability Project								
Project Location:	Wastewater Treatment Plant								
Project Manager:	Treanor/Foley								
Status:	Generator Work Complete - Staff Adding Uninterruptible Power Supply in Server Room								
Project Description:	This project involves purchasing a trailer mounted 500kW generator to serve as a full back up to the existing standby system in case the existing 750kW generator were to fail. The Main Switchgear would be reprogrammed to run off one generator with a standby (instead of the current split bus system). This would allow removal of the existing 450kW generator (which has obsolete controls and only powers half the main Switchgear).								
Department:	Treatment								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>Cumulative Spent:</td> </tr> <tr> <td>\$469,202</td> <td>\$257,918</td> </tr> <tr> <td>FY Budget:</td> <td>FY Spent:</td> </tr> <tr> <td>\$450,000</td> <td>\$257,918</td> </tr> </table>	Cumulative Budget:	Cumulative Spent:	\$469,202	\$257,918	FY Budget:	FY Spent:	\$450,000	\$257,918
Cumulative Budget:	Cumulative Spent:								
\$469,202	\$257,918								
FY Budget:	FY Spent:								
\$450,000	\$257,918								
Reclamation Share:	N/A								
Other Entities:	N/A								
Permits Required:	Air Board Permit								
Challenges:	N/A								
Schedule:	<ul style="list-style-type: none"> Design to be completed in 2019 Construction anticipated for 2020 								
Consultants:	Beecher Engineering								
Contractor:	Quinn Power Systems								



Photo: Existing Gas Conditioning System

Project Number:	18-11								
Project Name:	Microturbine Integration Project								
Project Location:	Wastewater Treatment Plant								
Project Manager:	Treanor/Foley								
Status:	Construction of 30kW Exhaust								
Project Description:	Overhaul of existing gas conditioning system and controls for the microturbines. The existing gas conditioning system has been having repeated mechanical failures which reduces the amount of time the Microturbines are in service. Significant overhaul of controls are needed to integrate the new 65kW turbine. CAWD is looking into a new gas conditioning system in case the existing system is not sufficient to treat the gas after the larger 65kW turbine is placed in service.								
Department:	Treatment								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>Cumulative Spent:</td> </tr> <tr> <td>\$676,000</td> <td>\$35,799</td> </tr> <tr> <td>FY Budget:</td> <td>FY Spent:</td> </tr> <tr> <td>\$100,000</td> <td>\$15,019</td> </tr> </table>	Cumulative Budget:	Cumulative Spent:	\$676,000	\$35,799	FY Budget:	FY Spent:	\$100,000	\$15,019
Cumulative Budget:	Cumulative Spent:								
\$676,000	\$35,799								
FY Budget:	FY Spent:								
\$100,000	\$15,019								
Reclamation Share:	N/A								
Other Entities:	N/A								
Permits Required:	Air Board Permit								
Challenges:	Complexity of System								
Schedule:	<ul style="list-style-type: none"> Pre-Design to be completed in 2019/2020 Final Design to be completed in 2020/2021-Construction anticipated for 2021 								
Consultants:	Frisch Engineering (programming)								
Contractor:	TBD								



Photo: Areas of Potential Annexation

Project Number:	18-21, 19-04, 19-05, 19-09	
Project Name:	2020 CAWD Sphere of Influence (SOI) Amendment & Annexation Proposal	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	LAFCO Application Submitted – Anticipated Approval April 2021	
Project Description:	The project will provide access for homes and businesses currently on septic systems and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point & Otter Cove.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$51,767
Financial:	FY Budget:	FY Spent:
	\$0	\$26,527
** No Budget included for Annexations b/c costs will be recouped through annexation fees.		
Permits Required:	Environmental Review, LAFCO Annexation Approval	
Challenges:	#18-21 Getting homeowner groups to form a Corona Road Assessment District to pay for infrastructure that is needed to connect to our sewer system.	
Schedule:	Applied for LAFCO Annexation in August 2020.	
Consultant:	Denise Duffy & Associates	



Photo: Existing totes used for Sulfuric Acid storage and Feed

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



Photo: Eucalyptus trees on South Side of Treatment Plant

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



Photo: Old Flood Door in Headworks Basement

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

PRE-TREATMENT ORDINANCE
2020-XX



CARMEL AREA WASTEWATER DISTRICT

Project Number:		19-02	
Project Name:		Update Pretreatment Ordinance	
Project Location:		Pretreatment/Collections	
Project Manager:		Lathér/De Ocampo/Waggoner	
Status:		Draft Ordinance is ready for committee review.	
Project Description:		Prepare a Pre-Treatment Ordinance that is in compliance with the current standard of practice and the State Water Resources requirements.	
Department:		Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$0	\$0	
Financial:	FY Budget:	FY Spent:	
	\$0	\$0	
Reclamation Share:		N/A	
Other Entities:		N/A	
Permits Required:		N/A	
Challenges:		None	
Schedule:		<ul style="list-style-type: none"> Complete Draft Ordinance for review in September 2020. Committee review of Ordinance in March 2021 	
Consultants:		None	
Contractor:		None	



Photo: View gravity pipe in Carmel easement

Project Number:		19-03	
Project Name:		Carmel Meadows Gravity Sewer Improvements	
Project Location:		Collection System	
Project Manager:		Lathér	
Status:		Amending contracts to Include removal of existing Pipe	
Project Description:		The project will replace 1300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.	
Department:		Collections	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$1,259,102	\$302,065	
Financial:	FY Budget:	FY Spent:	
	\$185,445	\$75,527	
Permits Required:		Coastal Permit and Environmental Review	
Challenges:		Redirecting the sewer to the pump station without requiring booster pumps for individual houses.	
Schedule:		Design FY20/21. Construct FY21/22.	
Consultants:		SRT Consultants	
Contractor:		TBD	

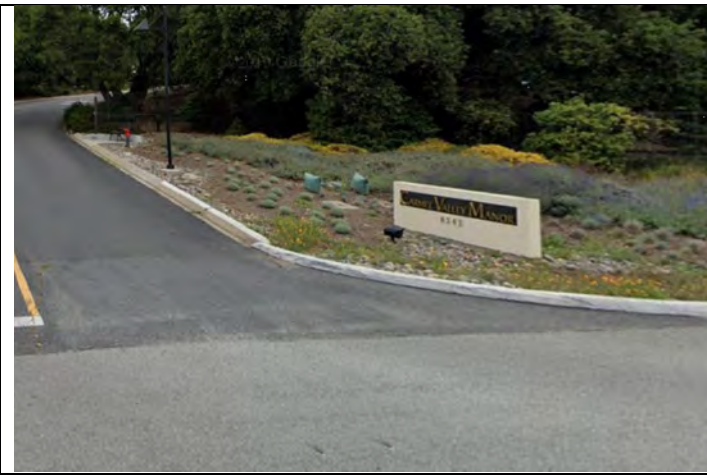


Photo: Entrance to Carmel Valley Manor

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



Photo: View of proposed sewer line realignment

Project Number:			19-13
Project Name:			Upper Rancho Cañada Pipe Realignment
Project Location:			Collection System
Project Manager:			Lathér
Status:			Bid Phase
Project Description:			This project relocates an existing sewer trunk line that serves the eastern most assets of the District and is located within the proposed County Park at Rancho Cañada. The trunk line varies in size from 12 inch to 8-inch diameter and is made of Truss pipe material that was installed in the early 1970's. The pipe is damaged in many locations, has capacity issues, and was identified as a priority in the Asset Management Plan.
Department:			Collection
Financial:	Cumulative Budget:	Cumulative Spent:	\$140,355
			\$1,822,991
	FY Budget:	FY Spent:	\$77,364
			\$1,760,000
Other Entities:		Monterey Regional Park District	
Permits Required:		Environmental Review	
Challenges:		Providing a design that allows CAWD access to assets and is acceptable to the Park District.	
Schedule:		Design FY 19/20. Construct FY 20/21.	
Consultants:		MNS Engineering Rincon Environmental	



Photo: Existing air diffuser system

Project Number:	19-19	
Project Name:	WWTP – Aeration Basin Improvements	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	Materials Onsite Pending Installation in Spring	
Project Description:	The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins. Another needed improvement is to prevent short circuiting of flows in the basins. The installation of one curtain baffle in each tank will eliminate the short-circuiting issue.	
Department:	Treatment	
Budget Status:	Budget: \$40,000.00 Actual to Date: \$0.00	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$127,000	\$87,000
Financial:	FY Budget:	FY Spent:
	\$40,000	\$8,463.07
Reclamation Share:	Estimated at 0% of project cost.	
Other Entities:	CAWD/PBCSD Reclamation Project	
Permits Required:	No permits as project is preventative maintenance project	
Challenges:	Weather conditions and Scheduling	
Schedule:	<ul style="list-style-type: none"> Design is completed Materials ordered and received Construction anticipated for Spring 2021 	
Consultants:	In house (Design Plant Engineer), Environetics for Baffles	
Contractor:	TBD	



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

Project Number:	19-21	
Project Name:	Carmel River FREE Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Trearor	
Status:	Design/CEQA/Developing Funding Agreement	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain which will significantly impact existing wastewater pipelines which cross the lagoon. To fully mitigate impacts from CRFREE the pipelines which are currently crossing over a portion of the lagoon are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$750,000	\$217,963
Financial:	FY Budget:	FY Spent:
	\$750,000	\$217,963
** No Budget included b/c project is being funded by CRFREE initiated grants		
Reclamation Share:	0%	
Other Entities:	Monterey County	
Permits Required:	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board (RWQCB)	
Challenges:	Construction near Environmentally Sensitive Habitat and obtaining new Easement from State Parks	
Schedule:	<ul style="list-style-type: none"> Design and CEQA anticipated completion Summer 2021 Construction anticipated in Summer 2022 	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	Pending	

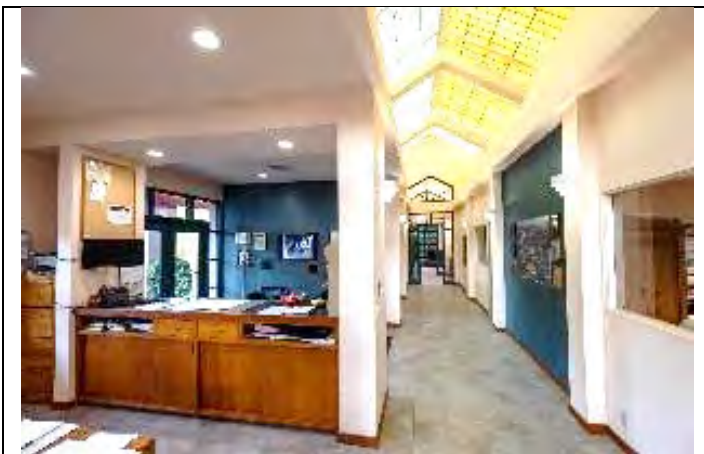



Photo: Admin Building Permit Desk

Project Number: 20-01		
Project Name: Administration Building COVID Control Improvements		
Project Location: Administration Building		
Project Manager: Treanor/Foley		
Status: HVAC Complete / Entry Doors Installation in March		
Project Description: HVAC Improvements to control airborne viruses, enclosure of permit desk to eliminate contact between staff and visitors.		
Department: Administration		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$75,000	\$38,610
Financial:	FY Budget:	FY Spent:
	\$75,000	\$38,610
Reclamation Share:	0%	
Other Entities:	None	
Permits Required:	Building Permits	
Challenges:	Emerging science around COVID-19	
Schedule:	<ul style="list-style-type: none"> Design June and July 2020 Construction anticipated in February 2021 	
Consultants:	Design: Davner Engineering	
Contractor:	Coast Counties Glass	



Photo: WWTP Stormwater Pump Station

Project Number: 20-02		
Project Name: WWTP Stormwater Pollution Prevention Plan Update		
Project Location: Treatment Plant		
Project Manager: Treanor/Dias		
Status: In Study Phase		
Project Description: Update to the existing CAWD WWTP Stormwater Pollution Prevention Plan as required by the National Pollution Discharge Elimination System (NPDES) General Stormwater Permit		
Department: Treatment		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$35,000	\$18,854
Financial:	FY Budget:	FY Spent:
	\$35,000	\$18,854
Reclamation Share:	0%	
Other Entities:	None	
Permits Required:	Part of General Stormwater Permit	
Challenges:	None	
Schedule:	<ul style="list-style-type: none"> Plan Development in 2020 	
Consultants:	Kennedy Jenks Consultants	
Contractor:	N/A	

		
Photo: River Watch logo		
Project Number:	20-05	
Project Name:	River Watch Agreement	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	Work in Progress	
Project Description:	Work with collections to provide data that is needed to satisfy the milestones in the agreement with River Watch.	
Department:	Collections	
Financial:	Cumulative Budget: N/A	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:	CCTV Schedule. The Board agreed to increase staffing by 1 FTE to assist us in meeting the required schedule. New employee started 11-20. Received 1 yr. extension due to COVID-19.	
Schedule:	Due date June 2023	
Consultants:		
Contractor:	N/A	

LAUSD Collections Dept - CIP												
11/20/21 (Rev 2/16/21)												
Project #	PROJECT	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
1	Cassell Wastewater Pipeline (Cassell Creek)	\$185,445	\$1,000,000									
2	Balboa-Carmichael Pipeline Pipe Reinstatement	\$1,426,000										
3	Flower Street-Cassell Pipeline Rehabilitation	\$1,700,000										
4	New River ST Rehabilitation	\$380,000	\$115,000	\$110,000								
5	Palmdale Pipeline Rehabilitation - Orange to San Fernando	\$250,000	\$500,000	\$100,000								
6	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$150,000	\$150,000	\$150,000								
7	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
8	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
9	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
10	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
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71	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
72	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
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74	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
75	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
76	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
77	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
78	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
79	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								
80	Palmdale Pipeline Rehabilitation - Palmdale to San Fernando	\$140,000	\$140,000	\$140,000								

Photo: LT Capital Schedule

Project Number:	20-06	
Project Name:	Collections 20-Year CIP	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	Work in Progress	
Project Description:	Utilize updated sewer line inspection information and flow modeling to develop a 20-year Construction Improvement Plan	
Department:	Collections	
Projection of Total Capital Costs	Construction Costs: \$50,000,000	Administration Costs: \$10,000,000 (20% engineering, legal, admin)
Financial:	Cumulative Budget: N/A	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:		
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	



Photo: Looking at Pump Station Exterior

Project Number:			20-07		
Project Name:			Bay/Scenic Pump Station Rehabilitation		
Project Location:			Collection System		
Project Manager:			Lathér		
Status:			Soliciting Consultant Proposals		
Project Description:			Remodel the interior of the pump station and update SCADA panel to remove from areas prone to flooding.		
Department:			Collections		
Financial:	Cumulative Budget:	Cumulative Spent:	\$0		
	FY Budget:	FY Spent:	\$0		
Reclamation Share:	0%				
Other Entities:	Carmel-by-the-Sea, Coastal				
Permits Required:	Exemptions from CEQA & Coastal				
Challenges:	Traffic Control				
Schedule:	Design 2021, Construct 2022				
Consultants:	Pending				
Contractor:	Pending				



Photo: Pipe Bursting Limits on Scenic

Project Number:			20-08		
Project Name:			Scenic Rd Pipe Bursting - Ocean to Bay		
Project Location:			Collection System		
Project Manager:			Lathér		
Status:			Soliciting Consultant Proposals		
Project Description:			Replace approximately 4,000 feet of existing clay pipe with PVC pipe and rehabilitate manholes.		
Department:			Collections		
Financial:	Cumulative Budget:	Cumulative Spent:	\$0		
	FY Budget:	FY Spent:	\$0		
Reclamation Share:	0%				
Other Entities:	Carmel-by-the-Sea, Coastal				
Permits Required:	Exemptions from CEQA & Coastal				
Challenges:	Traffic Control				
Schedule:	Design 2021, Construct 2022				
Consultants:	Pending				
Contractor:	Pending				



Photo: WWTP Aerial Showing Eucalyptus Trees Around Perimeter

Project Number:		21-01	
Project Name:		WWTP Eucalyptus Tree Pruning	
Project Location:		Wastewater Treatment Plant	
Project Manager:		Treanor	
Status:		CEQA	
Project Description:		Trim Eucalyptus Trees around WWTP to control overgrowth of trees and mitigate spread of non-native tree.	
Department:		Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$180,000	\$0	
	FY Budget:	FY Spent:	
	\$180,000	\$0	
Reclamation Share:		0%	
Other Entities:		N/A	
Permits Required:		Coastal Commission Notification, County Tree Cutting Permit	
Challenges:			
Schedule:		Tree Trimming anticipated during non-nesting season (fall-winter 21/22)	
Consultants:		Burelson Consulting (Environmental Monitoring) Frank Ono (Arborist)	
Contractor:		TBD	

STAFF REPORT

To: Board of Directors

From: Ed Waggoner
Operations Superintendent

Date: February 25, 2021

Subject: Monthly Operations Report – January 2021



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has continued finishing up projects and concentrating on Preventative Maintenance Work Orders during the month of January. This includes the implementation of the Operations Flood Preparation Standard Operating Procedures from the Plant Engineer.
- Staff completed removing the wooden toe guards around the Equalization Basins. These wooden toe guards have been replaced with aluminum toe guards on the Equalization Basins walkways and work areas.
- (Project 18-05) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA) Operations staff has been meeting and working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.
- A new Operations and Laboratory staffing schedule started January 1, 2021 thru June 30, 2021. This schedule maintains three operators, one Laboratory analyst and the Operations Superintendent working on swing shift. This will keep key positions available if there is an outbreak of COVID-19 on either of the two shifts.

Reclamation:

- Staff has continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Micro Filtration and Reverse Osmosis Systems.
- Staff completed Clean-in-Place (CIP) on Micro Filtration Cells one, two, and three. All cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 3.5 to 7.2 pounds per square inch (psi).

Training:

- Staff is continuing to complete online training at the treatment facility from Target Solutions as Carmel Area Wastewater District implements its new safety policies for the Exposure Control Plan Updates for the COVID-19 virus.
- Staff continues to participate in a weekly tailgate safety meeting with Collections leading the way by holding the meetings in the truck bays so social distancing can be practiced.

Capital Improvement:

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

Meetings Attended

- Supervisory Control and Data Acquisition (SCADA) meetings with CAWD staff and Frisch Engineering Incorporated continue the implementation of screen and alarm improvements.
- January 7, 2021 Operations staff attended a quarterly conference call with Trussell Technologies on reviewing the operational performance of the Microfiltration and Reverse Osmosis Systems.
- No outside meetings during the month of January.

Discharge Permit Violations

- There were no Reclamation Permit 93-72 discharge violations for the month of January 2021.
- There were no Violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of January 2021.
- Submitted Reclamation Permit 93-72, 2020 Annual Operations and Compliance Summary Report. (This Report will be posted on CAWD's Website)
Submitted National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012, 2020 Annual Operations and Compliance Summary. This summary includes annual Ocean Outfall inspection and Biosolids Report for the State of California. (This Report will be posted on CAWD's Website)
- Submitted the Environmental Protection Agency Annual Biosolids Report for NPDES identification Number CAL047996. There were no violations in this annual report.
- Submitted Fourth Quarter California Recycling and Disposal Weight Report on Biosolids disposal.
- Passed Inspection on January 7, 2021 for organics to energy system inspection by the California Department of Food and Agriculture Meat, Poultry, & Egg Safety Branch.
- Staff has received no feedback from Central Coast Regional Water Quality Control Board on the submitted Toxicity Reduction Evaluation (TRE) Work Plan for Order No. RCA0047996 as set forth in Section V.2.a. Toxic Reduction Requirements on November 11, 2020. This plan is currently under review by the Central Coast Executive Officer to be certified for future use if needed.

FUNDING

N/A-Informational item only

2020 Discharge Annual Summary Monitoring Reports

<https://www.cawd.org/cawd-discharge-monitoring-reports-dmr>

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: February 25, 2021

Subject: Monthly Maintenance Report – January 2021

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- The rebuild for Pump 2 in the equalization basin was completed. The crane is scheduled for February to install Pump 2 and the rebuilt tertiary sludge pump.
- (Project 18-05) The updated dewatering screen has been deployed. Staff is in the process of verifying if equipment is correctly mapped to the software. The as-builts did not match the field wiring and were updated to match the software configuration.
- (Project 18-11) The exhaust was partially installed for the 30-kilowatt microturbine. An additional 90-degree bend was ordered so the exhaust can be completed. During the field installation the original exhaust design was modified to improve support of the exhaust which required an additional 90-degree elbow.
- Operations and Maintenance staff repaired a failed 4" fitting on the reclamation blend line. This required a 10-hour shutdown so the glue used on the repair could dry. The repair was successful, and staff is analyzing the blend header to see if improvements can be made.

Upcoming Maintenance Projects

- Two low pressure water traps were ordered for the digester gas system. One is a replacement for the iron sponge that requires a rebuild and the other will be added to the elbow before the iron sponge so that moisture can be easily drained from the system. Staff has experienced moisture buildup in the elbow which impedes gas flow to the microturbines.
- A replacement flow meter was ordered for the natural gas line to the digester boiler. Once installed it will be integrated into the SCADA system and provide real time flow values when the boiler is consuming natural gas. The existing flow meter is only capable of locally displaying flow values. Update: Flow meter was delivered and awaiting installation.
- Engineering, maintenance, and operations staff completed a walkthrough of the microfiltration system and identified the high probability of failure components. The mitigation will include purchase of additional spare parts and repair kits, replacement of some components and hiring of a contractor to install composite wrap on critical plastic pipe fittings.
- Staff is planning work to remove obsolete equipment in the secondary system pipe gallery basement and apply some spot coatings to control corrosion where water has dripped on equipment.

Staff Development

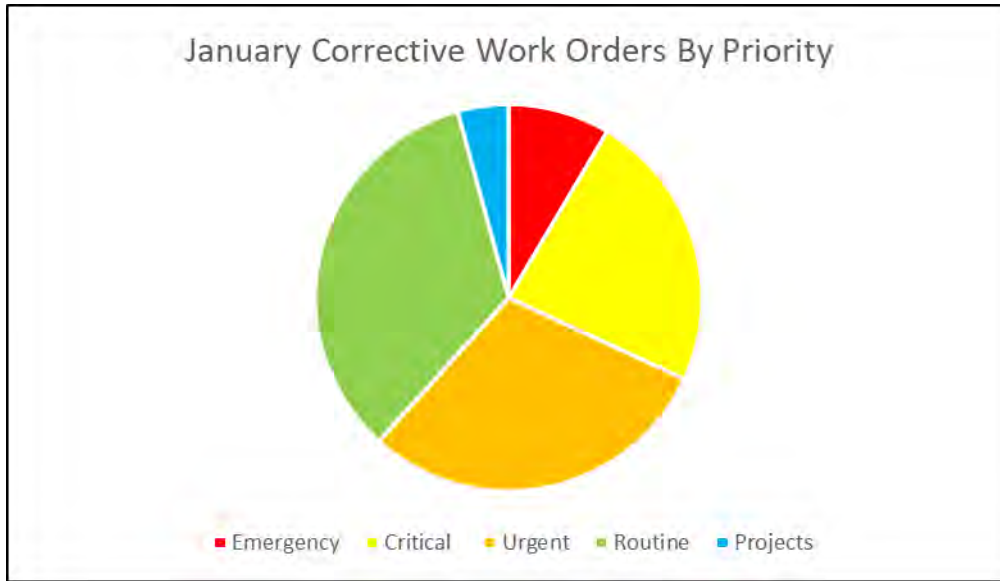
- Maintenance staff has signed up for online electrical and instrumentation courses through TPC Training. These classes continue and will count toward continuing education units.
- Pump curve analysis and calculation was provided to maintenance staff by the plant engineer. The equalization basin was the example and was used to explain the process of verifying if the pump is correct for the system curve.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	373
Total Work Orders Closed/Done	356
Total Work Orders Still Open	17
Percentage of Work Orders Completed	95.44%

Corrective Maintenance



Emergency	4
Critical	11
Urgent	14
Routine	16
Projects	2

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: February 25, 2021
Subject: General Engineering

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report is provided to update the Board on current engineering activities during the month of January 2021.

General Engineering

The Principal Engineer continues to work on projects related to the 2020 Annexation, including Carmel Valley Manor and Corona Road. Carmel Valley Manor (CVM) is continuing to work on their project to connect to the District and plans to construct in 2021. They have submitted the 100% plans and specification for review by staff.

Corona Road representatives and the Principal Engineer have decided to select Monterey Bay Engineers, Inc. to be the Assessment Engineer and Denise Duffy & Associates to provide the environmental update needed for the project specific to Corona Road. The representatives are working to get initial funding for the project reports and will come to the Board in the near future to request that CAWD manage the contracts in anticipation of forming an Assessment District.

The Local Agency Formation Commission (LAFCO) has tentatively scheduled the hearing regarding the annexation for March 22, 2021. The County of Monterey approved a Zero Property Tax Transfer in January 2021. A presentation to the community will occur as an item at today's meeting to discuss the annexation and notify affected homeowners of the proposal.

The Yankee Point/Spindrift agreement has been signed and the engineering contract is being reviewed for signature by MNS for completing the feasibility study. We are hopeful that we may kick off the project soon.

The Principal Engineer and Collections Superintendent met with the Director of Public Works and his staff to discuss concerns about the upcoming Scenic Road Pipe Bursting project. It was requested that we move up the project as a priority due to the location and future pavement work.

The Pretreatment Ordinance has been provided to the Ordinance Committee for review and the Principal Engineer will be working with the members of the committee to select a date for a meeting to discuss the ordinance.

FUNDING

N/A- Informational item only

Resolutions

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Subject: Contract Award Recommendation –
Upper Rancho Cañada Pipe Relocation Project # 19-13

Date: February 25, 2021

RECOMMENDATION

After review of the bid proposals, staff recommends that the Board of Directors adopt a resolution ratifying the contract to be signed by the General Manager with the lowest qualified responsible bidder once a construction easement agreement has been signed by Monterey Peninsula Regional Park District General Manager and authorizing the General Manager to negotiate and sign a construction easement agreement with the Monterey Peninsula Regional Park District to allow construction to commence.

DISCUSSION

The Board approved Resolution No. 2020-75 on December 10, 2020, authorizing solicitation of bids for construction of the Upper Rancho Cañada Pipe Relocation Project. Ten bids were opened on January 26, 2021 at the District office. The Engineer’s Estimate was \$1,640,000. The bid tabulation is provided below.

TABLE 1 – RANCHO CAÑADA PIPELINE REPLACEMENT PROJECT BID SUMMARY

Bidder	Bid Amount
Graniterock	\$1,069,069
D’Arcy & Harty	\$1,597,340
KJ WOODS Construction	\$1,528,000
Specialty Construction	\$1,398,645
Monterey Peninsula Engineering	\$1,360,000
Anderson Pacific	\$1,435,750
Pacific Underground Construction	\$1,650,575
Don Chapin Company, Inc.	\$1,176,000
Westland Contractors, Inc.	\$1,127,030
California Trenchless	\$1,584,275

TABLE 2 – GRANITEROCK BID

Item No.	Description	Quantity	Unit	Unit Cost, dollars	Cost, dollars
1	Mobilization, Demobilization, Bonds, Insurance	LS	1	\$ 50,000	\$ 50,000
2	Utility Potholing	LS	1	\$ 14,000	\$ 14,000
3	Environmental Protections (Water, Noise, Air)	LS	1	\$ 60,000	\$ 60,000
4	Dewater and Sustain Adequately Sized Bypass System	LS	1	\$ 20,000	\$ 20,000
5	Sheeting, Shoring, Bracing, and Excavation Safety	LS	1	\$ 15,000	\$ 15,000
6	Abandon 10" PVC Truss Gravity Sewer	LFt	3,000	\$ 15.5	\$ 46,500
7	Abandon Manhole	Each	7	\$ 2,200	\$ 15,400
8	Remove Manhole	Each	6	\$ 3,270	\$ 19,620
9	15" PVC SDR 35 Gravity Sewer, 3'-15' Cover, Open Trench	LFt	1,640	\$ 135	\$ 221,400
10	15" PVC SDR 35 Gravity Sewer, 2'-3' Cover, Open Trench, 1-sack Slurry Backfill	LFt	920	\$ 110	\$ 101,200
11	15" PVC SDR 35 Gravity Sewer, 0'-2' Cover, Open Trench, Concrete Encasement	LFt	425	\$ 130	\$ 55,250
12	15" HDPE Gravity Sewer, Open Trench	LFt	130	\$ 150	\$ 19,500
13	15" HDPE Gravity Sewer, Pipe Bursting	LFt	350	\$ 141	\$ 49,350
14	8" HDPE Gravity Sewer, Pipe Bursting	LFt	770	\$ 85	\$ 65,450
15	Future Restroom Connection	LS	1	\$ 1,429	\$ 1,429
16	Reconnect Sewer Lateral at STA 19+37	LS	1	\$ 17,700	\$ 17,700
17	Reconnect Sewer Lateral at STA 21+80	LS	1	\$ 9,520	\$ 9,520
18	Reconnect Residential Sewer Lateral	Each	7	\$ 400	\$ 2,800
19	Precast 48" Flat-Top Polymer Manhole	Each	2	\$ 15,600	\$ 31,200
20	Precast 48" Polymer Manhole, 4'-8' Deep	Each	5	\$ 15,100	\$ 75,500
21	Precast 48" Polymer Manhole, 8'-12' Deep	Each	3	\$ 24,000	\$ 72,000
22	Rock Refill for Pipe Trench Stabilization	CY	50	\$ 125	\$ 6,250
23	Contingency Allowance	LS	1	\$ 100,000	\$ 100,000
TOTAL		\$1,069,069			

LS= Lump Sum, LF= Lineal Feet, NA= Not Applicable

After reviewing the bid documents and checking the experience requirements of the contractor, the lowest qualified responsive and responsible bidder was determined to be Graniterock in the total amount of \$1,069,069.

EASEMENT ISSUES

Since October 2020, staff have been working with and communicating with the Monterey Peninsula Regional Park District (MPRPD) to develop an acceptable easement agreement. Staff was assured that the MPRPD would prioritize negotiations in order to get it completed prior to the bid date in January 2021. In early November, the General Manager stated that “MPRPD has notified their Legal Counsel that your team will be developing and emailing us a draft utility easement agreement for the sewer line project at the Rancho Canada Unit. He is aware that this matter has a very tight timeframe.”

In early December we were contacted by their legal counsel and he provided easement agreements that he had used before. In early December we sent a couple of different easement agreement drafts to them but did not get feedback from the MPRPD until January 6, 2021. At that time, we were informed by the MPRPD District Manager that he has hired an appraiser to determine the value of the easement. He stated in an email that we could continue with construction without the agreement, but District Counsel has advised us to get a construction easement agreement prior to commencing construction.

Staff provided a construction easement agreement to the MPRPD on February 5, 2021 and are waiting for their response. Staff is hopeful that the MPRPD will sign the construction easement agreement in the near future so we can authorize Graniterock to commence construction. During construction, permanent easement negotiations can be finalized. Staff will return to the Board for approval of a final easement.

Staff would like the General Manager to be able to sign the construction contract with Graniterock as soon as the construction easement agreement is signed. Graniterock has agreed to honor their bid until that time but have asked for a time extension for the project completion based on the delayed time of award. The contract contains language that will allow for that request to be honored.

FUNDING

The 2020-2021 budget for this project is \$1,740,000, including engineering, inspection services and construction.

RESOLUTION NO. 2021-09

RESOLUTION ACCEPTING THE LOWEST RESPONSIVE AND RESPONSIBLE BID FOR THE "UPPER RANCHO CANADA PIPE RELOCATION PROJECT # 19-13" AND AWARDING CONTRACT IN THE AMOUNT OF \$1,069,069

-oOo-

WHEREAS, the Board of Directors authorized solicitation for bids for the Upper Rancho Cañada Pipe Relocation" project on December 10, 2020; and

WHEREAS, there were ten bids received at the bid opening on January 26, 2021 and the lowest responsible bid was determined to be Graniterock;

WHEREAS, the Engineer's Estimate for the project was \$1,640,000 and all bids were competitive between bidders; and

WHEREAS, the approval of the lowest responsive and responsible bid is contingent upon securing a construction easement agreement with the Monterey Peninsula Regional Park District.

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

1. That the Board accepts the bid of the lowest responsive and responsible bidder , Graniterock and awards the contract for the above-mentioned project to said bidder at the price specified in the bid of \$1,069,069, contingent upon obtaining a construction easement agreement with the Monterey Peninsula Regional Park District.
2. That the Board authorizes the General Manager to approve project change orders not to exceed 10% of bid amount (\$106,907).

3. That the Board authorizes and directs the General Manager to execute a written contract with the successful bidder Graniterock for an amount not to exceed \$1,069,069.00 once a construction easement is signed by the Monterey Peninsula Regional Park District.

4. That the Board authorizes and directs the General Manager to sign the construction easement agreement with Monterey Peninsula Regional Park District.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on February 25, 2021, by the following vote:

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

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather Principal Engineer

Subject: SRT Contract Amendment for Engineering and Environmental Review Services for Carmel Meadows Sewer Replacement Project #19-03

Date: February 25, 2021

RECOMMENDATION

Staff recommends that the Board of Directors:

- Adopt a resolution approving the contract amendment with SRT Consultants (SRT) for an amount not to exceed \$60,000 to provide services related to extra work required to include removal of the existing pipeline as part of the project.
- Authorize the General Manager to sign a contract amendment for the proposed work.

DISCUSSION

On December 19, 2019, the Board approved a contract with SRT to provide engineering design services to provide plans, specifications, and environmental permitting for the Carmel Meadows Sewer Replacement project in the amount of \$255,445. The design would reroute existing gravity sewer lines to flow to a new lift station at the end of Mariposa Drive. The scope of work did not include removal of the existing aerial sewer pipes supported by piles. The CAWD Board requested that the removal of the existing sewer pipes and piles be added to the project. The contract amendment is needed to add this item to the project plans and the environmental investigation for the project.

SRT has provided the attached proposal that includes environmental services for the removal of the pipeline to the Draft Mitigated Negative Declaration in an amount not to exceed \$60,000 for a total contract amount not to exceed \$315,445.

FUNDING

There is adequate funding for the project in the 2020/2021 budget which is \$185,445, of which \$76K has been spent in the current fiscal year.

Attachments: SRT Proposal and Resolution 21-10



Service Responsiveness Teamwork

792 Bay Street
San Francisco, CA 94109
415 776 5800 tel
415 776 5200 fax
www.SRTconsultants.com

February 12, 2021

Rachel Lather, MS, PE
Principal Engineer
Carmel Area Wastewater District
Via electronic mail

Subject: SRT Consultants Proposal for Existing Pipeline Removal Change Order – Carmel Meadows Project

Dear Rachel,

Per your request, SRT Consultants (SRT) is pleased to submit this letter proposal and scope of work for the Carmel Meadows Lift Station and Sewer Replacement Project (project) describing the additional services and costs related to removing the existing sewer line adjacent to the Carmel River Estuary in order to meet compliance requirements of the California Environmental Quality Act (CEQA), California Coastal Development Permit (CDP) in accordance with the Monterey County Local Coastal Program (LCP), and cultural resources documentation required Caltrans, as one of the property owners.

The Carmel Area Wastewater District (CAWD or District), as the CEQA Lead Agency, previously determined that the project requires an Initial Study/Mitigated Negative Declaration (IS/MND). SRT Consultants (SRT) is the prime consultant on this project with WRA, Inc. (WRA) as a CEQA subconsultant. The CAWD Board of Directors recently requested the existing pipeline be removed as part of the project.

ADDITIONAL SERVICES

This Change Order No. 1 would amend the SRT’s original contract with the District to add the existing pipeline removal to the project plans and complete the related tasks for CEQA and LCP compliance. These services are outside of the original proposal and contract and the need for these services was recently unidentified.

ADDITIONAL DELIVERABLES

Supporting technical reports, including a Biological Resources Assessment, Wetland Delineation and Cultural Resources Report were completed prior to this request. This Change Order No. 1 would update those studies to include removal of the existing pipeline. The existing pipeline is over 50-years old, and as such would require formal recordation prior to removal, which WRA will provide. Caltrans owns the property, and has their own cultural resources documentation requirements. WRA will also update the Initial Study to assess the expanded work area and potential environmental impacts within 21 environmental categories. Finally, WRA would prepare a CDP application and submit it to the Monterey County Planning Department for review. This CDP might be appealable to the Coastal Commission.

Update Project Description

Removal of the existing pipeline is a challenging endeavor due to the steep terrain, equipment access and the presence of sensitive waters and vegetation that are adjacent to the Carmel River Estuary. Some of the lands are zoned in the LCP as 'Wetlands and Coastal Strand', and the CAWD easement indicates part of the alignment is owned by Caltrans, and/or is adjacent to State Park lands. For these reasons, the existing pipeline is likely to require hand removal to limit impacts on sensitive waters and vegetation. The Study Area would be expanded to include the existing pipeline and a characterization of the demolition operation. Staging areas would be considered as would best management practices to control potential impacts near the Carmel River Estuary.

Update Biological Resources Assessment and Wetland Delineation

Additional field work is required to assess the conditions surrounding the existing pipeline. WRA will send two field biologists to investigate and document the conditions. New Study Area maps will be prepared, field work will be documented and the results added to the existing BRA and Wetland Delineation technical reports.

Update Cultural Resources Report and Notification of Tribal Representatives

On August 11, 2020 the District received a draft of the Cultural Resources Assessment along with the Project Description, the Biological Resources Assessment and the Wetland delineation. Like the BRA above, the Cultural Resources Report will need to be updated and tribes that responded previously will need to be notified of the project changes. WRA will send one archaeologist to the site for a day to conduct a survey for potential cultural resources. WRA assumes that demolition of the existing pipeline will not require surface disturbance and that underground portions of the existing pipeline will be left in place. Depending on the visible resources and the potential for cultural resources near the existing pipeline, it is possible that tribal representatives, or Caltrans as the property owner, could request additional exploration and documentation not included in this scope. If needed, WRA will provide the documentation requested in the additional services task described below.

Update Initial Study Mitigated Negative Declaration

The current IS/MND evaluates installation of the new pipeline but does not currently address removal of the existing pipeline. Since the existing pipeline is in an area that has not previously been evaluated, each

of the twenty-one (21) CEQA environmental categories must be reconsidered for impacts associated with the existing pipeline removal. In many cases the environmental setting will be also different, since the existing sanitary line is located in a naturally vegetated area that is considerably downslope, in a naturalized vegetated area that is much further away from the residential development than the proposed new line. As a result, some additional impacts may be generated and additional mitigation measures may be required. Subsequent efforts to publish and distribute the IS/MND are described in the original scope of work for this project.

Prepare Coastal Development Permit Application

Since the project is outside the city limits of Carmel, Monterey County oversees the issuance of a Coastal Development Permit. SRT will compile the necessary information for a complete the District’s CDP application to the County. This information includes: topographic survey, application companion page, proof of ownership and owner’s concurrence (provided by CAWD), environmental information form, biological impact form, erosion/sediment control plans, permanent storm water control plan, and site plans. For purposes of this proposal, SRT assumes that the project will not be appealed to the California Coastal Commission.

Revise Project’s Plans and Specifications

Under this task, SRT will revise the completed plans and specifications for the project to include the pipeline removal and additional mitigation measures outlined in the CEQA document.

Project Management

The remaining work will require continued coordination with the District during the process of updating the technical studies, for tribal consultation, for updated initial study reviews, public notifications and publication.

Additional Services

The additional services task has been established as a contingency to address any additional unforeseen requirements should they arise. For example, Caltrans owns two of the three parcels that the existing pipeline traverses and the third parcel is privately owned. Cultural resources documentation on Caltrans properties is more rigorous and may require additional effort to document the pipeline before demolition to certain standards. Caltrans could also require an encroachment permit, even though this is not a right-of-way property. Access with the private landowner is assumed to be handled by CAWD.

FEE ESTIMATE

The total estimated additional fee for the tasks described above is provided in Table 1 below. These costs are based on the assumptions provided in the scope of work. Estimated costs are subject to change based on specific conditions that arise during the executions of this work. Estimated costs include no CEQA and CDP filing fees.

TABLE 1. Estimated Fees

Task	ChangeOrder No. 1
Environmental Studies under CEQA	\$50,050
Design Revisions	\$4,950
Additional Services - OPTIONAL	\$5,000
Total Project Fees	\$60,000

SCHEDULE

SRT is pleased to begin work on this change order scope immediately upon receiving a notice to proceed from the District. Thank you for considering SRT for this very important work for the District. Please contact me at 415-231-5768 with any questions or if you require any additional information. We look forward to hearing from you soon.

Sincerely,



Tatyana T. Yurovsky, PE
Principal
SRT Consultants

RESOLUTION 2021-10

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE ANNEXATION SERVICES CONTRACT WITH SRT CONSULTANTS FOR CARMEL MEADOWS PROJECT #19-03 IN AN AMOUNT NOT TO EXCEED \$60,000

WHEREAS, the District approved the 2020/2021 Budget that included funding for the Carmel Meadows Sewer Replacement project engineering and environmental consulting work;

WHEREAS, SRT Consultants have been working on the engineering and environmental design/studies for the project construction and have been requested by the CAWD Board to add the removal of the existing pipeline to the project scope;

WHEREAS, in order to proceed with completing the design and environmental review of the project, additional services from SRT Consultants are needed to be completed as described in their proposal dated February 12, 2021;

WHEREAS, SRT Consultants has provided an acceptable proposal to amend the original contract in an amount not to exceed \$60,000 for additional services to complete environmental review and design required for the addition of the removal of the existing pipeline to the scope of the project for a total contract amount not to exceed \$315,445.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the following:

1. Adopt a resolution amending the contract with SRT Consultants to provide engineering and environmental services for an amount not to exceed \$60,000; and
2. The General Manager to sign a contract amendment with SRT Consultants for the work summarized in their proposal dated February 12, 2021.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on February 25, 2021.

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

President of the Board

ATTEST: _____
Secretary to the Board

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: February 25, 2021
Subject: Scenic Road Pipe Bursting
Project#20-08

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the General Manager to enter into a contract with MNS Engineering, Inc. to provide design services for the Scenic Road Pipe Bursting-Ocean to Bay project #20-08 for \$152,685.

DISCUSSION

According to the Asset Management Plan, this section of pipeline has a high probability of failure and was included in the list of high priority lines to be rehabilitated. The pipeline also has capacity issues during wet weather. In addition, this pipeline is located within 200 feet of a body of water and replacement will satisfy the requirements of the River Watch agreement. There are plans by the City to slurry seal this road in 2022 from Ocean to 8th Avenue and they have asked that we do the pipeline rehabilitation work during 2021 to prevent conflicts with other work in the area that is planned by the City of Carmel-by-the-Sea.

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

The gravity sewer pipe is expected to be replaced using the pipe-bursting construction technique. The force main will be replaced using open trench construction. Manhole condition issues will also be addressed, including replacing portions of manholes not in compliance with District standards. A condition assessment of the manholes within the project limits has been conducted to identify manholes requiring rehabilitation.

The design and environmental permitting of the project will be completed as part of the attached proposal by MNS Engineers Inc.

FUNDING

The project was included in the 2020/2021 budget in the amount of \$200,000.

Attachment 1: MNS Proposal
Resolution 21-11



811 El Capitan Way Suite 130, San Luis Obispo, CA 93401

Ph. (805) 778-0326 / F. (805) 787-0437

December 9, 2020

Ms. Rachél Lather, M.S., P.E.
Carmel Area Wastewater District
3945 Rio Road
Carmel-By-The-Sea CA 93923

Subject: Proposal for Professional Engineering Services – Design Services for Scenic Road Sewer Main Replacement

Dear Mrs. Lather:

Thank you for the opportunity to submit this proposal for Professional Services for the Scenic Road Sewer Main Replacement Project (Project) for the Carmel Area Wastewater District (District or CAWD). MNS Engineers, Inc. (MNS) offers our qualified team to provide professional services for this Project.

Project Understanding

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

The gravity sewer pipe is expected to be replaced using the pipe-bursting technique of construction. The force main will be replaced using open trench construction. Manhole condition issues will also be addressed, including replacing portions of manholes not in compliance with District standards. A condition assessment of the manholes within the project limit will be conducted to identify manholes requiring rehabilitation.

Project Approach

MNS will take a comprehensive approach to the Project, actively managing the individual tasks and minimizing District effort to move the project forward. In addition to utilizing our in-house experienced survey, water resources, and construction management staff, we have selected Pacific Crest Geotechnical, Inc. (Pacific Crest) to provide geotechnical guidance on the Project and Rincon Consultants, Inc. (Rincon) to assist with project permitting.

Project Scope

MNS proposes the following scope of work to provide final design engineering services for the Scenic Road Sewer Main Replacement Project. A brief description of tasks and responsibilities is described below.

Task 1 – Project Management, QA/QC, and Meetings

This task includes Project Management, QA/QC, and meetings associated with the Project.

Subtask 1.1 – Project Management

The Project Manager, Nick Panofsky, PE, will provide ongoing coordination of the project team including the District, subconsultants, and the internal project team during design of the project. He will also monitor the budget and serve as the main point of contact with the District during project design. Frequent phone calls and e-mail updates will be sent from the MNS Project Manager to the District Engineer in order to keep the coordination open and up-to-date. MNS' Project Manager will submit monthly invoices with all supporting documentation in a format acceptable to the District.

The MNS Project Manager will be responsible for ensuring all deliverable deadlines are met, all internal quality control reviews are completed, and the final products meet the expectations of the District.

Subtask 1.2 – Quality Assurance/Quality Control

In accordance with MNS company policy, all deliverables, calculations, recommendations, and other documentation will be reviewed by an experienced engineer, not otherwise associated with the Project, prior to submittal to the District. Documents will be reviewed to ensure technical excellence, the goals and expectations of the District are being met, and conformance with applicable design checklists and standards. For the Project, all deliverables and other items requiring quality control reviews will be reviewed by Tyler Hunt, PE, Lead Engineer.

Subtask 1.3 – Design Meetings

Over the course of the Project, MNS will facilitate and lead meetings and conference calls as required to move the Project forward and ensure the District and other project stakeholders are informed and in concurrence with the progress of the Project. We have budgeted for four meetings:

- Project Kickoff Meeting
- 60 Percent Design Review Meeting
- 90 Percent Design Review Meeting
- 100 percent Design Review Meeting

For each meeting, MNS will develop a meeting agenda, and will submit meeting minutes to the District within three business days. The Project Manager and additional staff and subconsultants will attend as appropriate.

Task 2 – Site Survey, Utility Research, and Manhole Condition Assessment

Subtask 2.1 – Topographic Survey

MNS will perform field surveying and mapping in support of the improvement designs located along Scenic Rd between Ocean Ave and 750-LF westerly of Martin Way (Approx. 4,950-LF). Field surveying will also be performed along Santa Lucia Ave between San Antonio Ave and Scenic Rd. MNS will establish control on the NAD83, Epoch 2017.50 horizontal datum and NAVD88 vertical datum based on local benchmarks. The mapping will stay within the paved roadway limits. The survey mapping will include the following items:

- Cross sections at 50-foot intervals to develop approximate roadway profile
- Topographic survey detailing within 20 feet of each manhole
- Observable utilities (does not include underground utilities)
- Locations and dips of existing sewer/storm drain manholes (30 structure estimate)

MNS will prepare a base map in AutoCAD at a scale of 1-inch =20-feet with 1-foot contour intervals.

Subtask 2.2 Utility Research

MNS will contact utility agencies with below-grade facilities in the Project areas to obtain atlas maps and other available information regarding the type, size, location, material, and depth of existing utilities. We have budgeted \$100 to cover the costs of fees associated with these requests.

Subtask 2.3 Manhole Condition Assessment

MNS will coordinate with the District to perform field inspections of 25 manholes included in the Project. The condition of the manholes will be photographed and documented. The results of the condition assessment will be summarized in a brief technical memorandum (TM) identifying which manholes require rehabilitation and recommendations to perform the rehabilitation.

The TM will be submitted as a draft for District comment. After receiving comments from the District, the TM will be finalized. As part of Task 4 – Detailed Design, manholes requiring rehabilitation will be identified and details provided for the rehabilitation.

Task 3 – Geotechnical Investigation

Our subconsultant Pacific Crest, will develop geotechnical recommendations for the Project. A detailed proposal for Pacific Crest services is provided as an attachment.

Prior to beginning field work, the proposed test boring locations will be marked, coordinated with USA. A Traffic Control Plan will be developed for field boring work. An encroachment permit will be prepared and submitted to the City of Carmel-by-the-Sea and the County of Monterey prior to the field investigation. Pacific Crest is not responsible for damage to any utilities not identified and/or not properly marked at the ground surface.

Pacific Crest will explore, sample, and classify surface and subsurface soils by advancing a total of five to six test borings at select and accessible locations along the existing pipeline alignment. Three to four will be “deep” borings, drilled to a maximum depth of ten feet below the invert of the existing pipeline or drilling refusal in bedrock, whichever is less. The remaining two to three borings will be “shallow” borings, advanced within the existing sewer trench backfill to a maximum depth of two feet above the existing pipeline (approximately four to six feet). A log of soil, bedrock, and groundwater conditions will be maintained.

Pacific Crest will conduct laboratory testing on the soils at each boring site and will develop pertinent recommendations applicable to insertion pit shoring, dewatering, excavation, backfilling, pipe bursting including pipe bursting feasibility as a function of native soil/bedrock and trench backfill conditions, E’c values for design of flexible pipe, pipeline external loading on flexible and rigid pipes, utility trench backfill and lateral earth pressures. The findings of this study will be documented in a draft and final geotechnical report, which will be submitted to the District.

Task 4 – Detailed Design

Using the site information collected in Task 2, MNS will prepare detailed drawings for the Project. Drawings will be prepared in the latest version of AutoCAD Civil 3D. Plan and profile (P&P) drawings will be prepared with a horizontal scale of 1-inch equals 20 feet, with the vertical scales on profiles being drawn at a scale of 1-inch equals 4 feet. An anticipated sheet list includes:

Sheet	Sheet No.	Description
1	G-1	Title Sheet, Vicinity Map, Location Map and Sheet Index
2	G-2	General and Civil Notes and Sheet Layout Plan
3	C-1	Sewer Plan and Profile – 1
4	C-2	Sewer Plan and Profile – 2
5	C-3	Sewer Plan and Profile – 3
6	C-4	Sewer Plan and Profile – 4
7	C-5	Sewer Plan and Profile – 5
8	C-6	Sewer Plan and Profile – 6
9	C-7	Sewer Plan and Profile – 7
10	C-8	Sewer Plan and Profile – 8
11	C-9	Sewer Plan and Profile – 9
12	C-10	Sewer Plan and Profile – 10
13	C-11	Sewer Plan and Profile – 11
14	C-12	Force Main Plan and Profile
15	C-13	Sewer Manhole Details
16	C-14	Sewer Trench, Connection, and Miscellaneous Details

The pipeline design will consider California Department of Drinking Water separation requirements from water mains, existing utilities, neighborhood convenience, and anticipated requirements of public safety. We assume the Contractor will be responsible for developing a sewer bypass plan, with the requirements of the plan detailed in the technical specifications.

Specifications

We will prepare technical specifications using the District's boilerplate Special Provisions template. MNS will develop technical specifications for this project based on CAWD Engineering Standards and Standard Specifications for Public Works Construction (Greenbook). Design specifications will be in conformance to jurisdictional entities including the City of Carmel by the Sea, County of Monterey, the District, and other entities as required.

Engineer's Opinion of Probable Construction Cost

MNS will prepare an Engineer's Opinion of Probable Construction Cost for each design submittal. We will base the estimate on recent projects of similar size and scope upon which we have worked, as well as cost estimating manuals, communication with contractors, and other resources.

Subtask 4.1 60 Percent Design

MNS will prepare 60 percent design plans, specifications and Engineer's Estimate of Probable Construction Cost (PS&E) for District review. 60 percent specifications will be limited to a table of contents of technical sections. We will assemble a review package in Adobe Acrobat (PDF) format and transmit electronically. Following receipt of the District's consolidated 60 percent design comments, we will hold a design review meeting with District staff to discuss the District's comments. We anticipate all comments will be generally within the scope of this proposal.

We will review and update the PS&E package in a timely manner for a 90 percent design submittal. We will prepare a response matrix summarizing each District comment on the 60 percent design, identifying how each comment is addressed in the final submittal.

Subtask 4.2 90 Percent Design

MNS will prepare 90 percent PS&Es for District review. We will assemble a review package in PDF format and transmit electronically. Following receipt of the District's consolidated 90 percent design comments, we will hold a design review meeting with District staff to discuss the District's comments. We anticipate all comments will be generally within the scope of this proposal.

We will review and update the PS&E package in a timely manner for a final design submittal. We will prepare a response matrix summarizing each District comment on the 90 percent design, identifying how each comment is addressed in the 100 percent submittal.

Subtask 4.3 Constructability Review

Based on the 90 percent draft project plans, MNS will conduct an internal constructability review of the Project prior to the 90 percent design submittal. The goal of this review will be to highlight any special areas of concern from a constructability standpoint. Items typically included in a design level constructability review include:

- Examination of the proposed alignment and anticipated equipment placement and constraints
- Traffic control impacts
- Issues associated with bypass pumping of sewers
- Identification of other potential sources of risk to the District

The constructability review will be completed by an experienced member of the MNS Construction Management team. The recommendations resulting from the constructability review will be considered in the recommendation of proposed pipeline alignments, pipeline installation methods, and in other refinements to the design in an effort to limit risk exposure and

minimize change orders during construction; recommendations from these reviews will be incorporated into draft deliverables prior to submittal for District review.

Subtask 4.4 100 Percent Design

MNS will prepare 100 percent PS&Es for District review. We will assemble a review package in PDF format and transmit electronically. Following receipt of the District's consolidated 100 percent design comments, we will coordinate with the District to discuss the comments. We anticipate all comments will be generally within the scope of this proposal.

We will review and update the PS&E package in a timely manner for a final design submittal.

Subtask 4.5 Final Design

We will prepare final PS&Es for the project suitable for public bidding. The final plans and specifications will be stamped and signed by a Professional Engineer registered in the State of California.

We will submit both hard copy and electronic documents upon completion of the work. Electronic formats will include images prepared in PDF format and also electronic files compatible with Microsoft Word, Excel, and AutoCAD, as appropriate. We anticipate delivering all electronic submittals and one paper copies of all documents (or as desired by the District).

MNS assumes the District will provide final reproduction of plans and specifications and will provide to prospective bidders.

Task 5 – Environmental Permitting Support

MNS subconsultant, Rincon will provide environmental permitting and support for the Project. A detailed proposal for Rincon services is provided as an attachment. MNS will support the environmental permitting process by providing project descriptions, site maps, input on project impacts, and other input as needed to support Rincon's permitting effort.

Subtask 5.1 Negative Declaration

Rincon will prepare a Notice of Exemption (NOE) pursuant to Sections 15301 and 15302 of the State CEQA Guidelines. Rincon will prepare a memorandum to accompany the NOE that briefly describes the compliance of the project with the requirements of CEQA Guideline Sections 15302.

To document that none of the exceptions to the exemption apply, Rincon will also provide a brief environmental impact analysis examining the potential environmental impacts for each of the issue areas listed in the CEQA Appendix G checklist. Should one of the exceptions prove applicable during the course of our initial site investigation, we will contact the District immediately to discuss the appropriate path forward, which may include preparation of an Initial Study and (Mitigated) Negative Declaration, which is not included in this proposal.

Subtask 5.2 Coastal Development Permit

The project site is within the coastal zone and is subject to Carmel-by-the-Sea's Local Coastal Program (LCP) and the County of Monterey's LCP. A separate Coastal Development Permit (CDP) application will be required for each jurisdiction. Rincon will prepare both CDP applications. The applications will include all project description information and drawings, information on the project's consistency with the California Coastal Act, and all other related CDP application requirements, such as maps and mailing labels. After internal review, Rincon will deliver the applications to the City and County and set up application intake meetings with the assigned staff members to review the application materials and field any initial staff questions or comments. In the event that either the City or County determine the project does not require a CDP application, the level of effort and associated cost for this task will be reduced accordingly.

Rincon will respond to one set of consolidated comments for each CDP Application and revise the permit applications to obtain the required permit or exemption. Extensive comments outside of the original scope or client direction or resulting from new agency regulations or requirements or contradicting previous requirements, or received well beyond a reasonable timeframe, will require additional services. This scope of work does not include attendance at public hearings or other coordination required in the event a full CDP is required.

Deliverables

The following deliverables will be submitted to the District over the course of this project:

- Kick-off and Design Review Meeting Agendas and Meeting Minutes
- 60 percent, 90 percent, 100 percent, and Final PS&Es
- Permit documents

Compensation

MNS proposes to perform the base services described herein for a not-to-exceed fee estimate of **\$152,685**. A breakdown by task is provided in the following table. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the MNS Standard Fee Schedule, also included as an attachment.

Task	Fee
Task 1 – Project Management, QA/QC, and Meetings	\$14,715
Task 2 – Site Survey, Utility Research, and MH Condition Assessment	\$29,220
Task 3 – Geotechnical Investigation	\$23,365
Task 4 – Detailed Design	\$62,470
Task 5 – Environmental Permitting Support	\$22,915
Subtotal	\$152,685

Schedule

MNS will work with the District to complete the Project on a timeline commensurate with District goals. A tentative schedule is presented below.

Milestone	Target Date
Design NTP	January 5, 2021
Topographic Survey	6 Weeks Following NTP
Geotechnical Report	10 Weeks Following NTP
60 percent Design Submittal	12 Weeks Following NTP
90 percent Design Submittal	6 Weeks Following 60 percent Review Meeting
100 percent Design Submittal	4 Weeks Following 90 percent Review Meeting
Final Design Submittal	1 Week Following 90 percent Review Meeting

Proposal Assumptions

The following assumptions have been included in development of this scope and fee proposal:

- District will provide assistance with traffic control and opening of manhole covers for condition assessment.
- Acquisition of right-of-way, and/or a grading permit is not included.
- The District will coordinate with the County of Monterey and the City of Carmel by the Sea to determine encroachment permitting requirements.
- Surface hydraulic modeling or storm water facility design is not included.
- No traffic control plans will be prepared by MNS.

December 9, 2020

Page 7 of 7

- Topographic survey outside of a 20' radius around manholes does not include complete roadway features such as curbs, driveway, walls, trees, etc.
- Topographic survey does not include boundary or easement retracement.

Closing

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

Sincerely,

MNS Engineers, Inc.



Nick Panofsky, PE
Lead Engineer

Attachments:

Standard Fee Schedule
Detailed Fee Estimate Spreadsheet
Geotechnical Proposal
Environmental Proposal



2020 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$275
Senior Project/Program Manager.....	250
Project/Program Manager.....	210
Assistant Project/Program Manager.....	180
Senior Project Coordinator.....	155
Project Coordinator.....	125

ENGINEERING

Principal Engineer.....	\$240
Lead Engineer.....	215
Supervising Engineer.....	200
Senior Project Engineer.....	185
Project Engineer.....	170
Associate Engineer.....	155
Assistant Engineer.....	140

SURVEYING

Principal Surveyor.....	\$225
Lead Surveyor.....	\$215
Supervising Surveyor.....	200
Senior Project Surveyor.....	180
Project Surveyor.....	160
Senior Land Title Analyst.....	155
Associate Project Surveyor.....	145
Assistant Project Surveyor.....	130
Party Chief.....	155
Chainperson.....	135
One-Person Survey Crew.....	185

CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$250
Senior Construction Manager.....	235
Resident Engineer.....	210
Structure Representative.....	190
Construction Manager.....	185
Assistant Resident Engineer.....	165
Construction Inspector (PW).....	152
Office Administrator.....	105

TECHNICAL SUPPORT

CADD Manager.....	\$160
Supervising Technician.....	145
Senior Technician.....	135
Engineering Technician.....	105

ADMINISTRATIVE SUPPORT

Senior Management Analyst.....	\$160
Management Analyst.....	\$135
Administrative Analyst.....	\$115
IT Technician.....	110
Graphics/Visualization Specialist.....	100
Administrative Assistant.....	75

GOVERNMENT SERVICES

City Engineer.....	\$215
Deputy City Engineer.....	195
Assistant City Engineer.....	180
Plan Check Engineer.....	170
Permit Engineer.....	150
City Inspector.....	125
City Inspector (PW).....	150
Principal Stormwater Specialist.....	155
Senior Stormwater Specialist.....	140
Stormwater Specialist.....	125
Stormwater Technician.....	115
Building Official.....	175
Senior Building Inspector.....	150
Building Inspector.....	135
Planning Director.....	185
Senior City Planner.....	160
Assistant Planner.....	145
Senior Grant Writer.....	160
Grant Writer.....	135
Grant Associate.....	105
Grant Assistant.....	85

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate. Expert Witness services will be charged at three (3) times listed rate and will include all time for research, deposition, court appearance and expert testimony.

PREVAILING WAGE RATES

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

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to an annual escalation increase of 3.0% starting January 1, 2021.

OVERTIME

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

December 1, 2020

Proposal No. PR 20-151

Mr. Nick Panofsky
MNS Engineers
201 N. Calle Cesar Chavez, Suite 300
Santa Barbara, CA 93103

Subject: **Proposal for a Geotechnical Investigation – Design Phase**
Scenic Drive Sewer Rehabilitation Project
Carmel Area Wastewater District (CAWD)
Carmel, California

Dear Mr. Panofsky,

Pacific Crest Engineering Inc. (PCE) is pleased to present our proposed scope of work and fee to perform a geotechnical investigation for the proposed Scenic Drive Sewer Rehabilitation Project in Carmel, California. This proposal is based on our discussions with you and CAWD personnel during a site walk along the existing sewer main alignment on November 19th, 2020.

INTRODUCTION

It is our understanding that the proposed project will consist of replacing the existing sewer main extending along Scenic Road from Ocean Avenue south to the existing pump station located north of the intersection of Scenic Road And Ocean View Avenue. Approximately 4,750 linear feet of sewer pipeline will be replaced. Pipe bursting is the presently proposed construction method, however open cut trenching may also be used for certain portions of the project area.

SCOPE OF WORK

We are proposing a design-phase work scope comprised of literature review, site reconnaissance, subsurface exploration, and laboratory testing to develop geotechnical recommendations to support preparation of final project plans and specifications. Our work will culminate in a design-level Geotechnical Investigation Report which will summarize our findings and present our conclusions and recommendations.

As part of this approach, we propose the following scope of work:

1. Site reconnaissance and review of literature pertinent to the project site, available in our files or provided by your office.
2. A draft site plan map depicting our planned boring locations will be prepared and submitted to the Client for review prior to drilling our test borings.
3. Project coordination of field and laboratory operations.

4. We will mark the proposed test boring locations in white paint, and contact Underground Service Alert (USA) at least 72 hours prior to performing our field investigation. In addition, we will subcontract with a private underground locator to assist in clearing proposed test boring locations.
5. We will prepare and submit an encroachment permit application, along with an associated traffic control plan, to the City of Carmel-By-The-Sea and the County of Monterey prior to our field investigation.
6. We will prepare a Traffic Control Plan in accordance with Cal Trans MUTC 2003 for field boring work. We will subcontract with an outside traffic control company to provide traffic control during our drilling activities.
7. We will explore, sample, and classify surface and subsurface soils by advancing five to six (5 to 6) test borings at select and accessible locations along the existing pipeline alignment. Three to four (3 to 4) "deep" borings will be drilled to a maximum depth of ten feet below the invert of the existing pipeline or drilling refusal in bedrock, whichever is less. Another two to three (2 to 3) shallow borings will be advanced within the existing sewer trench backfill to a maximum depth of 2 feet above the existing pipeline (approximately 4 to 6 feet). A log of soil, bedrock, and groundwater conditions will be maintained.

Representative (disturbed) soil samples will be obtained at selected depths within each test location. The test holes will be backfilled with soil cuttings and cold patched with asphalt or cement in existing pavement areas. Our work scope and fee estimate does not include restoring the pavement with hot mix asphalt.

8. Laboratory testing of selected soil samples to determine relevant engineering properties. Laboratory testing will include, as applicable moisture content, unit weight, Atterberg Limits, grain size distribution, and shear strength. Testing to determine the corrosive potential of the earth materials at the project site is not included in this scope of work.
9. Compilation and analysis of collected field and laboratory data gathered in Tasks 1 through 8 and based on this analysis, we will provide our findings, conclusions and recommendations for the design and construction of the sewer main replacement. Our report is expected to include pertinent recommendations applicable to insertion pit shoring, dewatering, excavation, backfilling, pipe bursting including pipe bursting feasibility as a function of native soil/bedrock and trench backfill conditions, E'c values for design of flexible pipe, pipeline external loading on flexible and rigid pipes, utility trench backfill and lateral earth pressures.

This report will also include boring logs indicating the soil profile encountered and a site plan showing the test boring locations. The report will be signed by a Registered Geotechnical Engineer with 30 years of experience within the local area.



FEE FOR SERVICES

We propose to perform the scope of work outlined herein on a time and materials basis in accordance with our 2020 Schedule of Fees. We have assumed the work is to be performed as part of a public works project. This requires compliance with public works laws requiring payment of prevailing wages and maintenance of certified payrolls, among others.

Based on our current understanding of the project concept and subject to variation among items, the table below presents a summary of anticipated tasks and their associated fees for completing the geotechnical investigation:

OPINION OF PROBABLE COST				
PROPOSAL NAME: SCENIC ROAD SEWER MAIN REPLACEMENT				
PROPOSAL DATE: 12/1/2020				
NUMBER OF BORINGS: 5-6				
DEPTH OF BORINGS: 5-15 Feet				
PREVAILING WAGE PROJECT				
CATEGORY	PERSONNEL/ITEM	HOURS (FEET)	\$/HOUR (FEET)	COST/ITEM
SITE RECONNAISSANCE & PROJECT COORDINATION	PRINCIPAL ENGINEER	4	180	720
	ASSOCIATE ENGINEER	6	175	1050
	STAFF ENGINEER / GEOLOGIST	4	150	600
UTILITY LOCATING PERMIT APPLICATION TRAFFIC CONTROL	TRAFFIC CONTROL PLAN	6	150	900
	TRAFFIC CONTROL (DAILY RATE)	1	1850	1850
	PRIVATE UTILITY LOCATOR	4	200	800
	ENCROACHMENT PERMIT FEES			1000
	MARK BORING LOCATIONS/USA	4	150	600
TEST BORINGS	DRILL RIG - DAILY RATE	1	4850	4850
PREV. WAGE RATES	STAFF ENGINEER / GEOLOGIST	8	150	1200
LABORATORY ANALYSIS	LUMP SUM			700
ENGINEERING ANALYSIS AND CALCULATIONS REPORT PREPARATION	PRINCIPAL ENGINEER	6	180	1080
	ASSOCIATE ENGINEER\GEOLOGIST	8	175	1400
	STAFF ENGINEER / GEOLOGIST II	4	150	600
	CLERICAL/CERTIFIED PAYROLL	2	90	180
	10% Contingency			1753
TOTAL OF COSTS FOR PROFESSIONAL SERVICES				19283

Based on the work scope outlined above and our understanding of the project objectives, we estimate our fee to perform the geotechnical services described in Tasks 1 through 9, inclusive will not exceed



Nineteen Thousand, Three Hundred Dollars (\$19,300.00), unless additional services are authorized in writing.

SCHEDULE

We are prepared to commence work immediately upon your authorization. We anticipate our tasks to be completed within the following time frames:

••• Project Coordination/Utility Locating	1-2 weeks
••• Application and Procurement of Encroachment Permit	1-2 weeks
••• Drilling and Laboratory Testing	4 weeks
••• Engineering Analysis and Report Preparation	2 weeks

We therefore estimate the work proposed herein can be completed within 8 to 10 weeks from your authorization to proceed, site access, permit processing, scheduling of exploration equipment, weather and laboratory analysis permitting. Preliminary geotechnical design criteria can be provided to the design team during the course of our investigation.

SCOPING ASSUMPTIONS

Our scope of work and fee assumes the Client understands the following issues:

- a. This scope of work assumes that the District will provide for rights-of-access onto all easements and any private properties that must be crossed to access the proposed drilling sites. Pacific Crest Engineering, Inc. will field mark the proposed test boring locations, notify Underground Service Alert (USA) and hire a Locator Service prior to beginning field work so that public and private underground utilities can be identified and the proposed boring locations cleared. Pacific Crest Engineering, Inc. is not responsible for damage to any utilities not identified and/or not properly marked at the ground surface.
- b. We also assume we will be provided with updated site plans showing existing and proposed utility improvement locations.
- c. Our services will be provided on a "time and expense" basis, in accordance with our 2020 Schedule of Fees. Our fee estimate is based on the available information provided to develop this proposal. Those services not listed, emerging project requirements, preparation for and participation in meetings and presentations (over the four man-hours budgeted in this proposal), and/or the designers request for additional information beyond this scope of services will be considered extra services and will be billed in accordance with our standard rates.
- d. Our scope of work and fee assumes the Client will provide a base topographic map and site plan, with a scale of 1-inch equals 20 feet or larger, prior to initiation of our work.
- e. This scope of work and budget assumes that contaminated soil and/or groundwater will not be encountered. If any unusual vapors, odors or visual contamination are noticed during drilling of any test boring, the boring will be stopped, backfilled with grout and the



suspected drill cuttings will be bagged, labeled for future source reference and provided to the Client for disposal.

SERVICES NOT INCLUDED

Our scope of work and fee does not include the following:

- a. Development of design plans, shoring plans or project specifications is specifically excluded from our scope.
- b. Post-report services and construction phase observation, consultation, or testing.
- c. An environmental assessment or investigation for the presence of hazardous or toxic materials. This scope of work and budget assumes that contaminated soil and/or groundwater will not be encountered. If any unusual vapors, odors or visual contamination are noticed during drilling of any test boring, the boring will be stopped, backfilled with grout and the suspected drill cuttings will be bagged, labeled for future source reference and provided to the Client for disposal.

AUTHORIZATION

To authorize our firm to provide these services, please send an agreement for professional services and authorization to proceed to our office as soon as possible.

Pacific Crest Engineering Inc. appreciates the opportunity to provide our services, and would be pleased to answer any questions you may have about our proposed scope of work and fee. We can be reached at (831) 722-9446.

Sincerely,

PACIFIC CREST ENGINEERING INC.



Elizabeth M. Mitchell, GE
President/Principal Geotechnical Engineer
GE 2718





Rincon Consultants, Inc.

437 Figueroa Street, Suite 203
Monterey, California 93940

831 333 0310 OFFICE AND FAX

info@rinconconsultants.com
www.rinconconsultants.com

November 23, 2020
Project No: 20-10654

Nick Panofsky, PE, Lead Engineer
MNS Engineers, Inc.
811 El Capitan Way, Suite 130
San Luis Obispo, California 93401
Via email: npanofsky@mnsengineers.com

Subject: Environmental Support for the Carmel Area Wastewater District Scenic Road Pipeline Replacement Project, Carmel-by-the-Sea, California

Dear Mr. Panofsky:

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to MNS Engineers, Inc. to provide environmental support services for the Carmel Area Wastewater District (CAWD) Scenic Road Pipeline Replacement Project.

Rincon has performed CEQA, NEPA, and regulatory permitting support services for many water supply and wastewater infrastructure projects in California, and we are well-poised to provide the requested services and to commence work immediately to meet the needs of MNS and CAWD. This proposal describes our understanding of the project, our proposed scope of work, our proposed schedule for completion of the project, and our cost proposal for the assignment.

UNDERSTANDING OF THE PROJECT

We understand MNS will provide engineering design services for the Scenic Road Pipeline Replacement Project and is requesting environmental and permitting support services from Rincon. The project involves replacement of approximately 0.9 mile of existing pipeline within the Scenic Road right-of-way between Ocean Avenue and the existing pump station at Carmel Point in Carmel-by-the-Sea. Approximately 0.1 mile of the southernmost project alignment is in County of Monterey jurisdiction. The project would be constructed primarily via pipe bursting, resulting in limited surface disturbance. Limited shallow trenching would be required to replace approximately 30 feet of force main. The project additionally includes lining or replacement of several manholes along the alignment, and road repairs following installation. The project would not increase wastewater flow capacity.

SCOPE OF WORK

Task 1. Project Management, Meetings, and QA/QC

Under Task 1, we will provide overall project management and coordination. The Rincon Project Manager and/or Principal-in-Charge will be available to attend project meetings, including one virtual



project kickoff meeting, one site visit, and one virtual progress meeting. The Rincon Project Manager and Principal-in-Charge will provide QA/QC on all deliverables prior to submittal to MNS or CAWD.

Task 2. CEQA Categorical Exemption

Rincon will prepare a Notice of Exemption (NOE) pursuant to Sections 15301 and 15302 of the State CEQA Guidelines. Section 15301 applies to the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Section 15302 applies to the replacement or reconstruction of existing facilities where the new facility will be located on the same site as the structure replaced and will have substantially the same purpose and capacity of the structure replaced. Rincon will document the compliance of the project with this category. Rincon will prepare a memorandum to accompany the NOE that briefly describes the compliance of the project with the requirements of CEQA Guideline Sections 15302. The memorandum will also address project compliance with CEQA Guidelines Section 15300.2, which contains limitations on the use of Categorical Exemptions in certain circumstances. We do not expect that any of the exceptions to the use of a Categorical Exemption apply to the proposed project. It is anticipated that any impacts to adjacent trees would be sufficiently addressed through mandatory compliance with Section 17.48.110 of the Carmel Municipal Code, which outlines tree protection measures during construction.

To document that none of the exceptions to the exemption apply, Rincon will also provide a brief environmental impact analysis that examines in a succinct and streamlined manner the potential environmental impacts for each of the issue areas listed in the CEQA Appendix G checklist. Should one of the exceptions (in particular, a significant effect on the environment due to unusual circumstances) prove applicable during the course of our initial site investigation, we will contact MNS immediately to discuss the appropriate path forward, which may include preparation of an Initial Study and (Mitigated) Negative Declaration.

Rincon will submit an administrative draft CE Report digitally for MNS and CAWD review. We will address one round of consolidated comments and submit a final CE Report digitally.

Task 3. Coastal Development Permit Applications

The project site is in the coastal zone and is subject to Carmel-by-the-Sea's Local Coastal Program (LCP) and the County of Monterey's LCP. Consistent with Section 17.52.090(D) of the Carmel Municipal Code, a separate Coastal Development Permit (CDP) application will be required for each jurisdiction. Due to the nature of the project, it is anticipated that the project will qualify for a CDP exemption from both the City and County; however, a full permit application is typically required to confirm the exemption. As such, Rincon will prepare two CDP applications. The applications will include all project description information and drawings, information on the project's consistency with the California Coastal Act, and all other related CDP application requirements, such as maps and mailing labels. Once the application packets have been prepared and reviewed by MNS and CAWD, Rincon will deliver the applications to the City and County and set up application intake meetings with the assigned staff members to review the application materials and field any initial staff questions or comments. In the event that either the City or County determine the project does not require a CDP application, our level of effort and associated cost for this task would be reduced accordingly.



We will make a professional and diligent effort to confirm the agency permitting requirements prior to the submittal of the permit application, so that the number of agency comments will be minimal. We will respond to one set of consolidated comments and revise the permit application in order to obtain the required permit or exemption. Extensive comments that are outside of the original scope or client direction or resulting from new agency regulations or requirements or contradicting previous requirements, or received well beyond a reasonable timeframe, will require additional services. This scope of work does not include attendance at public hearings or other coordination required in the event that full CDP is required.

Assumptions

In addition to the assumptions identified above, several assumptions have been utilized in characterizing this scope of work and associated budget. Should any of these assumptions need to be adjusted during execution of the project, the scope and budget may need to be expanded.

- One round of review and response to comments on each submitted document
- Impacts to adjacent trees will be minimized through required compliance with City conditions of approval, such that potential biological resources impacts will not occur
- Computerized modeling such as to characterize drainage patterns and other existing physical conditions will not be conducted as part of the project; rather, existing information including previously prepared maps and models will be utilized to the extent feasible
- Visual simulations will not be prepared as part of the project, as impacts are anticipated to be limited to the construction period, and the project would not result in substantial changes to the existing visual environment during the operation and maintenance period
- No exceptions to the Categorical Exemption(s) will apply to the project
- The Cultural Resource search for the CE will reveal no resources requiring additional evaluation or recordation
- No access issues will be encountered during any of the pedestrian surveys
- Protocol surveys to determine the presence/absence of special status species and/or biological resources monitoring is not included under this scope of work

Schedule

The administrative draft CE Report will be submitted within four weeks of authorization and receipt of complete project description information. The final CE Report will be submitted within two weeks of MNS and CAWD review. The CDP applications will be compiled and submitted within four weeks of completion of the final CE Report.

Cost

Rincon will provide the above environmental services on a time-and-materials basis for an estimated budget of **\$16,500**.



We appreciate the opportunity to assist MNS and CAWD with this assignment. If you have questions about this proposal, please do not hesitate to contact us.

Sincerely,
Rincon Consultants, Inc.

A handwritten signature in blue ink, appearing to read "Megan Jones", with a long, sweeping flourish extending to the right.

Megan Jones, MPP
Principal

RESOLUTION 2021-11

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A
CONTRACT

WITH MNS ENGINEERS TO PROVIDE DESIGN SERVICES

FOR THE SCENIC ROAD PIPE BURSTING-OCEAN TO BAY PROJECT #20-08 for
\$152,685

WHEREAS, the District approved the 2020/2021 budget that included funding for the Scenic Road Pipe Bursting-Ocean to Bay Project consulting work;

WHEREAS, the District received a proposal from MNS Engineers for professional engineering services to prepare the final design documents for the Scenic Road Pipe Bursting Project;

WHEREAS, in order to proceed with design of the project, the District must execute a contract with MNS Engineers to prepare plans and specifications for the project as summarized in their proposal dated December 9, 2020 in the amount of \$152,685; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with MNS Engineers to prepare plans and specifications for pipe bursting rehabilitation of the pipeline on Scenic Road in Carmel-by-the-Sea.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on February 25, 2021.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 25, 2021

Subject: Selecting and Appointing Trustees to the District Employees' Pension Plan ("Plan")

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing Execution of an Amendment to the Carmel Area Wastewater District Employees' Trust (aka "Plan") to change the membership of the Plan Committee as agreed upon 02-25-21.

DISCUSSION

At the District's January 2021 meeting a request was made to add an additional Board member to the District Employees' Pension Plan.

According to the plan document, established in 1969 by Resolution No. 843 and last restated in 2003 by Resolution 03-29, the Board has authority to appoint and remove the Trustee and the Administrator from time to time as it deems necessary for the proper administration of the plan under Section 2.1(a) of the plan document. The Employer may appoint counsel, specialists, advisers, agents (including any nonfiduciary agent) and other persons as the Employer deems necessary or desirable in connection with the exercise of its fiduciary duties under the Plan.

The Plan requires that the District enter into an agreement between itself and the Plan to appoint trustees. The attached Plan Amendment names all current trustees (Robert Wellington, Barbara Buikema, and Michael Rachel) and amends the plan to make the changes recommended by the Board. At this time, to formalize said action, we request the Board adopt a resolution officially authorizing the change in trustees to satisfy our plan requirements.

FISCAL IMPACT

N/A

AMENDMENT TO THE CARMEL AREA WASTEWATER DISTRICT EMPLOYEES' PENSION TRUST (THE "PLAN")

THIS AGREEMENT is entered into by and between the Carmel Area Wastewater District (the "Employer") and Director Michael Rachel, General Manager Barbara Buikema, and Legal Counsel Robert R. Wellington (the "Trustees"), as follows:

WITNESSETH THAT:

WHEREAS, the Employer created a Pension Plan for the exclusive benefit of its Employees effective July 1, 1969; and

WHEREAS, Section 8.01 of Article VIII of said Plan provides that same may be amended by the District; and

WHEREAS, it is deemed advisable by the District to amend the Pension Plan effective February 25, 2021, as hereinafter set forth:

NOW, THEREFORE, the parties hereto agree that the Carmel Area Wastewater District Employees' Pension Plan is hereby amended as follows:

Director Michael Rachel and Legal Counsel Robert Wellington are hereby deleted as trustees

_____ and _____, are hereby substituted therefor.

IN WITNESS WHEREOF, the parties hereto affix their signatures this 25th day of February, 2021.

CARMEL AREA WASTEWATER DISTRICT

Witness By: _____
President

Witness By: _____
Secretary

Witness By: _____
Trustee

Witness By: _____
Trustee

Witness By: _____
Trustee

RESOLUTION NO. 2021 –12

A RESOLUTION AUTHORIZING EXECUTION OF AN
AMENDMENT TO THE CARMEL AREA WASTEWATER DISTRICT
EMPLOYEES' PENSION TRUST ("PLAN")

-oOo-

WHEREAS, on June 10, 1969, by its Resolution No. 843, the District did approve and establish a pension plan for the exclusive financial benefit of its employees; and

WHEREAS, amendments to said pension plan must be, and have been heretofore approved in agreements between the Employer (Carmel Area Wastewater District) and the Trustees under the pension plan.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors and TRUSTEES (Director Rachel, General Manager Barbara Buikema, & Legal Counsel Robert Wellington) be, and they are hereby authorized and directed to execute the Amendment to the Carmel Area Wastewater District Pension Trust, effective February 25, 2021, which is attached hereto and market "Exhibit A."

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on February 25, 2021 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

Other Items & Information/Discussion

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 25, 2021

Subject: Pebble Beach Community Services District – Regular Board Meeting
January 29, 2021

DISCUSSION

Agenda items from the January 29, 2021 meeting that are of specific interest to this District:

- Total cash balance at the end of December 2020 was \$29.8M; of that amount, \$14.9M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The December 2020 Cash Basis Budget Report showed year-to-date revenues of \$11.9M or 42.8% of budget. Total expenditures through December totaled \$4.2M or 15.2% of budget.
- Forest Lake Reservoir held 74 MG (million gallons) of recycled water or 64% of permitted capacity. Current storage volume is 20% below the historic average of 92 MG.
- Total irrigation water demand for the 2020 calendar year through December was 990 AF (acre feet). Total demand for the calendar year is 2% above the 5-year average of 972 AF. The month of December reflected a net storage increase of approximately 19 MG. By comparison, a net storage increase of approximately 43 MG was observed in December 2019. The main factor contributing to this discrepancy was the lack of seasonal rainfall in December 2020.

- Average daily wastewater flow of 285,000 gallons per day (GPD) was measured in December at the PBCSD-Carmel gate. This represents 29% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 31% below the five-year average of 412,000 GPD for the month of December; the CAWD total flow was 23% below the five-year average of 1,283,000 GPD for December.
- The 4th Fairway Diversion is currently the only facility online and in production. The MPCC No. 8 Well, MPCC No. 9 Well, and MPCC Bird Rock Well were all shutdown at the end of September and will remain offline until the onset of the irrigation system. Total production for the 2020 calendar year through December is approximately 15.7 MG.
- Staff received the final submittal from Pro-Pipe in late December. During review it was noted that several files were missing and mis-identified. Pro-Pipe is in the process of correcting these issues.
- The Board adopted a resolution approving E2 Consulting Engineers, Inc. to provide engineering services for SCADA (Supervisory Control and Data Acquisition) system improvements at pump stations P1 through P7 for an amount not to exceed \$465K and authorized staff to procure SCADA system hardware and materials for an amount not to exceed \$235K.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 20	37.211	25.504	11.707	31.461%
Aug - 20	36.386	24.877	11.509	31.630%
Sept - 20	33.559	23.082	10.477	31.220%
Oct - 20	32.551	23.689	8.862	27.225%
Nov-20	31.644	23.089	8.555	27.035%
Dec-20	30.572	21.732	8.840	28.915%
Total	201.923	141.973	59.950	29.690%

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 25, 2021

Subject: Summary of Monterey County Treasurer Report dated 12-31-20

RECOMMENDATION

No action required – this is informational only

DISCUSSION

Economic conditions in the quarter ending December 31, 2020 were characterized by a few major events: a resurgence of coronavirus cases and the initial vaccine rollout, a presidential election with Joe Biden set to take office in January, and an additional fiscal stimulus designed to offset the lingering economic impact of the pandemic. The Federal Reserve committed to near-zero rates and an accommodative monetary policy. Equity markets with major U.S. stock indexes reached new all-time highs. However, even though the economy is recovering, it is decelerating.

As 2020 ends, the uncertainties of 2021 come into focus. Significant intervention from the Federal Reserve is expected to continue, while additional fiscal stimulus will help offset any economic deceleration in the U.S. The speed of vaccine rollouts will ultimately drive the pace of the anticipated “return to normalcy.”

On December 31, 2020, the Monterey County investment portfolio contained an amortized book value of \$2,236,498,742 spread among 233 separate securities and funds. The par value of those funds was \$2,227,736,413 with a market value of \$2,236,498,742 or 100% of amortized book value. The portfolio’s net earned income yield for the period was 1.21%. The portfolio produced an estimated quarterly income of \$6,205,140 that will be distributed proportionately to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 490 days. The County Treasury continues to use shorter term debt to provide portfolio liquidity and enhance investment opportunities.

PORTFOLIO CHARACTERISTICS			
	06-30-20	09-30-20	12-31-20
Total Assets	\$1,805,293,911.87	\$1,918,472,919.39	\$2,227,736,412.70
Market Value	\$1,803,857,359.57	\$1,922,099,718.02	\$2,236,498,742.36
Days to Maturity	307	380	490
Yield	1.89%	1.61%	1.21%
Estimated Earnings	\$9,031,433.43	\$7,320,952.18	\$6,205,140.10

The Monterey County Treasurer’s portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

PORTFOLIO ASSET COMPOSITION 12-31-20	
Corporate Notes	13.6%
Overnight Liquid Assets	20.5%
US Treasuries	43.4%
Federal Agencies	19.7%
Commercial Paper	0.8%
Negotiable CDs	1.0%
Supranationals	1.0%
Municipal Bonds	<0.1%

Future Strategy: Since the start of the pandemic, the volatility of the bond market has subsided, and interest rates have stabilized. With the expectation that the Federal Reserve will maintain their zero-interest rate policy for the next several years, interest rates are expected to remain stable and low. Given this, the County has resumed investing excess liquidity into securities to lock in interest rates and to safely maximize the portfolio return. The portfolio will continue to be actively managed under the established tenets of safety and liquidity while seeking to maximize the rate of return.

The investment portfolio was in compliance with all applicable provisions of state law and the adopted Investment Policy and contained sufficient liquidity to meet all projected outflows over the next six months.

Note: The Monterey County Treasurer Report when posted is available at: <https://www.co.monterey.ca.us/government/departments-i-z/treasurer-tax-collector/treasury>

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: February 25, 2021

Subject: Reclamation Management Committee, February 9, 2021

RECOMMENDATION

No action required – this is informational only

DISCUSSION

The Reclamation Management Committee (RMC) held a regular meeting on February 9, 2021 via ZOOM.

The RMC's financial statement through January 2021 shows water sales down 18% with corresponding decreases in total expenditures and net income.

Mr. Waggoner, Operations Superintendent gave an update on the reclaimed water system. The communications portal with Trussell Technologies is operational and transmitting data. Phosphate levels are below 1 mg/L. Staff continues to perform maintenance on all tertiary and microfiltration/reverse osmosis (MRFO) equipment.

Mr. Becker, PBCSD District Engineer gave a summary Distribution System report. He also gave a summary of status at Forest Lake and recycled water use.

The RMC authorized a project assignment with E2 Consulting Engineers, Inc. to provide engineering, fabrication, and software services for the Forest Lake Chlorine Feed system project for an amount not to exceed \$110,000; authorized staff to procure materials for an amount not to exceed \$50,000, and authorized a budget of \$175,000 for the Forest Lake Chlorine Feed System project.