

MEMORANDUM



To: Board of Directors
From: Barbara Buikema, GM
Date: April 30, 2020
Subject: Director Questions prior to 04-30-20 meeting

DISCUSSION

Below is a recap of questions received from Board members for the 04-30-20 meeting.

Questions from Director Siegfried (written delivery)

p. 48: Did we bill MoCo for the extra costs involved? If not, why not?

We just completed the contract with Coastal Paving. We needed the final costs for this portion of the contract in order to file a claim against the County. We do intend to bill Monterey County for the extra work.

p. 50: Time for a monthly CCTV inspection map?

We can easily add a Map for CCTV locations, and will start next month.

p. 53: 14+ AF seems like an unusually large discrepancy in the difference between water in and water out;
~ 2X prior months.

I believe the primary difference is rainfall. January 1.4", February 0", and March 7.39"

pp. 53 - 57: The highest efficiency achieved by reclamation in the three months was ~ 55%. Why?

Microturbine still not working, but chiller was unpacked and road tested?

Clarification: efficiency measured as tertiary/total inflow

Dec = 82.10%

Jan = 59.83%

Feb = 44.07%
Mar = 11.85%

The reason for the decrease in "efficiency" is two-fold. One increased rain flows, particularly in March resulting in increased influent. Two the Reclamation facility was shut down when the reservoir was full. Shut down 0 days in Dec, 9 days in Jan, 9 days in Feb, and 24 days in March.

Note that the District has not experienced significantly higher flows due to COVID-19. March 2019 57.969MG (rainfall 3.93") and March 2020 53.642MG (rainfall 7.39")

Microturbine still not working, but chiller was unpacked and road tested. We are starting up the chiller tomorrow (04-28-20) and test new PLC. We will then place the 30kW microturbine back online. Then we will contact Cal Microturbine to finalize commissioning of 65kW microturbine. The demand settings from PLC to microturbine needs to be configured.

p. 60, 3rd bullet: What does "several restaurants are closing" mean? For duration? Permanently?

This was at the very start of the COVID-19 shutdown where several restaurants were indeed closing. The date of this report is for March, so Ray is correct for that point in time. Subsequently they all either closed or went to take out only status. We do not know if there are any restaurants that are closed permanently – we have spoken about this at the staff level and asked Source Control to keep an eye out. However, since Source Control is shut down it is not possible for them to do anything at this time. We may be able to collaborate with the City at year end to see if they know of any restaurants that have closed on a permanent basis. This is certainly important information for the District's revenue projections.

p. 77: "Monterey County Water Awareness Committee meeting canceled due to the COVID-19 pandemic." Best pandemic news I've had so far!

Opinion stmt

p. 86, 2020-21: Do we know anything about the fine print in the aid agreements? If not, I will want to amend the resolution to read "financial assistance programs pending analysis of potential consequences;"

This resolution is identical to the one the Board signed in 2017. Federal Emergency

Management Agency/Office of Emergency Services (FEMA/OES) requires a new form every three years to apply for disaster assistance or grant funding. Staff recommends the District keep this form current so that at any time we are ready to apply for grant funding opportunities.

Do we know anything about the fine print in the aid agreements? Copies of the requirements to apply are available online and the summary is in the General Manager's office. There are further requirements for construction or capital projects; however, at this time we have applied for direct reimbursement for emergency protective measures taken to response to the COVID-19 emergency at the direction of public health. Any reimbursement awarded would be as direct reimbursement of costs expended. In short, no "fine print" at this time. (This program would be similar to the reimbursement received for Hatton Canyon when a disaster was declared in 2017).

I believe staff needs further clarification if the Board would like analysis of potential consequences of applying for grant funding. Is the Board looking for an analysis of the amount of staff time required to administer a grant? Something else?

p. 88, 89: "your Board." ?

This is typical of how staff reports are handled in Santa Cruz. I do not believe it is "wrong" and can be described as reflective of an approach whereby it speaks to the public (i.e. "your Board"). I did not edit this staff report for its style approach because I think it is important for each of the Engineers and Superintendents to stamp their reports with their individual style.

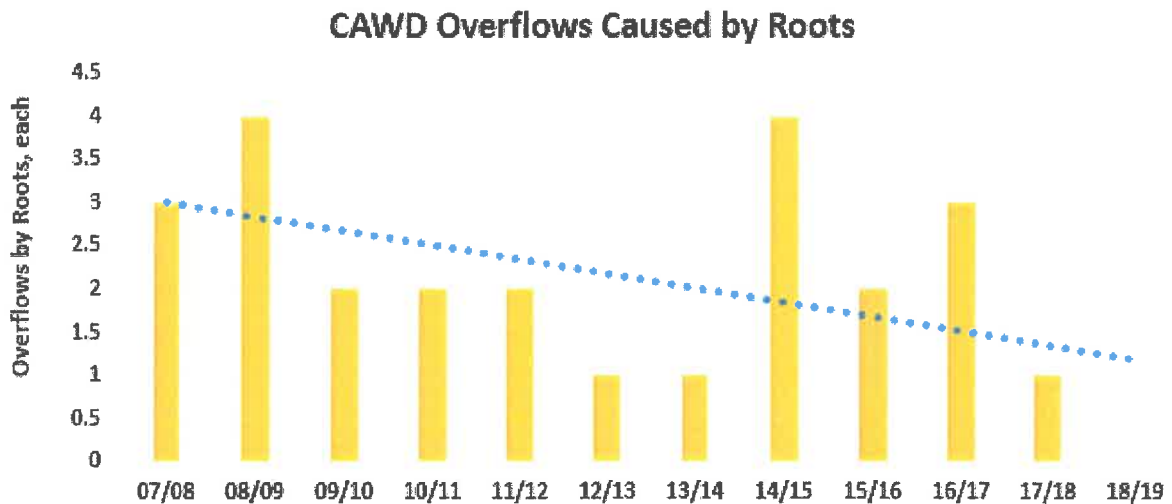
p. 92: What is the figure for 18/19? Zero?

Zero

There were two spills in 2018-19, neither of which were caused by roots.

#1 on 10-12-18 at Pescadero Easement caused by debris from a plumber (113G)

#2 on 01-14-19 at Del Mesa caused by a fallen tree that pulled up our pipeline when it fell (2,008 G)



pp. 93 - 94: Shouldn't wording be included that covers the contractor's responsibility to assure that foam does not get far enough up a lateral to enter a building? Seems unlikely, but the presence of an undetected obstruction downstream . . . Perhaps something about the time lapse between CCTV or cleaning and foaming?

When the contractor applies the root foam it is not under pressure. And will not be forced into homes. It does expand and travel 3-5 feet into the private laterals. The District is not in the business of foaming private laterals and does not want to pay for the extra foam. The way it is applied is they push the 1" applicator line up to the next manhole then turn on the foam and pull back slowly applying the foam on the way back.

p. 96, 2020-22: "Mitigate" means to lessen the severity of. You want something like "reduce the frequency of".

The entire first recital is unintelligible, and needs to be edited.

Let's change "mitigate" to "reduce the frequency of". As far as unintelligible- let's end the first recital at "due to presence of roots". See attached.

p. 97: There is an obvious question here. If Drew's district can make use of the truck, why couldn't we? His service area appears comparable to ours.

SSCWD is primarily drinking water district. While they do own and run wastewater treatment plant, they do not maintain the Collection system of Hollister or within their District. They do have a small number of new gravity lines that they maintain, and they

contract with the City of Hollister for service. The truck that is being sold has a pony motor that is a tier 1 diesel and can only be ran for 600 hours a year. That pony motor is used to power the water pump for the sewer cleaning part of the combo unit. I believe SSCWD intends on using the truck to hydro excavate and not sewer clean as a primary use for the truck

As to justification for CAWD's purchase of a new truck the vehicle has over 10 years of service and over 10,000 hours of run time. This vehicle is a purpose-built machine with many mechanical parts and computerized controls. With the frequent and heavy duty use it endures, the cost of servicing and repairing of this unit continues to increase. This unit had the top end of the engine rebuilt in January 2015 and in 2018 the unit had transmission problems. The auxiliary motor that supplies the water pressure for pipeline service continues to experience many electrical issues due to shorts in wiring and faulty computers. For the District to be able to continue its level of service and rapid response this vehicle needs to be reliable and ready to use at any time. This vehicle is also utilized for emergency spill clean-up for the City of Carmel, storm drain cleaning and when called upon by the Fire Departments. In staff's opinion the unit is at the end of its useful life and needed to be replaced to provide a reliable level of service for emergency response.

p. 104, 105: "your Board" ?

See p. 88 above

What progress on finding out whether Dias is interested in learning ArcGIS?

I am sure that Mr. Dias would be willing to learn ArcGIS. However, the cost component for ArcGIS programming changes is only \$2,000 per year with Turf Image. The remainder is licensing for ArcGIS that we would still have to pay if we moved programming to an internal function. If Dias received a pay adjustment to manage the ArcGIS system and we provided all the training the cost would be more than \$2,000 and since this is not Mark's full time area of expertise we may still need assistance from ArcGIS when Mark runs into questions. Finally, if ArcGIS took up only 10% (for example) of Mark's current duties, those would be duties he could no longer fulfil. We would have to analyze the impact of that shift. I would not recommend moving ArcGIS programming to internal staff. A consultant that specializes in GIS is less expensive and will provide better service.

The cost for the ICOM support is \$10,000/year. An estimate to purchase software and migrate ICOM to another platform would be \$60,000-\$120,000 plus staff time. Shifting

to another platform would likely also cost \$10,000/year for support. After discussing with Daryl, ICOM meets our needs and is currently the best value for CAWD. I agree with Daryl we should still look at other software and educate ourselves on CMMS systems so we can continue to plan for the future.

What progress in asking NPG about how they handle liability for high school interns?

Nothing yet, but it is in the queue.

Questions from Director D'Ambrosio (oral delivery)

1. What is the status of Coastal Commission permitting?

Since the permit was approved, staff has submitted the following for approval or review by Commission staff:

- a) Maintenance Project Notification – Elec/Mech Rehab and Sludge Holding Tank Project
- b) Wastewater Treatment Plant Vegetation Management Work Description
- c) Draft Coastal Hazards Monitoring Plan Report
- d) Contact with questions how to proceed on Annexation of Yankee Point/Otter Cove beyond Highlands.

Staff is attempting to stay within the letter of our new permit and our discussion with local Commission staff. Routine maintenance activities do not require a permit. All other projects will require a permit. Our intention is to develop a better relationship with Santa Cruz staff.

2. Are Susan McCabe & lawyers done with their role?

Yes, after Coastal Commission meeting in March and approval of our permit the issue is resolved.

Director D'Ambrosio asked for a summary of all costs expended on the permit issue. Staff will provide this at our May meeting.

3. Can we have a trend of PG&E expenses?

Staff reminded that we are on a six month schedule with PG&E trend reporting. Director D'Ambrosio confirmed that he was fine with six month interval. The next reporting will be in June 2020.

4. Wellington's expenses appear higher?

Correct. Mr. Wellington was also involved in Coastal Commission matter. We

will report his portion of total expenditures in May when we present total permit expenses. See #2 above.

5. Cross bore on Rio Road – will we be reimbursed?

See p. 48 comment above

6. Are restaurants closing?

See p.60 comment above

7. Projects on page 67 – no hard hat?

Good catch! Absolutely correct that this is a safety breach.

8. Pump Stations – Fall 2019

p. 63 for Project # 18-18 gives completion date as June 30, 202

p. 68 for Project # 18-18 gives completion date as “in the Fall of 2019”

The date listed on p. 68 is incorrect.

9. VacCon sale to Drew Lander

See p. 97 comment above

10. VacCon sales go where?

Revenue from sale of VacCon will go into Capital Reserves

11. What was the bidding breach?

We engaged MNS Engineering to assist with the bid process – because we were going to hold a remote bid the original thought was to have assistance on hand. All bids were to go first to MNS Engineers who then forward to CAWD where we would “open” in a ZOOM meeting. The first two bids that were forwarded by MNS to Domine included the dollar amount in the cover email. Domine immediately recognized that this was wrong, brought it to General Manager’s attention, and we closed the bid process. We contacted Wellington who indicated that it was correct to shut down the bidding and that our only option was to rebid. The rebid was scheduled for 04-28-20. It goes without saying, the District will not be compensating MNS Engineers for their bid assistance.

12. LAFCO Election –

Director D'Ambrosio commented that he knows Pete Poitras and feels he has done a good job. He would support Poitras for the position.

RESOLUTION NO. 2020-22

RESOLUTION APPROVING THE SEWER LINE CHEMICAL
ROOT CONTROL POLICY

-oOo-

WHEREAS, the District has an interest in establishing a written policy regarding its sewer line chemical root control program in order to ~~mitigate~~ reduce the frequency of sewer overflows due to the presence of roots ~~with a program that is appropriate to kill the root growth present in pipelines and inhibit root re-growth, without permanently damaging the vegetation producing the roots or migrating to the surrounding surface water or groundwater;~~ and

WHEREAS, said the attached policy is intended to ensure the District maintains its sewer line chemical root control program in a responsible, transparent, and accountable manner.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Carmel Area Wastewater District does hereby confirm the intent of the attached Sewer Line Chemical Root Control Policy and incorporated herein and its policy approach and further approves the Sewer Line Chemical Root Control Policy.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on April 30, 2020 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board