



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

August 31, 2023
Thursday
9:00AM

*Public Comment Received - Sent via
email from Carmel Meadows Residents.*

From: [Barbara Buikema](#)
To: [Domine Barringer](#)
Subject: FW: Carollo Consultants and moving forward with Carmel Meadows Sewer Replacement
Date: Wednesday, August 23, 2023 5:11:13 PM

Please add to public comments

From: Barbara Buikema
Sent: Thursday, August 17, 2023 4:22 PM
To: Deborah Ju <dsju371@gmail.com>
Cc: David Scopp <dwscoopp@gmail.com>; Chuck Keller <chuck_keller@comcast.net>; Larry D Purcell <ldpurcell41@gmail.com>; AngeloP@co.monterey.ca.us; daniels.kate@gmail.com; pchearingcomments@co.monterey.ca.us; John Borelli <johnjborelli@gmail.com>; 100-District 5 (831) 647-7755 <district5@co.monterey.ca.us>; Gail Dryden <gddryden@gmail.com>; Keith Porter <kporter2546@gmail.com>; Deb Vieille <davielle@comcast.net>; Craig Barnes <craigwbarnes@gmail.com>
Subject: RE: Carollo Consultants and moving forward with Carmel Meadows Sewer Replacement

Ms. Ju

Thank you for your email. Carollo Engineers has been given a full public records account of the project and has been asked to perform a Peer Review of the engineering, regulatory, and permit issues. Given that the resident's emails are very much part of the public record on this project, I am confident that they should be able to completely understand both the resident's and the District position. Additionally, all written comments submitted to the Planning Commission have been provided to Carollo.

Our intent is to make their review as "neutral" as possible by not interfering with their process until they are done. We have not asked Carollo to lean towards any particular solution – rather we are asking for an opinion on the work to date and if they're able to provide a path forward. At some point I anticipate Carollo will want to do a site walk, which again, in an effort to keep it as neutral as I can, I'll hand off to our collections staff simply to watch out for their safety on that walk. I likely will not accompany the site walk. I don't know if that gives your group any additional confidence, but that is our intent. At completion of Carollo's review we will hold a public meeting (more than 1 if necessary) and we will share the report they provide with the public. At that time you will be free to ask them anything you like or make any comments.

Right now we do not have anything to share with your team because we have not received anything. In fact, we have not even completed the contracts yet for the review.

Please feel free to email me at any time. Again, it is my intent to share with the public when I have something, but it is also my intent to make every effort not to influence or push any one solution to Carollo on the Carmel Meadows Sewer Line Project.

Regards
Barbara Buikema
General Manager

Carmel Area Wastewater District

From: Deborah Ju <dsju371@gmail.com>
Sent: Wednesday, August 16, 2023 8:15 PM
To: Barbara Buikema <Buikema@cawd.org>
Cc: David Scopp <dwscoff@gmail.com>; Chuck Keller <chuck_keller@comcast.net>; Larry D Purcell <ldpurcell41@gmail.com>; AngeloP@co.monterey.ca.us; daniels.kate@gmail.com; pchearingcomments@co.monterey.ca.us; John Borelli <johnjborelli@gmail.com>; 100-District 5 (831) 647-7755 <district5@co.monterey.ca.us>; Gail Dryden <gddryden@gmail.com>; Keith Porter <kporter2546@gmail.com>; Deb Vieille <davieille@comcast.net>; Craig Barnes <craigwbarnes@gmail.com>
Subject: Carollo Consulatns and moving forward with Carmel Meadows Sewer Replacement

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

Dear Ms. Buikema and other CAWD team members. We are pleased that CAWD has hired an independent consultant to review options for the Carmel Meadows Replacement Plan. Given that the earlier proposal involving a lift station at Mariposa and 4 grinder pumps is vigorously opposed by the Carmel Meadows neighborhood and that it received very negative feedback from LUAC and the Planning Commission, we want to make sure that Carollo gives serious consideration to the replacement in kind option, so that there can be a project we can all support. We also request a meeting with Carollo early in the process to make sure our concerns are addressed. Thank you very much.

Best regards,
Deborah Ju
David Scopp
Charles Keller
Keith Porter
Gail Dryden
Deb Vieille
Sue Barnes
Larry Purcell (on behalf of Carmel Meadows Association)

Agenda Changes

*Introduction of New Employee
Jacob Gams*

*Recognition of Employee -Passing
Exam Seth Steele-Freitas*

Closed Session
*Open Session Will Reconvene Shortly
Thereafter*



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., July 27, 2023

Via Teleconference Webinar & In Person with Proof of Vaccination

CALL TO ORDER - ROLL CALL - The meeting was called to order at 8:59 a.m.

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

Absent:

A quorum was present.

**Signifies Virtual Attendance*

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

In Person Public Attendees:

Carmel Meadows Residents: none

Bridge to Everywhere Public Attendees:

Representative Sam Farr |Retired

Laura Bowling |Friends of Mission Trail And Pure Dakota Design, LLC

Doug Schmitz| Friends of Mission Trail

***Virtual Public Attendees:**

Steve Thomas, TBC Communications|*

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

There were public comments received prior to the board meeting on a non-agendized item regarding the Carmel Meadows Project from Carmel Resident(s) - Chuck Keller, Deborah Ju; and one email from Jenn Pauly-Domus Development Corporation; one email regarding the Pescadero Project from Pescadero Resident-Doug Army. These emails were included in the July board packet.

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

The Board received comments from Representative Sam Farr regarding his support for the Bridge To Everywhere Project. The Board also received comment from Steve Thomas with TBC Communications. At 10:29 am there was a very brief audio silence that was immediately corrected.

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

The Board was in consensus to move agenda item number 30 page 211, and item number 25, page 195 presented directly after the closed session and before the consent calendar to accommodate attendees.

- 3. 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-Potential Litigation:**
Significant exposure to litigations pursuant to paragraph (2) of subdivision (d) Government Code section 54956.9 - one potential case
- B. Public Employee Performance Evaluation**
Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **Legal Counsel Performance Evaluation**
- C. Public Employee Performance Evaluation**
Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **General Manager Performance Evaluation**

The Board went into closed session at 9:01 a.m. and discussed agenda item #3 regarding potential litigation and the public employee performance evaluations. The closed session ended at 10:06 a.m. Legal Counsel reported that during the closed session the Board took up, the matters at hand with regard to the potential litigation and the public employee evaluations, and no reportable action was taken. After a short break the Board reconvened into open session at 10:12 a.m. and all in person attendees were invited back into the open session and all virtual attendees had access to the audio and visual platform to participation in the meeting.

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

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

Board Action

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

- 4.** Approve June 29, 2023, Regular Board Meeting Minutes &
- 5.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) – June 2023
(inserted at time of board meeting)
- 6.** Receive and Accept Schedule of Cash Receipts & Disbursements- June,2023
- 7.** Approve Register of Disbursements – Carmel Area Wastewater District – June,2023
- 8.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –June,2023
- 9.** Receive and Accept Financial Statements and Supplementary Schedules –June,2023
- 10.** Receive and Accept Collection System Superintendent’s Report – 2023 June, May & April 2023
- 11.** Receive and Accept Safety and Regulatory Compliance Report –June,2023
- 12.** Receive and Accept Treatment Facility Operations Report – 2023 June May & April 2023
- 13.** Receive and Accept Laboratory/Environmental Compliance Report –June
- 14.** Receive and Accept Capital Projects Report/Implementation Plan
- 15.** Receive and Accept Project Summaries – Capital & Non-Capital
- 16.** Receive and Accept Plant Operations Report – June 2023
- 17.** Receive and Accept Maintenance Projects Report –June 2023
- 18.** Receive and Accept District Engineer’s Report-June 2023

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

- 19. Resolution No. 2023-43:** A Resolution Authorizing The General Manager To Execute A Mutual Assistance Agreement Between Carmel Area Wastewater District And The Marina Coast Water District - *Report by Maintenance Superintendent, Chris Foley*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-43 Authorizing The General Manager To Execute A Mutual Assistance Agreement Between Carmel Area Wastewater District And The Marina Coast Water District.

- 20. Resolution No. 2023-44:** A Resolution Authorizing The General Manager To Execute An Amendment To An Existing Professional Services Agreement With Currie Engineers In An Amount Not To Exceed \$105,360 For Construction Management Services For The Wastewater Treatment Plant Electrical/Mechanical Rehabilitation And Sludge Holding Tank Replacement Project (Project #18-01) – *Report by Plant Engineer, Patrick Treanor*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director D'Ambrosio. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-44 Authorizing The General Manager To Execute An Amendment To An Existing Professional Services Agreement With Currie Engineers In An Amount Not To Exceed \$105,360 For Construction Management Services.

- 21. Resolution No. 2023-45:** A Resolution Authorizing The General Manager To Enter Into A Memorandum Of Agreement For Central Coast Long Term Environmental Assessment Network – *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-45 Authorizing The General Manager To Enter Into A Memorandum Of Agreement For Central Coast Long Term Environmental Assessment Network.

- 22. Resolution No. 2023-46:** A Resolution Authorizing The General Manager To Enter Into A Contract With West Yost To Provide Engineering Support For Preparation Of A Condition Assessment On The District's Life Stations In The Amount Of \$89,900 – *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By President White And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-46 Authorizing The General Manager To Enter Into A Contract With West Yost To Provide Engineering Support For Preparation Of A Condition Assessment On The District's Lift Stations In The Amount Of \$89,900.

- 23. Resolution No. 2023-47:** A Resolution Authorizing The General Manager To Sign The Initial Letter Of Agreement With United Public Employees Of California (LIUNA) Local 792 – *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-47 Authorizing The General Manager To Sign The Initial Letter Of Agreement With United Public Employees Of California (LIUNA) Local 792.

- 24. Resolution No. 2023-48:** A Resolution Voiding Resolution No. 2023-35 And Approving Contribution Of \$100K To The District’s Section 115 Account Along With The Transfer Of All Funds Into Strategy 2 – *Report by Barbara Buikema, General Manager*

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 2023-48 Voiding Resolution 2023-35 And Approving A Contribution Of \$100K To The District’s CALPERS Section 115 Account Along With The Transfer Of All Funds Into Strategy 2. In Addition, This Contribution Will Be Considered Each Budget Year.

- 25. Resolution No. 2023-49:** A Resolution Approving A Contract With TBC Communications To Continue Contract Work On Pescadero In The Amount Of \$20K And Carmel Meadows In The Amount Of \$20K, And A New Contract For Carmel Restaurants- Fats, Oil, & Grease In The Amount Of \$20K, Total Amount Of The Combined Tasks Is \$ 60K- *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Amended Resolution Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed The Amended Resolution 2023-49 Approving A Contract With TBC Communications For New Contract For Carmel Restaurants- Fats, Oil, & Grease In The Amount Of \$20K. In Addition, The Board Requested That Staff Come Forward On A Case By Case For Both Carmel Meadows And Pescadero Projects Regarding Community Outreach To These Neighborhoods As Needed.

COMMUNICATIONS

- 26. General Manager Report – oral report**

The General Manager announced that the first Union meeting will occur on August 4th, 2023.

OTHER ITEMS BEFORE THE BOARD

- 27.** Annual Disclosure of Reimbursements to staff of at least \$100 – *Report by Barbara Buikema, General Manager*

Board Action

The Board Received And Approved The Annual Disclosure With A Motion Made By Director Siegfried And Seconded By President White. Following A Roll Call Vote, The Board Unanimously Approved The Annual Disclosure Of Reimbursements.

- 28.** Topics for Upcoming Fall 2023 CAWD Connections –*Report by Barbara Buikema, General Manager*

Board Action

11:13-The Board Was In Consensus For Adding The Following Topics To the District Newsletter; Carmel Valley Manor Invitation To Join The District, Organism Of The Month, User Fee Decrease, If You See Something Say Something, Corona Road Annexation.

- 29.** Discussion Of The Roll Of The Newly Created Ad Hoc Committee Addressing The \$1M Decrease Is Planned Capital Allocation & The 2023 Update Ad Hoc Committee Assignments- *Report by Barbara Buikema, General Manager*

Board Action

11:25 Am - A Motion Was Made By President White And Seconded By Director D'Ambrosio To Gain More Information. Following A Roll Call Vote, The Board Unanimously Agreed To Obtain Additional Information From The County And The Pension Committee Will Obtain Information From Other Agencies.

- 30.** Discussion Regarding The Bridge To Everywhere Project And Requesting The Board To Make A Motion To Raise This Ad Hoc Committee To A Standing Committee And Agree To Carmel Area Wastewater District To Act As The Lead Agency-*Report by Barbara Buikema, General Manager*

Board Action

A Motion To Elevate The Ad Hoc Committee For The Bridge To Everywhere To A Standing Committee Was Made By President White And Seconded By D'Ambrosio. Following A Roll Call Vote, The Board Unanimously Agreed To Raise The Bridge To Everywhere To A Standing Committee And Also Agreed To Have The Carmel Area Wastewater District To Act As The Lead Agency.

The General Manager Going Forward Will Address The Security Concerns.

INFORMATION/DISCUSSION ITEMS

31. June Construction Updates of Project #18-01
Electrical/Mechanical Rehab and Sludge Holding Tank Replacement – *Report by Plant Engineer, Patrick Treanor*
32. Pacific Gas & Electric Energy Use History – Summary – *Report by Plant Engineer, Patrick Treanor*
33. June 30, 2023, PBCSD Board Meeting Summaries- *Report by General Manager, Barbara Buikema*
34. July 18, 2023 Special Districts Association Meeting – *Report by General Manager, Barbara Buikema*

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

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

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:
Friday, August, 2023 – No PBCSD Meeting
Friday, September 29, 2023, at 9:30 a.m. – Director Rachel is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, October TBD, 2023, at 6:00 p.m. – Director Siegfried are scheduled to attend.
Tuesday, January TBD, 2024, at 6:00 p.m. – Director Urquhart are scheduled to attend.

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

36. **ADJOURNMENT**

There being no further business to come before the Board, the President adjourned the meeting at 11:54 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, September 28, 2023, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President of the Board



**CARMEL AREA WASTEWATER DISTRICT (CAWD)
PENSION STANDING COMMITTEE MEETING MINUTES
July 24, 2023, Monday, 9:30 a.m.**

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 9:32 a.m.

**Signifies Virtual Attendance*

Present: President Pro Tem Robert Siegfried, Committee member
Kevan Urquhart, Director Committee member
Barbara Buikema, General Manager
Robert Wellington, Legal Counsel (entered at approx. 10:15 a.m.)(*
Robert Rathie, Legal Counsel (*
Bill Hastie, Managing Partner, MBA, CIMA, AIFA, RMA, C(k)P, CPFA,
Hastie Financial Group (HFG) (*
Haley Hitchman, AIFA, CPFA, Hastie Financial Group (*
Ryan Hastie, CPFA, Hastie Financial Group (*
Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

- A. Review Quarterly Performance – Hastie Financial provided a review of 2023 Quarters 1 and 2 along with the 2023 Action Plan.
- B. Discuss Request For Proposal (RFP) for portfolio review – the Committee discussed the process for engaging an investment advisor/firm to review the current portfolio and determined that an RFP should be drafted.
- C. Other Investments – the Committee discussed alternative investment possibilities.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 10:48 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, July 27, 2023, or an alternate acceptable date, in-person and via teleconference webinar. The teleconference webinar is hosted through Zoom, and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED: _____
Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)

BRIDGE TO EVERYWHERE

STANDING COMMITTEE MEETING MINUTES

July 31, 2023, Monday, 1:00 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 1:02 p.m.

Present: President Ken White
Greg D'Ambrosio, Director (late arrival 1:11 p.m.)
Barbara Buikema, General Manager
Patrick Treanor, Principal Plant Engineer

Other Attendees: Laura Bowling, Friends of Mission Trail
Doug Schmidt, Friends of Mission Trail
Representative Sam Farr, (Retired)
Tim Duff, Project Manager - California Coastal Conservancy

Absent: none

Appearances/Public Comments: The committee received comments from Laura Bowling, Doug Schmidt, and Representative Sam Farr (Retired)

Agenda Changes: None

AGENDA ITEMS:

1. INFORMATION/DISCUSSION ITEMS

- A. Discuss the next steps for the Bridge To Everywhere
- The California Coastal Conservancy gave us their standard grant application form and spoke about application process
 - Barbara Buikema was assigned task of contacting Paul Bartow, Mission Fields neighbor, who expressed interest in the project. The intent is to ask if he would like to be the community representative for this committee
 - President White and Sam Farr agreed to meet with the City Manager and the Mayor to discuss the path through Rio Park

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 2:39 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, August 31, 2023, or an alternate acceptable date, in-person and via teleconference webinar. The teleconference webinar is hosted through Zoom, and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



CARMEL AREA WASTEWATER DISTRICT (CAWD)

BOARD OF DIRECTORS SPECIAL BOARD MEETING MINUTES

Tuesday, 9:00 a.m., August 1, 2023

Via teleconference webinar and in person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 9:04 a.m.- **A quorum was present**

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

Absent: None

Others: Barbara Buikema, General Manager
Rachél Lather, Principal Engineer, CAWD
Patrick Treanor, Plant Engineer, CAWD*
Ed Waggoner, Plant Superintendent, CAWD*
Kevin Young, Plant Operations Supervisor, CAWD*
Daryl Lauer, Collections Superintendent *
Domine Barringer, Board Secretary, CAWD
Rob Wellington, District Legal Counsel
Stephanie Atigh, Wellington Law Offices, CAWD Legal Counsel
Mike Niccum, General Manager, PBCSD*
Nick Becker, Deputy General Manager, District Engineer, PBCSD*
James Gilpin, Partner, Best Best & Krieger, LLP-Condemnation Presenter

In Person Public Attendees:

Carmel Meadows Residents:

Elizabeth Robbins, David Scopp, L Clay

***Virtual Public Attendees:**

Carmel Meadows Residents:

Carol Keller, Charles Keller, Keith Porter

***Pescadero Residents:**

Douglas Armey, Nick DeLuca

Others:

Steve Thomas, TBC Communications|*

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

The Board received comments from Nick DeLuca, David Scopp, Chuck Keller, and Mike Niccum

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

The Board was in consensus to move agenda items 6 and 7 forward after the completion of the closed session to accommodate guest.

3. **DISCUSSION:**

James Gilpin, Partner of the Best Best & Krieger, Law Firm concerning general issues and considerations for a local public agency considering the possibility of eminent domain/condemnation proceedings.

This was for informational purposes only and no board action was taken.

The General Manager stated that this presentation on eminent domain has nothing to do with the District's current projects. This is being presented because the Coastal Commission has requested that the treatment plant be moved.

4. **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-Potential Litigation:

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

B. Public Employee Performance Evaluation

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

The Board went into closed session at 10:06 a.m. and discussed agenda item #4 regarding potential litigation and public employee performance evaluations. The closed session ended at 11:32 a.m. Legal Counsel reported that during the closed session the Board took up, the matter at hand with regard to the potential litigation and public employee evaluations, and no reportable action was taken.

The Board reconvened into open session at 11:35 a.m. all in person attendees were invited back into the open session. There was a brief interruption of the audio, which was corrected shortly thereafter and the report out of closed session was not heard by the virtual attendees. After the audio correction, all virtual attendees had access to the audio and visual platform to participate in the meeting.

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

- 5. Resolution No. 2023-50:** A Resolution Approving A Contract with TBC Communications To Continue Contract Work On Pescadero Project #21-05 In The Amount Not To Exceed \$20K- *Report by Rachel Lather, District Principal Engineer*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-50 Approving A Contract With TBC Communications To Continue Contract Work On Pescadero Project #21-05 In The Amount Not To Exceed \$20K.

- 6. Resolution No. 2023-51:** A Resolution For The General Manager To Conduct An Engineering Peer Review Regarding The Carmel Meadows Project And Sign A Contract With Carollo Engineering, Incorporated For An Amount Not to Exceed \$150K- *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-51 Approving For The General Manager To Conduct An Engineering Peer Review Regarding The Carmel Meadows Project And Sign A Contract With Carollo Engineering, Incorporated For An Amount Not To Exceed \$150K.

- 7. Resolution No. 2023-52:** A Resolution For The General Manager To Contract With An Engineering Consultant To Assist the General Manager In Managing The Engineering Peer Review For the Carmel Meadows Project And Sign A Contract With The Designated Engineering Consulting Firm In An Amount Not To Exceed \$100K- *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By President White. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-52 Approving For The General Manager To Contract With An Engineering Consultant To Assist The General Manager In Managing The Engineering Peer Review For The Carmel Meadows Project And Sign A Contract With The Designated Engineering Consulting Firm In An Amount Not To Exceed \$100K.

8. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 11:52 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, September 28, 2023, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT (CAWD)
SALARY & BENEFITS COMMITTEE MEETING MINUTES
August 25, 2023, Friday, 9:00 a.m.
3645 Rio Road, Carmel, CA 93923

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 9:00 a.m.

Present: President White, Committee member
Director Mike Rachel, Committee member
Barbara Buikema, General Manager

Absent: None

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

The committee adjourned to closed session at 9:02 a.m. The Committee came out of closed session at 9:52 a.m. The Committee took up all items listed on the agenda for closed session. With regard to the General Manager's Review and the Labor Negotiations and there was no reportable action taken.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 9:53 a.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, August 31, 2023, or an alternate acceptable date, in person and via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



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

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

INDEPENDENT ACCOUNTANTS' REPORT

August 15, 2023

To the Board of Directors
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of July 2023. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

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

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

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

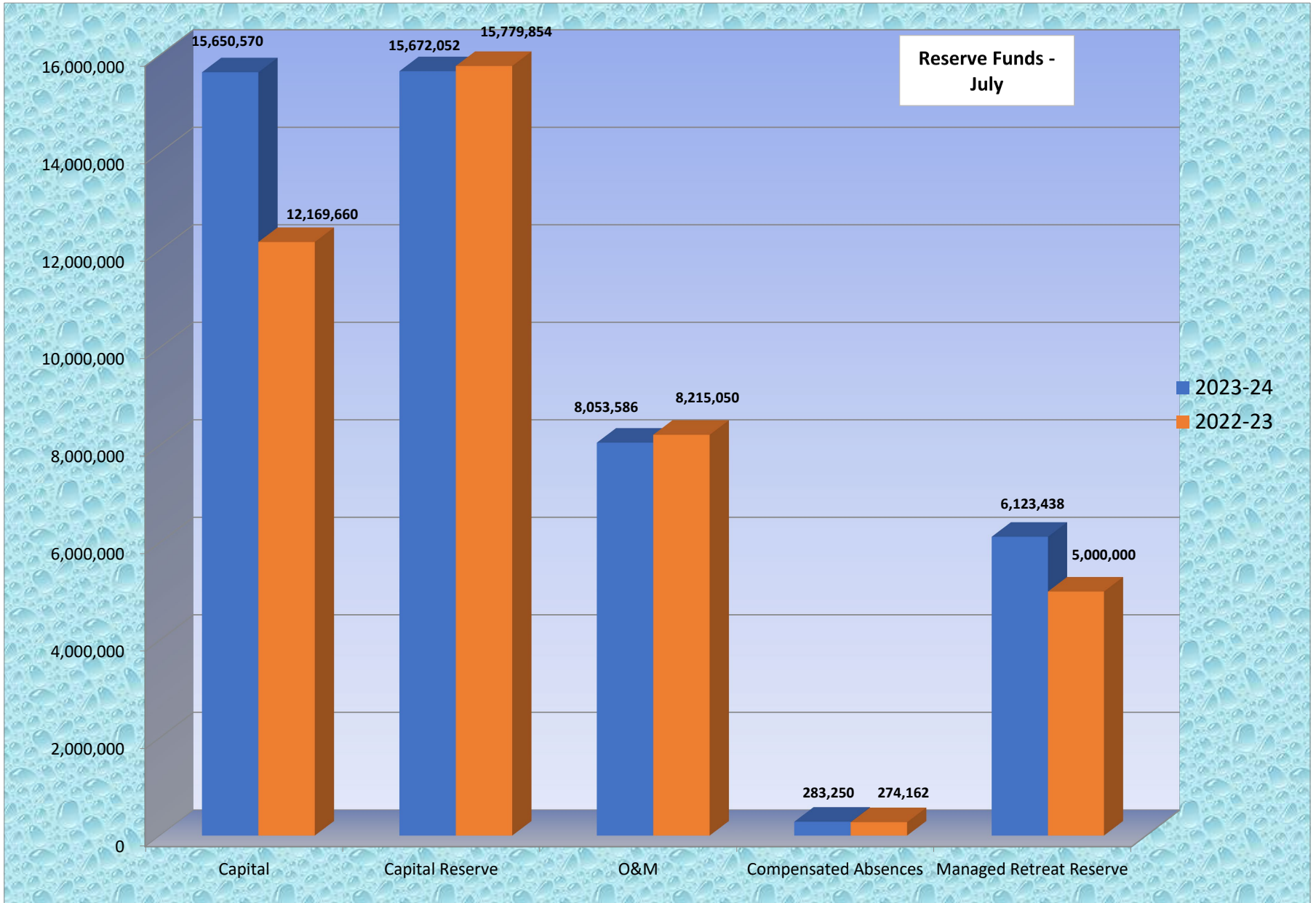


Robert Lee, CPA
Principal
CliftonLarsonAllen LLP

Cc: Mr. Ken White, President

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

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$7,987,604	\$18,416,613	\$15,171,991	\$283,250	\$5,123,438	\$46,982,896	\$518,719	\$10,318	\$1,219,010
Receipts:									
User Fees							1,069		
Property Taxes									
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							54,998		
Reclamation capital billing									
Permits							4,440		
PBCSD capital billing									
Other misc. revenue							5,181		
Interest income									9,571
Connection Fees							16,545		
CCLEAN receipts									
Brine disposal fees							9,668		
Carmel Reserve LLC-Sept. Ranch Project									
Fake checks reimbursed in July							5,200		
Void checks-replace lost checks									
Total Receipts	0	0	0	0	0	0	212,102	0	9,571
Fund Transfers:									
Transfers to Chase Bank O&M		(317,334)	(882,666)				1,200,000		
Transfers to Chase Bank PR							(360,000)	360,000	
Transfer to Defend or Managed Retreat Fund		(1,000,000)			1,000,000				
Adjust compensated accruals at year end									
Rebalance Capital and O&M Reserves	7,662,966	(1,427,227)	(6,235,739)						
Total Transfers	7,662,966	(2,744,561)	(7,118,405)	0	1,000,000	(1,200,000)	840,000	360,000	0
Disbursements:									
Operations and capital							949,057		
Payroll & payroll taxes								365,177	
Employee Dental reimbursements							2,279		
CALPERS EFT							59,402		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							0		
Home Depot EFT							1,217		
US Bank EFT							11,250		
Deferred comp contributions EFT							19,862	0	
PEHP contributions EFT							3,458	0	
Bank/ADP fees							0	867	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Fake checks reimbursed in July									
HCM Unlocked EFT							2,250		
Total Disbursements	0	0	0	0	0	0	1,048,776	366,044	0
BALANCE END OF MONTH	15,650,570	15,672,052	8,053,586	283,250	6,123,438	45,782,896	522,045	4,274	1,228,581



Carmel Area Wastewater District
Disbursements
Jul-23

Date	Check	Vendor	Description	Amount
07/06/23	4623	Alliant Insurance Services Inc-Irvine	2023-24 ACIP Crime renewal	1,276.00
07/06/23	4624	American Lock & Key	Alarm locks around the Plant and admin keys	4,177.22
07/06/23	4625	AT&T CALNET 3	Admin alarm	35.32
07/06/23	4626	Cintas Corporation #63D	Laundry service	612.27
07/06/23	4627	Culligan Water Conditioning	C&I exchange for the lab	17.35
07/06/23	4628	CWEA	Annual membership dues and certificate renewal	307.00
07/06/23	4629	Datco Services Corporation	Quarterly testing services	146.25
07/06/23	4630	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,677.21
07/06/23	4631	Exceedio	2023-24 Network and SCADA managed services renewal	96,678.79
07/06/23	4632	Fisher Scientific	Lab supplies	217.62
07/06/23	4633	Idexx Laboratories	Lab supplies	1,971.71
07/06/23	4634	MBS Business Systems	Admin copier quarterly billing	1,044.63
07/06/23	4635	Monterey County Auditor-Controller	2023-24 LAFCO administrative charges	24,815.00
07/06/23	4636	Patelco Credit Union	Health savings accounts contributions	4,786.70
07/06/23	4637	Sage Software, Inc.	2023-24 fixed asset software renewal	4,411.00
07/06/23	4638	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design and Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	16,610.50
07/06/23	4639	Streamline	Website maintenance	497.00
07/06/23	4640	TBC Communications & Media	Public outreach for Carmel Meadows Gravity Sewer Project #19-03, Pescadero Creek Area Pipe Rehab Project #21-05 and Scenic Rd. Pipe Bursting Project #20-08 (CAPITAL)	11,418.75
07/06/23	4641	Town & Country Gardening	Plant and admin gardening	700.00
07/06/23	4642	Vision Service Plan	Vision insurance premium	573.30
07/10/23	4643	Andrew Millington	Collections workshop expense advance	180.00
07/10/23	4644	Robert Bowman	Collections workshop expense advance	180.00
07/18/23	4645	101 Trailer Sales	Wells Cargo trailer for Collections (CAPITAL)	11,072.93
07/18/23	4646	Accelerated Technology Laboratories	2023-24 annual LIMS lab software renewal	5,948.11
07/18/23	4647	Alameda Electrical Distributors	Repair parts for Plant building	108.31
07/18/23	4648	Amazon Capital Services	Office and operating supplies	1,023.23
07/18/23	4649	American Legal Publishing Corp.	Codification edits	154.00
07/18/23	4650	AT&T Mobility	Cell service	440.70
07/18/23	4651	AT&T	Voice routing	52.43
07/18/23	4652	Beth Ingram	Lab recruitment	5,000.00

Carmel Area Wastewater District
Disbursements
Jul-23

Date	Check	Vendor	Description	Amount
07/18/23	4653	Buckles-Smith Electric Company	Versa View panel and power supply	8,759.93
07/18/23	4654	California American Water	Monthly service	1,320.10
07/18/23	4655	CAL FIRE	Labor to clear easements	1,588.58
07/18/23	4656	Carmel Pine Cone	Legal notices regarding user rates and ordinances	480.00
07/18/23	4657	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	650.09
07/18/23	4658	Christian Schmidt	Work boots	196.62
07/18/23	4659	Cintas Corporation #63D	Laundry service	918.06
07/18/23	4660	Clark Bros., Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	160,221.37
07/18/23	4661	CliftonLarsonAllen LLP	Bank reconciliation oversight	450.00
07/18/23	4662	Comcast	Admin internet	275.50
07/18/23	4663	Comcast	Pump stations internet	537.00
07/18/23	4664	Daniel Deeth	Dental	2,279.00
07/18/23	4665	Denise Duffy & Associates	Hatton canyon vegetation management	3,337.90
07/18/23	4666	DKF Solutions Group, LLC	Fall Hazard and Fall Protection plans	5,800.00
07/18/23	4667	Exceedio	Plant computer services	1,085.00
07/18/23	4668	Express Services, Inc.	Admin temp service	690.00
07/18/23	4669	FedEx	Shipping charges for sample analysis	52.18
07/18/23	4670	First Alarm	Admin and Plant quarterly building	615.84
07/18/23	4671	Fisher Scientific	Lab supplies	789.59
07/18/23	4672	Grainger	Hydraulic Press Hand Pump and operating supplies	7,595.17
07/18/23	4673	Green Infrastructure Design	Web GIS hosting and management	7,200.00
07/18/23	4674	ICON Cloud Solutions	Monthly telephone service	595.45
07/18/23	4675	Johnson Associates	Truck repair parts	2,868.80
07/18/23	4676	JRG Attorneys at Law	Plant Bridge Retrofit Project #22-04 (CAPITAL)	252.00
07/18/23	4677	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	31,920.00
07/18/23	4678	Lemos Service Inc.	Diesel exhaust fluid	26.28
07/18/23	4679	McMaster-Carr	Operating supplies	103.59
07/18/23	4680	MNS Engineers	Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$17,800.63) , Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$410.00) and September Ranch Subdivision Project	21,471.13
07/18/23	4681	Monterey County Assessor	Annual tax code report fee	200.00
07/18/23	4682	Monsido, Inc.	Annual MO Platform-Standard 2500 website fee	5,500.00
07/18/23	4683	Monterey County Health Dept.	Annual permit fees	2,177.00

Carmel Area Wastewater District
Disbursements
Jul-23

Date	Check	Vendor	Description	Amount
07/18/23	4684	Monterey Tire Service	Truck repair parts	972.02
07/18/23	4685	Pacific Crest Engineering	Emergency Lorca Lane Sewer Relocation #22-07 (CAPITAL)	3,751.14
07/18/23	4686	Patrick Treanor	License renewal	180.00
07/18/23	4687	Peninsula Welding & Medical Supply	Non-liquid cylinder rental	38.70
07/18/23	4688	Pacific Gas & Electric	Monthly service	33,375.45
07/18/23	4689	PK Safety Supply	Safety supplies	1,704.30
07/18/23	4690	Public Agency Coalition Enterprise	Health insurance	35,652.87
07/18/23	4691	The Pun Group	Annual CAWD audit fee progress billing #1	10,000.00
07/18/23	4692	Pure Water	Monthly service	146.00
07/18/23	4693	Quality Tech	Tinting windows at the admin building	868.00
07/18/23	4694	Quill LLC	Office supplies	115.48
07/18/23	4695	Rain for Rent	Triple action air vent	259.13
07/18/23	4696	Shape Incorporated	HT Hard Iron Impeller pump for the Monte Verde pump station (CAPITAL)	15,270.18
07/18/23	4697	Sierra Safety Training	Confined space training	1,290.00
07/18/23	4698	SmartCover Systems	Dual Sensor (Ultra-Sonic and Pressure) system for manhole	7,712.50
07/18/23	4699	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	6,135.00
07/18/23	4700	Star Sanitation LLC	Collections portable toilet rental	24.30
07/18/23	4701	Synagro Technologies	Sludge hauling	10,582.09
07/18/23	4702	t4 Spatial, LLC	2023-24 annual fee for Collection Data Storage	10,000.00
07/18/23	4703	ULINE	Operating supplies	105.53
07/18/23	4704	Univar Solutions USA Inc.	Sodium hypochlorite and bisulfite	17,366.50
07/18/23	4705	USA Blue Book	Ridgid Cable Machine, debris baskets and supplies for pump stations	8,365.80
07/18/23	4706	U.S. Bank	Annual administration fee for bonds	1,996.00
07/18/23	4707	Weco Industries	Pump station supplies	2,078.81
07/18/23	4708	Whitson Janitorial Service	Plant and admin janitorial service	1,300.00
07/18/23	4709	WM Corporate Services	Plant rollofs and admin garbage	1,894.87
07/18/23	4710	YSS Builders	Admin sidewalk repairs, storeroom shelves and Plant trailer shelves	3,635.00
07/26/23	4711	Best Best & Krieger LLP	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	5,869.60
07/26/23	4712	Brenner Fiedler & Associates	Lab supplies	1,967.82
07/26/23	4713	California American Water	Monthly service	115.99
07/26/23	4714	CSRMA	Annual Worker's Comp and Property insurance premiums	254,806.17
07/26/23	4715	ENGEO	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	29,648.25
07/26/23	4716	Evantec Corporation	Lab supplies	184.86

Carmel Area Wastewater District
Disbursements
Jul-23

Date	Check	Vendor	Description	Amount
07/26/23	4717	Fastenal Company	Operating supplies	451.59
07/26/23	4718	Liebert Cassidy Whitmore	Labor relations legal service	1,174.00
07/26/23	4719	MNS Engineers	Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL)	6,954.00
07/26/23	4720	Monterey Bay Analytical Services	Sample analysis	755.00
07/26/23	4721	Tope's Tree Service	Remove tree's in and on the edge of the river	7,500.00
				951,336.46

CAWD/PBCSD Reclamation Project
Disbursements
Jul-23

Date	Check	Vendor	Description	Amount
07/06/23	1022	Fisher Scientific	Lab supplies	217.62
07/06/23	1023	Pacific Gas & Electric	Tertiary billing	19,202.31
07/06/23	1024	Scinor Water America, LLC	160 submerged ultrafiltration modules	157,130.00
07/06/23	1025	Exceedio	2023-24 SCADA Managed Services renewal	6,530.76
07/17/23	1026	Accelerated Technology Laboratories	Annual LIMS software lab support	5,948.11
07/17/23	1027	Borges & Mahoney Co.	Detergent additive	74.46
07/17/23	1028	Brenntag Pacific, Inc.	Ammonium hydroxide	4,953.11
07/17/23	1029	Cal-Am Water Company	Hydrant meter K	2,942.97
07/17/23	1030	Carmel Area Wastewater District	O&M reimbursement	54,998.26
07/17/23	1031	CSRMA	2023-24 annual property insurance	38,192.90
07/17/23	1032	Fisher Scientific	Lab supplies	395.22
07/17/23	1033	Frisch Engineering	SCADA/PLC support	4,635.00
07/17/23	1034	Grainger	Operating supplies	40.06
07/17/23	1035	Iconix Waterworks	Expansion joint, spool, flange and supplies	3,958.06
07/17/23	1036	McMaster-Carr	Operating supplies	24.97
07/17/23	1037	Pebble Beach Community Services District	June O&M and Capital reimbursement	133,832.79
07/17/23	1038	Trussell Technologies	MF/RO Ops Support Data Review	450.00
07/17/23	1039	Winsupply Monterey County	Operating supplies	1,806.82
07/19/23	1040	Pacific Gas & Electric	MF/RO billing	28,209.32
07/26/23	1041	Brenner Fiedler & Associates	Lab supplies	1,967.81
07/26/23	1042	Evantec Corporation	Lab supplies	184.85
07/26/23	1043	Monterey Bay Analytical Services	Sample analysis	140.00
				465,835.40



**Financial Statements
and
Supplementary Schedules**

July 2023

August 31, 2023

Carmel Area Wastewater District

Balance Sheet

July 2023

ASSETS

Current Assets

Cash

Cash

47,537,795.76

TOTAL Cash

47,537,795.76

Other Current Assets

Other Current Assets

476,801.28

TOTAL Other Current Assets

476,801.28

TOTAL Current Assets

48,014,597.04

Fixed Assets

Land

Land

308,059.76

TOTAL Land

308,059.76

Treatment Structures

Treatment Structures

70,412,104.24

TOTAL Treatment Structures

70,412,104.24

Treatment Equipment

Treatment Equipment

9,590,089.75

TOTAL Treatment Equipment

9,590,089.75

Collection Structures

Collection Structures

1,249,916.64

TOTAL Collection Structures

1,249,916.64

Collection Equipment

Collection Equipment

1,557,419.97

TOTAL Collection Equipment

1,557,419.97

Sewers

15,772,472.56

Disposal Facilities

Disposal Facilities

1,643,890.85

TOTAL Disposal Facilities

1,643,890.85

Other Fixed Assets

Other Fixed Assets

4,534,921.92

TOTAL Other Fixed Assets

4,534,921.92

Capital Improvement Projects

Capital Improvement Projects

9,743,799.29

TOTAL Capital Improvement Projects

9,743,799.29

Accumulated depreciation

(59,446,957.36)

TOTAL Fixed Assets

55,365,717.62

Other Assets

Other Assets

5,794,007.49

TOTAL Other Assets

5,794,007.49

TOTAL ASSETS

109,174,322.15

Carmel Area Wastewater District

Balance Sheet

July 2023

LIABILITIES	
Current Liabilities	
Current Liabilities	1,429,904.45
TOTAL Current Liabilities	1,429,904.45
Long-Term Liabilities	
Long Term Liabilities	940,007.65
TOTAL Long-Term Liabilities	940,007.65
TOTAL LIABILITIES	2,369,912.10
NET POSITION	
Net Assets	107,643,537.52
Year-to-Date Earnings	(839,127.47)
TOTAL NET POSITION	106,804,410.05
TOTAL LIABILITIES & NET POSITION	109,174,322.15

Carmel Area Wastewater District

Income Statement-Actual to Budget

Month-to-Date Variance, July 2023 - current month, Consolidated by account

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	243,820.42	185,534.75	58,285.67	31.4 %
TOTAL Income	243,820.42	185,534.75	58,285.67	31.4 %
Adjustments				
Discounts	82.52	0.00	82.52	
TOTAL Adjustments	82.52	0.00	82.52	
*****	243,902.94	185,534.75	58,368.19	31.5 %
***** OPERATING INCOME	243,902.94	185,534.75	58,368.19	31.5 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	442,085.03	453,688.98	11,603.95	2.6 %
TOTAL Salaries and Payroll Taxes	442,085.03	453,688.98	11,603.95	2.6 %
Employee Benefits				
Employee Benefits	177,531.55	229,723.47	52,191.92	22.7 %
TOTAL Employee Benefits	177,531.55	229,723.47	52,191.92	22.7 %
Director's Expenses				
Director's Expenses	4,070.92	2,816.66	(1,254.26)	-44.5 %
TOTAL Director's Expenses	4,070.92	2,816.66	(1,254.26)	-44.5 %
Truck and Auto Expenses				
Truck and Auto Expenses	2,502.98	2,303.33	(199.65)	-8.7 %
TOTAL Truck and Auto Expenses	2,502.98	2,303.33	(199.65)	-8.7 %
General and Administrative				
General and Administrative	141,829.76	142,200.00	370.24	0.3 %
TOTAL General and Administrative	141,829.76	142,200.00	370.24	0.3 %
Office Expense				
Office Expense	24,085.40	23,468.33	(617.07)	-2.6 %
TOTAL Office Expense	24,085.40	23,468.33	(617.07)	-2.6 %
Operating Supplies				
Operating Supplies	36,313.63	36,625.82	312.19	0.9 %
TOTAL Operating Supplies	36,313.63	36,625.82	312.19	0.9 %
Contract Services				
Contract Services	170,667.34	211,288.33	40,620.99	19.2 %

Carmel Area Wastewater District

Income Statement-Actual to Budget

Month-to-Date Variance, July 2023 - current month, Consolidated by account

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Contract Services	170,667.34	211,288.33	40,620.99	19.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	26,025.49	26,279.83	254.34	1.0 %
TOTAL Repairs and Maintenance	26,025.49	26,279.83	254.34	1.0 %
Utilities				
<i>Utilities</i>	28,642.64	30,873.17	2,230.53	7.2 %
TOTAL Utilities	28,642.64	30,873.17	2,230.53	7.2 %
Travel and Meetings				
<i>Travel and Meetings</i>	11,502.41	12,200.00	697.59	5.7 %
TOTAL Travel and Meetings	11,502.41	12,200.00	697.59	5.7 %
Permits and Fees				
<i>Permits and Fees</i>	24,815.00	32,000.00	7,185.00	22.5 %
TOTAL Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	3,316.00	3,300.00	(16.00)	-0.5 %
TOTAL Memberships and Subscriptions	3,316.00	3,300.00	(16.00)	-0.5 %
Safety				
<i>Safety</i>	5,903.80	5,767.50	(136.30)	-2.4 %
TOTAL Safety	5,903.80	5,767.50	(136.30)	-2.4 %
Other Expenses				
<i>Other Expense</i>	480.00	500.00	20.00	4.0 %
TOTAL Other Expenses	480.00	500.00	20.00	4.0 %
TOTAL Operating Expenses	1,099,771.95	1,213,035.42	113,263.47	9.3 %
***** OPERATING INCOME (LOSS)	(855,869.01)	(1,027,500.67)	171,631.66	16.7 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	16,741.54	(1,550.00)	18,291.54	1180.1 %
TOTAL Other Income or Gain	16,741.54	(1,550.00)	18,291.54	1180.1 %
TOTAL Non-op Income, Expense, Gain or Loss	16,741.54	(1,550.00)	18,291.54	1180.1 %
***** NET INCOME (LOSS)	(839,127.47)	(1,029,050.67)	189,923.20	18.5 %

Carmel Area Wastewater District

Op Exps. Actual to Budget-Collections

Month-to-Date Variance, July 2023 - current month, Consolidated by account, Department 5

	1 Month Ended July 31, 2023	1 Month Ended July 31, 2023 <i>Budget</i>	Variance <i>Fav/<Unf></i>	% Var
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	83,008.15	77,480.77	(5,527.38)	-7.1 %
TOTAL Salaries and Payroll Taxes	83,008.15	77,480.77	(5,527.38)	-7.1 %
Employee Benefits				
Employee Benefits	41,413.88	51,467.09	10,053.21	19.5 %
TOTAL Employee Benefits	41,413.88	51,467.09	10,053.21	19.5 %
Truck and Auto Expenses				
Truck and Auto Expenses	2,088.44	2,303.33	214.89	9.3 %
TOTAL Truck and Auto Expenses	2,088.44	2,303.33	214.89	9.3 %
General and Administrative				
General and Administrative	15,250.46	15,000.00	(250.46)	-1.7 %
TOTAL General and Administrative	15,250.46	15,000.00	(250.46)	-1.7 %
Office Expense				
Office Expense	956.91	960.00	3.09	0.3 %
TOTAL Office Expense	956.91	960.00	3.09	0.3 %
Operating Supplies				
Operating Supplies	2,645.97	4,833.33	2,187.36	45.3 %
TOTAL Operating Supplies	2,645.97	4,833.33	2,187.36	45.3 %
Contract Services				
Contract Services	40,992.11	65,691.66	24,699.55	37.6 %
TOTAL Contract Services	40,992.11	65,691.66	24,699.55	37.6 %
Repairs and Maintenance				
Repairs and Maintenance	10,274.17	8,400.00	(1,874.17)	-22.3 %
TOTAL Repairs and Maintenance	10,274.17	8,400.00	(1,874.17)	-22.3 %
Utilities				
Utilities	3,308.17	3,498.16	189.99	5.4 %
TOTAL Utilities	3,308.17	3,498.16	189.99	5.4 %

Carmel Area Wastewater District
Op Exps. Actual to Budget-Collections

***Month-to-Date Variance, July 2023 - current month, Consolidated by
account, Department 5***

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Travel and Meetings				
Travel and Meetings	6,117.10	6,500.00	382.90	5.9 %
TOTAL Travel and Meetings	6,117.10	6,500.00	382.90	5.9 %
Memberships and Subscriptions				
Memberships and Subscriptions	548.00	500.00	(48.00)	-9.6 %
TOTAL Memberships and Subscriptions	548.00	500.00	(48.00)	-9.6 %
Safety				
Safety	3,317.39	1,418.34	(1,899.05)	-133.9 %
TOTAL Safety	3,317.39	1,418.34	(1,899.05)	-133.9 %
TOTAL Operating Expenses	209,920.75	238,052.68	28,131.93	11.8 %
***** OPERATING INCOME (LOSS)	(209,920.75)	(238,052.68)	28,131.93	11.8 %
***** NET INCOME (LOSS)	(209,920.75)	(238,052.68)	28,131.93	11.8 %
***** NET INCOME (LOSS)	(209,920.75)	(238,052.68)	28,131.93	11.8 %

Carmel Area Wastewater District

Op Exps. Actual to Budget-Treatment

*Month-to-Date Variance, July 2023 - current month, Consolidated by
account, Department 6*

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	198,964.10	220,240.39	21,276.29	9.7 %
TOTAL Salaries and Payroll Taxes	198,964.10	220,240.39	21,276.29	9.7 %
Employee Benefits				
Employee Benefits	99,918.80	128,585.20	28,666.40	22.3 %
TOTAL Employee Benefits	99,918.80	128,585.20	28,666.40	22.3 %
Truck and Auto Expenses				
Truck and Auto Expenses	363.83	0.00	(363.83)	
TOTAL Truck and Auto Expenses	363.83	0.00	(363.83)	
General and Administrative				
General and Administrative	113,388.89	114,000.00	611.11	0.5 %
TOTAL General and Administrative	113,388.89	114,000.00	611.11	0.5 %
Office Expense				
Office Expense	17,513.16	17,608.33	95.17	0.5 %
TOTAL Office Expense	17,513.16	17,608.33	95.17	0.5 %
Operating Supplies				
Operating Supplies	33,498.71	30,924.99	(2,573.72)	-8.3 %
TOTAL Operating Supplies	33,498.71	30,924.99	(2,573.72)	-8.3 %
Contract Services				
Contract Services	107,006.96	113,260.00	6,253.04	5.5 %
TOTAL Contract Services	107,006.96	113,260.00	6,253.04	5.5 %
Repairs and Maintenance				
Repairs and Maintenance	15,751.32	16,333.34	582.02	3.6 %
TOTAL Repairs and Maintenance	15,751.32	16,333.34	582.02	3.6 %
Utilities				
Utilities	23,537.56	25,566.67	2,029.11	7.9 %
TOTAL Utilities	23,537.56	25,566.67	2,029.11	7.9 %

Carmel Area Wastewater District
Op Exps. Actual to Budget-Treatment

***Month-to-Date Variance, July 2023 - current month, Consolidated by
account, Department 6***

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Travel and Meetings				
Travel and Meetings	3,485.00	3,558.33	73.33	2.1 %
TOTAL Travel and Meetings	3,485.00	3,558.33	73.33	2.1 %
Memberships and Subscriptions				
Memberships and Subscriptions	2,768.00	2,800.00	32.00	1.1 %
TOTAL Memberships and Subscriptions	2,768.00	2,800.00	32.00	1.1 %
Safety				
Safety	2,586.41	4,099.99	1,513.58	36.9 %
TOTAL Safety	2,586.41	4,099.99	1,513.58	36.9 %
TOTAL Operating Expenses	618,782.74	676,977.24	58,194.50	8.6 %
***** OPERATING INCOME (LOSS)	(618,782.74)	(676,977.24)	58,194.50	8.6 %
***** NET INCOME (LOSS)	(618,782.74)	(676,977.24)	58,194.50	8.6 %
***** NET INCOME (LOSS)	(618,782.74)	(676,977.24)	58,194.50	8.6 %

Carmel Area Wastewater District

Op Exps. Actual to Budget-Administration

Month-to-Date Variance, July 2023 - current month, Consolidated by account, Department 7

	1 Month Ended July 31, 2023	1 Month Ended July 31, 2023 <i>Budget</i>	Variance <i>Fav/<Unf></i>	% Var
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	82,165.14	78,955.85	(3,209.29)	-4.1 %
TOTAL Salaries and Payroll Taxes	82,165.14	78,955.85	(3,209.29)	-4.1 %
Employee Benefits				
Employee Benefits	36,198.87	49,671.18	13,472.31	27.1 %
TOTAL Employee Benefits	36,198.87	49,671.18	13,472.31	27.1 %
Director's Expenses				
Director's Expenses	4,070.92	2,816.66	(1,254.26)	-44.5 %
TOTAL Director's Expenses	4,070.92	2,816.66	(1,254.26)	-44.5 %
Truck and Auto Expenses				
Truck and Auto Expenses	50.71	0.00	(50.71)	
TOTAL Truck and Auto Expenses	50.71	0.00	(50.71)	
General and Administrative				
General and Administrative	13,190.41	13,200.00	9.59	0.1 %
TOTAL General and Administrative	13,190.41	13,200.00	9.59	0.1 %
Office Expense				
Office Expense	5,615.33	4,900.00	(715.33)	-14.6 %
TOTAL Office Expense	5,615.33	4,900.00	(715.33)	-14.6 %
Operating Supplies				
Operating Supplies	18.30	116.67	98.37	84.3 %
TOTAL Operating Supplies	18.30	116.67	98.37	84.3 %
Contract Services				
Contract Services	22,559.38	32,336.67	9,777.29	30.2 %
TOTAL Contract Services	22,559.38	32,336.67	9,777.29	30.2 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	833.33	833.33	100.0 %
TOTAL Repairs and Maintenance	0.00	833.33	833.33	100.0 %

Carmel Area Wastewater District
Op Exps. Actual to Budget-Administration

***Month-to-Date Variance, July 2023 - current month, Consolidated by
account, Department 7***

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Utilities				
Utilities	1,796.91	1,808.34	11.43	0.6 %
TOTAL Utilities	1,796.91	1,808.34	11.43	0.6 %
Travel and Meetings				
Travel and Meetings	1,900.31	2,141.67	241.36	11.3 %
TOTAL Travel and Meetings	1,900.31	2,141.67	241.36	11.3 %
Permits and Fees				
Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
TOTAL Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
Safety				
Safety	0.00	116.67	116.67	100.0 %
TOTAL Safety	0.00	116.67	116.67	100.0 %
Other Expenses				
Other Expense	480.00	500.00	20.00	4.0 %
TOTAL Other Expenses	480.00	500.00	20.00	4.0 %
TOTAL Operating Expenses	192,861.28	219,397.04	26,535.76	12.1 %
***** OPERATING INCOME (LOSS)	(192,861.28)	(219,397.04)	26,535.76	12.1 %
***** NET INCOME (LOSS)	(192,861.28)	(219,397.04)	26,535.76	12.1 %
***** NET INCOME (LOSS)	(192,861.28)	(219,397.04)	26,535.76	12.1 %

Carmel Area Wastewater District

Op Exps. Actual to Budget-Reclamation

Month-to-Date Variance, July 2023 - current month, Consolidated by account, Department 8

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	77,947.64	76,788.35	(1,159.29)	-1.5 %
TOTAL Salaries and Payroll Taxes	77,947.64	76,788.35	(1,159.29)	-1.5 %
Operating Supplies				
Operating Supplies	150.65	750.83	600.18	79.9 %
TOTAL Operating Supplies	150.65	750.83	600.18	79.9 %
Contract Services				
Contract Services	108.89	0.00	(108.89)	
TOTAL Contract Services	108.89	0.00	(108.89)	
Repairs and Maintenance				
Repairs and Maintenance	0.00	379.83	379.83	100.0 %
TOTAL Repairs and Maintenance	0.00	379.83	379.83	100.0 %
Safety				
Safety	0.00	132.50	132.50	100.0 %
TOTAL Safety	0.00	132.50	132.50	100.0 %
TOTAL Operating Expenses	78,207.18	78,051.51	(155.67)	-0.2 %
***** OPERATING INCOME (LOSS)	(78,207.18)	(78,051.51)	(155.67)	-0.2 %
***** NET INCOME (LOSS)	(78,207.18)	(78,051.51)	(155.67)	-0.2 %
***** NET INCOME (LOSS)	(78,207.18)	(78,051.51)	(155.67)	-0.2 %

Carmel Area Wastewater District
I/S Actual to Budget-Brine Disposal

***Month-to-Date Variance, July 2023 - current month, Consolidated by
account, Department 10***

	<i>1 Month Ended July 31, 2023</i>	<i>1 Month Ended July 31, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	4,090.89	6,959.17	(2,868.28)	-41.2 %
TOTAL Income	4,090.89	6,959.17	(2,868.28)	-41.2 %
*****	4,090.89	6,959.17	(2,868.28)	-41.2 %
***** OPERATING INCOME	4,090.89	6,959.17	(2,868.28)	-41.2 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	0.00	223.62	223.62	100.0 %
TOTAL Salaries and Payroll Taxes	0.00	223.62	223.62	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	333.33	333.33	100.0 %
TOTAL Repairs and Maintenance	0.00	333.33	333.33	100.0 %
TOTAL Operating Expenses	0.00	556.95	556.95	100.0 %
***** OPERATING INCOME (LOSS)	4,090.89	6,402.22	(2,311.33)	-36.1 %
***** NET INCOME (LOSS)	4,090.89	6,402.22	(2,311.33)	-36.1 %
***** NET INCOME (LOSS)	4,090.89	6,402.22	(2,311.33)	-36.1 %

Carmel Area Wastewater District Variance Analysis

2023-24

**YTD Actual/
YTD Budget
Variance**

Collections

Salaries and Payroll Taxes	-7.10%	Salaries slightly underbudget.
Repairs and Maintenance	-22.30%	Pump station repairs-unbudgeted.
Memberships and Subscriptions	-9.60%	Employee certifications slightly underbudget-timing.
Safety	-133.90%	Training underbudget-timing.

Treatment

Truck and Auto Expenses	No budget	Outside repair service-small dollar amount.
Operating Supplies	-8.30%	Sodium hypochlorite underbudget-timing.

Administration

Director's Expenses	-44.50%	June and July stipends paid.
Truck and Auto Expenses	No budget	Repair parts-small dollar amount.
Office Expense	-14.60%	Codification, postage and temp service unbudgeted.

District Obligations:

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

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

Resolution #	Description	Budgeted	Amendment	Spent To Date
	No amendments to date.			
	Total To Date	\$ -	\$ -	\$ -

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

	BEG BAL	JUL	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>						
Wells Cargo enclosed trailer-unbudgeted		11,073	11,073	11,073	0	NA
Monte Verde HT Hard Iron "N" Impeller pump-unbudgeted		15,270	15,270	15,270	0	NA
		0	0	0	0	NA
<u>Treatment</u>						
		0	0	0	0	NA
		0	0	0	0	NA
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
		0	0	0	0	NA
<i>Total Capital Purchases 23-24</i>		26,343	26,343	26,343	0	NA

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

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	615,044	14,392	14,392	629,436	2,000,000	0.72%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	322,583	10,667	10,667	333,250	4,560,760	0.23%
Bay/Scenic Pump Station Rehab	76,756	0	0	76,756	900,000	NA
Pescadero Creek Area Pipe Rehab	181,931	2,350	2,350	184,281	500,000	0.47%
Vactor Receiving Station	86,668	0	0	86,668	400,000	NA
Lorca Lane Sewer Repair-budget amendment	81,482	0	0	81,482	0	NA
Santa Rita & Guadalupe Pipeline	30,453	19,262	19,262	49,715	3,669,330	NA
<u>Treatment</u>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<i>Total CIP Projects 23-24</i>	1,395,097	46,670	46,670	1,441,767	12,030,090	0.39%

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

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Perimeter Fence	48,856	0	0	48,856	275,000	NA
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	7,771,132	390,431	390,431	8,161,563	2,441,500	15.99%
Aeration Basin Improvements- unbudgeted	17,332	0	0	17,332	0	NA
Potable Water & Gas Main Replacement (COLL 5.5%)	43,444	0	0	43,444	300,000	NA
Plant Bridge Retrofit Project- unbudgeted	968	1,886	1,886	2,854	0	NA
RECL share	(209,821)	(10,542)	(10,542)	(220,363)	(65,921)	15.99%
PBCSD share (1/3 of cost)	(2,557,304)	(127,258)	(127,258)	(2,684,562)	(983,526)	12.94%
<i>Total Long Term CIP Projects 23-24</i>	5,114,607	254,517	254,517	5,369,124	1,967,053	12.94%
Total Capital (net of RECL and PBCSD)	6,509,704	327,530	327,530	6,837,235	13,997,143	2.34%

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: August 31, 2023
 SUBJECT: Monthly Report – July

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in July	18
Total Fees	\$3,060.00

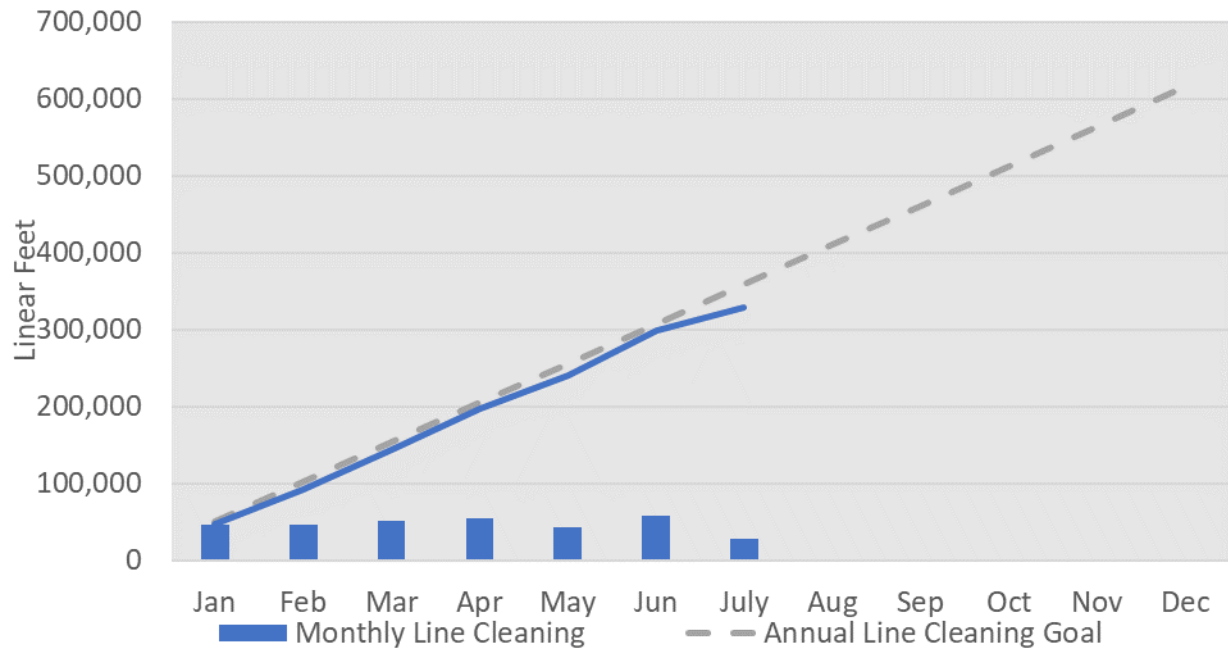
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 28,703 feet of sewer lines cleaned, there were no CCTV inspections during the month of July.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
July	28,703 ft.	6.98%	6 – 12 inches
June	58,782 ft.	14.29%	6 - 27 inches
May	42,730 ft.	10.39%	6 – 27 inches

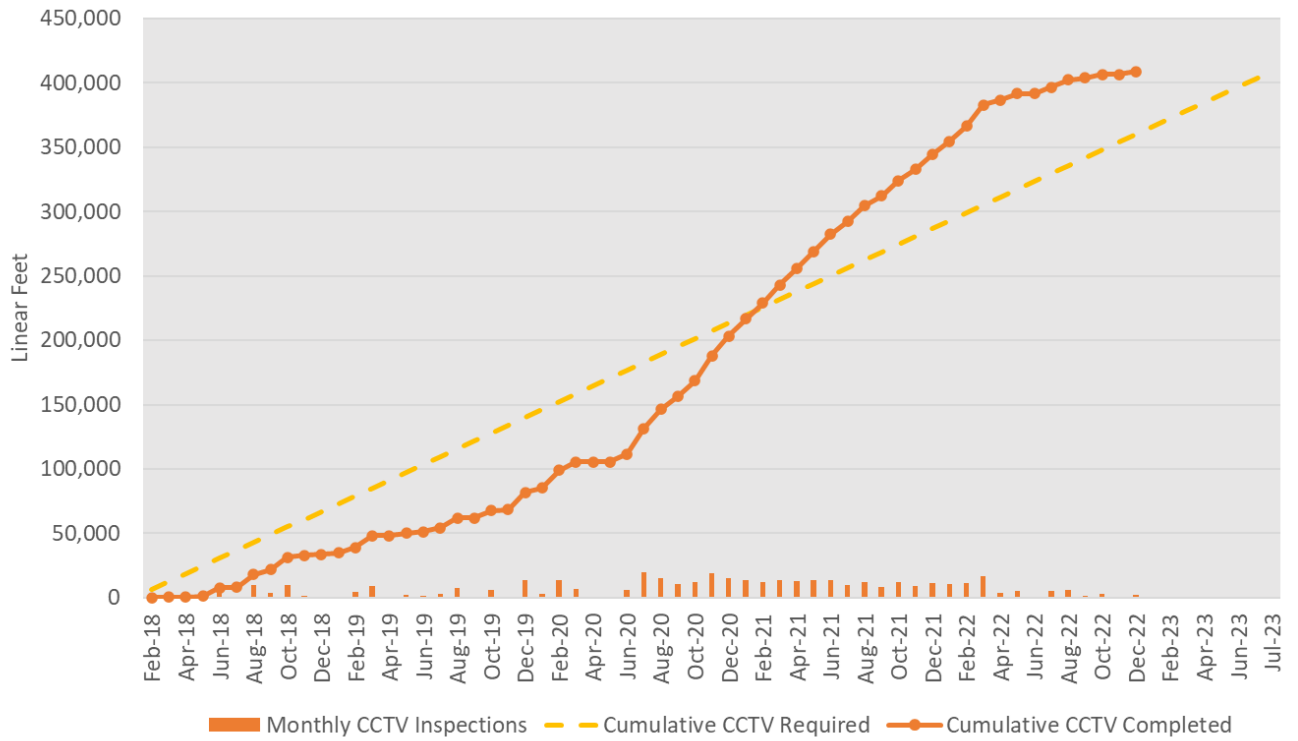
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	328,164	286,836

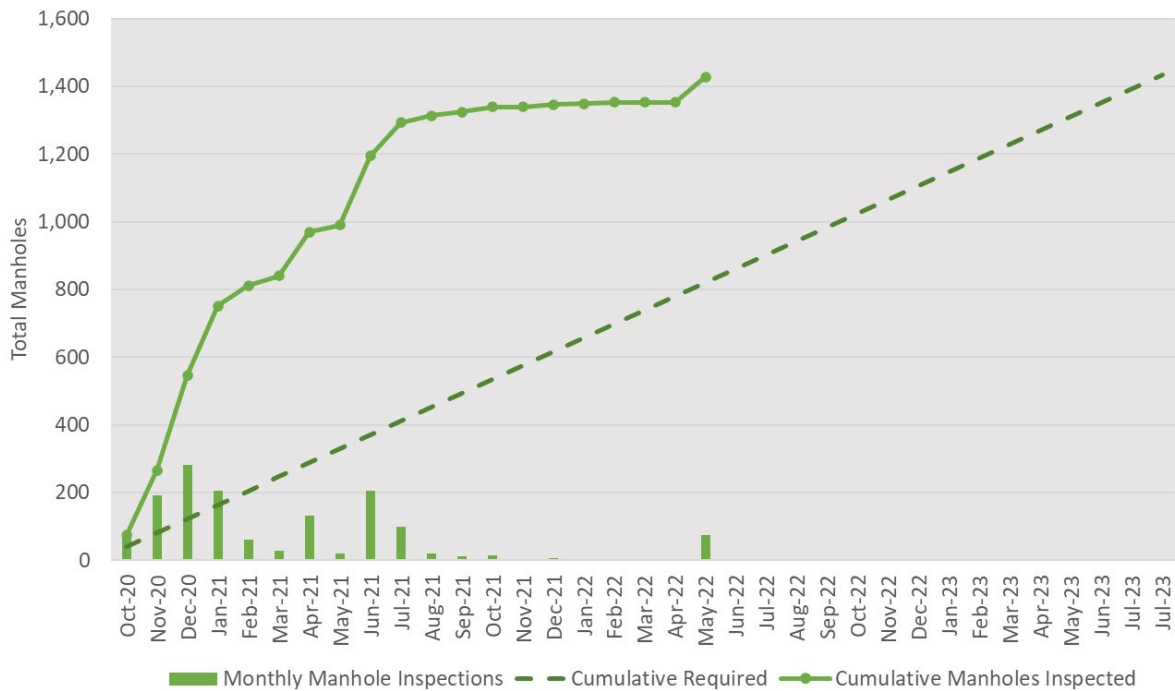
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

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

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

Total Required Amount (Manholes)	Actual Complete (Manholes)	Remaining (Manholes)
1,428	1,428	0

Riverwatch Update

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

Construction Activities

- N/A

Staff Development

- Staff completed several in-person tailgate training courses.
- Staff attended Collection System summer workshops in San Luis Obispo.

General comments

- N/A

Service calls responded to by crew

Date	Time	Callout	Resolution
7/7/2023	4:53 PM	Standing Water	Called by homeowner for a report of standing water or sewage in a valve box. Staff arrived to find a water meter leaking. Informed property owner to call the local water company. See call out map.
7/14/2023	9:15 AM	Possible Sewage Leak	Called by soil engineering company for water/sewage leak on a slide in back yard of property. The contractor noticed a foul smell to the water and asked if it was sewage. Staff checked the property and found no sewage lines in the rear of property only in the front of property and street. The contractor asked if it could be an old septic tank. Staff took samples and had the lab check for wastewater. The sample came back with no traces of wastewater. See map for location.

Date	Time	Callout	Resolution
7/19/2023	8:34 AM	Possible Sewage Leak	Called by the main office for a water or sewer leak on the Mission Trail system. Staff arrived on scene to find standing water and a muddy section of the trail walkway. Staff had noticed this the previous week while walking easements and had investigated the leak then. Staff checked for a lateral spill and cleaned the District main line in the area and found no problems. Staff took water samples to the lab for testing if the standing water has any traces of wastewater. The sample came back with no traces of wastewater. See call out map.
7/20/2023	4:28 PM	Lateral Overflow	Called by Carmel Fire Department for a possible sewer main overflow. Staff cleaned District main line and found no problems in District's line. Staff informed the resident to call a plumber of their choice. See call out map.
7/24/2023	3:57 PM	Lateral Overflow	Called by Carmel Fire Department for a possible sewer main overflow. Staff cleaned District main line and found no problems in District's line. Staff informed the resident to call a plumber of their choice. See call out map.

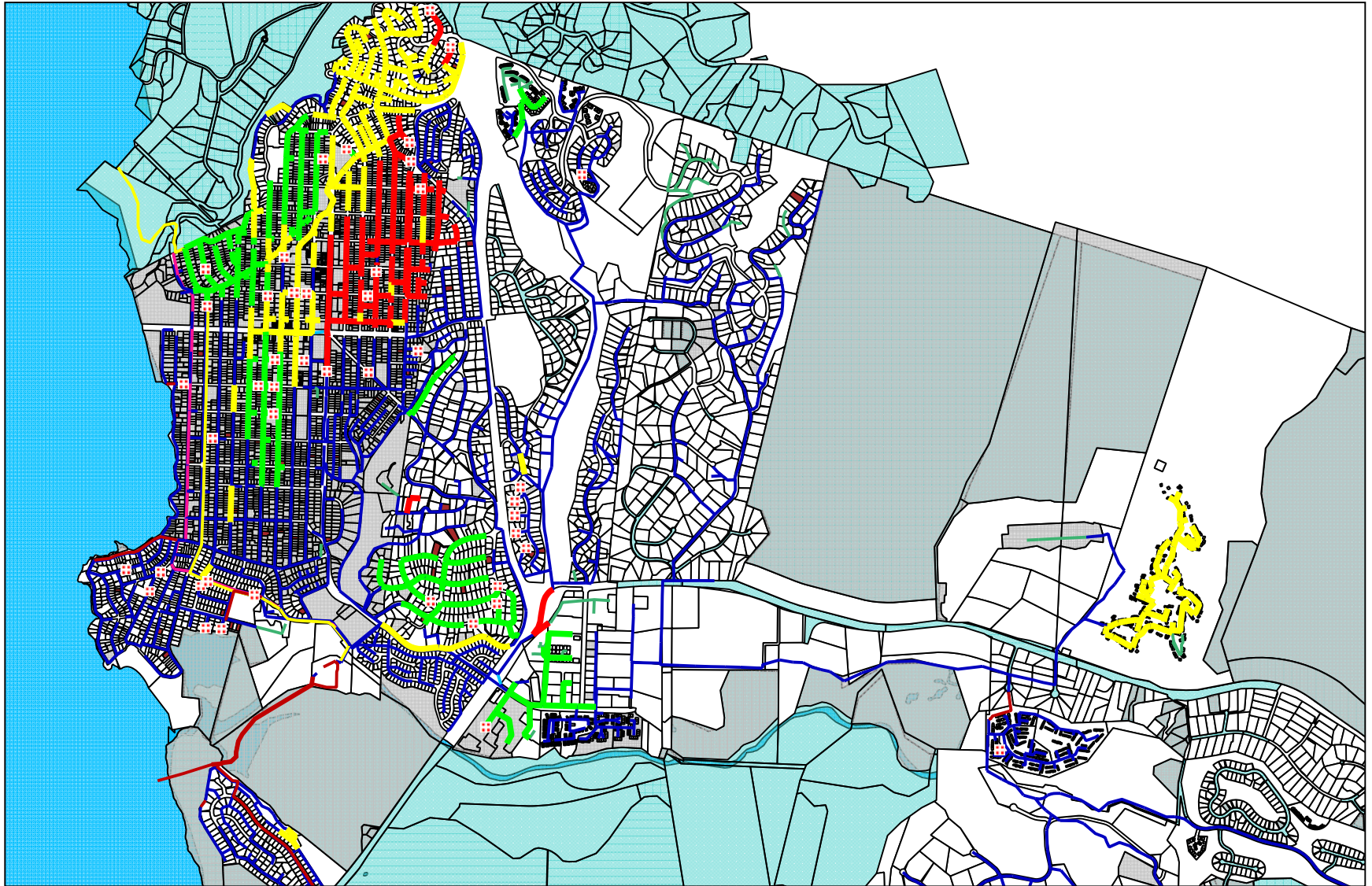
USA Location Requests – 182

Plumbing permit inspections – 15

Private Sewer Lateral Compliance Certificates Issued – 12

July (Red) 28,703 feet
June (Yellow) 58,782 feet
May (Green) 42,730 feet

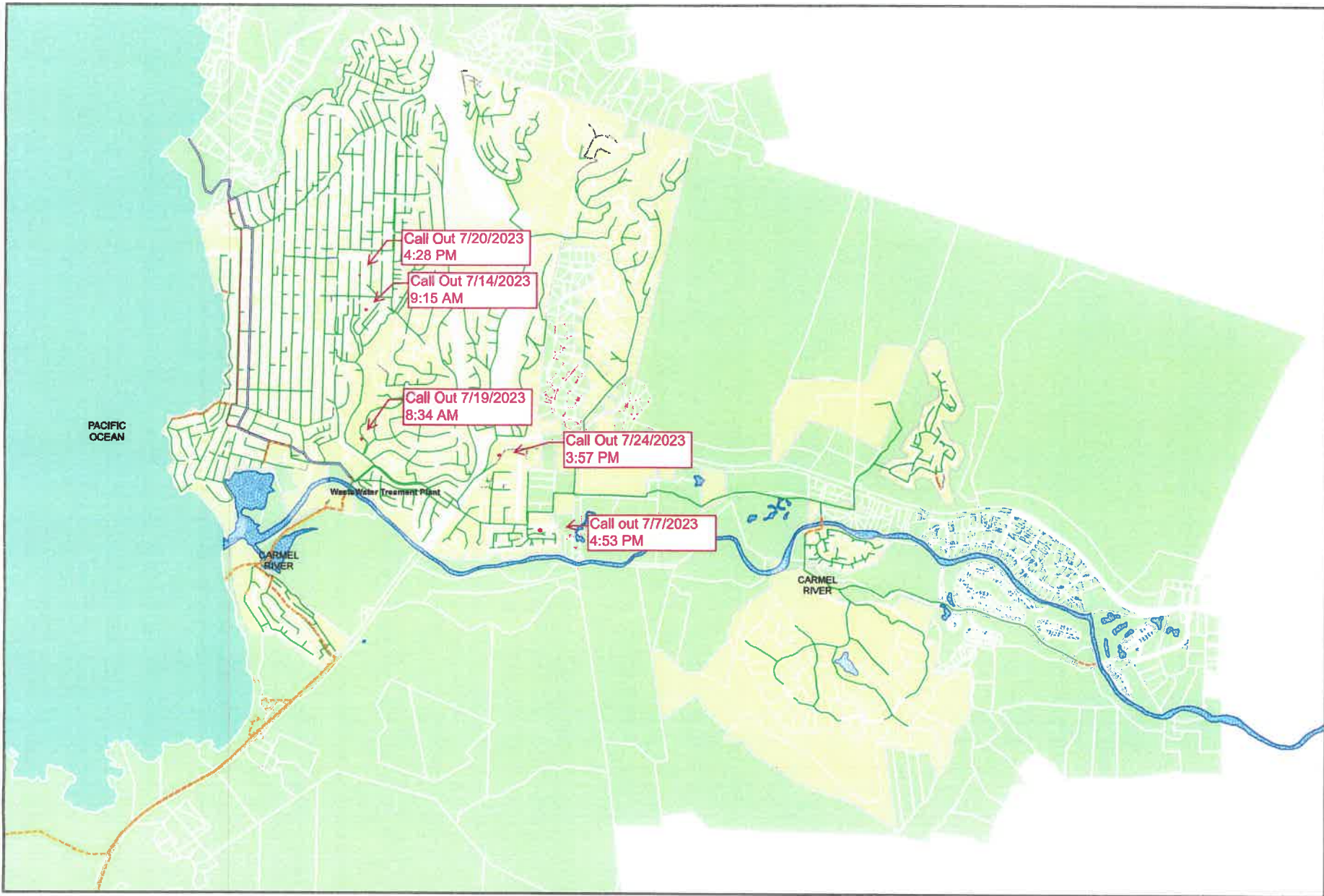
Monthly Cleaning Map



RedZone
ROBOTICS

8/8/2023





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

Carmel Area District
Wastewater District
 Sanitary Sewer System Inventory



Created by
 RedZone Robotics
 Revised 10/2013

STAFF REPORT



To: Board of Directors

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

Date: August 31, 2023

Subject: Monthly Safety Report (for July 2023)

RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **July 5- Tailgate Training; Cart Safety.** Ray DeOcampo, Lab Supervisor, gave a presentation on cart safety. Up to seven carts are used throughout the day at the plant. While they may seem relatively safe due to their lower speeds, a key factor to consider is that they do not have seatbelts. Also, because carts are nimble, drivers may be tempted to weave around pedestrians and other vehicles/equipment; however, pedestrians and vehicles have the right of way. As a follow-up to this tailgate, a safety improvement was made by painting lane striping at a problematic blind corner near the Collections equipment bay.
- **July 12- Required Training; COVID Plan.** S/C Admin Dias gave a training on the new COVID plan. The State of California recently promulgated what is hoped to be the last of a series of workplace regulations regarding COVID. The previous “emergency” regulations expired and the current “non-emergency” regulations will remain in effect until February 2025. The latest standards are even more simplified than previous state updates. With the latest highly contagious COVID virus variants, maximizing outdoor air circulation is key.

- **July 19- Tailgate Training; New Equipment Training.** Greg Ange, Maintenance Mechanic III, gave a safety talk on the new shop press. A shop press is typically used to press bearings on and off of pump shafts and bearing housings.

They generate up to 20 tons of pressure and if not applied correctly the bearing can shatter and spray ball bearings and shrapnel severely injuring or even killing a worker. Proper technique and the use of safety shielding were demonstrated. If a worker was unsure how to use the press, they were instructed to request assistance.

- **July 26- Demonstration of New Confined Space Davit System.** *See Ongoing Safety Improvement section below.*

Ongoing Safety Improvements

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

New Confined Space Davit System. Davit systems are used to lower and raise a person into and out of a confined space such as a tank, basin, vault or manhole. It was noted that the Collections crew uses a tripod davit system for manholes and wet-wells at their lift stations. The tripod is heavy, bulky and awkward to set up. It takes at least two (typically three) people to set up and workers cannot safely tie-off to a tripod system. A new system was purchased that simply attaches to the trailer hitch of a truck and can be set up within a few minutes by a single person. This type of system also creates an anchor point (or tie-off point) where workers standing near the open space can attach safety belts so they cannot fall into the space.

Tours and Outreach

- **Tours.** On-site tours remain on temporary hold while several areas of the plant are being impacted by Phase II construction activities. The heaviest work of Phase II is winding down with most work now taking place indoors or in areas not on the tour route. However, the repaving project is set to begin shortly. This would impact site safety until completed in the early fall. It is hoped on-site tours can resume at that time.

Injuries; First Aid Incidents; Workers Compensation Claims

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

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

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
Report for: July 2023	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.289	0.848	0.826	0.861	68.046	215.70	661.64
PBCSD Flow	12.345	0.398	0.353	0.475	31.954	141.01	432.54
Total Plant Flow	38.634	1.246	1.179	1.336	100.00	356.70	1094.18
Tertiary Flow	33.105	1.068	0.925	1.296	85.689	148.86	456.63
Ocean Discharge	3.316	0.107	0.094	0.132	8.583	210.38	645.35
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	148.86MG (456.63acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.39 BG (28.83 K acre-ft.)
12 Month Rolling Total Reclamation Production	304.13 MG (933.38 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jul'23 kWh	Price per kWh	Jul'23	Jun'23	May'23	Apr'23
Secondary	82,226.00	\$ 0.224	\$ 18,381.69	\$ 12,725.31	\$ 15,062.49	\$ 17,864.24
Blowers	64,741.00	\$ 0.216	\$ 13,985.79	\$ 16,133.96	\$ 9,997.98	\$ 9,724.66
CAWD Total	146,967.00		\$ 32,367.48	\$ 28,859.27	\$ 25,060.47	\$ 27,588.90
Tertiary	78,611.60	\$ 0.232	\$ 18,222.74	\$ 19,202.31	\$ 15,599.08	\$ 12,244.15
MF/RO	117,737.00	\$ 0.238	\$ 28,068.60	\$ 28,209.32	\$ 25,257.80	\$ 21,865.57
Reclaim Total	196,348.60		\$ 46,291.34	\$ 47,411.63	\$ 40,856.88	\$ 34,109.72
Adjusted Monthly Totals (1)	CAWD Total		\$ 19,815.70	Reclamation Total		\$ 58,843.12

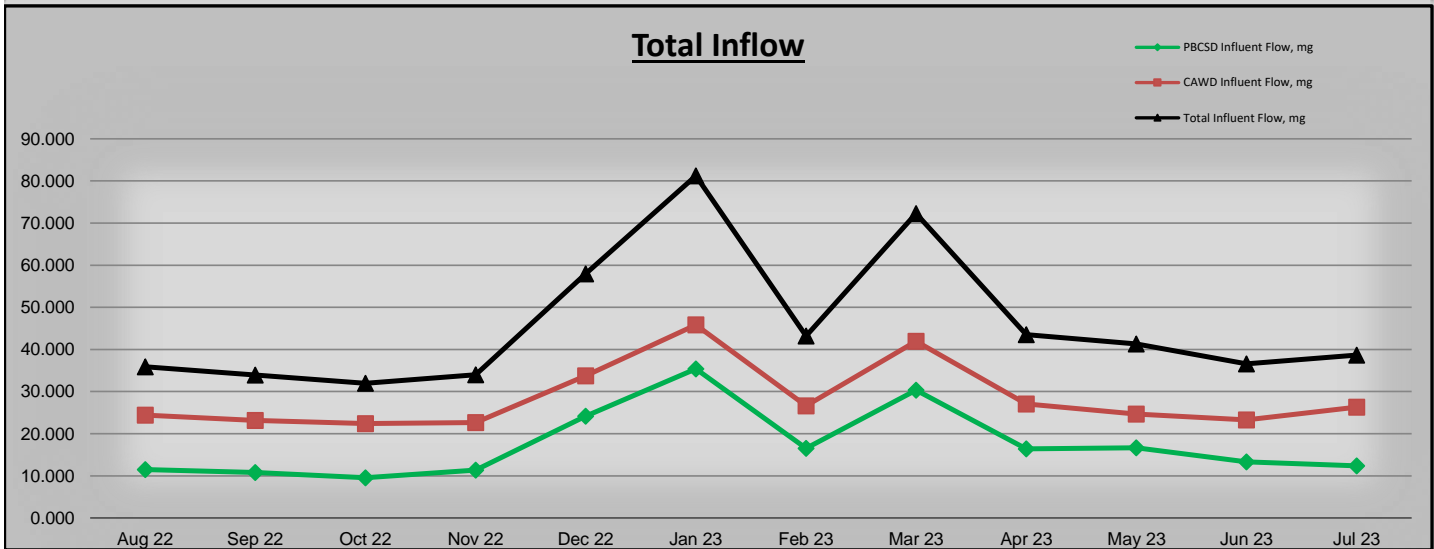
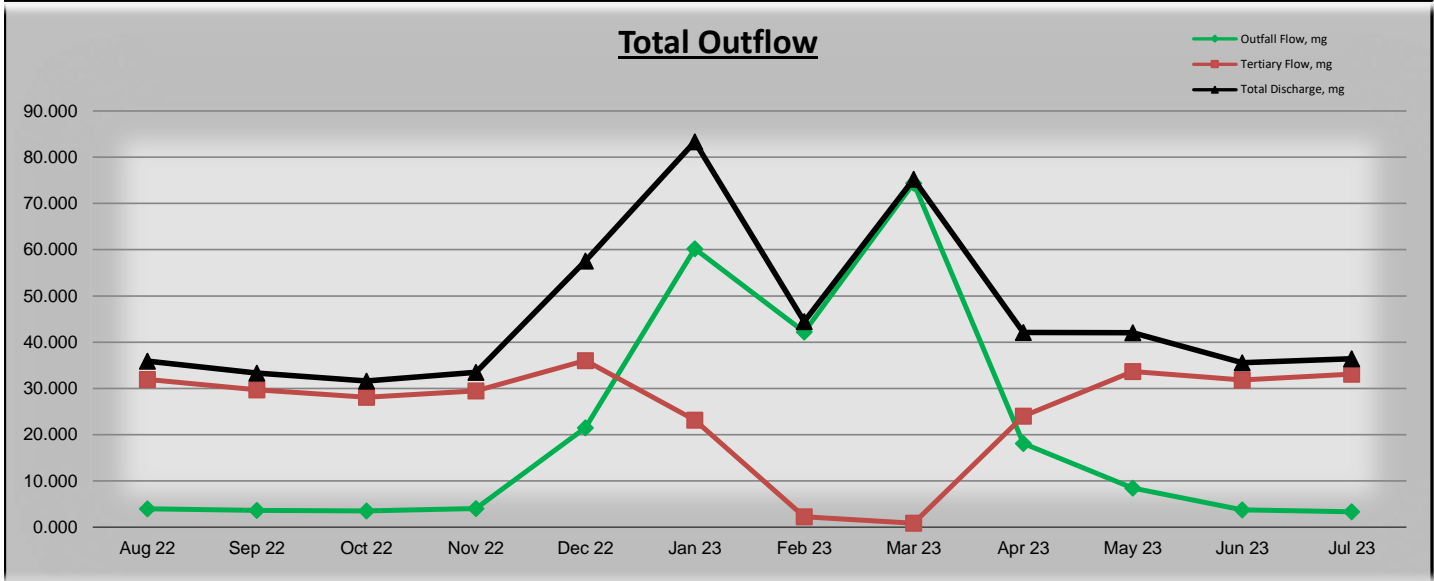
kW-h Per Acre Foot

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

MICROTURBINE SUMMARY

Month	Jul '23 kW-h	June'23	May'23	Apr'23	Accumulated Totals
Production,kW-h	14,734	20,566	15,683	4,030	1,379,304.00

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

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

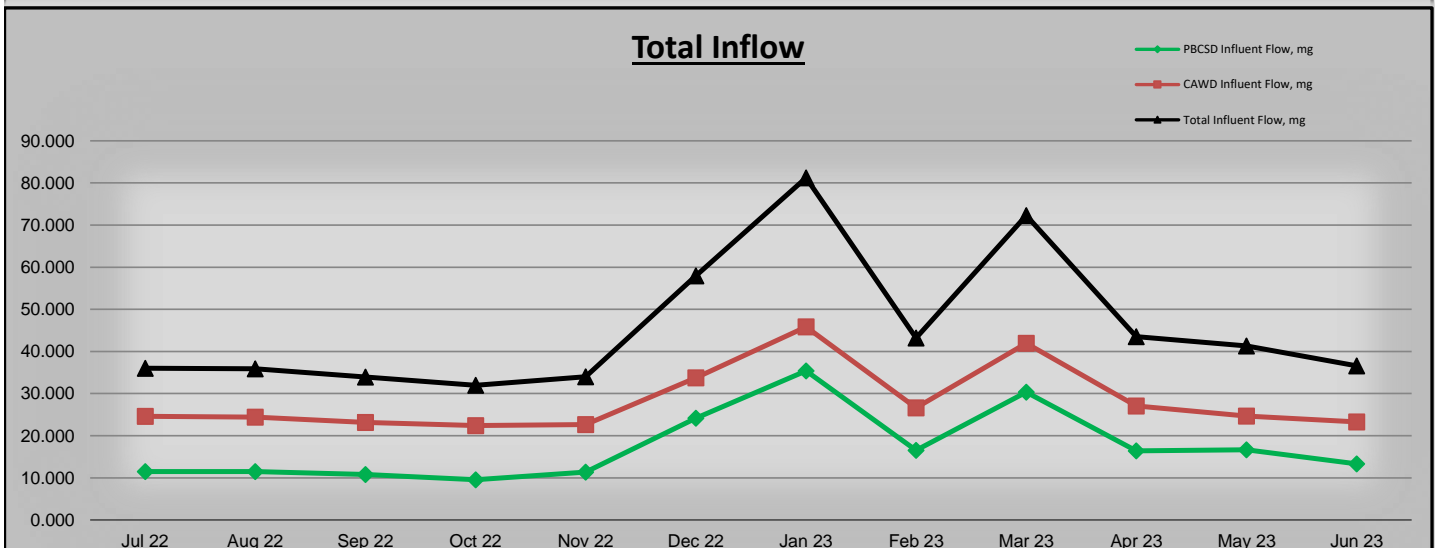
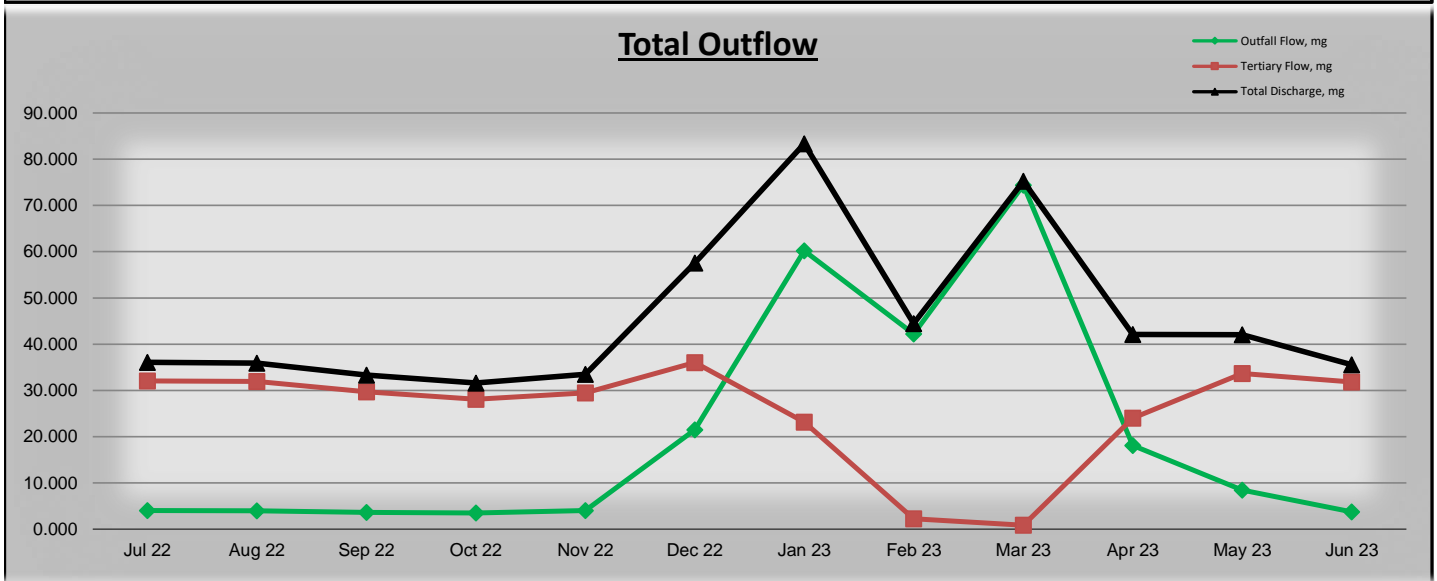
kW-h Per Acre Foot

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

MICROTURBINE SUMMARY

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

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



Wastewater Treatment Facility Operations Report

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

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

kW-h Per Acre Foot

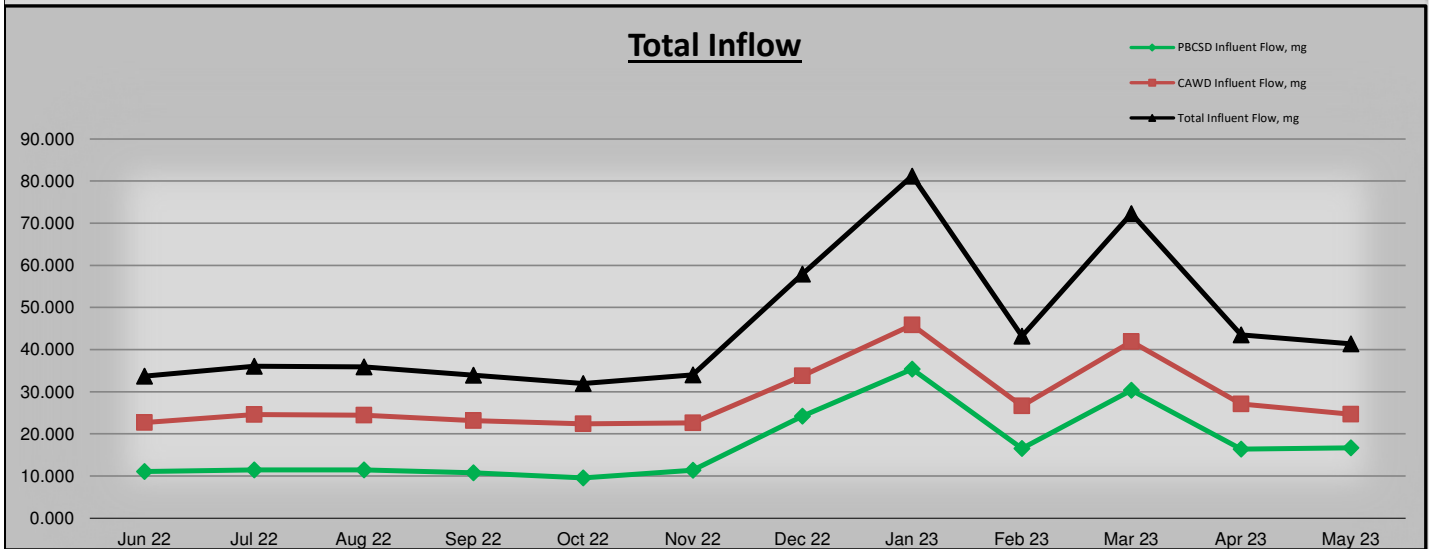
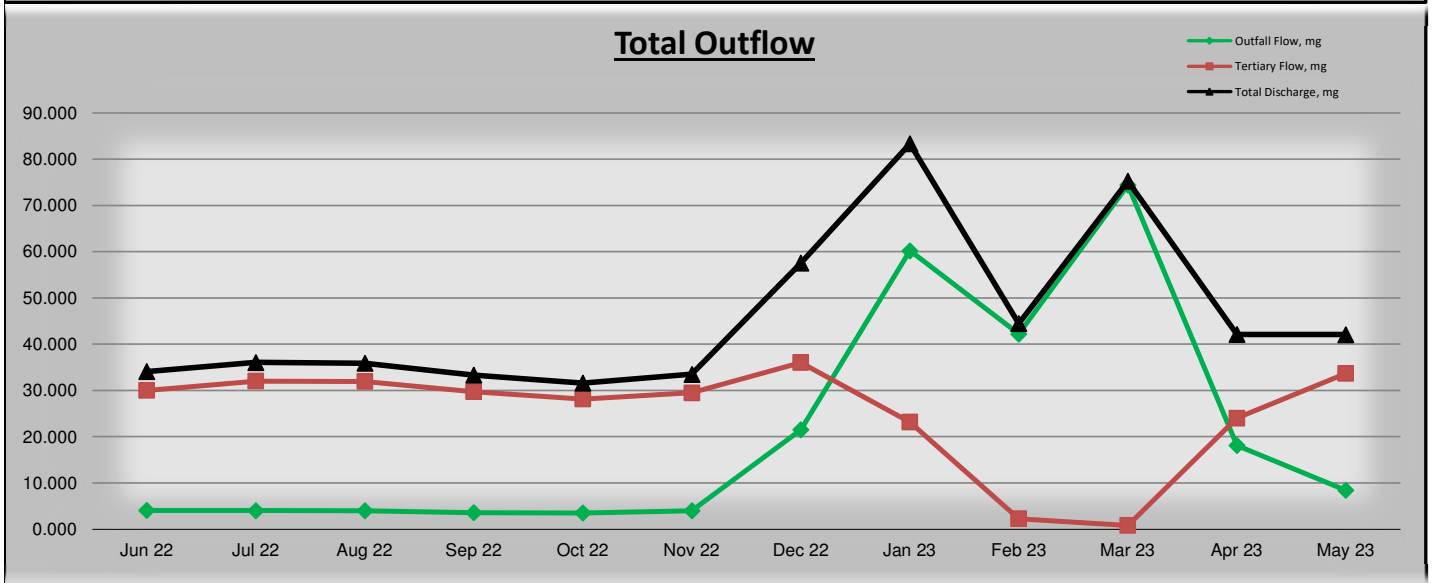
	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	N/A	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	N/A	N/A	N/A

MICROTURBINE SUMMARY

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

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

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



STAFF REPORT



To: Board of Directors
From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor
Date: August 31, 2023
Subject: Monthly Report – July 2023

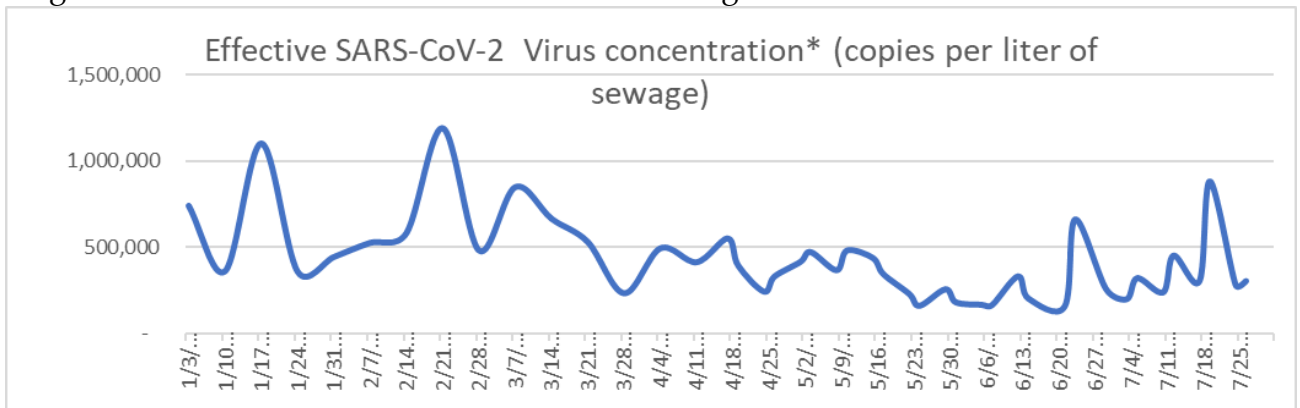
RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

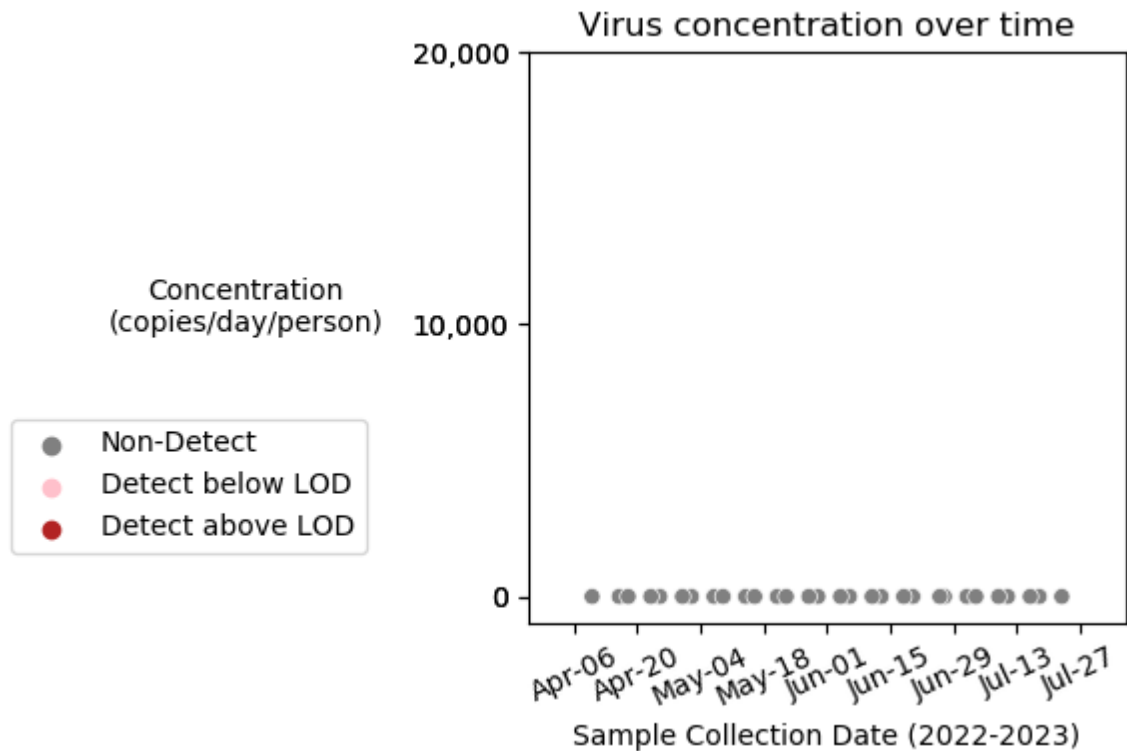
LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for Carmel Area Wastewater District (CAWD) composite samples of the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the CAWD website: [Biobot Analytics Weekly Reports on SARS-CoV-2](#). The graph format presentation will be changing in August 2023 due to a Biobot file transmission change.



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

Carmel Area Wd (Ca) - Facility Influent Monkeypox virus in wastewater



- Monkey Pox data results for July 2nd, 4th, 11th, 16th, 18th, and 23rd, are “not detected and below the limit of detection” (LOD).
- Mr. Jacob Gams started on June 26, 2023, as the new hire Laboratory Analyst I/ Environmental Compliance Inspector I. Mr. Gams has a California Water Environment Association Laboratory Grade II certificate.
- On July 11, 2023, CAWD Final Effluent and Biosolid samples were collected for National Pollutant Discharge Permit Elimination System (NPDES) Semi Annual and Quarterly schedule. Samples were shipped to Fruit Growers Laboratory for analysis and results will be available when received.
- On July 11, 2023, the final effluent sample was collected for the Semi-Annual Toxicity and sent to Aquatic Bioassay Consulting Laboratory. Sample results will be available when received.

ENVIRONMENTAL COMPLIANCE REPORT

- Source Control staff was limited to inspections this month due to low staffing and training the new hire, Jacob Gam coupled with the requested leave of absence of Trevor Weidner Holland.
- Wilsons Plumbing had contacted Mr. De Ocampo on multiple phone calls regarding the Bagel Bakery grease trap requirements to install a new grease trap. Mr. Wilson is researching which type of grease trap can be plumbed correctly. Mr. Wilson will send the specifications of the grease trap and submit it to the District Engineer for approval.
- Swift Car and Dog Wash, formerly Carmel Rancho Car Wash has submitted a discharge permit application, there has been no change from the previous plumbing discharge. The anticipated opening would be in August 2023.

Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
From Scratch Restaurant			Not able to do on site follow up, called staff to confirm that grease trap was cleaned.
Aabha Indian Cuisine			Not able to do on site follow up, called staff confirm that grease trap was cleaned.

Grocery Store/Delicatessen Inspections

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments

Compliance Register

% Compliance	Maintenance	Mechanical
May 2023	100	100
June 2023	78	100
July 2023	98	100

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

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



Treatment Plant Capital Project Summaries



Photo: New Sludge Tank Under Construction

Project Number:	18-01	
Project Name:	Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	In Construction	
Project Description:	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$9,137,431	\$8,161,563
Financial:	FY Budget:	FY Spent:
	\$4,820,750	\$390,431
Reclamation Share:	Estimated at 2.7% of project cost.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Equipment Supply Chains	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY2021/2022 into FY2022/2023 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

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

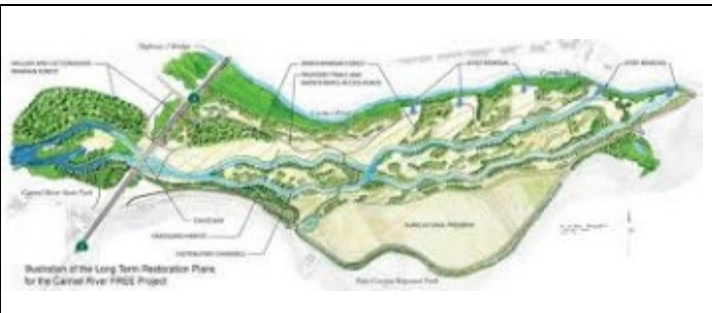


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

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



Photo: Existing air diffuser system

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




Photo: Existing Dilapidated Fence


Project Number:	19-18	
Project Name:	Perimeter Fencing	
Project Location:	Wastewater Treatment Plant (WWTP)	
Project Manager:	Treanor	
Status:	Design/CEQA	
Project Description:	Install a new fence around the perimeter of the WWTP.	
Department:	Treatment	
Financial:	Cumulative Budget: \$275,000	Cumulative Spent: \$48,856
	FY Budget: \$275,000	FY Spent: \$48,856
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), Coastal Developmental Permit (CDP) Notification	
Challenges:	Environmental Mitigations	
Schedule:	<ul style="list-style-type: none"> Design in FY2022-2023 Construction in FY2023-2024 	
Consultants:	Kennedy Jenks	
Contractor:	TBD	



Photo: Gas Meter on North Side of River

Project Number:	22-03	
Project Name:	WWTP Gas and Water Main Replacement	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	In Design	
Project Description:	The WWTP natural gas and water utility service exists on the opposite side of the Carmel River from the WWTP. CAWD owns the piping under the river for these utilities. The water line and gas line are PVC and identified as having a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion.	
Department:	Treatment	
Financial:	Cumulative Budget: \$300,000	Cumulative Spent: \$43,444
	FY Budget: \$100,000	FY Spent: \$0
Reclamation Share:	N/A	
Other Entities:	Cost Share w/ Collections @ 5.5%	
Permits Required:	TBD	
Challenges:	Underground work in riparian area	
Schedule:	<ul style="list-style-type: none"> Currently undergoing alternatives analysis study Design in FY2022-2023 Construction in FY2023-2024 	
Consultants:	Kennedy Jenks	

Contractor:	N/A	
		
<i>Photo: Conceptual Rendering of Public Use and Bridge</i>		
Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Funding Strategy	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$550	\$2,854
Financial:	FY Budget:	FY Spent:
	\$0	\$0
**No budget. Funding potential via Carmel River settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining Funding and Community Support	
Schedule:	Currently working on video and marketing outreach effort	
Consultants:	TBD	
Contractor:	TBD	

		
<i>Photo: CAWD Vactor Truck</i>		
Project Number:	22-06	
Project Name:	Vactor Receiving Station	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Design Phase	
Project Description:	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$354,950	\$86,688
Financial:	FY Budget:	FY Spent:
	\$104,950	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Coastal Developmental Permit (CDP) Notification	
Challenges:	Design for ultimate user satisfaction.	
Schedule:	Construction in FY2023/2024	
Consultants:	Kennedy Jenks	
Contractor:	TBD	

Reclamation Capital Project Summaries



Photo: Existing totes used for Sulfuric Acid storage and Feed

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

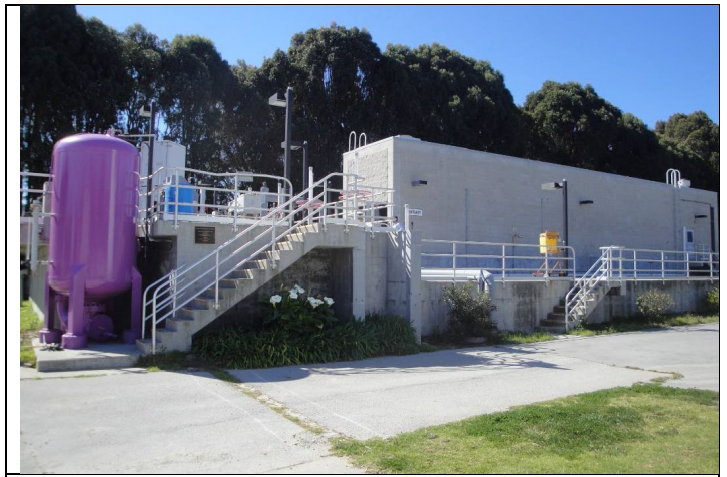


Photo: Exterior of Tertiary Building

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

Collections Capital Project Summaries



Photo: View gravity pipe in Carmel easement

Project Number:	19-03	
Project Name:	Carmel Meadows Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Buikema	
Status:	3 rd Party Review	
Project Description:	The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget: \$2,471,949	Cumulative Spent: \$629,436
	FY Budget: \$2,000,000	FY Spent: \$14,392
Permits Required:	Coastal Permit and Environmental Review	
Challenges:	Redirecting the sewer to the pump station without requiring booster pumps for all individual houses.	
Schedule:	Design and Environmental Review completed 6/28/22. Construction on hold for permitting.	
Consultants:	SRT Consultants, WRA Environmental, TBC Communications	
Contractor:	TBD	



Photo: Looking at Pump Station Exterior

Project Number:	20-07	
Project Name:	Bay/Scenic Pump Station Rehabilitation	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design / CEQA	
Project Description:	Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.	
Department:	Collections	
Financial:	Cumulative Budget: \$680,892	Cumulative Spent: \$76,756
	FY Budget: \$650,000	FY Spent: \$0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	Exemptions from CEQA and Coastal dependent on panel location requirements.	
Challenges:	Traffic Control, Panel Location away from bluff	
Schedule:	Construct 2023/2024 Fiscal Year	
Consultants:	SRT Consultant	
Contractor:	Pending	



Photo: Pipe Bursting Limits on Scenic

Project Number:	20-08	
Project Name:	Scenic Rd Pipe Bursting - Ocean to Bay	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design / CEQA	
Project Description:	Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$3,731,786	\$333,250
Reclamation Share:	FY Budget:	FY Spent:
	\$3,500,000	\$10,667
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	CEQA & Coastal Commission permit required.	
Challenges:	Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.	
Schedule:	CEQA complete 11/1/2023, Construction 2024	
Consultants:	MNS, Rincon, TBC Communications	
Contractor:	Pending	

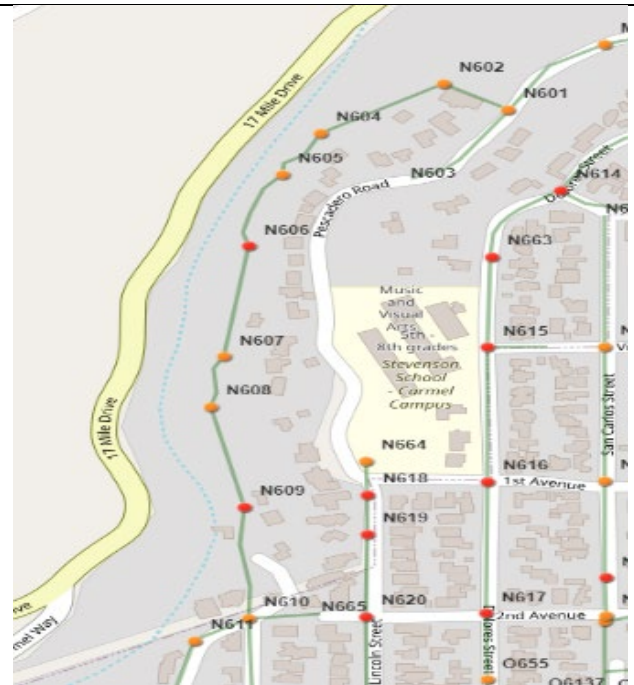


Photo: Sewer Line at Pescadero Creek

Project Number:	21-05	
Project Name:	Pescadero Sewer Relocation	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design / CEQA	
Project Description:	Relocate damaged pipe from creek slope to roadway	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,689,236	\$184,281
Reclamation Share:	FY Budget:	FY Spent:
	\$100,000	\$2,350
Other Entities:	N/A	
Permits Required:	Environmental Review	
Challenges:	Narrow road, depth of manhole, houses to be placed on individual pumps	
Schedule:	Start design, public outreach, & Environmental in Winter 2023.	
Consultants:	MNS, Denise Duffy, TBC Communications & Media	
Contractor:	TBD	

Photo: LT Capital Schedule

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

Lorca Lane Sewer Replacement



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

Santa Rita & Guadalupe #23-01



Project Number:	23-01	
Project Name:	Santa Rita & Guadalupe	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design	
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
Financial:	Cumulative Budget: \$3,869,330	Cumulative Spent: \$49,715
	FY Budget: \$171,464	FY Spent: \$19,262
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea,	
Permits Required:	None	
Challenges:		
Schedule:	Construct 2024	
Consultants:	MNS Engineers	
Contractor:	TBD	

Collections Non-Capital Project Summaries



Photo: River Watch logo

Project Number:	20-05	
Project Name:	River Watch Agreement	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Work in Progress	
Project Description:	Work with Collections to provide data that is needed to satisfy the milestones in the agreement with River Watch. As of May 2022, staff completed all of the 1,478 District manholes for the Fiscal Year 2022-2023.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	N/A	N/A
Financial:	FY Budget:	FY Spent:
	N/A	N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:	Completing all projects near water bodies in time is unlikely for the February 2024 deadline due to lack of public approval.	
Schedule:	Due date February 2024	
Consultants:		
Contractor:	N/A	

Pipeline Spot Repair 2023-02



Project Number:	23-02	
Project Name:	Pipeline Spot Repair 2023	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Completed -Notice of Completion approval August Board meeting	
Project Description:	Bid award in April 2023	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$130,570	\$-0-
Financial:	FY Budget:	FY Spent:
	\$118,700	\$-0-
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea,	
Permits Required:	None	
Challenges:		
Schedule:	Construct 2023	
Consultants:		
Contractor:	Rooter King	

Assessment Districts/Annexations

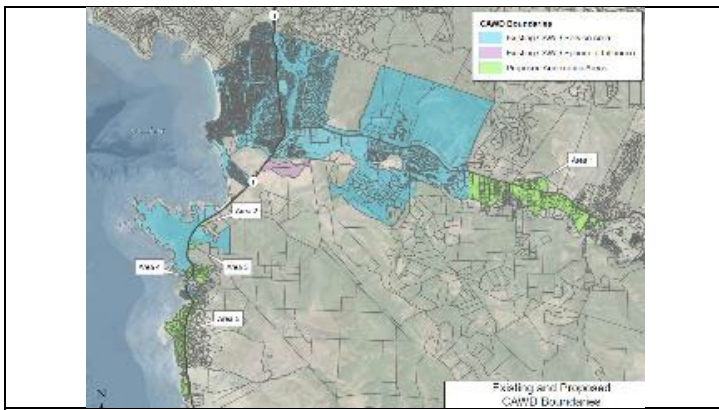


Photo: Areas of Potential Annexation

Project Number:	18-21	
Project Name:	Corona Road Sewer Assessment District	
Project Location:	Corona Road Neighborhood	
Project Manager:	Lather	
Status:	In design phase by Assessment Engineer. Ongoing organizing efforts for Special Assessment District. The boundary map was approved by Board of Supervisors on August 22, 2023. The District is waiting for the signed resolution from the County of Monterey.	
Project Description:	The project will provide sewer facilities to the Corona Road neighborhood and parcels on the west side of Highway 1, across from Corona Road. #18-21 Corona Road (Deferred Revenue**)	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent: \$0
	FY Budget:	FY Spent: \$0
** No Budget included for project because the initial costs were funded by Corona Road residents. District has agreed to fund a portion of environmental work \$56,200 (Res #2022-62).		
Permits Required:	Coastal Permit, CalTrans Encroachment permit, Environmental Review	
Challenges:	Assessment District process/approval and obtaining easements for pump station. Funds from homeowners in the amount of \$67K have been received by CAWD.	
Schedule:	Assessment District (AD) proceedings pending approval of Septic to Sewer Grant & Loan Funding. Estimate start AD process in June 2023. The boundary map was approved by Board of Supervisors on August 22, 2023.	
Consultant:	Denise Duffy & Associates and Monterey Bay Engineers	

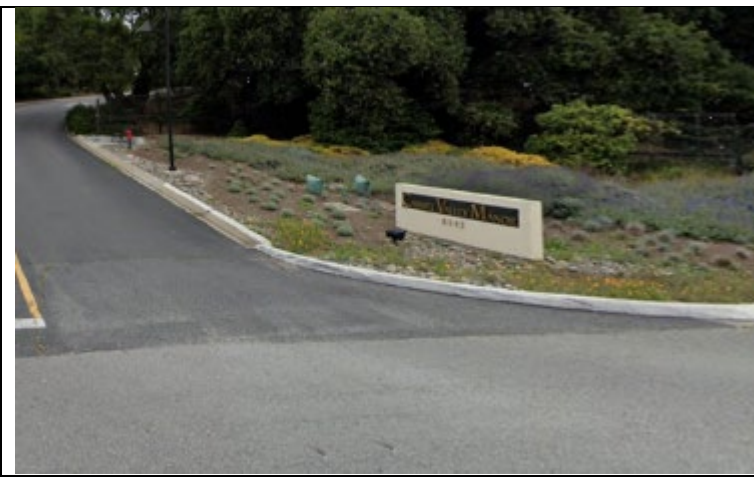


Photo: Entrance to Carmel Valley Manor

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



Photo: Location of Rancho Cañada Village Subdivision

Project Number:	23-03	
Project Name:	<i>Rancho Cañada Village Subdivision</i>	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design by Property Owner	
Project Description:		
Department:	Collections	
Financial: this is an unbudgeted item- under repayment agreement (no funds received)-	Cumulative Budget:	Cumulative Spent:
	\$0	\$
	FY Budget:	FY Spent:
	\$0	\$0
Other Entities:		
Permits Required:		
Challenges:		
Schedule:		
Consultants:		
Contractor:		

Other Non-Capital Project Summaries



ADP Workforce Now

Photo: ADP Clip Art

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



Photo: Real Estate Clip Art

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



Photo: Cyber Security Clip Art

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



Photo: Six Sigma Clip Art

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



Photo: California coastline

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

STAFF REPORT

To: Board of Directors
From: Ed Waggoner, Operations Superintendent
Date: August 31, 2023
Subject: Monthly Operations Reports – July 2023



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of July.
- (Project #18-01) Startup and testing of the effluent pumpstation bypass system and construction work began on July 13.
- Enersponse Demand Reduction event occurred July 17 from 6:00 pm till 8:00 pm.

Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration (MF) Cells 1, 2, and 3. The cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- (Project #21-09) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA). Operations staff continues working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.
- Operations staff performed startup of the new bulk Sulfuric Acid/Citric Acid systems on Wednesday July 12.

Training:

- Staff participated in scheduled tailgate safety meetings in the Digester building conference room.
- Operator Rommell Lopez and Mechanic/Collections Operator Seth Steel-Freitas attended Confined Space Rescue Training in Alburn, California from July 9 through July 13.

Capital Improvement:

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

Meetings Attended

- July 11, Operations Superintendent attended the Monterey Bay Water Works Association Training Event at Castroville County Water District on standby generators permitting and operations.
- July 13, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County.
- July 21, zoom meeting with Trussell Technologies to review the past three months operational data on the Wastewater Reclamation Project.
- In-house meeting on July 25 for Source Control with Operations Superintendent, Laboratory Supervisor and District Engineer on next steps to take on the Fats, Oil, and Grease Program.
- July 27, Operations Superintendent met with the Regional Sales Manager for Toray Membranes for the Reverse Osmosis (RO) System. Toray made suggestions on the upcoming membrane replacement on stages 3 & 4 on all RO Trains.
- July 29, Operations Superintendent attended the Pebble Beach Community Service District Open House. Manned the Carmel Area Wastewater District informational booth to answer questions about CAWD's operation and presented educational material on Fats, Oil, and Grease along with promotional items.
- (Project #18-01) Weekly Teams meeting on the construction progress of the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

Discharge Permit Violations

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

FUNDING

N/A-Informational item only

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: August 31, 2023
Subject: Monthly Maintenance Report – July 2023

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- Update: The Reclamation sand filter air compressors are out of service due to breaker issue. Staff rebuilt the compressor electrical system and placed the compressors back in service. The compressor inspection and maintenance was completed by Cisco Air Systems.
- Update: The Reverse Osmosis (RO) Clean-In-Place (CIP) pump failed. This pump has had multiple failures in the last 3 years. The failure analysis identified cavitation as the cause. A second smaller pump will be installed to run at the lower flows required for 3rd and 4th stage cleanings.
- Staff is working on improved organization and labeling of confined space rescue, emergency response and collections emergency response utility trailers.
- Exceedio replaced three obsolete Ethernet switches at the new treatment plant with new units. This is a cybersecurity improvement and is necessary to maintain a high level of network uptime.
- Additional wiring was added to the new RO sulfuric chemical dosing pumps to provide run status and feedback. This will provide better visibility into the system if a pump is offline and will notify operation staff before there is an issue that could shut down the RO system.

Upcoming Maintenance Projects

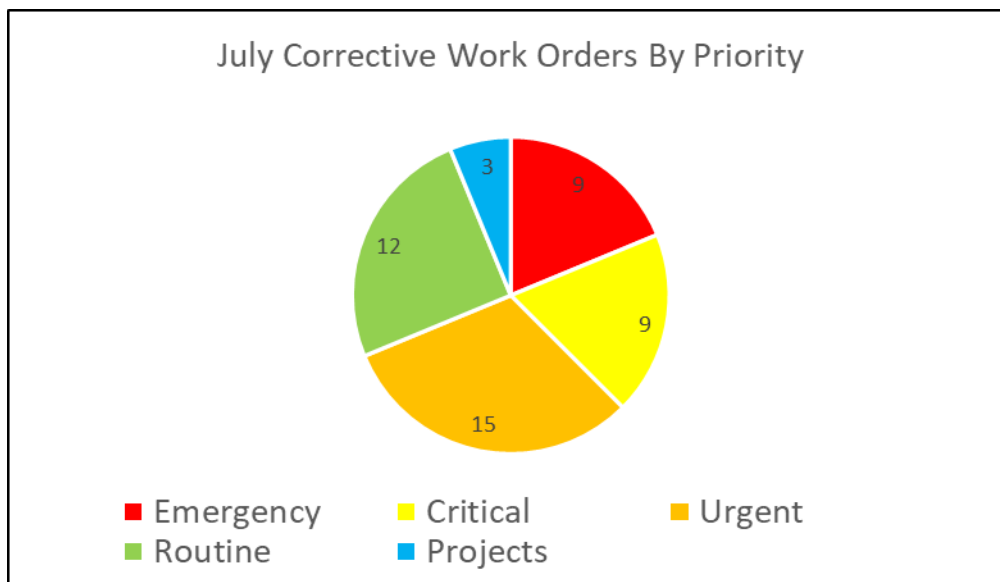
- The sewage pumps at Bay & Scenic and Monte Verde are scheduled to be replaced in August. After the last pump inspection, signs of age were observed and the pumps have been in service for over 15 years. The cost to replace versus rebuild is comparable so replacement is the better solution.
- The Reclamation backwash waste pump plastic pipe reducer has a crack and requires replacement. There are redundant pumps so both reducers will be replaced with ductile iron to improve resiliency.
- The suction valve for the effluent RO reject pump did not seal when the pump was removed for repair. A new valve was ordered so it can be changed while the effluent pump station is bypassed for construction work. The contractor is replacing the other effluent pump valves as part of the project.
- The Digester Ferric dosing line is scheduled for replacement due to age. There was some visible ultraviolet deterioration observed during an equipment inspection.

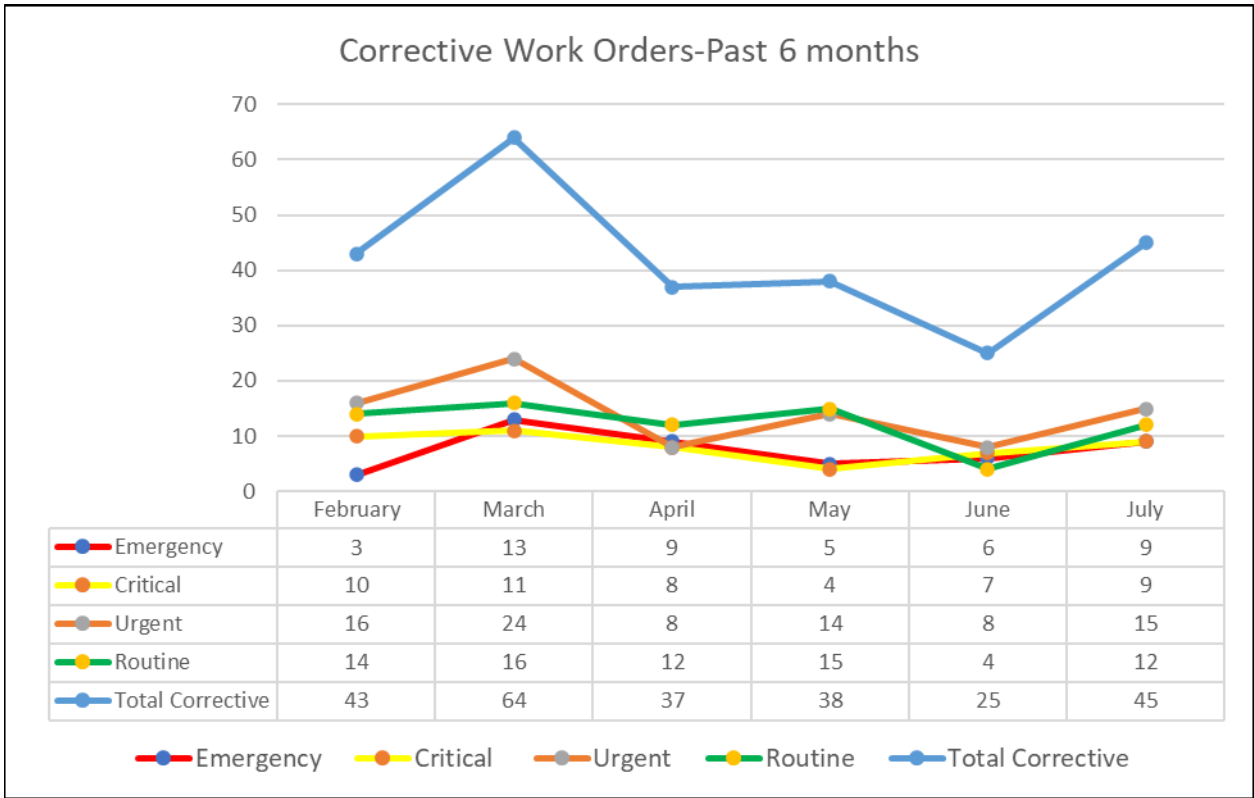
Work Order Metrics

Preventive Maintenance (July)

Total Work Orders Generated	403
Total Work Orders Closed/Done	381
Total Work Orders Still Open	22
Percentage of Work Orders Completed	94.54%

Corrective Maintenance (July)





FUNDING-N/A- Informational item only

STAFF REPORT

To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: August 31, 2023
Subject: General Engineering



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

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

General Engineering

Carmel Valley Manor (CVM) have proceeded with construction of the sewer line in Carmel Valley Road. Work was delayed during Car Week but should commence shortly after. There are many inquiries from parcel owners along the alignment of the CVM project regarding the process to connect to the District. Construction within Carmel Valley Road is continuing. The Staff is keeping a list of all parties interested in connecting.

September Ranch have commenced marking Carmel Valley Road and pot holing to locate existing utilities. There is a conflict with various utilities at Carmel Valley Road and Via Petra. Staff are working with the project engineer (Whitson Engineers) to find a way to resolve this conflict that is constructed in the best interest of the District. The contractor, Don Chapin, has provided their technical opinion and believe they can bore under the utilities. Another option is for the contractor to move the Cal Am water line that is too close to CAWD's existing sewer line. MNS is providing inspection services on behalf of the District.

Rancho Cañada Village developer is moving forward with the project in the near future. They will need a sewer extension agreement from the District and to hire a construction manager/inspector to represent the District. This is planned to be presented to the CAWD Board at the September meeting.

The Carmel Meadows Planning Commission hearing for a coastal permit occurred on July 12, 2023 and has been delayed by the County. CAWD has hired Carollo Engineering to provide a 3rd party peer review of the project.

The State Water Resources Control Board Septic to Sewer grant program manager has informed the Principal Engineer that although the Corona Road project was intended to receive grant funding, there was not enough money in the septic to sewer grant program to provide funding to a community that was not financially disadvantaged. CAWD staff met with Lillian Hull and Richard Silver (formerly Judge Silver) to discuss the next steps. The community would like to proceed with the formation of an assessment district. An update letter to the community was sent to all property owners within the proposed assessment district on August 22, 2023. A community meeting is scheduled for September 13, 2023 at 7 PM with the engineer, the bond counsel and CAWD staff at the Fire Station.

FUNDING

N/A- Informational item only

Attachment:

Updated Corona Road Community Letter



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
Kevan Urquhart
Ken White

August 22, 2023

SUBJECT: Corona Road Area Assessment District Update

Dear Corona Road Area Property Owner:

As you may know, because of environmental issues due to failing septic systems, the State of California has voted for stronger regulations for septic system replacements. This will make it very expensive to replace a septic system. Many of your neighbors have expressed interest in pursuing construction of a public sewer collection system to replace septic systems in the neighborhood. Approximately 70% signed a petition requesting that the District move forward with an assessment district to pay for the public sewer collection system through your property taxes. We are now finalizing the funding options.

RECOMMENDATION

We recommend that the assessment district formation move forward with issuance of a bond for funding the project. In order to present all of the information to you and include everyone in this decision, we propose to meet on **September 13, 2023 at 7pm in the Highlands Fire Station meeting room.**

Grant Funds Unavailable for Private Connections

Because an assessment district would not be able to pay for the private work on each property that is needed to connect to the sewer but the State Septic to Sewer grant program could, CAWD submitted an application for State of California funding for the project. In March 2022, the State announced that it had funding available for Septic to Sewer conversion projects and the deadline to submit a preliminary application was November 1, 2022. In October 2022, the District board approved funding an addendum to the environmental consultant's contract for the Corona Road project to include work needed to be provided by March 1, 2023 for the full grant application. On October 25, 2022 the District submitted the preliminary grant application to the State. The District submitted the full grant application by the April 1,

August 15, 2023

Corona Road Area Assessment District Update

2023 deadline, anticipating that this project would be approved for 50% grant funding and 50% loan funding. **However, on August 7, the District Engineer was informed that there was only enough money in the septic to sewer grant program to support financially disadvantaged communities.**

Assessment District Formation

CAWD intends to finance the public sewer collection system by moving forward with the formation of an assessment district for the Corona Road Area neighborhood. CAWD would proceed with the required legal process to establish the assessment district in September 2023. This process includes sending a mailed ballot to all of the property owners within the assessment district that specifies each parcel's assessment, which represents that parcels share of the total project cost. Each property owner will have the opportunity to vote for or against the assessment. The assessment district will be approved if a majority of the assessment ballots are in favor, with each ballot weighted by the dollar amount of the assessment allocated to that parcel.

If the assessment district is approved, the engineer can finalize construction plans and specifications in January-March 2024 while we move forward with obtaining a Coastal Permit. After plans, specifications and permitting are completed, CAWD will bid the project. Construction will begin after financing as been obtained through either an assessment bond or a State Revolving Fund loan.

Because the assessment district can only financing the publicly owned sewer collection system, the property owners would need to finance their connection costs on their own.

The engineer's estimate for the total cost of construction for the publicly owned sewer collection system is approximately \$3.8 million

Assessment Bonds

The fastest and most reliable approach to fund the project is to finance it with a bond or bank loan secured by the assessments levied within the assessment district to be formed in the Corona Road Area neighborhood. Currently it is estimated that the interest rate for assessment bond financing is around 5%. Based on the estimated \$3.8 million cost of the publicly owned sewer collection system, the estimated annual assessment payment for each parcel would be around \$4,414 for 30 years, or an upfront cash payment of \$68,000.

If an assessment bond is used to finance the sewer collection system, staff estimates that construction can start in August 2024 and be completed by February 2025.

State Revolving Fund Loan

We were advised that CAWD can apply for a loan under the State Revolving Fund (SRF) Loan program, which currently have an interest rate of 1.9%. The intent of the funding program is to finance the cost of a public sewer collection system, which would be available for connection to homes currently using septic systems. If a State Revolving Fund loan is approved, the estimated annual assessment payment for each parcel would be around \$3,030 for 30 years, or an upfront cash payment of \$68,000.

August 15, 2023
Corona Road Area Assessment District Update

The State Revolving Fund loan program would require every home to connect at the time the project is completed. We cannot guarantee that every home would connect.

If we want to pursue a State Revolving Fund loan, CAWD can complete and submit an application by the December 2023 deadline. If funding is awarded, the project will not be funded until after July 1, 2024, meaning that construction would be delayed beyond the current timeline. The repayment of the State Revolving Fund loan would be made by assessments levied within the assessment district to be formed in the Corona Road Area neighborhood.

If you have any questions or concerns about the information provided above or its effect on your property, you may contact Rachél Lather, Principal Engineer of the Carmel Area Wastewater District at (831) 624-1248 ext. 203 or by e-mail at lather@cawd.org.

Sincerely,



Rachél Lather
Principal Engineer
Carmel Area Wastewater District

Resolutions

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: June 29, 2023

Subject: Project # 18-21 Corona Road Sewer Extension Project
Assessment District Formation-County Acceptance of Boundary Map

RECOMMENDATION

It is recommended that the Board of Directors:

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

DISCUSSION

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

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

The District proposes to form an Assessment District in order to finance needed wastewater collection system improvements to allow the neighborhood residents to tie into the District's wastewater system. In order to repay the project, it will be necessary for the property owners to participate in an Assessment District.

The attached resolution is required under Section 10104, which provides that any special district (such as the District) proposing to form an Assessment District must first request the consent of the county in which the Assessment District is to be formed, and the county passed a resolution of intention and boundary map evidencing its consent before the special district can take its first action to initiate the Assessment District proceedings. The County provided email confirmation that the County Board of Supervisors approved the boundary map. If received this will be inserted at the regular board meeting.

FUNDING

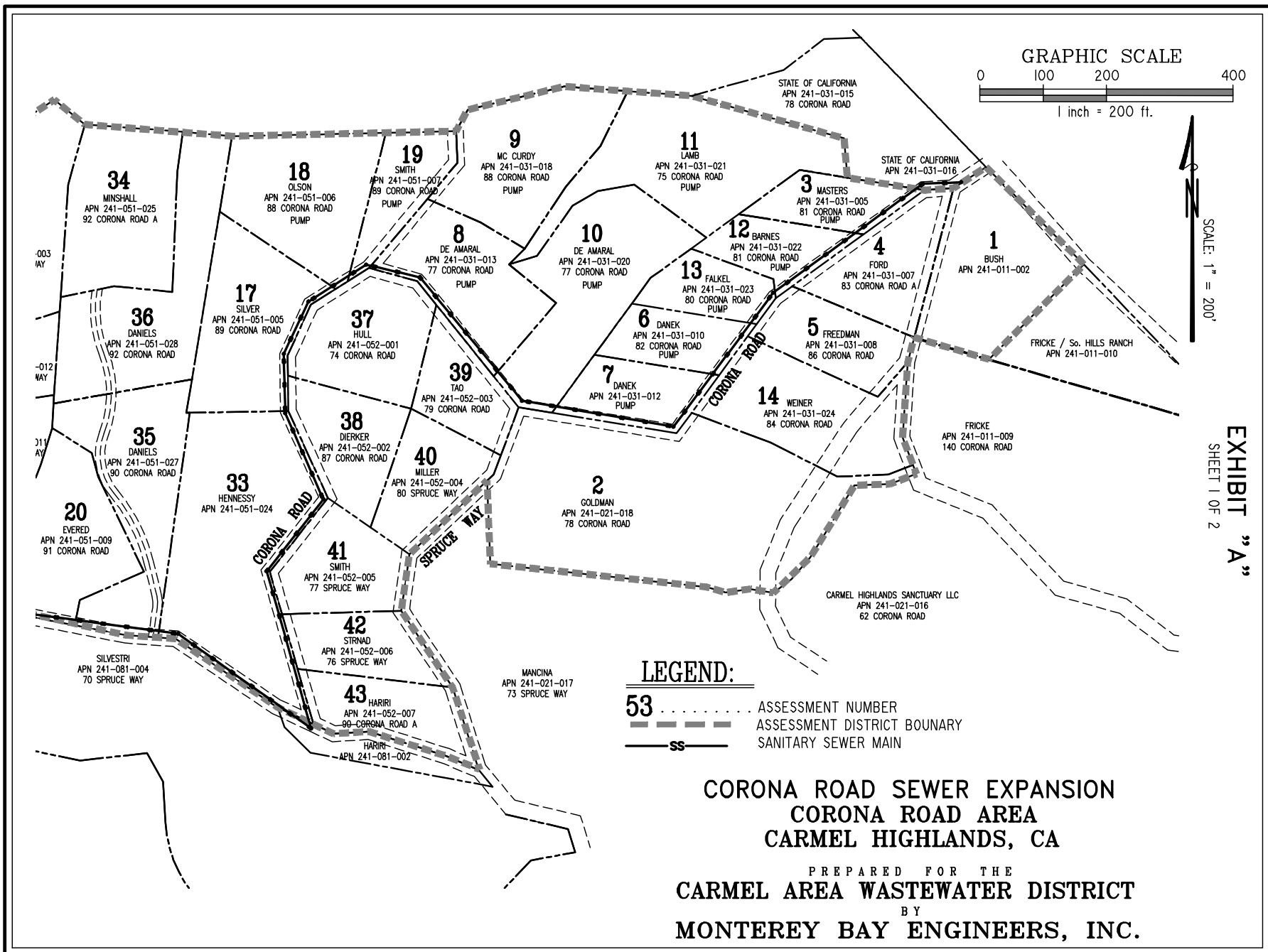
The project costs will be funded with public financing through an Assessment District, and personal neighborhood proceeds. The Assessment District financing would cover upfront costs associated with the implementation of the proposed project and would be repaid using charges collected by the Assessment District.

ENVIRONMENTAL IMPACT

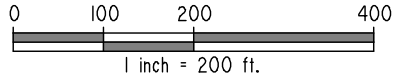
None.

ATTACHMENTS:

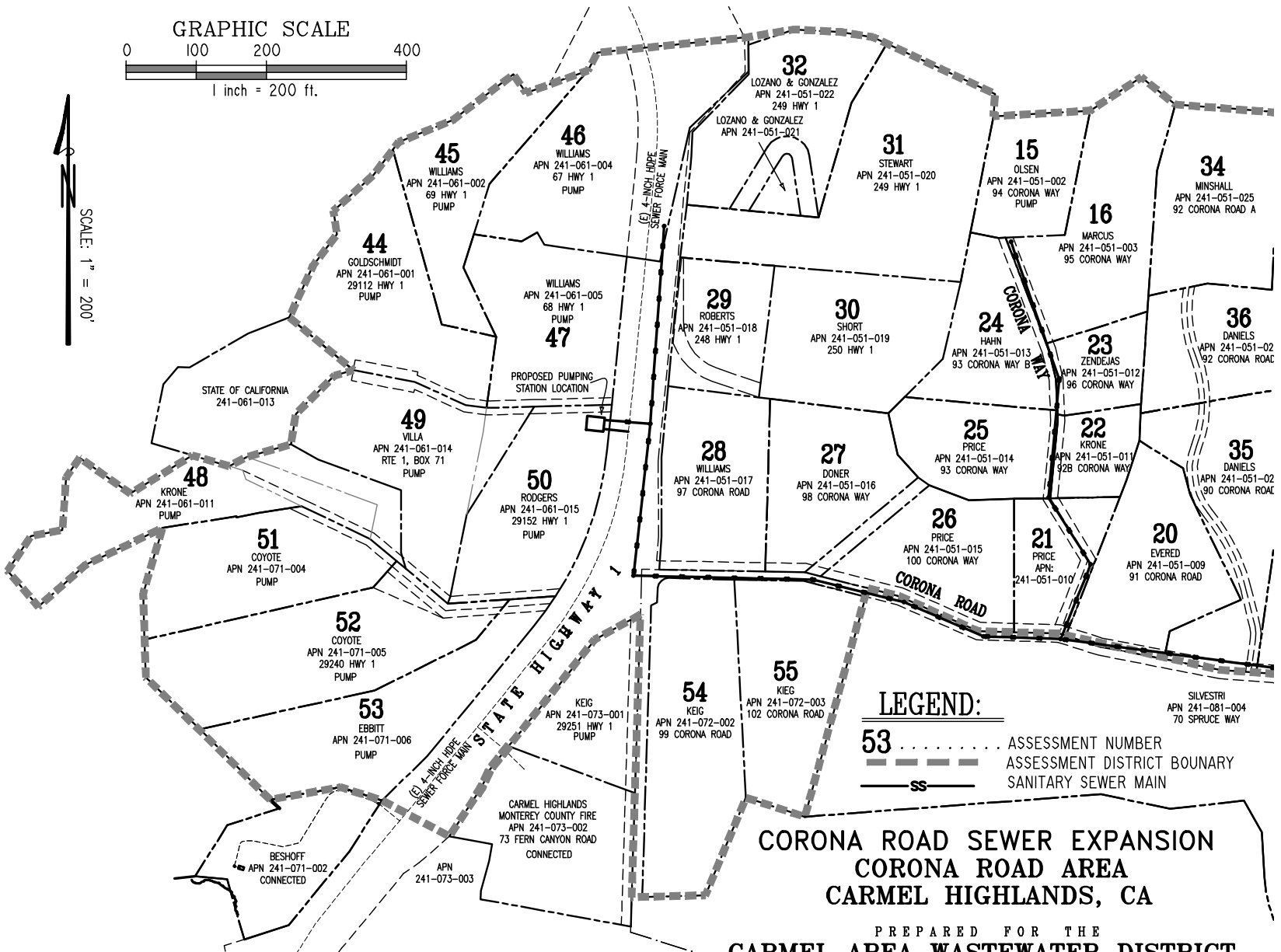
1. Resolution No. 2023-37- Requesting County Approval of Proposed Resolution of Intention and Boundary Map
2. See Corona Road Area Assessment District Update Letter attached to the Principal Engineer's report.



GRAPHIC SCALE



SCALE: 1" = 200'



LEGEND:

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

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

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

EXHIBIT "A"
SHEET 2 OF 2

***Before the Board of Supervisors in and for the
County of Monterey, State of California***

RESOLUTION NO. 23-_____

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY
OF MONTEREY, STATE OF CALIFORNIA, APPROVING THE
PROPOSED RESOLUTION OF INTENTION AND BOUNDARY MAP
UNDER SECTION 10104 OF THE STREETS AND HIGHWAYS CODE
OF CALIFORNIA IN AND FOR THE CARMEL AREA WASTEWATER
DISTRICT ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD AREA
SANITARY SEWER SYSTEM PROJECT)**

WHEREAS, the Carmel Area Wastewater District (the "District"), a sanitary district duly organized and operating in the County of Monterey, is beginning special assessment proceedings under the Municipal Improvement Act of 1913 (Division 12 of the Streets and Highways Code of California) (the "Act"), in and for the District's proposed Assessment District No. 23-01 (Corona Road Area Sanitary Sewer System Project) (the "Assessment District") for the construction and acquisition of wastewater system improvements consisting generally of a new sanitary sewer collection system and associated sanitary sewer improvements; and

WHEREAS, under Section 10104 of the Act, the District must obtain certain approvals from this Board of Supervisors as a condition to undertaking proceedings for the Assessment District; and

WHEREAS, the Secretary of the District has filed with the Clerk of this Board of Supervisors a certified copy of a resolution of the Board of Directors of the District requesting this Board of Supervisors to approve the proposed Resolution of Intention to Make Acquisitions and Improvements (the "Resolution of Intention") and Map of Proposed Boundaries of the Assessment District (the "Boundary Map") to be used by the District in its proceedings for the Assessment District, together with copies of the District's proposed Resolution of Intention and Boundary Map; and

WHEREAS, the public interest, convenience and necessity will be served by the wastewater system improvements to be financed by the Assessment District;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF MONTEREY AS FOLLOWS:

Section 1. The forms of proposed Resolution of Intention and Boundary Map for the Assessment District submitted by the District to this Board of Supervisors are hereby approved;

Section 2. The approvals granted herein shall not subject this County to any liability for the costs of the proposed wastewater system improvements, the assessments to be levied on the property within the Assessment District, or any of the bonds or other evidences of indebtedness to be issued by the District for the Assessment District; and

Section 3. The Clerk of this Board is directed to file a certified copy of this Resolution with the Secretary of the District as soon as possible.

PASSED AND ADOPTED this ____ day of _____ 2023 upon motion of Supervisor _____, seconded by Supervisor _____, and carried by the following vote, to wit:

AYES: _____
NOES: _____
ABSENT: _____

Chair of the
Board of Supervisors

ATTEST: VALERIE RALPH
Clerk of the Board

By: _____

RESOLUTION NO. 2023-37

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

-oOo-

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

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

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

WHEREAS, on August 22, 2023, the County of Monterey approved the Map and this proposed Resolution;

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

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

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

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

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

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

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

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

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

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

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

(a) Maps and descriptions of the lands and easements to be acquired, if any.

(b) Plans and specifications of the proposed improvements if the improvements are not already installed. The plans and specifications do not need to be detailed and are sufficient if they show or describe the general nature, location, and extent of the improvements. If the Assessment District is divided into zones, the plans and specifications shall indicate the class and the type of improvements to be provided for each zone. The plans or specifications may be prepared as separate documents, or either or both may be incorporated in the Engineer's Report as a combined document.

(c) A general description of works or appliances already installed and any other property necessary or convenient for the operation of the improvements, if the works, appliances, or property are to be acquired as part of the improvements.

(d) An estimate of the cost of the improvements and of the cost of lands, rights-of-way, easements, and incidental expenses in connection with the improvements, including any cost of issuing and registering bonds.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 17. No Private Contract. Notice is hereby given that, in the opinion of this Board, the public interest will not be served by allowing the property owners to take the contract for the construction of the improvements and therefore that, pursuant to Section 20487 of the California Public Contract Code, no notice of award of contract shall be published.

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

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

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 31, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

EXHIBIT A

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

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

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

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

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

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

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: August 31, 2023

Subject: Acceptance of final completion of the 2022-23 Spot Repairs Project #23-02

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution 2023-53 accepting the completed project and directing the General Manager to file a Notice of Completion for the subject project.

DISCUSSION

The 2022-23 Spot Repair Project consisted of repairing holes in pipes at 16 locations within Carmel-by-the-Sea. On March 30, 2023 the project was awarded by the Board of Directors to Rooter King of Monterey County, Inc., with resolution 2023-23 for the amount of \$108,700 plus \$10,000 in extra work and \$11,870 in change orders. The final cost of the project is \$127,653, which includes \$8,953 in extra work and \$6,078 in change orders.

The sewer repairs were made on vitrified clay pipe that was noted in video inspections to contain holes that were large enough to be of concern. At three separate locations, the extent of the repair was greater than anticipated, resulting in additional work paid on a time and materials basis. In addition, a recent pipeline video was completed that brought to staff's attention another hole in a pipeline at Mission & 4th. This repair was added to the contract as an extra work item. The work began on May 18, 2023 and was completed on July 19, 2023.

All work by the Contractor, was inspected by District staff. All work was completed in conformance with our plans and specifications. Staff recommends that the Board of Directors accept the project and direct the General Manager to file a Notice of Completion with the Monterey County Recorder's Office.

TABLE 1.- SUMMARY OF WORK COMPLETED

PIPE SEGMENT	LOCATION	Repair #	Repair Type	Pipe Size & Material
O776-O777	Santa Fe & 5th	#1	10 foot deep pipe hole repair	6" VCP
N642-N643	Junipero & Alta	#2	Install Wye connection	6" VCP
M721-M723	San Luis & San Juan	#3	Replace 10 feet of pipe. Straighten alignment.	6" VCP
O684-O685	Dolores & 5th	#4	Replace crushed pipe segment 9 feet deep and 2 Wyes	6" VCP
O723-O724	Highway 1 & 3rd	#5	Replace 5 feet of broken pipe and 1 Wye	6" VCP
N650-N649	Torres & 1st	#6	Replace 8 feet of pipe & 1 Wye	6" VCP
P657-P656	Junipero & 7th	#7	Spot repair of pipe at Manhole S612	6" VCP
M773-M772	Camino Del Monte & Portola	#8	Replace 8 feet of pipe and 1 Wye	8"PVC
O754-O756	Carpenter & 4th	#9	Repair pipe and 1 Wye	6"VCP
O682-P635	Lincoln & Ocean	#10	Pipe repair	6" VCP
N717-N716	Torres & 2nd	#11	Spot Repair	6" VCP
Q783-Q711	Hatton & Martin	#12	Remove outside drop and install inside drop in manhole O784	6" VCP
M793-M791	San Marcos & San Juan	#13	Install proper end of line Cleanout	6" VCP
N626-O651	San Carlos & 2nd	#14	Remove outside drop and install inside drop in manhole R704	6" VCP
O6100-O6101	Mission & 4th	#15	Install wye and repair pipe at lateral connection	6" VCP
O6100-O6101	Mission & 4th	#16	Spot Repair	6" VCP
O6100-O6101	Mission & 4 th	Extra Work	Spot Repair	6" VCP

FUNDING

The fiscal year 2022/23 Carmel Area Wastewater District- Collections Capital Budget includes \$150,000 for this project.

Attachment: Resolution 2022-53

District Engineer Signed Notice of Completion

County of Monterey Recorder's Office Notice of Completion



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
Kevan Urquhart
Ken White

NOTICE OF COMPLETION 2022-23 SPOT REPAIRS PROJECT

NOTICE IS HEREBY GIVEN that, I, Rachél L. Lather, Principal Engineer of the Carmel Area Wastewater District, Monterey County, California, on the 14th day of August, 2023 did file with the Secretary of said District my Certificate of Completion of the work described in the contract awarded to and entered into with Rooter King of Monterey County, Inc. on April 6th, 2023 in accordance with the Plans and Specifications for said work filed with the Secretary and approved by the Board of Directors of said District.

That said work was completed on July 19th, 2023 and that acceptance of said work is recommended for approval by resolution of the Board of Directors of said District to be adopted on August 31, 2023.

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

Dated: August 14, 2023

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

Exempt from recording fees as it benefits a government agency

Recording requested by and when recorded mail to:

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

No fee document pursuant to Government Code Section 27383

NOTICE OF COMPLETION

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

NOTICE IS HEREBY GIVEN by the Carmel Area Wastewater District (CAWD), that a certain project for a public works improvement consisting of repair of 17 pipeline segments in Carmel, California, has been completed pursuant to plans and specifications therefor entitled "2022-23 Spot Repairs Project" and has been completed by the contractor, Rooter King of Monterey County, Inc. Final Completion and Contract Acceptance by CAWD occurred August 31, 2023.

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

Date: August 31, 2023

Barbara Buikema, CAWD General Manager

VERIFICATION

I, the undersigned, declare that I am the General Manager of the Carmel Area Wastewater District and that I have read the foregoing Notice and know the content thereof, and that the same is true to the best of my knowledge and belief.

Executed on August 31, 2023, at Carmel, California.

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

Barbara Buikema, CAWD General Manager

RESOLUTION NO. 2023-53

A RESOLUTION ACCEPTING COMPLETED PROJECT AND
DIRECTING THE GENERAL MANAGER TO FILE A NOTICE OF COMPLETION
WITH THE COUNTY OF MONTEREY RECORDER'S OFFICE FOR THE 2022-23 SPOT
REPAIRS PROJECT #23-02

-oOo-

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

WHEREAS, the Principal Engineer has provided the Board an accounting of the cost of the Project ("Project") in the amount of \$127,653. This amount is within the amount the Board previously authorized the General Manager to approve, making the total approved cost of the project \$130,570, which includes the \$10,000 extra work and \$11,870 in change orders; and

WHEREAS, the Principal Engineer of said District has filed with the Secretary of said District an Engineer's Certificate regarding completion of the construction of the Project done under and pursuant to the contract between said District and Rooter King of Monterey County, Inc. dated April 6, 2023; and

WHEREAS, it appears to the satisfaction of this Board that said project provided for under said contract has been completed as provided in said contract and the plans and specifications therein referred to and that the work was completed on July 19, 2023.

NOW, THEREFORE, BE IT ORDERED as follows:

1. That acceptance of said 2022-23 Spot Repair Project be, and it is hereby made and ordered in accordance with California Civil Code §9200(a).
2. That in accordance with California Civil Code Section §9204 the General Manager is directed to file for record with the County Recorder of the County of Monterey a notice of completion as of the date of acceptance by the District of 2022-23 Spot Repairs Project as required by law.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 31, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST: _____
Domine Barringer, Secretary of the Board

STAFF REPORT

To: Board of Directors
From: James Grover, Principal Accountant
Date: August 31, 2023
Subject: Reserve Fund Balance Annual Adjustment



RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the adjustment of District fund balances to match the 2023-24 beginning budget balance as follows:

Capital Fund	\$ 15,650,570
General O&M Fund	\$ 8,936,252

DISCUSSION

This transfer of funds is to realign internal balances as per policy at the beginning of the fiscal 2023-24 year. The policy provides for this realignment to be made at the start of each budget year and will therefore be reflected in July transactions.

As per Reserve Policy dated March 2010:

Capital Fund: “This fund will maintain a balance in funds equal to or sufficient to cover current year capital budget.”

O&M Fund: “Maintain a minimum balance of 100% of the total operating budget.”

FISCAL IMPACT

This is an internal transfer of funds only – it is to meet the Reserve Policy requirement to realign fund balances to budget on an annual basis.

The transfer amounts required are:

- Transfer \$6,235,739 from General O&M Fund and \$1,427,227 from Capital Improvement Reserve to Capital Fund to bring balance to \$15,650,570.
- Transfer \$6,235,739 from General O&M Fund to Capital Fund to bring balance to \$8,936,252.

RESOLUTION NO. 2023-54

A RESOLUTION AUTHORIZING AN ANNUAL ADJUSTMENT OF THE DISTRICT'S RESERVE FUND BALANCES BY TRANSFERRING \$6,235,739 TO THE CAPITAL FUND AND \$1,427,227 TO THE CAPITAL FUND FROM THE GENERAL O&M FUND AND CAPITAL IMPROVEMENT RESERVE, RESPECTIVELY, IN ACCORDANCE WITH THE DISTRICT'S RESERVE POLICY

-oOo-

WHEREAS, on March 25, 2010, the Board approved a Reserve Policy that provides for the annual adjustment of the District's Reserve Fund balances to provide funding to: (a) establish a balance in the Capital Fund sufficient to fund the current year's capital budget; and (b) establish a balance in the General Operations & Maintenance (O&M) Fund sufficient to fund 100% of the current year's total operating budget; and

WHEREAS, to fully fund the current year Capital Fund and the General O&M Fund, staff has recommended that the Board authorize the adjustment of the District's Reserve Fund balances by approving an internal budget transfer in the amount of \$6,235,739 to the Capital Fund and in the amount of \$1,427,227 to the Capital Fund from the General O&M Fund and the Capital Improvement Reserve, respectively.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Carmel Area Wastewater District that it hereby authorizes the adjustment of the District's Reserve Fund balances and approves the transfer of \$6,235,739 to the Capital Fund and the transfer of \$1,427,227 to the Capital Fund from the General O&M Fund and Capital Improvement Reserve, respectively.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 31, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board

Oral Report - General Manager



August 1, 2023

www.pungroup.cpa



To the Board of Directors
of the Carmel Area Wastewater District/Pebble Beach Community Services District Reclamation Project
Carmel, California

We are engaged to audit the financial statements of the Carmel Area Wastewater District/Pebble Beach Community Services District Reclamation Project for the year ended June 30, 2023. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated August 1, 2023, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the Management's Discussion and Analysis, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have not been engaged to report on the Budgetary Comparison Information, which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditors' report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified management override of controls as a significant risk of material misstatement. As planning for the current period audit has not concluded, modifications may be made. If new significant risks are identified after the date of this letter, we will communicate them in writing to those charged with governance in a timely manner.

Carmel Area Wastewater District

August 1, 2023

Page 2

We expect to begin our audit on approximately September 20, 2023 and issue our report by approximately November 30, 2023. Coley Delaney is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Directors and management of the Carmel Area Wastewater District/Pebble Beach Community Services District Reclamation Project and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

The PwC Group, LLP

San Diego, California



August 1, 2023

To the Board of Directors
of the Carmel Area Wastewater District
Carmel, California

We are engaged to audit the financial statements of the Carmel Area Wastewater District, California (the “District”) as of and for the year ended June 30, 2023. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated August 1, 2023, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Generally accepted accounting principles provide for certain required supplementary information (“RSI”) to supplement the basic financial statements. Our responsibility with respect to the Management’s Discussion and Analysis (“MD&A”), the Schedule of Proportionate Share of the Net Pension Liability and Related Ratios, the Schedules of Contributions – Pension Plans, and the Schedule of Changes in the Net Pension Liability and Related Ratios – Single Employer Plan, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI was not audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we do not express an opinion or provide any assurance on the RSI.

We have not been engaged to report on the Budgetary Comparison Information, which accompanies the financial statements but is not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor’s report does not extend beyond the financial information identified in this report. We have no responsibilities for determining whether this other information is properly stated. This other information will not be audited and we do not express an opinion or provide any assurance on it.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

Carmel Area Wastewater District

August 1, 2023

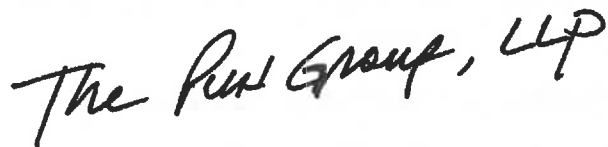
Page 2

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We expect to begin our audit on approximately September 20, 2023 and issue our report no later than November 30, 2023. Coley S. Delaney is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

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

Very truly yours,

A handwritten signature in black ink that reads "The PwC Group, LLP". The signature is written in a cursive, flowing style.

San Diego, California

Other Items Before The Board

3RD PARTY CYBERSECURITY ASSESSMENT RESULTS

Chris Foley , Maintenance Superintendent

BACKGROUND

Exceedio contracted with Rapid7 to assess Carmel Areas Wastewater District's (CAWDs) resiliency to social engineering and internal network attacks.



RESULTS

External Threats

CAWDs network security successfully blocked all phishing emails.

Social Engineering

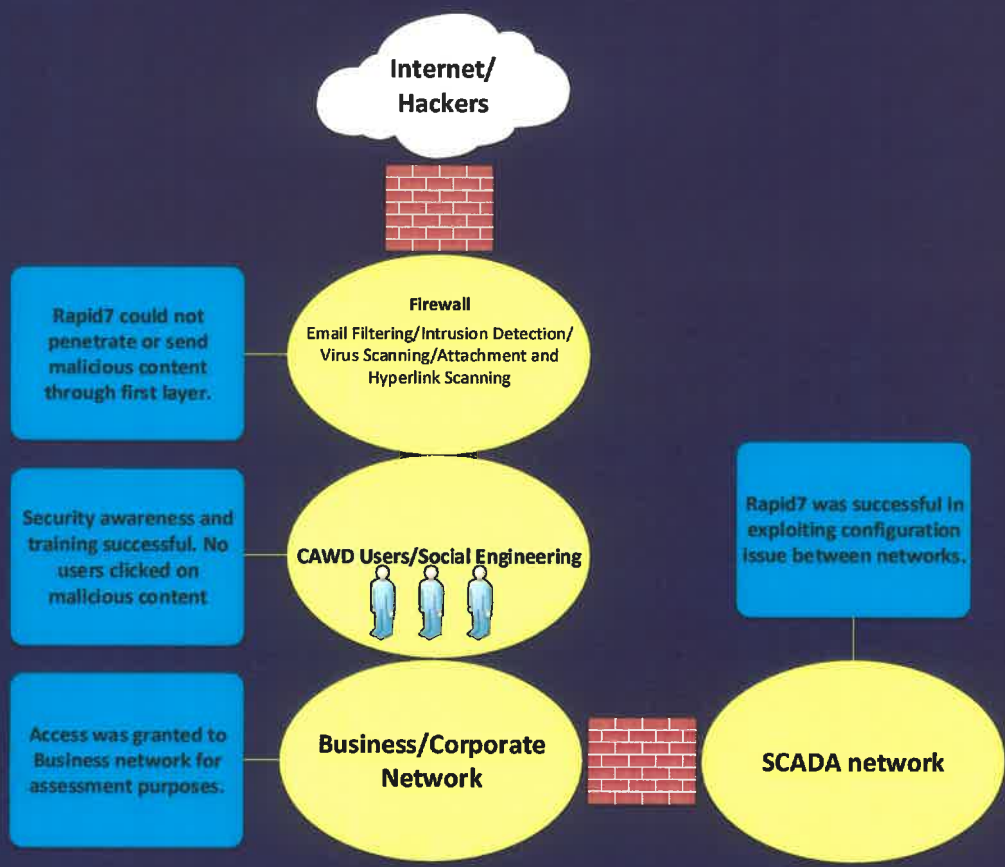
Exceedio manually granted access from phishing emails and multiple key staff members were targeted. The training worked and no one fell victim to social engineering attempts.

Network Testing

Rapid7 was provided access to the business network to test the security into the Supervisory Control and Data Acquisition (SCADA) network.

Network testing results

Rapid7 exploited a vulnerability and was able to access the SCADA network from the business network.



SOLUTION



Close the gap

The exploited vulnerability was resolved.



Hardware

Cisco hardware is slated for replacement, which will eliminate the vulnerability in the Ethernet switches.



SMB protocol

Assessment of the system is in progress to minimize impact to disabling the protocol. Disabling the service has potential to affect file sharing.



IPv6 DHCP Attacks

Exceedio is researching options to address this vulnerability.



2023 NETWORK SECURITY IMPROVEMENTS

- Consolidation of SCADA assets is planned, which will simplify the system and make easier to implement security improvements.
- Cisco ethernet switch replacement is in progress, which will eliminate a known vulnerability with the Cisco ethernet switches.
- All CAWD systems have been secured with Multi Factor authentication.

Overview of Statewide Sanitary Sewer Systems General Order

CARMEL AREA WASTEWATER DISTRICT (CAWD)
BOARD OF DIRECTORS MEETING
8/31/23

ORDERWQ 2022-0103-DWQ
ADOPTED DECEMBER 6, 2022
EFFECTIVE JUNE 5, 2023

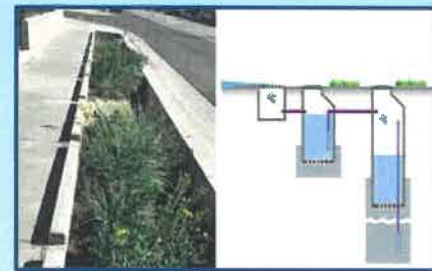
This is an Update to the Existing Order

Reissued Order updates the 16-year-old statewide Waste Discharge Requirements to:

- Clarify existing Water Code regulations and compliance expectations to:
 - Address **spills to waters of the State**
 - Address **climate change impacts** on a system-specific level
- Clarify Order enforceability:
 - Full electronic reporting into California Integrated Water Quality Systems (CIWQS)
 - Penalty of Perjury clause for failure to report, or intentionally reporting false data

Waste Discharge Requirements Protects Waters of the State

- Reissued Order 2022-0103-DWQ emphasizes the protection of waters of the State
- Waters of the State include surface waters and groundwater
- Order addresses pathways that spilled sewage enters both surface waters and groundwater



A scenic landscape photograph of a river flowing through a forested area. In the foreground, several large, smooth, light-colored rocks are partially submerged in the water. The river is a deep blue color, and the surrounding area is lush with green vegetation and tall evergreen trees. In the background, a mountain range is visible under a clear blue sky. The text "Overview of Order 2022-0103-DWQ" is overlaid in white, serif font across the upper portion of the image.

Overview of Order 2022-0103-DWQ

Major Changes from Order 2006-0003-DWQ

- **Expanded regulatory coverage for privately-owned, federally-owned, and non-governmental sewer systems**
 - At Regional Water Boards discretion
- Expanded implementation of State Water Board authority per the Water Code to **prohibit sewage discharges to waters of the State** (versus only waters of the U.S.)
- **New prohibition of potential** sewage discharge to a surface water unless properly cleaned up and reported



Major Changes from Order 2006-0003-DWQ

- Requirements to address system-specific **climate change impacts**
- **Reduced timeframe for receiving water sampling** of 50,000+ gallons spills to surface water
- Requirements to **address tree roots** due to water conservation or other factors
- Reduced reporting for smaller spills



Storm Drain Overflow



Localized Flooding



Tree roots

Prohibitions

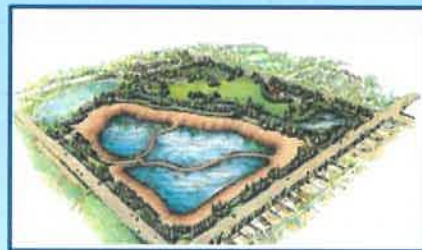
- 4.1. **Any** sewage discharge that has the **potential** to discharge to surface waters unless promptly cleaned up and reported.
- 4.2. Any sewage discharge directly or indirectly through a drainage conveyance system or other route, to waters of the State.



Overflow from Manhole Cover



Flooded Road



Water Storage Facility



Rainwater Catchment System

- 4.3. Any sewage discharge that creates a nuisance or condition of pollution.



Leaking Sewer Main

Items of interest to CAWD Regarding Attachment D of WDR

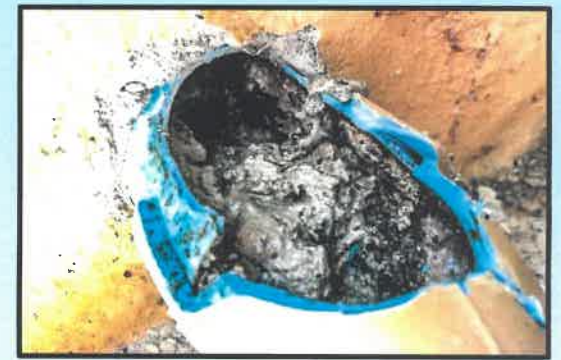
- Requires a **Sewer Pipe Blockage Control Program** that evaluates whether sewer pipe blockages are caused by fats, oils, grease, rags and debris.
- District will need to **improve the existing Fats, Oils, & Grease (FOG) program** to comply since we are aware of restaurants with issues. The District is in the process of working on this item.



Grease Trap at a Restaurant



CAWD Pipe with FOG Buildup



Sewer Fully Blocked by "Fatburg"

Items of Interest to CAWD: *Attachment D of WDR*

- Requires prioritization of areas that:
 - Are located in or within the vicinity of **surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas**
 - Are within the vicinity of a **receiving water with a bacterial-related impairment** on the most current Clean Water Act section 303(d) List
 - Are **subject to increased infiltration and inflow** due to larger and/or higher-intensity storm events as a result of climate change.
 - Are **subject to increases of erosive forces in canyons and streams near underground and above-ground system components** due to larger and/or higher intensity storm events.

Spill Categories Have Been Updated

Category 1

Any volume of sewage that discharges to:

- A surface water, including a surface water body that contains no flow or volume of water, or
- A drainage conveyance system that discharges to a surface water, when the sewage is not fully captured and returned to the sewer system or disposed of properly.

Category 2

A spill of 1,000 gallons or greater that does not discharge to a surface water.

Spill Categories Have Been Updated

2006 Order

Category 3

A spill of less than 1000 gallons, that does not discharge to a surface water.

Reissued Order (2022-0103-DWQ)

Category 3

A spill equal to or greater than 50 gallons, and less than 1000 gallons, that does not discharge to a surface water.

Category 4

A spill of less than 50 gallons that does not discharge to a surface water.

Order Requirements Due in Near Future

Requirement	Continuing Enrollee Due Dates
Annual Report	April 1, 2024
Sewer System Management Plan Update	2025 or 2026
Sewer System Management Plan Audit	2024 or 2025
Sanitary Sewer System Service Area Boundary Map	July 1, 2025 to December 31, 2025

QUESTIONS?

8.1 System Evaluation & Condition Assessment

WDR Attachment D

8.1 System Evaluation and Condition Assessment The Plan must include procedures to:

- Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;
- Identify and justify the amount (percentage) of its system for its condition to be assessed each year;
- Prioritize the condition assessment of system areas that:
 - a) Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
 - b) Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;
 - c) Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;
- Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;
- Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and
- Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: August 31, 2023

SUBJECT: Eminent Domain

RECOMMENDATION

This item is added to the August agenda at the request of Director Siegfried to generate a discussion on the Board's interest in pursuing eminent domain on suitable properties to build a treatment plant.

DISCUSSION

After the Eminent Domain presentation at the Special Meeting on August 1st the Board should be armed with the necessary basic knowledge to pursue condemnation of suitable properties if it chooses to do so. Director Siegfried has expressed an interest in knowing the full Board's interest in eminent domain, the time requirement to commence such an action, and legal counsel's opinion of utilizing eminent domain in a scenario where we have been ordered by the California Coastal Commission to leave our present location at some future date.

The law states that a public agency may not exercise the power of eminent domain unless a project is planned or located in a manner that is most compatible with the greatest public good and the least private injury and the property sought to be acquired is necessary for the project. At this time no project has been identified and thus no properties can be identified.

The time requirement to commence such action cannot be known with certainty since the property is unknown, the owners are unknown, and the owners' positions regarding the sale of the property are unknown. A negotiated sale would clearly take less time than having to initiate condemnation action.

Legal counsel has advised that any Board action would be unlikely to tie the hands of future boards that could be tasked with property acquisition for a future project.

FINANCIAL

Unknown at this time.

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: August 31, 2023

Subject: Summary of Monterey County Treasurer
Report dated June 30, 2023



RECOMMENDATION

Action required – requesting acceptance of report.

DISCUSSION

The U.S. economy is characterized by headline inflation numbers trending lower, but the Federal Reserve’s focus, on “Supercore inflation,” is showing little sign of slowing. Supercore inflation focuses on a slimmer set of prices for services, which excludes energy and housing prices. The labor market has proven to be exceptionally strong and there is a more optimistic sentiment around economic growth due to resilient consumer spending.

The Federal Reserve temporarily paused interest rate hikes in June, following the most aggressive series of interest rate hikes in recent history. The Federal Reserve’s most recent dot plot shows the potential for two additional rate hikes by the end of the year. Rates have moved up due to the Federal Reserve’s rate trajectory shifting higher, the economy remaining stronger than expected, persistent inflation, and the market’s “higher-for-longer” mindset.

On June 30, 2023, the County of Monterey investment portfolio contained an amortized book value of \$3,102,030,498 spread among 300 separate securities and funds. The par value of those funds was \$3,130,888,011 with a market value of \$3,037,423,839 or 98% of amortized book value. The portfolio’s net earned income yield for the period was 2.78%.

The portfolio produced an estimated quarterly income of \$21,205,543 to be distributed proportionally to all agencies that participate in the investment pool. The investment portfolio had a weighted average maturity of 337 days.

The County Treasury continues to utilize shorter term debt to provide portfolio liquidity and enhanced investment opportunities in the current market environment.

PORTFOLIO CHARACTERISTICS			
	12-31-22	03-31-23	06-30-23
Total Assets	\$2,951,545,544	\$2,846,291,249	\$3,130,880,011
Market Value	\$2,847,146,415	\$2,764,310,402	\$3,037,423,839
Days to Maturity	441	406	337
Yield	1.78%	2.33%	2.78%
Estimated Earnings	\$11,952,629	\$16,181,866	\$21,205,543

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 06-30-23	
Corporate Notes	15.3%
Overnight Liquid Assets	26.2%
US Treasuries	33.4%
Federal Agencies	18.0%
Commercial Paper	4.7%
Negotiable CDs	1.1%
Supranationals	1.2%
Municipal Bonds	<0.1%
Asset Backed Securities	<0.1%

Future Strategy: The Treasury continues to strategically invest matured assets while accounting for potential liquidity needs. Opportunities are actively evaluated to safely add value to the County’s portfolio while maintaining a strong sense of safety and risk management.

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

Note: the Monterey County Treasurer Report is available on the Monterey County Treasury [website](#).

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: August 31, 2023
Subject: General Manager Salary Adjustment

RECOMMENDATION

Staff recommends the Board pass a motion approving the action of the Salary & Benefits Committee to increase the General Manager's compensation package by 6.0% retroactive to July 1, 2023.

DISCUSSION

On August 25, 2023, the Salary & Benefits Committee agreed to a 6.0% Cost of Living Adjustment (COLA) to the General Manager's salary, retroactive to July 1, 2023, based on the published COLA for October 2022.

The Bureau of Labor Statistics Consumer Price Index published as of October 2022 is the same index used for staff COLA increases, with an effective July 1, 2023

FUNDING

There are sufficient funds available in the Administration Operations & Maintenance budget to cover this COLA increase pay.

**CARMEL AREA WASTEWATER DISTRICT
SUMMARY OF RETIREMENT PENSION PLAN TRUSTEES
MEETING HELD – JULY 24, 2023**

A meeting of the Retirement Pension Plan Trustees was held on Thursday, July 24, 2023, at 9:32 a.m.

Those Present Included: Rob Wellington, Legal Counsel, Trustee
Robert Siegfried, Director, Trustee
Kevan Urquhart, Director, Trustee
Barbara Buikema, General Manager, Trustee
Robert Rathie, Legal Counsel
William Hastie, Hastie Financial Group
Haley Hitchman, Hastie Financial Group

Absent: None

Note: This meeting was held via ZOOM software

I. 1st Half 2023 Market Recap

The Consumer Price Index showed a significant reduction between January (6.4%) and June (3.0%). Food prices are expected to grow more slowly than in 2022 but still above historical average rates. The Fed funds target rate started the year at 4.5% and the current target rate is 5.25 – 5.50%. Experts are divided on a recession; but most say if there is a recession it will be brief and shallow. There are continued fears of systemic issues within the banking system. And contrary to expert predictions for 2023 large growth stocks have rallied. A narrow market rally was driven by a group of stock known as the “Magnificent Seven”, which include Apple, Microsoft, Amazon, NVIDIA ,Alphabet, Tesla, and Meta – are all well-known corporate names.

For the first half of 2023 (January – June) the portfolio total weighted return was 5.38 which beat Dow Jones and Morgan Stanley Capital International (MSCI) Europe, Australasia, Far East (EAFE). In the first quarter total weighted return was 1.83%. It beat the Dow Jones, Russell 1000 Value, and Bloomberg 1-3yr; however, it was well below the other indices. The total weighted return for the 2nd quarter was 3.49%, which again beat the Russell 2000 value and MSCI EAFE but was significantly below other indices.

2. 3rd Quarter Action Plan

No changes at this time to the portfolio. International stocks outperformed domestic stocks in 2022 and would provide diversification to the portfolio. Their research team is examining alternative investments.

Portfolio Risk Measures (3-year measure):

	Three Year	S&P 500	Five Year	S&P 500	Ten Year	S&P 500
Beta (a)	0.64		0.66		0.65	
Standard Deviation (b)	12.07	18.19	12.64	18.79	9.97	14.93
Mean	9.40	14.60	7.62	12.31	7.75	12.86
Alpha	-0.69		-1.22		-1.02	

Hastie Financial is not overly concerned about the negative alpha. There is no evidence of the dollars collapse. Our portfolio is focused on developed markets. Schwab International equity EFT has limited its exposure to 8-9% in China.

II. Discuss Request for Proposal (RFP) for portfolio review

The Pension Committee is bringing their request to the full board to engage a third party to perform a review of the portfolio. A list of three names for potential interest in the project was provided by the District actuarial firm. Ms. Buikema stated the Request For Proposal would start after the fiscal year 2023-24 user fee submission to the County of Monterey is completed.

There being no further business, the meeting was adjourned at approximately 10:48 a.m.

Respectfully submitted,
Barbara Buikema, General Manager



Carmel Area Wastewater District Defined Benefit Plan

First Half 2023 Review

Q1 and Q2 2023 Performance Review

Q3 2023 Action Plan

HFG Hastie Financial Group



1st Half 2023
Market Recap & Performance

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Consumer Price Index (CPI)

- January: 6.4% (core 5.6%)
- June: 3.0% (core 4.8%)

Fed Action: Interest Rate Increases

- June: no rate increase, “pause”
- Fed Funds target range: 5.00% - 5.25%
- July: 98.6% probability of another 25 bps

Recession fears

- Experts divided
- Goldman Sachs: 20% probability within 12 months
- NY Fed: 67.31% probability within next 12 months



Banking Crisis

- Fears of systemic issues within banking system
- Sparked fears of effects of additional Fed action

Narrow Market Rally

- Contrary to experts' predictions for 2023

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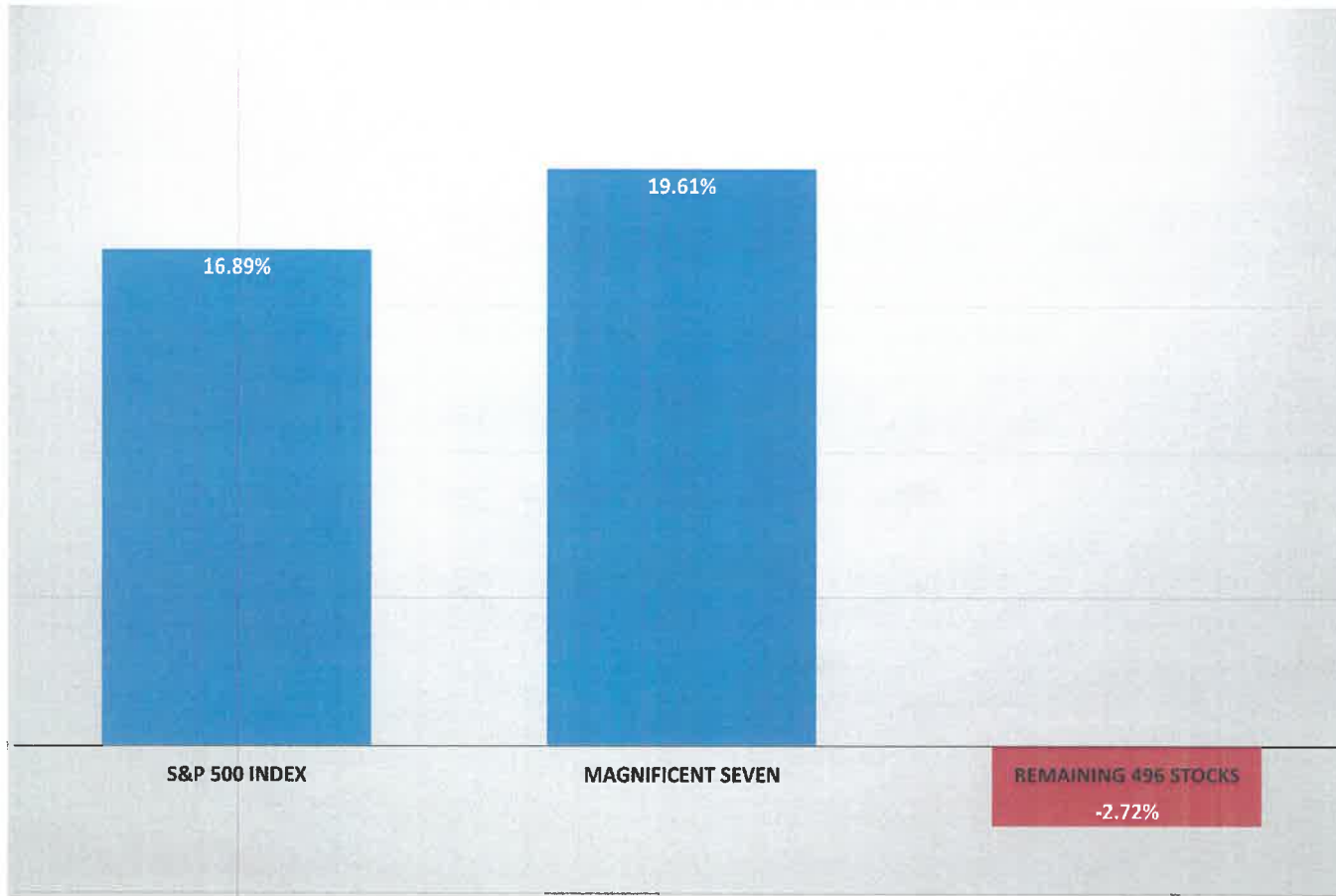
	Value	Blend	Growth
Large	<u>Russell 1000 Value</u> 5.12%	<u>Russell 1000 Total Return</u> 16.68%	<u>Russell 1000 Growth</u> 29.02%
Mid	<u>Russell Mid-Cap Value</u> 5.23%	<u>Russell Mid-Cap Total Return</u> 9.01%	<u>Russell Mid-Cap Growth</u> 15.94%
Small	<u>Russell 2000 Value</u> 2.50%	<u>Russell 2000 Total Return</u> 8.09%	<u>Russell 2000 Growth</u> 13.55%

Major Market Indices

Dow: 4.94% **S&P 500: 16.89%** **Nasdaq: 31.73%** **MSCI EAFE: 4.89%**

Data provided by Morningstar

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“Magnificent Seven”

- Apple
- Microsoft
- Amazon
- NVIDIA
- Alphabet
- Tesla
- Meta

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Index	1 st Half 2023
Bloomberg U.S. Aggregate Bond Index	2.09%
Bloomberg Corporate Bond Index	3.21%
Bloomberg U.S. Government 1-3 Yr Index	1.00%
Bloomberg U.S. Intermediate Bond Index	2.21%
Bloomberg U.S. Govt/Credit Long-Term Index	4.39%

Data provided by Morningstar

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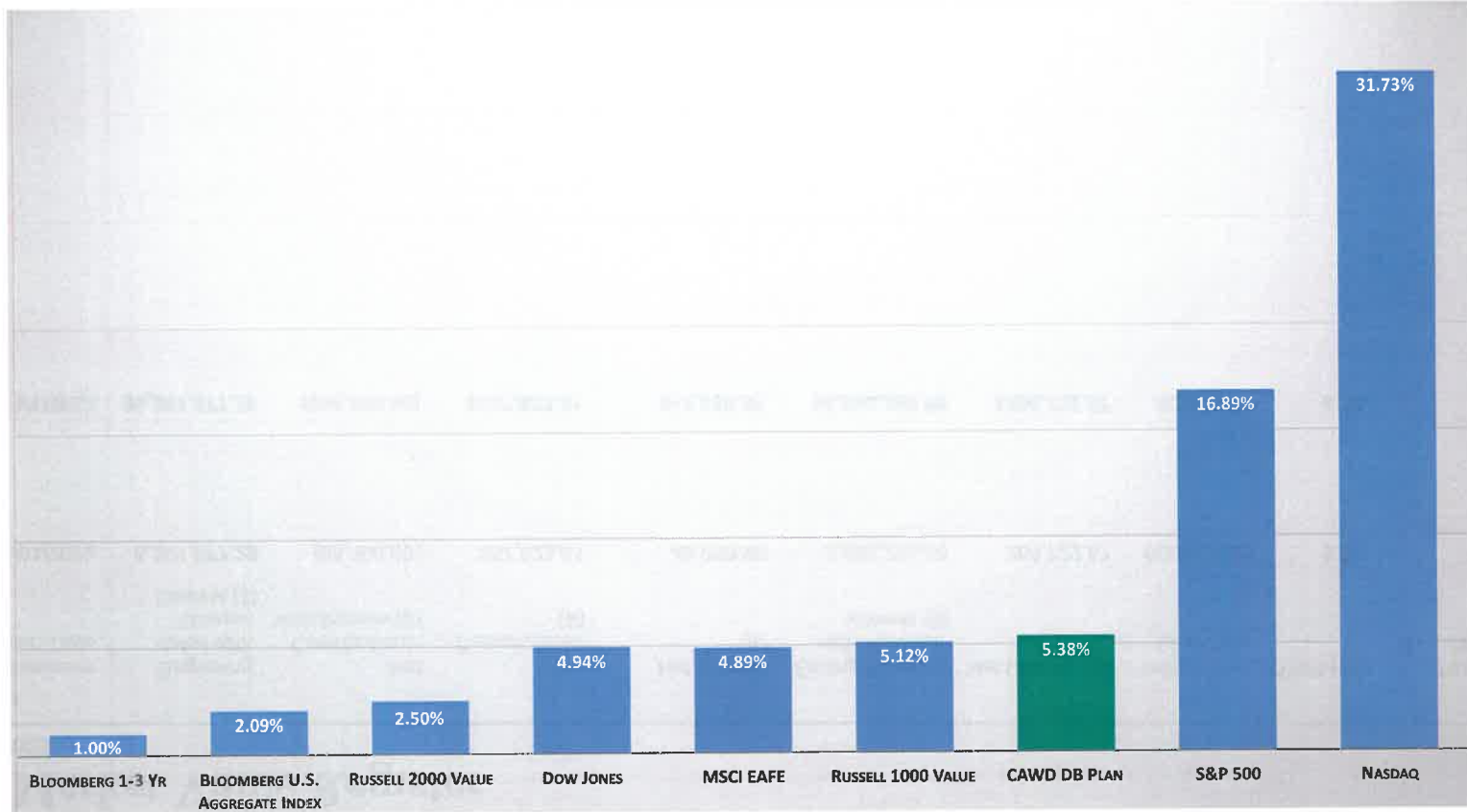
Change in Market Value Register

From 1/1/2023 to 6/30/2023

Carmel Area Wastewater

Account Name	Performance Start Date	Beginning Value with Accrued Interest (\$)	Net Contributions/ Withdrawals (\$)	Total Gains/Losses (\$)	Net Income (\$)	Ending Balance with Accrued Interest (\$)	Net Change (\$)	Performance Stop Date	TWR (%)	TWR Ann. (%)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)	01/01/2023	5,391,577.29	(96,000.00)	257,623.61	45,859.99	5,582,299.86	286,722.57	06/30/2023	5.38	
Total	1/1/2023	\$5,391,577.29	(\$96,000.00)	\$257,623.61	\$45,859.99	\$5,582,299.86	\$286,722.57	6/30/2023	5.38	

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Data provided by Morningstar

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Performance Attribution

From 1/1/2023 To 6/30/2023

Carmel Area Wastewater

Holdings By Security

Description	Symbol	Start Date	End Date	Beginning Market Value (\$)	Ending Market Value (\$)	Portfolio Avg. Weight (%)	Return % (IRR Gross of Fees)	Est. Return Contribution (%)
iShares Core S&P 500 ETF	IVV	01/01/2023	06/30/2023	690,749.26	807,126.43	12.91	16.85	2.17
Federated Hermes Mdt Large-Cap Growth Fund Institutional Shares	QILGX	03/21/2023	06/30/2023	0.00	545,216.03	5.03	13.99	0.70
Bank of New York Mellon Dynamic Value CI I	DRGVX	01/01/2023	06/30/2023	817,852.12	667,231.13	13.33	4.51	0.60
Oberweis Small-Cap Opportunities Fund	OBSOX	01/01/2023	06/30/2023	169,279.73	169,407.74	2.92	14.85	0.43
iShares Russell Mid-Cap ETF	IWR	03/21/2023	06/30/2023	0.00	348,482.22	3.40	7.90	0.27
Schwab International Equity ETF	SCHF	01/30/2023	06/30/2023	0.00	339,058.74	5.16	3.06	0.16
iShares Treasury Floating Rate Bond ETF	TFLO	01/01/2023	06/30/2023	412,407.23	220,858.07	4.23	2.44	0.10
iShares Currency Hedged MSCI EAFE ETF	HEFA	01/01/2023	02/01/2023	341,382.87	0.00	1.01	7.93	0.08
Janus Henderson European Focus Fund CI I	HFEIX	01/30/2023	06/30/2023	0.00	169,874.74	2.59	2.68	0.07
Bridgeway Small-Cap Value Fund	BRSVX	03/21/2023	06/30/2023	0.00	164,808.21	1.67	3.37	0.06
Columbia Contrarian Core Fund Advisor CI	CORRX	01/01/2023	01/30/2023	368,206.75	0.00	1.10	5.47	0.06
United States Treas Bills Zero Coupon 0.00000% 03/16/2023	912796YL7	01/01/2023	03/16/2023	760,641.57	0.00	5.81	0.84	0.05
Fidelity Govt Money Market Capital Reserves CI	FZAXX	01/01/2023	06/30/2023	429,256.90	17,456.30	2.71	1.80	0.05
Matthews Emerging Markets Small Companies Fund Institutional CI Shares	MISMX	04/24/2023	06/30/2023	0.00	115,235.72	0.76	5.41	0.04
Federated Hermes International Small-Mid Company Fund Institutional CI	ISCIX	01/30/2023	06/30/2023	0.00	167,533.96	2.59	1.27	0.03

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Performance Attribution

From 1/1/2023 To 6/30/2023

Carmel Area Wastewater

Holdings By Security

Description	Symbol	Start Date	End Date	Beginning Market Value (\$)	Ending Market Value (\$)	Portfolio Avg. Weight (%)	Return % (IRR Gross of Fees)	Est. Return Contribution (%)
Vanguard Short-Term Corporate Bond Index Fund ETF Shares	VCSH	01/30/2023	06/30/2023	0.00	332,215.19	5.19	0.48	0.02
Eaton Vance Short Duration Inflation-Protected Income Fund Cl I	EIRR	03/21/2023	04/24/2023	0.00	0.00	1.11	1.48	0.02
First Trust Merger Arbitrage Fund Cl I	VARBX	01/01/2023	01/30/2023	519,820.38	0.00	1.55	0.37	0.01
PGIM Ultra Short Bond ETF	PULS	01/01/2023	02/01/2023	515,118.61	0.00	1.54	0.90	0.01
JPMorgan Core Bond Fund Cl I	WOBDX	03/21/2023	06/30/2023	0.00	424,692.54	4.47	-0.11	0.00
Bank of New York Mellon Global Fixed Income Cl I	SDGIX	04/24/2023	06/30/2023	0.00	327,955.00	2.30	0.00	0.00
Cash Credit (Debit) Balance	CASH	01/04/2023	06/30/2023	0.00	0.00	-0.15	0.00	0.00
Schwab U.S. Aggregate Bond ETF	SCHZ	01/30/2023	03/23/2023	0.00	0.00	2.27	-0.52	-0.01
Dodge & Cox Income Fund Cl I	DODIX	01/30/2023	06/30/2023	0.00	765,147.86	10.16	-0.22	-0.02
Vanguard Dividend Growth Fund Investor Shares	VDIGX	01/30/2023	03/21/2023	0.00	0.00	1.99	-1.22	-0.02
Forester Value Fund Cl I	FVILX	01/01/2023	01/30/2023	366,861.87	0.00	1.10	-3.37	-0.04
Vanguard High Dividend Yield Index Fund Admiral Shares	VHYAX	01/30/2023	03/21/2023	0.00	0.00	1.42	-4.99	-0.07
Vanguard S&P Mid-Cap 400 Value Index Fund ETF Shares	IVOV	01/30/2023	03/21/2023	0.00	0.00	1.69	-8.02	-0.14
Grand Total				\$5,391,577.29	\$5,582,299.86		5.69	

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Performance by Asset Class (Primary)

From 1/1/2023 to 6/30/2023

Carmel Area Wastewater

	Domestic Equity (\$)	International Equity (\$)	Balanced (\$)	Alternative (\$)	Domestic Bond (\$)	International Bond (\$)	Other (\$)	Cash and Equivalents (\$)	Port
Beginning Balance (01/01/2023)	2,046,087.86	341,382.87	.00	886,682.25	927,525.84	.00	.00	1,189,898.47	5.39
Purchases / Contributions	1,959,767.55	772,881.78	.00	.00	2,736,989.99	327,954.99	.00	4,728,825.63	10.52
Sales / Withdrawals	(1,548,638.19)	(370,326.05)	.00	(876,253.38)	(1,933,608.01)	.00	.00	(5,893,594.31)	(10.62)
Gain / Loss	235,774.18	44,072.18	.00	(10,428.87)	(18,239.39)	.01	.00	6,445.53	25'
Interest	.00	.00	.00	.00	.00	.00	.00	.00	
Dividend / Cap Gains	9,280.36	3,692.40	.00	.00	30,245.22	.00	.00	2,642.01	4'
Management Fees	.00	.00	.00	.00	.00	.00	.00	16,761.03	1'
12B1 Credits	.00	.00	.00	.00	.00	.00	.00	.00	
Ending Balance (06/30/2023)	2,702,271.76	791,703.16	.00	.00	1,742,913.65	327,955.00	.00	17,456.30	5.58
Total Gain / Loss After Fees	245,054.54	47,764.56	.00	(10,428.87)	12,005.83	.01	.00	(7,673.49)	28'
IRR (Net of Management Fees) for 01/01/2023 to 06/30/2023	10.04	7.64		(1.18)	.78	.00		(1.70)	
IRR (Net of Management Fees) (annualized)									

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1st Quarter 2023
Performance

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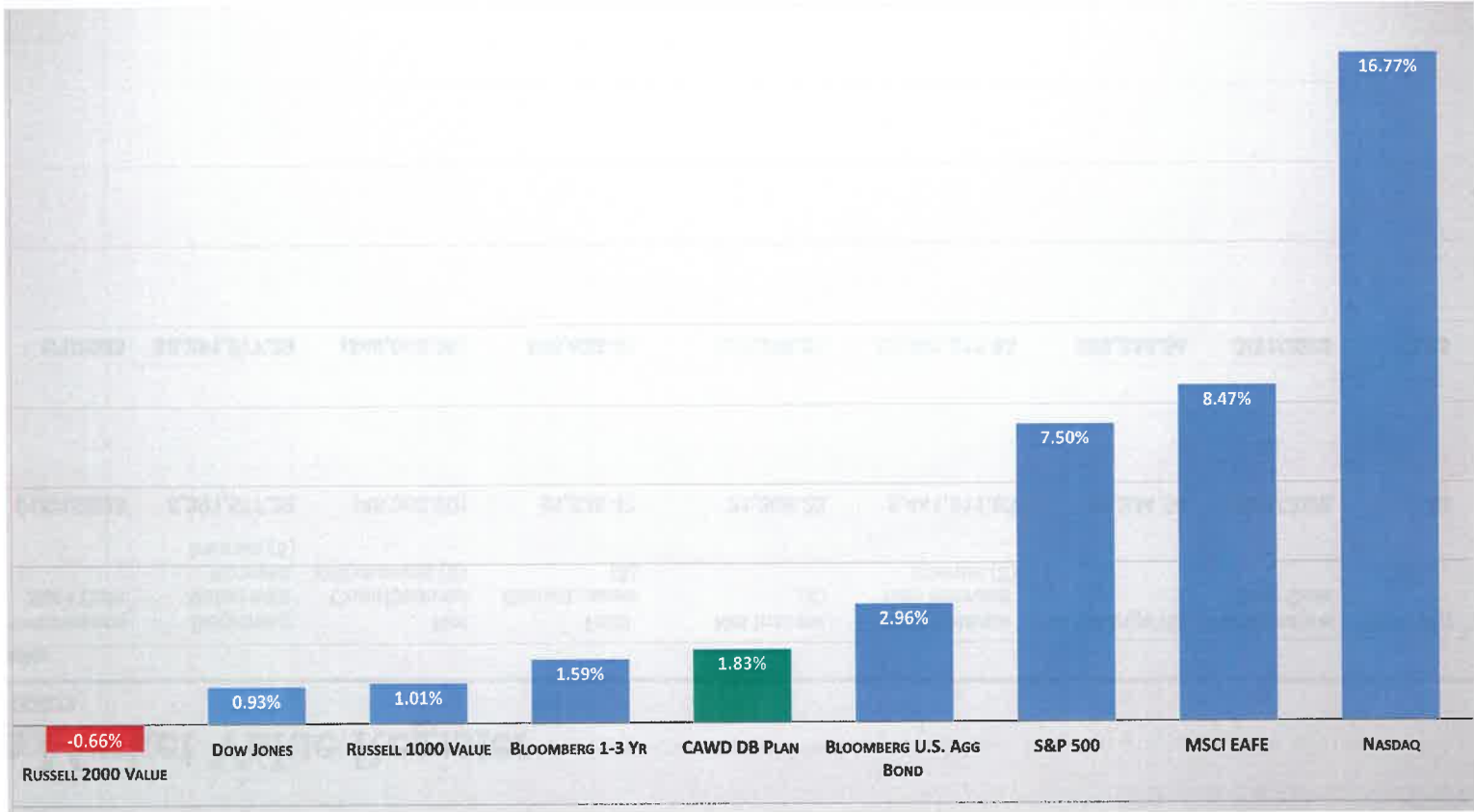
Change in Market Value Register

From 1/1/2023 to 3/31/2023

Carmel Area Wastewater

Account Name	Performance Start Date	Beginning Value with Accrued Interest (\$)	Net Contributions/Withdrawals (\$)	Total Gains/Losses (\$)	Net Income (\$)	Ending Balance with Accrued Interest (\$)	Net Change (\$)	Performance Stop Date	TWR (%)	TWR Ann. (%)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)	01/01/2023	5,391,577.29	(48,000.00)	85,626.47	21,306.23	5,441,911.83	98,334.54	03/31/2023	1.83	
Total	1/1/2023	\$5,391,577.29	(\$48,000.00)	\$85,626.47	\$21,306.23	\$5,441,911.83	\$98,334.54	3/31/2023	1.83	

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Data provided by Morningstar

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2nd Quarter 2023
Performance

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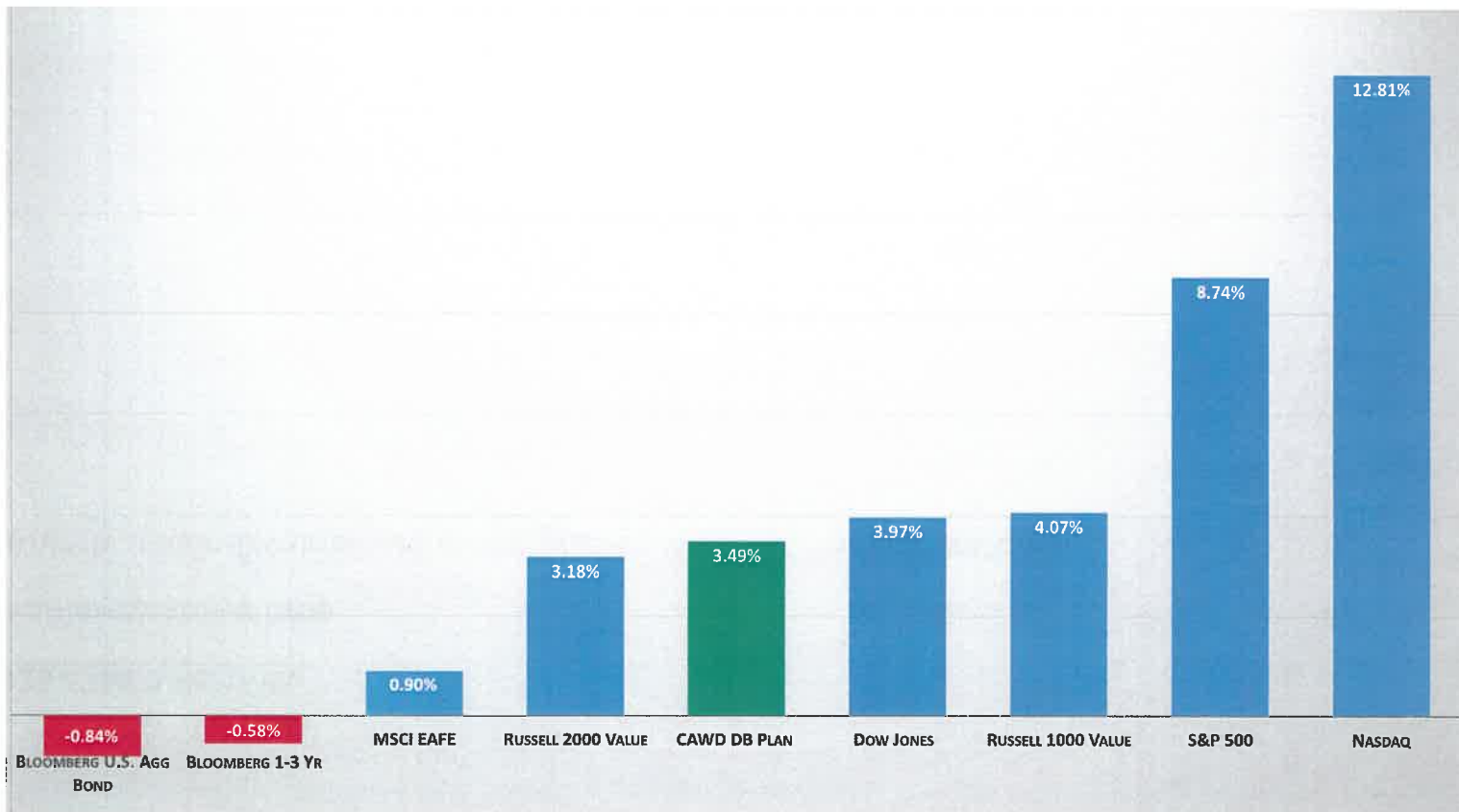
Change in Market Value Register

From 4/1/2023 to 6/30/2023

Carmel Area Wastewater

Account Name	Performance Start Date	Beginning Value with Accrued Interest (\$)	Net Contributions/ Withdrawals (\$)	Total Gains/Losses (\$)	Net Income (\$)	Ending Balance with Accrued Interest (\$)	Net Change (\$)	Performance Stop Date	TWR (%)	TWR Ann. (%)
Carmel Area Wastewater District Ppt Non Prototype NFS - PPS Custom (xxxx4110)	04/01/2023	5,441,911.83	(48,000.00)	171,997.14	24,553.76	5,582,299.86	188,388.03	06/30/2023	3.49	
Total	4/1/2023	\$5,441,911.83	(\$48,000.00)	\$171,997.14	\$24,553.76	\$5,582,299.86	\$188,388.03	6/30/2023	3.49	

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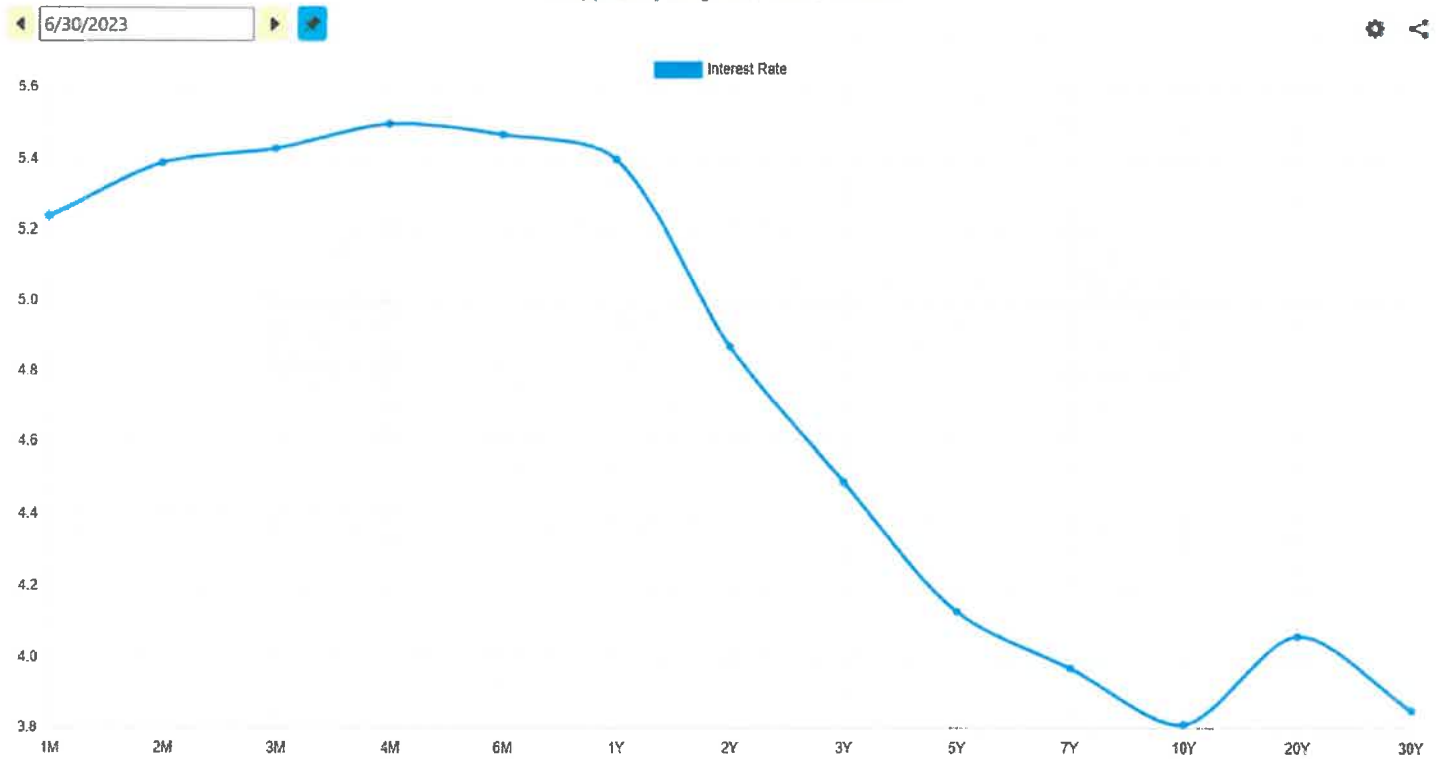
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Q3 2023 CAWD Portfolio

- No changes at this time
- Currently under development in conjunction with our research partners

US Treasuries Yield Curve

An app for exploring historical interest rates



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Ultra-Short/Short Duration

Intermediate Duration



iShares Treasury Floating Rate (0.00)
Eaton Vance Inflation-Protected (2.21)
Vanguard Short-Term Corp (2.66)

Dodge & Cox Income Fund (5.30)
JPMorgan Core Bond (6.05)
BNY Mellon Global Bond (6.46)

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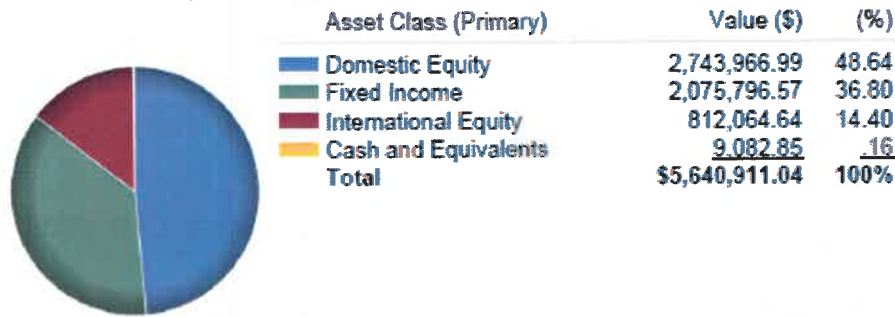
International Stocks

- Outperformed domestic stocks in 2022
- Higher Price-to-Earnings (P/E) in U.S. → international stocks valued much cheaper
- Most top-performing global companies are based outside of U.S.
- Provides increased diversification to investment portfolio

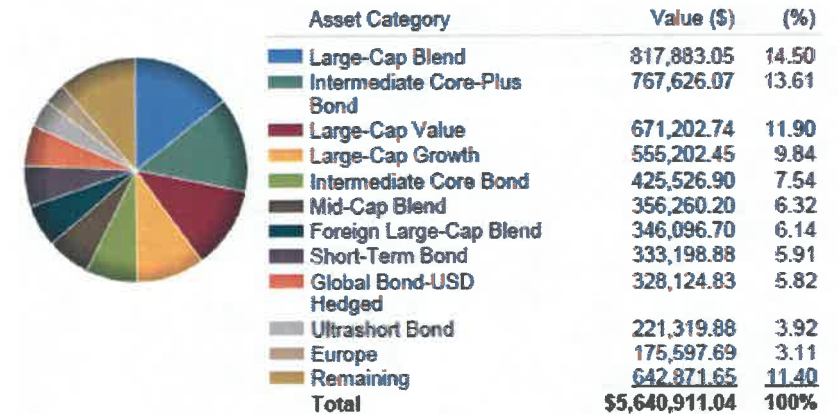


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Asset Class (Primary) Allocation

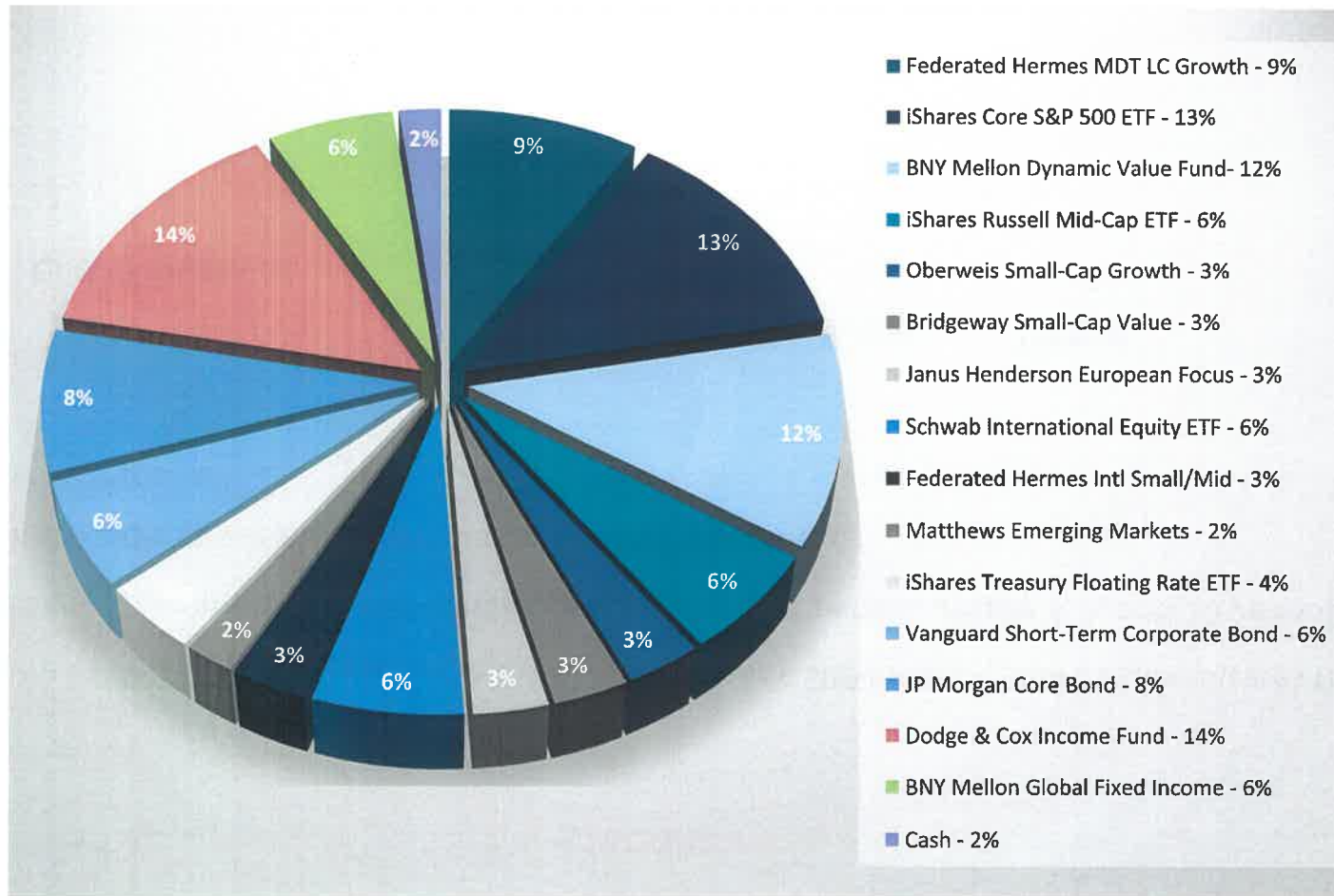


Asset Category Allocation



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Current Portfolio Allocations



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BETA:

A Measure of Volatility (risk) relative to the Standard Poor’s 500 Index. A Beta of 1.0 indicates risk equal to that of the Standard & Poor’s 500 Index over a given time period, usually 3, 5, and 10 years. Beta of less than 1.0 indicates risk less than that of the S&P 500 Index.

	<u>3-Year</u>	<u>5-Year</u>	<u>10-Year</u>
CAWD Portfolio	0.64	0.66	0.65

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Mutual Fund/ETF	3-Year Beta	Net Expense Ratio
Federated Hermes MDT LC Growth	1.11	0.75
iShares Core S&P 500 ETF	1.00	0.03
BNY Mellon Dynamic Value Fund	0.86	0.68
iShares Russell Mid-Cap ETF	1.00	0.18
Oberweis Small-Cap Opportunities	1.03	1.25
Bridgeway Small-Cap Value	0.91	0.83
Janus Henderson European Focus	1.13	1.03
Schwab International Equity ETF	1.05	0.06
Federated Hermes International Small-Mid	1.11	0.99
Matthews Emerging Markets	0.79	1.15
iShares Treasury Floating Rate ETF	(0.01)	0.15
Vanguard Short-Term Corporate Bond	0.50	0.04
JPMorgan Core Bond	0.92	0.50
Dodge & Cox Income Fund	0.99	0.41
BNY Mellon Global Bond	0.75	0.53

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STANDARD DEVIATION:

Another measure of volatility (risk). A higher Standard Deviation indicates a higher degree of volatility (risk) over a given time period; usually 3, 5 and 10 years. We will compare the CAWD Portfolio with the S&P 500 Index.

	<u>3-Year</u>	<u>5-Year</u>	<u>10-Year</u>
CAWD Portfolio	12.07	12.64	9.97
S&P 500 Index	18.19	18.79	14.93

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MEAN:

Mean return over a given time period, usually 3, 5 and 10 years. We will compare the CAWD Portfolio with the S&P 500 Index.

	<u>3-Year</u>	<u>5-Year</u>	<u>10-Year</u>
CAWD Portfolio	9.40	7.62	7.75
S&P 500 Index	14.60	12.31	12.86

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ALPHA:

A measure of risk-adjusted returns. An Alpha of 0 indicates a return proportionate to the degree of risk taken. A positive Alpha indicates a return generated in excess of the degree of risk taken.

	<u>3-Year</u>	<u>5-Year</u>	<u>10-Year</u>
CAWD Portfolio	-0.69	-1.22	-1.02

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Haley Hitchman, AIF[®], CPFA[®]
Partner



Ryan Hastie, CPFA[®]
Financial Advisor

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Carmel Area Wastewater District

WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

Construction Progress Report

August 11th, 2023

Prepared by: Patrick Treanor, Plant Engineer

Contractor: Clark Bros Inc (CBI)



Section 1: Project Summary

Project Summary			
General Contractor		Clark Bros Inc	
Contract Value			
Contract Bid Amount		\$7,291,500	
Change Orders Issued to Date		5	
Value Added Change Order Cost ⁽¹⁾	% of Bid Amount	\$274,582.57	3.8%
Non Value Added Change Order Cost ⁽²⁾	% of Bid Amount	\$73,505.95	1.0%
Total Change Order Cost	% of Bid Amount	\$348,088.52	4.8%
Current Contract Value		\$7,639,588.52	
Open/Pending Potential Change Orders (PCO)		0	
Contract Time			
Notice To Proceed		September 7 th , 2021	
Original Contract Time		550 Calendar Days	
Calendar Days Elapsed		702 Days	
Weather Days: Accepted to Date		5 Days	
Contract Change Order(s) Time Extension		0 Days	
Current Contract Completion Date		March 11 th , 2023	
Contract Progress Summary			
Total Project Time Expended		128%	
Total Project Construction Cost Expended		81% (not including retention)	

Notes:

1. Value Added Change Orders include: District Requested Additional Work and Betterments
2. Non Value Added Change Orders include: Design Issues, and Unforeseen/Differing Site Conditions

Section 2: Work Performed This Month

2.1 General

Work this month centered around the Effluent Pump Station major demolition work to allow installation of new equipment. Ventilation fans were installed in the various buildings (Headworks, Chlorination, and Effluent). Also, the last Influent Pump is being installed in the Influent Pump Station.

Electrical cables were installed in underground ductbanks to service the new MCC for the Effluent Pump Station and the Chlorination Building. The cables were tested after installation and they did not pass the testing. Therefore, the cables will need to be reinstalled.

2.1.1 Submittals

Submittals reviewed this month included Electrical Test Reports, Access Hatches, Construction Schedule, and Warranty Certificates.

2.1.2 PLC Programming

PLC programming by Frisch Engineering is in progress.

2.2 Site Work

2.2.1 Potholing/Locating Existing Utilities

None.

2.3 Sludge Holding Tank Replacement

The electricians worked on the lighting circuits for the Sludge Tank. The new breaker for the sludge pump was tested.

2.4 Influent Pump Station Rehab

Work is in progress to install the fourth and final Influent Pump. Work involved demolition of the existing pump and construction of a new concrete pump pad, and mechanical installation of the pump and piping. Old electrical equipment cabinets were demoed after the last of the old influent pumps was removed.

2.5 Headworks Rehab

Electrical work to move 120V circuits to the new circuit panel in the new Motor Control Center (MCC) was conducted. A warranty inspection was done on the new grit classifier. Ventilation fans were installed and are pending startup.

2.6 Chlorination Building Rehab/3W System Improvements

Work was conducted on ventilation fans as well as conduit and wire work for the new MCC in this building. The electrical cables for the MCC in the Chlorination Building were installed in existing underground ductbank conduits; these cables were then megger tested after installation. The megger tests conducted showed that at least two of the wires were defective and did not pass the pre-energization megger test.

2.7 Effluent Pump Station Rehab

The Temporary Pump System was installed and put in service this month which allowed Clark Bros to begin demolition inside the building. The existing effluent pipe was cut into to allow installation of the new Effluent Flowmeter, however during installation of the new flowmeter it was found that the flange adapter did not fit because it was the wrong size. Delivery of a new correct sized flange adapter is being expedited. Clark Bros worked on demoing piping in the pump station dry well. Also, they worked on demolition in the wet well along with installation of the new bubble mixers in the wet well.

The new MCC was installed and electrical conduit and wire work is in progress. The electrical cables for the MCC in the Effluent Pump Station were installed in existing underground ductbank conduits; these cables were then megger tested after installation. The megger tests conducted showed that at least three of the wires were defective and did not pass the pre-energization megger test.

Section 3: Project Issues

On September 1st, 2022, Clark Bros notified CAWD that the MCC were experiencing extended delays beyond what was previously anticipated and that the MCC may not be onsite until June of 2023. CAWD sent a notice to Clark Bros on September 7th, 2022 stating that CAWD will incur financial loss if the work is not completed in the Contract Time, and reaffirming that there hasn't been a change to the Contract Time stipulated in the Agreement.

Clark Bros has been working diligently with the supplier in getting the MCC onsite without significant delays. The Influent Pump Station MCC was delivered on March 2nd, 2023. The Headworks MCC was delivered on March 24th, 2023. The Chlorination Building MCC and the Effluent Building MCC were delivered on July 6th, 2023.

Section 4: RFI and Submittals Review Summary

The following table contains a summary of RFI/Clarifications and Submittals to date:

	Total Number Processed	Number Received in Current Month
RFI/Clarifications	60	1
Submittals	203	14

Section 5: Change Order Summary

Potential change orders (PCOs) are being generated for differing site conditions, owner requested changes, and design issues.

	Total Number Processed to Date	Open PCO Pending Quote/Approval	Number Generated in Current Month	Total Cost Approved to Date
Potential Change Orders (PCO)	13	0	0	NA
Change Orders	5	0	0	\$348,088.52

Section 6: Project Schedule and Budget

6.1 Schedule

The project is currently expected to be substantially complete in September 2023.

6.2 Budget

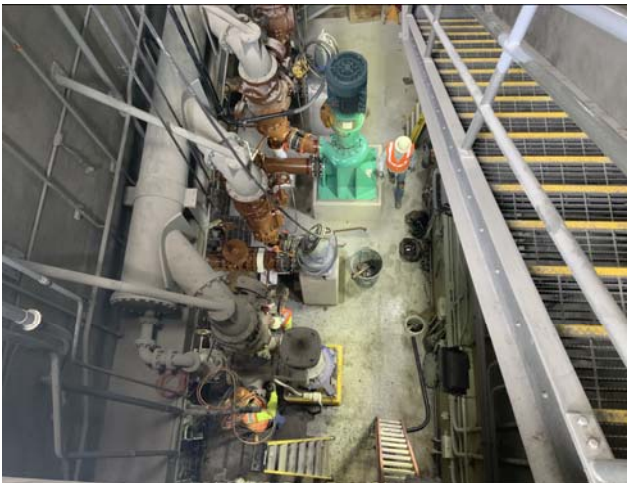
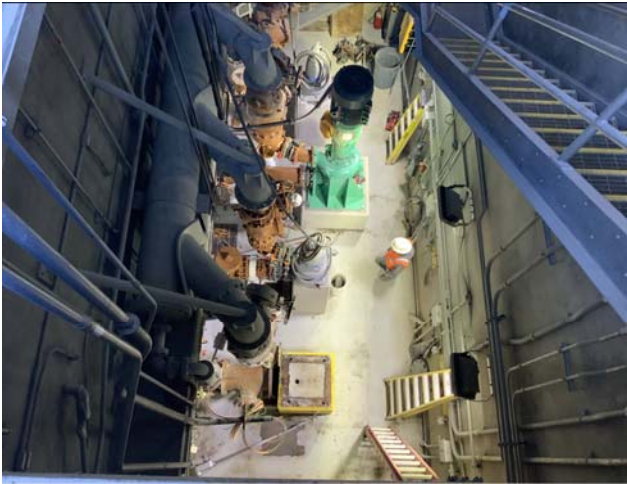
At this time the approved change orders amount to 4.8% of the project cost. The project management team is continually monitoring the costs of potential changes to manage costs.

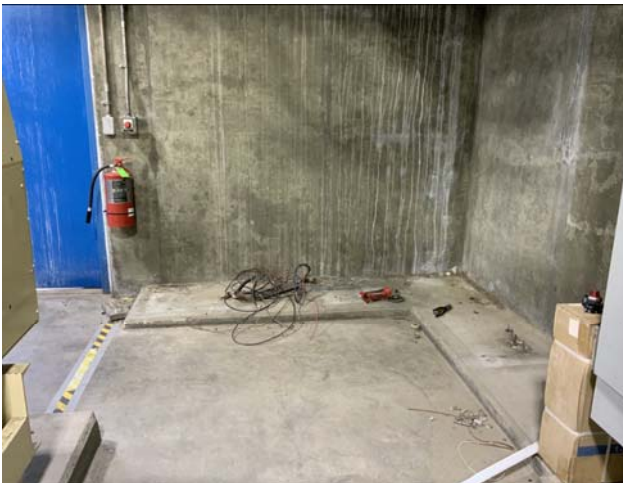
Currently the amount to be paid to CBI is 81% (not including retention) of the total approved budget (88% with retention).

Section 7: Photos

- Influent Pump Station Rehab
- Headworks Rehab
- Effluent Pump Station Rehab
- Chlorination Building Rehab

Photos:
Influent Pump Station Rehab







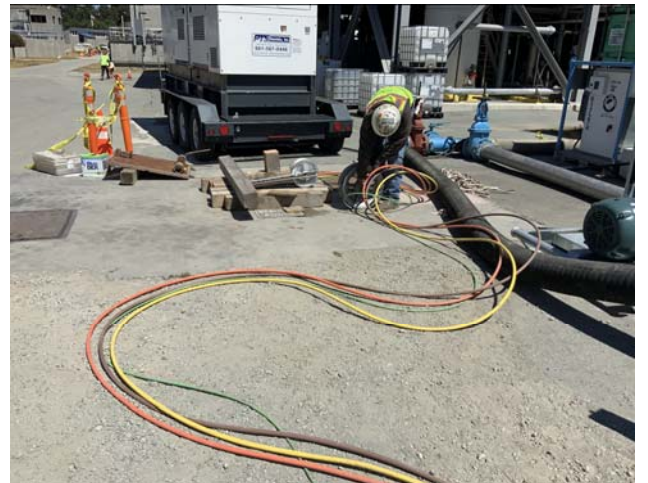
Photos:
Headworks Rehab



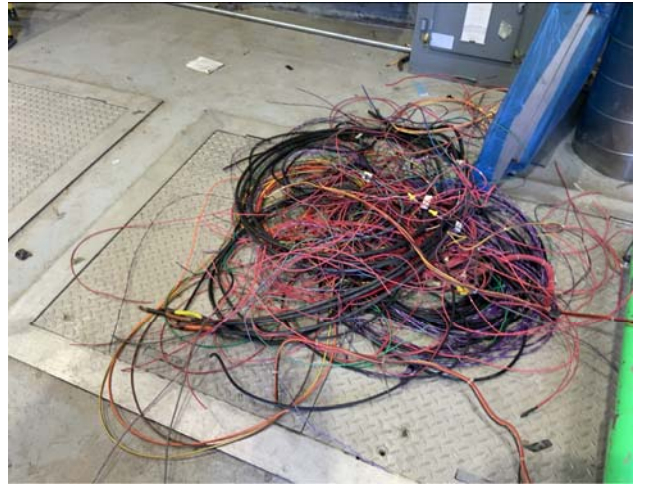
Photos:
Effluent Pump Station Rehab



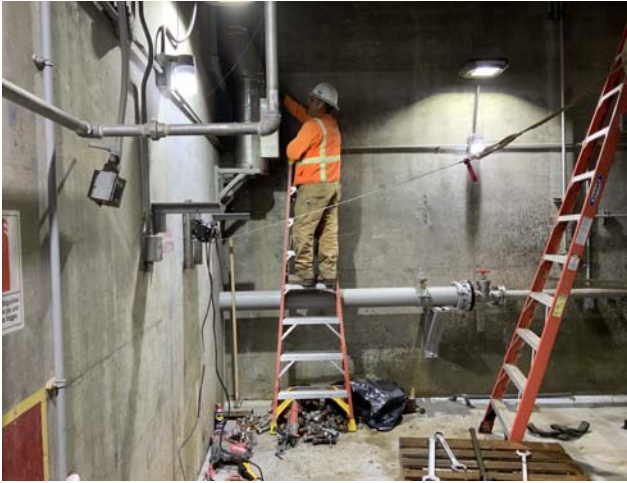






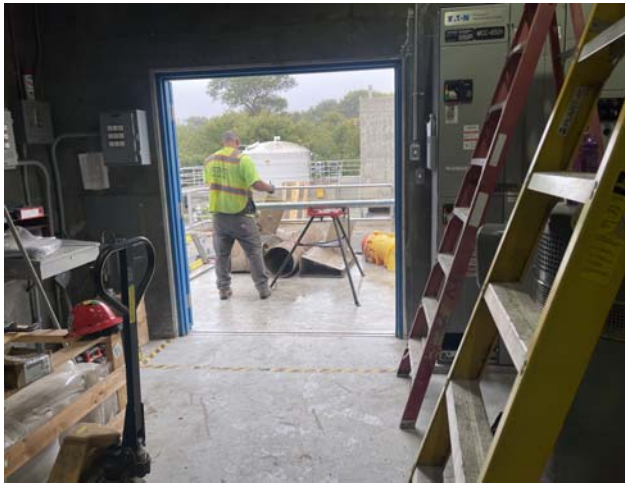
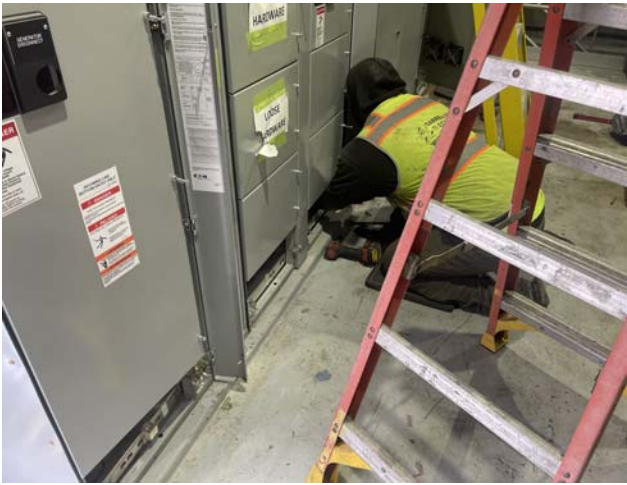
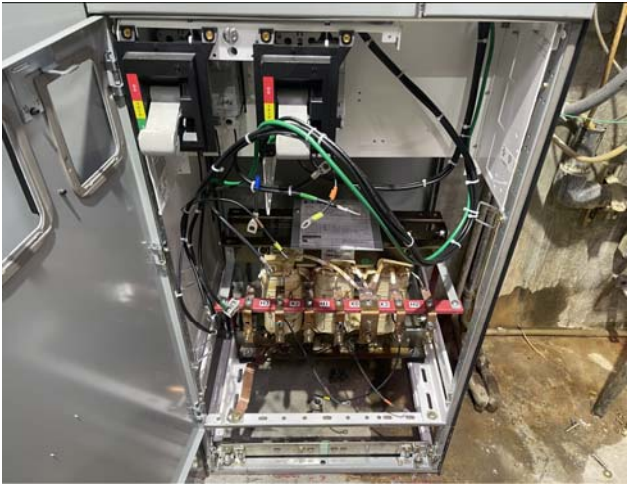






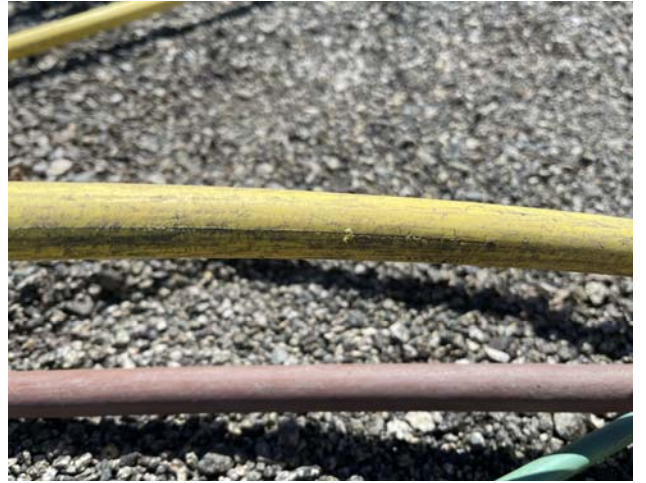


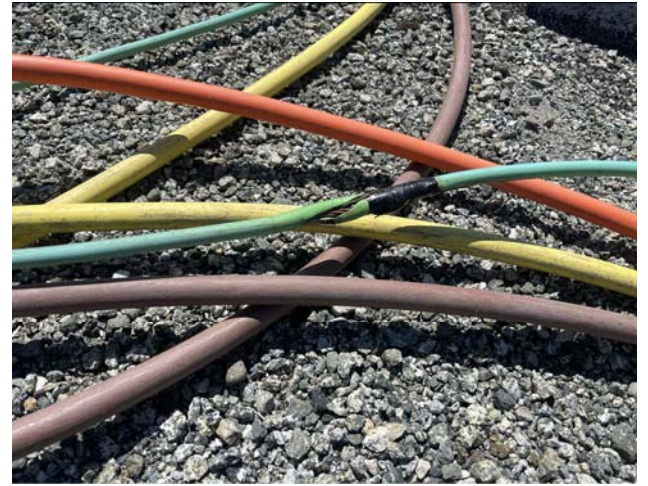










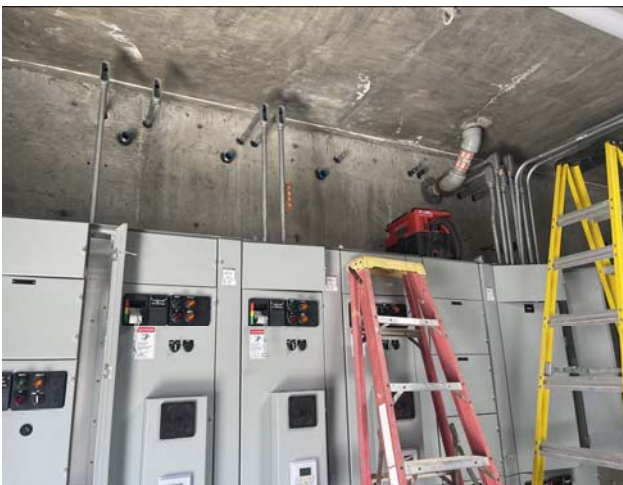
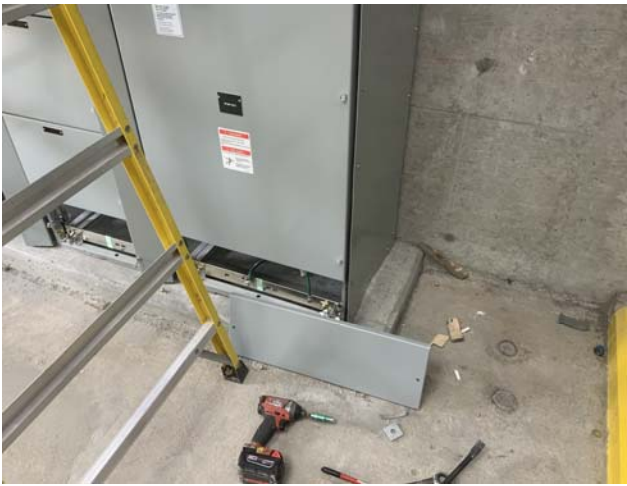




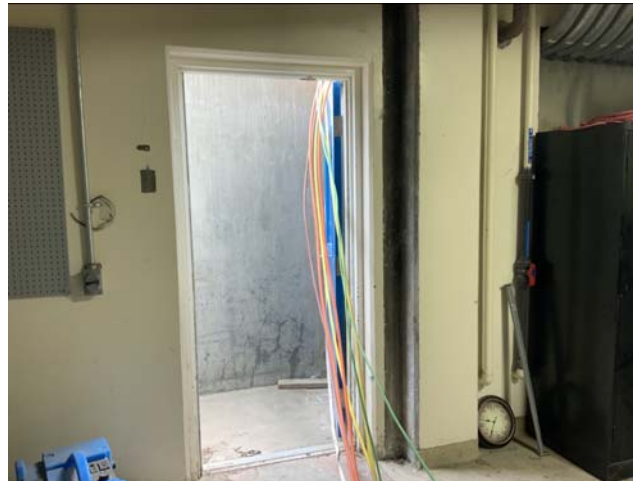
Photos:
Chlorination Building Rehab













STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: August 31, 2023

Subject: Pebble Beach Community Services District (PBCSD)- Regular Board Meeting on July 28, 2023



DISCUSSION

Agenda items from July 28, 2023, meeting that are of specific interest to this District:

- Total cash balance at the end of June 2023 was \$29.6M; of that \$22.7M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues with sewer operating expenses of \$2.7M.
- Approximately 88 million gallons (MG) or 270 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 77% of permitted capacity of 115 MG. The current storage volume is 35% higher than the historic average of 65 MG or 199 AF.
- Average daily wastewater flow of 444,000 gallons per day (GPD) was measured in June at the PBCSD-Carmel gate. This represents 36% of the total monthly flow at the Carmel Area Wastewater District (CAWD) treatment facility.

The measured PBCSD flows were 16% above the five-year average of 384,000 GPD for June. The CAWD flows were 4% above the five-year average of 1,169,000 GPD for June.

- Total irrigation water demand for the 2023 calendar year through June was 325 AF. Total demand for the calendar year is 28% below the 5-year average usage of 449 AF through June. The month of June reflected a net storage decrease of 11 M gallons as the reservoir dropped from 108 MG down to 97 MG.
- Total production for Alternative Source Water for the 2023 calendar year through mid-July was approximately 8.0 million gallons.

- The Board approved an agreement with Paul Davis Partnership to provide architectural and engineering design services for the Facility Improvement Project for a budget amount not to exceed \$75K.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 22	36.043	24.579	11.464	31.81%
Aug -22	35.881	24.412	11.469	31.96%
Sept – 22	33.941	23.173	10.768	31.73%
Oct -22	31.961	22.411	9.55	29.88%
Nov – 22	34.002	22.641	11.361	33.41%
Dec -22	57.963	33.771	24.192	41.74%
Jan -23	81.216	45.825	35.391	43.58%
Feb-23	43.194	26.652	16.542	38.30%
Mar-23	72.259	41.933	30.326	41.968%
Apr - 23	43.486	27.079	16.407	37.729%
May - 23	41.342	24.661	16.681	40.349%
June – 23	36.572	23.256	13.316	36.410%
Total	547.860	340.393	207.467	37.869%

FUNDING

Informational item only

Closed Session
*Open Session Will Reconvene Shortly
Thereafter*

Announcements On Subjects of Interest To The Board:

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

Friday, August , 2023 – No PBCSD Meeting
Friday, September 29, 2023, at 9:30 a.m. – Director Rachel is scheduled to attend.

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

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

Tuesday, January TBD , 2024, at 6:00 p.m. –Director Urquhart are scheduled to attend.

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

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

Adjournment