CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

August 30, 2018
Thursday
9:00AM

List of Common Acronyms

ACWA	Assoc of California Water Agencies
AF	Acre Feet
APWA	American Public Works Assoc
AWWA	American Water Works Assoc
BFE	Base Flood Elevation (FEMA)
BMP	Best Management Practice
BOD	Biochemical Oxygen Demand
BTU	British Thermal Units
C&I	Calcium & Ion
Cal OES	California Office of Emergency Services
Cal/OSHA	California Occupational Safety and Health Administration
CalPERS	California Public Employees Retirement System
CASA	California Association of Sanitation Agencies
CAWD	Carmel Area Wastewater District
CCAMP	Central Coast Ambient Monitoring Program
CCLEAN	Central Coast Long Term Environ Assess Network
CCTV	Closed Circuit Television
CECs	Constituents of Emerging Concern
CEQA	California Environmental Quality Act
CFR	Code of Federal Regulations
CIP	Capital Improvement Project/Plan
CL2	Chlorine
CMMS	Computerized Maintenance Mgmt Software
CMOM	Capacity, Management, Operations & Maintenance
COD	Chemical Oxygen Demand
CPI	Consumer Price Index
CRWQCB	Calif Regional Water Quality Control Board
CSDA	California Special District Association
CSO	Combined Sewer Overflow
CSS	Combined Sewer System
CU FT	Cubic Feet
CWA	Clean Water Act (EPA)
CWEA	California Water Environment Assoc
DAF	Dissolved Air Flotation
DEG	Degrees
DEIS	Draft Environmental Impact Statement (NEPA/EPA)
DHS	Department of Health Services
DO	Dissolved Oxygen
DWF	Dry Weather Flow
EA	Environmental Assessment (NEPA/EPA)
EFT	Electronic Funds Transfer
EIS/EIR	Environmental Impact Statement/Report
ELAP	Environmental Laboratory Accreditation Program
EPA	[U.S.] Environmental Protection Agency
ESMP	Electronic Self-Monitoring Report
F/M	Food to Microorganism ratio
FEB	Flow Equalization Basin
FEMA	Federal Emergency Management Agency
FOG	Fats, Oils and Grease
GAL	Gallon
GASB	Government Accounting Standards Board
GPD	Gallons per Day
HP	Horsepower
I/I	Infiltration and Inflow
IPR	Indirect Potable Reuse
IRWUG	Independent Reclaimed Water Users Group
kw	Kilowatt
kwH	Kilowatt hour
LAFCO	Local Agency Formation Commission
LAMP	Local Area Management Plan
lbs	Pounds
LIMS	Laboratory Information Management Software
MCC	Motor Control Center
MCRT	Mean Cell Retention Time
MF/RO	Microfiltration/Reverse Osmosis
MG/L	Milligrams per Liter
MGD	Million Gallons per Day
MLSS	Mixed Liquor Suspended Solids
MLVSS	Mixed Liquor Volatile Suspended Solids
MOU	Memorandum of Understanding
MPN	Most Probable Number (of coliform organisms)
MPWMD	Monterey Peninsula Water Management District
MSL	[Elevation above] Mean Sea Level
NEC	National Electric Code
NELAC	National Environmental Laboratory Accreditation Council
NEPA	National Environmental Policy Act
NMFS	National Marine Fisheries Serivce (NOAA)
NOAA	National Oceanic & Atmospheric Administration
NPDES	National Pollutant Discharge Elimination System
NPS	Non-Point Source [Pollution]
OM&R	Operations, Maintenance, and Replacement
OSHA	Occupational Safety & Health Act
PBC	Pebble Beach Company
PBCSD	Pebble Beach Community Services District
PCB's	Polychlorinated Biphenyls
PEHP	Post Employment Health Plan
pH	Hydrogen Ion Concentration (Potential of Hydrogen)
POTW	Publicly Owned Treatment Works
PPM	Parts per Million
PS	Point Source [Pollution]
PS	Pump Station
PSI	Pounds per Square Inch
QA/QC	Quality Assurance/Quality Control
RAS	Return Activated Sludge
RFP	Request for Proposals
RFQ	Request for Qualifications
RMP	Risk Management Program
RO	Reverse Osmosis
RPM	Revolutions per Minute
RWQCB	Regional Water Quality Control Board
SAR	Sodium Absorption Ratio
SBS	Sodium Bisulfite
SCADA	Supervisory Control and Data Acquisition
SOR	Standard Oxygen Requirement
SOUR	Specific Oxygen Uptake Rate
SRF	State Revolving Loan Fund
SRT	Solids Retention Time (same as MCRT)
SRV	Sewer Relief Valve
SS	Suspended Solids (same as TSS)
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow
SVI	Sludge Volume Index
SWRCB	State Water Resources Control Board
TDML	Total Maximum Daily Load
TMP	Trans Membrane Pressure
TDS	Total Dissolved Solids
TOC	Total Organic Carbon
TS/TSS	Total Suspended Sollids
UV	Ultraviolet Treatment
VFD	Variable Frequency Drive
VS	Volatile Solids
VSS	Volatile Suspended Solids
WAS	Waste Activated Sludge
WDR	Waste Discharge Requirements
WEF	Water Environment Federation
WPCF	Water Pollution Control Federation
WWTP	Waste Water Treatment Plant

CARMEL AREA WASTEWATER DISTRICT (*CAWD*)
REGULAR BOARD MEETING MINUTES
JULY 26, 2018

CALL TO ORDER - ROLL CALL

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

Absent: None

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)
Irene Bryant, Administrative Services Coordinator, CAWD
Ed Waggoner, Operations Superintendent, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Collections Superintendent, CAWD
Patrick Treanor, Plant Engineer, CAWD
Mark Dias, Safety/Regulatory Compliance Administrator I
Rob Wellington, Wellington Law Offices, District Legal Counsel
Jeffrey Froke, Board Director, Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

1. **Appearances/Public Comments:**
   There were no appearances or public comment.

2. **Agenda Changes:**
   Item #3 acknowledging Fanny Mui achievement is deferred to next month's meeting when she is able to attend.

OTHER ITEMS BEFORE THE BOARD

3. Employee Acknowledgements: Fanny Mui, Achieved the CWEA Environmental Compliance Inspector, Grade 1 Certification – in person recognition deferred to the next board 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.

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

Board Action

Following a motion made by Director D'Ambrosio and seconded by Director Townsend the Board approved the Regular Meeting Minutes of June 28, 2018, and enacted the following Consent Calendar Agenda items with the exception of Item 14 that was pulled:

4. Approve Regular Board Meeting Minutes of – June 28, 2018.

5. Receive and Accept Bank Statement Review By Hayashi Wayland – May 2018

6. Receive and Accept Schedule of Cash Receipts and Disbursements – June 2018

7. Approve Register of Disbursements - Carmel Area Wastewater District – June 2018

8. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – June 2018

9. Receive and Accept Financial Statements and Supplementary Schedules – June 2018

10. Receive and Accept Collection System Reports – June 2018

11. Receive and Accept Treatment Facility Operations Report –April 2018, May 2018, and June, 2018

12. Receive and Accept Safety and Regulatory Compliance Report – June 2018

Director Siegfried inquired whether personal emergency preparedness training would be an appropriate addition to new hire orientation.

13. Receive and Accept Laboratory/Environmental Compliance Report – June 2018

14. Receive and Accept Capital Projects Report/Implementation Schedule – June 2018

Director Siegfried requested, and the Board concurred, to pull from the consent calendar the *Projects Implementation Plan Schedule* on page 60 and make it an agenda item for next month's board meeting.

15. Receive and Accept Plant Operations Report – June 2018

16. Receive and Accept Maintenance Projects Report – June 2018

RESOLUTIONS / ORDINANCES

17. **Resolution No. 2018-28:** A Resolution Accepting the Proposal to Execute a Contract with Rebuild-It Services Group in an Amount Not to Exceed $117,896.35, Authorizing the Additional Purchase of Materials and Labor as Described in the Board Report in an Amount Not to Exceed $90,000, and Authorizing an Additional $10,000 in Unexpected Items; for a Total Project Cost Not to Exceed $217,896.35 - *Report by Ed Waggoner, Operations Superintendent*

Director Siegfried requested that the proposal have Rebuild-it Services Group (RSG) negotiate with carriers regarding equipment and parts transportation risk, making FOB to the CAWD facility instead of the RSG facility. The Board requested that District Counsel review sole source services proposed by staff to insure bid policy is followed. Director D'Ambrosio requested that the title wording be changed from "…AUTHORIZE AN ADDITIONAL $10,000 UNEXPECTED ITEMS" to "…AUTHORIZE $10,000 IN CONTINGENCY FUNDING".

Board Action

Following a motion made by Director D'Ambrosio and seconded by Director Siegfried the Board unanimously adopted Resolution No. 2018-28 as amended, accepting the proposal to execute a contract with Rebuild-It Services Group in an amount not to exceed $117,896.35, and authorizing the additional purchase of materials and labor as described in the Board Report in an amount not to exceed $90,000, and authorizing $10,000 in contingency funding, for a total project cost not to exceed $217,896.35.

18. **Resolution No. 2018-29**; A Resolution Accepting the Proposal and Authorizing the General Manager to Execute a Sole Source Contract with Environetics in an Amount Not to Exceed $47,600 and Authorizing the Additional Purchase of Materials and Contract Labor as Described in the Board Report in an Amount Not to Exceed $12,400; for a Total Project Cost Not to Exceed $60,000 - *Report by Ed Waggoner, Operations Superintendent*

Board Action

Following a motion made by Director Siegfried and seconded by Director D'Ambrosio the Board unanimously adopted Resolution No. 2018-29 accepting the proposal and authorizing the General Manager to execute a sole source contract with Environetics in an amount not to exceed $47,600 and authorizing the additional purchase of materials and contract labor as described in the Board Report in an amount not to exceed $12,400; for a total project cost not to exceed $60,000.

19. **Resolution No. 2018-30**; A Resolution Authorizing Contracting with Kennedy/Jenks Consultants in the Amount of $874,985 for the "Phase 2 WWTP Rehabilitation Design and Bid Services" – *Report by Patrick Treanor, Plant Engineer*

Mike Niccum, General Manager, PBCSD felt that 25% (30% including contingency) is a high-end engineering cost. He prefers not giving the contingency away at the beginning of the project but to wait until the end when the contingency will be seen.

Board Action

Following a motion made by Director Townsend and seconded by Director Rachel the Board unanimously adopted Resolution No. 2018-30 authorizing contracting with Kennedy/Jenks Consultants in the amount of $874,985 for the "Phase 2 WWTP Rehabilitation Design and Bid Services."

20. **Resolution No. 2018-31;** A Resolution Authorizing the General Manager to Execute an Amended Contract with Johnson Marigot Consulting, LLC for Professional Services in an Amount Not to Exceed $15,000 to Continue the Preparation of the Environmental Documentation and Permit Applications to Repair a Portion of the District Outfall in the Carmel Lagoon – *Report by Patrick Treanor, Plant Engineer*

Ms. Buikema commended Plant Engineer Treanor for performing excellent work on a very complex project.

Funding for the contract is coming from the District Capital Reserve.

Board Action

Following a motion made by Director Townsend and seconded by Director Rachel the Board unanimously adopted Resolution No. 2018-31 authorizing the General Manager to execute an amended contract with Johnson Marigot Consulting, LLC for professional services in an amount not to exceed $15,000 to continue the preparation of the environmental documentation and permit applications to repair a portion of the District outfall in the Carmel Lagoon.

21. **Resolution No. 2018-32**; A Resolution Authorizing the "Administrative Assistant/Board Clerk" Job Description and Authorizing the Hiring of an Additional Part Time Employee for Up to 24 Hours Per Week - *Report by Barbara Buikema, General Manager*

Board Action

Following a motion made by Director White and seconded by Director Rachel the Board adopted Resolution No. 2018-32 authorizing the "Administrative Assistant/Board Clerk" job description and authorizing the hiring of a part-time employee for up to 24 hours per week.

22. **Resolution No. 2018-33**; A Resolution Designating the Classification Titles in the District and Providing for the Number of Positions and Monthly Salary Ranges Effective July 26, 2018 - *Report By Barbara Buikema, General Manager*

Board Action

Following a motion made by Director D'Ambrosio and seconded by Director Siegfried the Board unanimously adopted Resolution No. 2018-33 designating the Classification Titles in the District and providing for the number of positions and monthly salary ranges effective July 26, 2018.

23. **Resolution No. 2018-34**; A Resolution Authorizing the General Manager to Enter into a Contract With CSI HR Group For Contract Human Resource Services in an Amount Not to Exceed $62,400 - *Report By Barbara Buikema, General Manager*

Board Action

Following a motion made by Director Rachel and seconded by Director White the Board unanimously adopted Resolution No. 2018-34 authorizing the General Manager to enter into a contract with CSI HR Group for Human Resource services in an amount not to exceed $62,400.

OTHER ITEMS BEFORE THE BOARD

24. Disclosure of Reimbursements Paid of at Least $100 for FY 2017-18 – *Report by Barbara Buikema, General Manager*

Board Action

Following a motion made by Director D'Ambrosio and seconded by Director Townsend the Board unanimously accepted the Disclosure of Reimbursements Paid of at Least $100 for FY 2017-18.

INFORMATION/DISCUSSION ITEMS

25. Pebble Beach Community Services District – Regular Board Meeting of June 29, 2018 - *Report by Barbara Buikema, General Manager*

*The report was informational only – no action required***.**

26. General Manager Quarterly Progress Report – April through June 2018 – *Report by Barbara Buikema, General Manager*

*The report was informational only – no action required***.**

STAFF & BOARD MEMBER REPORTS

Staff Reports include items for which verbal reports/presentation will be provided. If a specific presentation is planned, it will be listed and summary information may be included with the Agenda. Brief oral reports may be provided for items arising after the Agenda preparation. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request a matter be set as a future Agenda Item.

COMMUNICATIONS

27. General Manager's Report - *Oral Report by Barbara Buikema, General Manager*

- **Harassment Training** (2 hours mandatory for Board and Management due every 2 years and due this year) was held after today's July 26, 2018 Regular Board Meeting. Treatment plant personnel received their 1 hour training this morning.

- **Ethics Training** (Mandatory for Board and Management every 2 years and due this year) is available on a cost-free basis online by the Fair Political Practices Commission. The Certification of Completion should be printed and turned in by August 31, 2018. CASA is not giving the training at the annual conference as in the past.

Ms. Buikema thanked the Board for its support of the annual employee picnic. The event boosts morale and is always well received.

Director White requested that the Board be made aware of District related news items including that source control inspections are being combined with storm water inspections on which CAWD and the City of Carmel have partnered. There has been a positive reaction by businesses to the joint effort. An article on the matter was published in a local newspaper.

Training for management staff per the Management Training Plan was conducted, with the consultant instructor commenting that the District has a high functioning team. The focus was strategic vision. A Board retreat is being considered in early October and it is suggested the same training consultant be used. The first half of the session could be with both Board members and management, and then the Board could refine its vision in the second half of the session.

Ms. Buikema reported that the County Board of Supervisors met regarding the Carmel Lagoon Scenic Road Protection and Environmental Protection Barrier (EPB). There were five options they were willing to take, settling on the option to complete the EIR that includes options of Scenic Road protection, building the EPB, or an option for no EPB to be built. Stripping out the EPB from the EIR is not allowed, so the full EIR will be conducted and brought back to the Board of Supervisors to decide on whether an EPB is to be built. Flooding caused by the lagoon sandbar would continue if no project is built. The District is working with the County to form an Assessment District with the City, Mission Fields, and surrounding homeowners and businesses to fund breaching of the sandbar. Mr. Niccum noted that it may need to be determined whether CAWD has any financial responsibility in the management of the sandbar. He continued, stating that in the long-term solutions being considered regarding reduced wastewater flow, the Reclamation Project is honing in on the idea of a well at CAWD. It could be a mitigating factor for sandbar management and Reclamation Project participants may be willing to financially participate.

Board Action

Following a motion made by Director Townsend and seconded by Director Siegfried the Board unanimously authorized a letter be written to the County Supervisors advising that the District Board of Directors desires to work with the County in resolving the management of the sandbar at Carmel Lagoon this upcoming winter before there is time to establish an assessment district.

The letter will be circulated to Board members and to Mr. Niccum who stated PBCSD would support such a letter.

28. 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.*

The next PBCSD board meetings are:
Friday, July 27, 2018 at 9:30a.m. *Director D'Ambrosio is to attend.*
Friday, August 31, 2018 at 9:30a.m. – **if held** *Director Rachel is to attend*

Reclamation Management Committee Meeting – The next RMC meeting of **Wednesday**, August 8, 2018 at 9:30 a.m**. has been cancelled**.

Special Districts Association of Monterey County – The next SDA meeting is:
Tuesday, October 16, 2018 at 6:00 pm. *Director Townsend is to attend.*

29. CLOSED SESSION: *Pursuant to Government Code Section 54956 et seq., the Board met in closed session.*

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

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**

The Board adjourned to Harassment Training at 10:55 a.m. The Board convened in closed session at 12:35 p.m. with regard to the items listed on the agenda, and reconvened to open session at 1:35 p.m. Legal Counsel announced that in the closed session the Board took up the two items listed. As to Item A. General Manager Performance Evaluation, the Board discussed the matter and continued it over to the August board meeting for further consideration and action. As to Item B. Legal Counsel Performance Evaluation, that matter was considered and concluded. No other reportable action was taken in the closed session.

30. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 1:35 p.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, August 30, 2018 or an alternate, acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.

Respectfully submitted:

_____
Irene Bryant, Secretary to the Board

APPROVED:

_____
Ken White, President

HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

July 23, 2018

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 June 2018. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

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

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

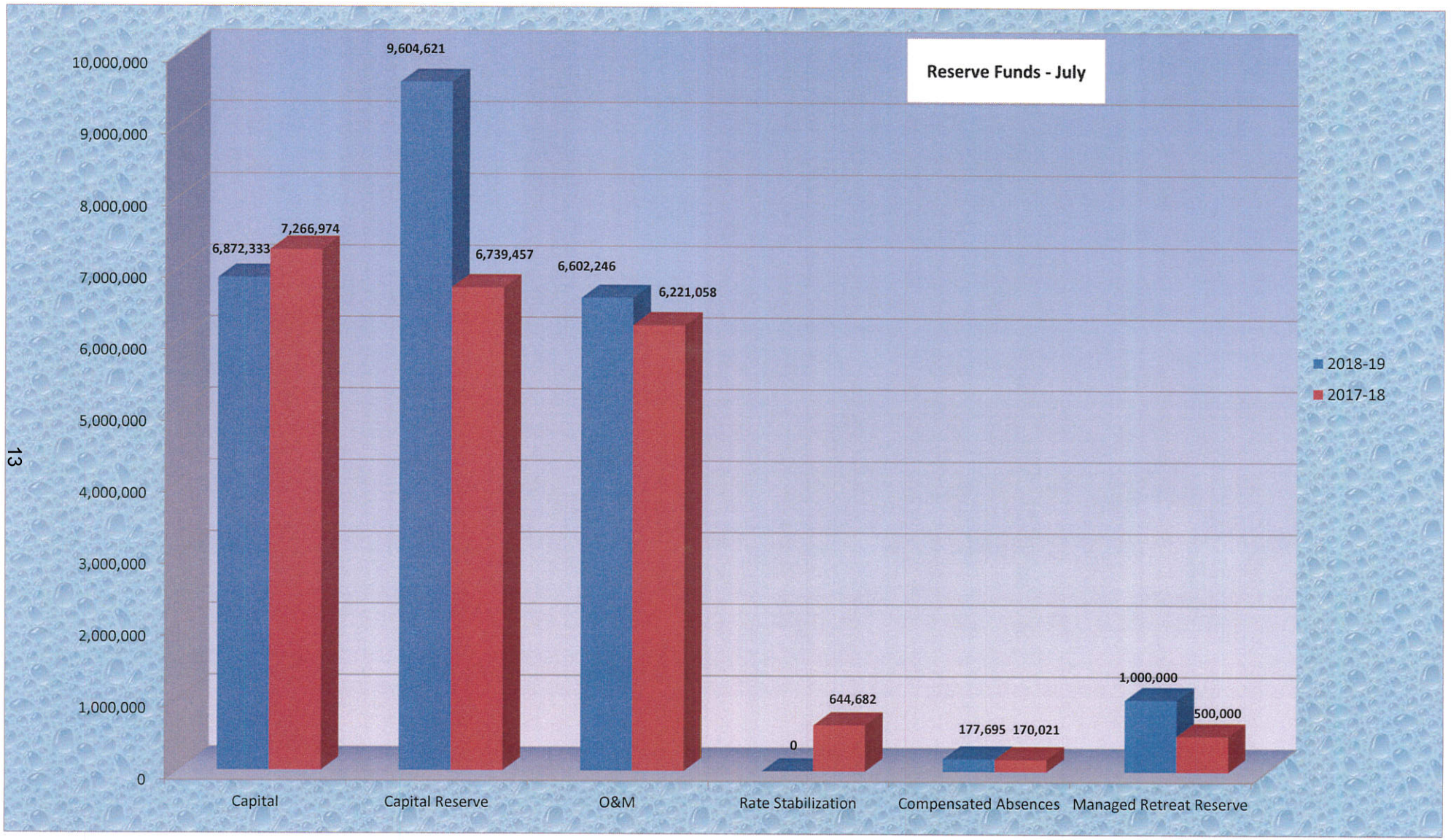
This report is intended solely for the information and use of the Board of Directors of Carmel Area Wastewater District, and is not intended to be and should not be used by anyone other than these specified parties.

Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - JULY 2018

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Rate Stabilization Reserve	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Union Bank Bank O & M Balance	Union Bank Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	$2,628,195	$8,680,592	$12,846,371	$644,682	$157,053	$500,000	$25,456,894	$263,684	$114,225	$1,131,938
Receipts:										
User Fees								1,233		
Property Taxes										
PBCSD Treatment Fees										
Reclamation O & M reimbursement								61,944		
Reclamation capital billing										
Permits								535		
PBCSD capital billing								115		
Other misc. revenue/expense								2,154		
Interest income									1	5,371
Connection Fees										
Void checks										
Insurance proceeds-COBRA								1,358		
CCLEAN receipts										
Pooled liability dividend										
Reimbursement for capping off old lateral								3,945		
Total Receipts	0	0	0	0	0	0	0	71,284	1	5,371
Fund Transfers:										
Transfers to Union Bank O&M			(1,200,000)					1,200,000		
Transfers to Union Bank PR								(210,000)	210,000	
Transfer rate stabilization fund per Resolution		644,682		(644,682)						
Transfer to Defend or Managed Retreat Fund			(500,000)			500,000				
Rebalance Capital and O&M Reserves	4,244,137	279,347	(4,544,126)		20,642					
Total Transfers	4,244,137	924,029	(6,244,126)	(644,682)	20,642	500,000	(1,200,000)	990,000	210,000	0
Disbursements:										
Operations and capital								436,669		
Payroll & payroll taxes									209,286	
Employee Dental reimbursements								3,030		
CALPERS EFT								26,407		
CAWD SAM pension EFT								8,650		
CAWD pension loans EFT								587		
Home Depot EFT								808		
US Bank EFT								6,797		
Deferred comp contributions EFT									8,281	
PEHP contributions EFT									2,529	
Bank/ADP fees								35	479	
Highlands Bond Debt Service Payment										
Annual County admin billing fee										
Unfunded CALPERS liability								13,632		
All American mailing fee										
Total Disbursements	0	0	0	0	0	0	0	496,615	220,574	0
BALANCE END OF MONTH	6,872,332	9,604,621	6,602,245	0	177,695	1,000,000	**24,256,894**	**828,353**	**103,651**	**1,137,310**


Reserve Funds - July
10,000,000
9,000,000
8,000,000
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
6,872,333
7,266,974
9,604,621
6,739,457
6,602,246
6,221,058
0
644,682
177,695
170,021
1,000,000
500,000
Capital
Capital Reserve
O&M
Rate Stabilization
Compensated Absences
Managed Retreat Reserve
2018-19
2017-18

Carmel Area Wastewater District
Disbursements
Jul-18

Date	Check	Vendor	Description	Amount
07/02/18	32518	Acme Analytical Solutions	Acetic acid, potassium iodate solution and iodine solution	477.39
07/02/18	32519	Alliant Insurance Services	Annual renewal of equipment floater policy for vehicles	6,914.00
07/02/18	32520	American Fidelity Assurance Company	Monthly flex billing	119.22
07/02/18	32521	Applied Marine Sciences	CCLEAN bills for ocean monitoring	33,295.80
07/02/18	32522	AT&T Mobility	Cell service	643.12
07/02/18	32523	AutomationDirect, Inc.	Temperature switch and brine tank parts **(CAPITAL $167.00)**	419.00
07/02/18	32524	Barry Blevins	Reimbursement for certification tests	555.00
07/02/18	32525	Cal Microturbine, Inc.	Final payment on new microturbine **(CAPITAL)**	15,633.45
07/02/18	32526	California Boiler	Annual boiler inspection, cleaning and calibration	3,957.30
07/02/18	32527	Christian Schmidt	Reimbursement of excess deduction	149.38
07/02/18	32528	Cintas Corporation #63D	Laundry service	1,380.47
07/02/18	32529	Clark Pest Control	Service at the pump stations	183.00
07/02/18	32530	Commercial Truck Co.	Oil and seal kit for Unit #4	29.67
07/02/18	32531	Corix Water Products	Hydro tank flange reducer	132.20
07/02/18	32532	Culligan Water	C&I exchange service for lab	17.35
07/02/18	32533	Direct TV	Monthly service	77.99
07/02/18	32534	Drew Lander	Dental	1,574.00
07/02/18	32535	Edges Electrical	Highlands pump station circuit breaker	1,104.75
07/02/18	32536	Edward Waggoner	Dental	1,160.00
07/02/18	32537	Fanny Mui	Reimbursement for certification test	165.00
07/02/18	32538	Fastenal Company	Monthly supply refills	1,892.22
07/02/18	32539	FedEx	Shipping gypsum for testing	174.33
07/02/18	32540	First Alarm	Admin and Plant quarterly billing	405.96
07/02/18	32541	Golz Construction	Replace sewer pipe at the 14th and 15th street manhole **(CAPITAL)**	23,677.98
07/02/18	32542	Got.Net	Internet service	24.20
07/02/18	32543	Grainger	Operating supplies	2,711.63
07/02/18	32544	Gregory Ange	Dental	113.00
07/02/18	32545	Johnson Marigot Consulting	CIP-Calle La Cruz force main **(CAPITAL)**	6,974.01
07/02/18	32546	Keenan & Associates	Health insurance	28,520.18
07/02/18	32547	McMaster-Carr	Operating supplies	349.68
07/02/18	32548	MetLife-Group Benefits	Life insurance	722.20
07/02/18	32549	Monterey Bay Analytical Services	Sample analysis	600.00
07/02/18	32550	Motion Industries	Moyno pump parts at the headworks	314.59
07/02/18	32551	Patelco Credit Union	Health savings accounts	3,557.99
07/02/18	32552	Quill Corporation	Office supplies	334.27
07/02/18	32553	Raymond DeOcampo	Reimbursement of class expenses	76.69
07/02/18	32554	Rental Depot	Boomlift rental for tower and dish installation	587.90
07/02/18	32555	Sage Software	Annual renewal of depreciation software	3,005.00
07/02/18	32556	Union Bank	Annual agent fees for bonds	2,066.00
07/02/18	32557	Univar USA	Sodium hypochlorite	3,198.40

Carmel Area Wastewater District
Disbursements
Jul-18

Date	Check	Vendor	Description	Amount
07/02/18	32558	Unum Life Ins.	Long-term disability insurance	1,718.07
07/02/18	32559	Vision Service Plan	Vision insurance	592.65
07/11/18	32560	Monterey Bay Water Works Assn.	Crane and lift safety training	120.00
07/18/18	32561	3T Equipment Company	Water pump seal and ring, pipe patch	1,134.11
07/18/18	32562	Airtec Service	Influent building exhaust fan repairs	2,420.00
07/18/18	32563	American Fidelity Assurance Company	Monthly flex and HRA billings	179.22
07/18/18	32564	Ann Muraski	Creating "Thank you" postcards	950.00
07/18/18	32565	Applied Industrial Technologies	Step key for Unit #5	12.69
07/18/18	32566	Applied Marine Sciences	CCLEAN bills for ocean monitoring	8,024.25
07/18/18	32567	AT&T CALNET 3	Various telephone lines for devices	699.97
07/18/18	32568	Bartel Associates	GASB 68 reports for the CALPERS plans	1,200.00
07/18/18	32569	Beecher Engineering	Microturbine interconnection support **(CAPITAL)**	1,800.00
07/18/18	32570	Bryan Mailey Electrical	Various electrical projects at the Plant	6,823.04
07/18/18	32571	Buckles-Smith	PLC 13 slot chassis	801.98
07/18/18	32572	Cal-Am Water	Monthly service	870.27
07/18/18	32573	Carmel Marina Corporation	Plant rolloffs and admin building garbage	797.84
07/18/18	32574	CAWD\PBCSD Reclamation Project	Reimbursement for tertiary lab PG&E	554.60
07/18/18	32575	Cintas Corporation #63D	Laundry service	473.66
07/18/18	32576	Community Printers	Printing "Thank you" postcards	398.88
07/18/18	32577	Corix Water Products	Lids for flushing inlet	49.57
07/18/18	32578	CSRMA	Annual worker's compensation insurance deposit	118,320.00
07/18/18	32579	Datco Services	Quarterly testing service fees	175.50
07/18/18	32580	Exceedio	New Cisco managed switch and more RAM for safety computer	1,664.74
07/18/18	32581	Fastenal Company	Vending machine refills	357.62
07/18/18	32582	Ferguson Enterprises	Operating supplies	538.12
07/18/18	32583	Good Time Catering	Food for annual District BBQ	2,805.75
07/18/18	32584	Grainger	Softstarts for both turblex blowers and operating supplies	9,317.59
07/18/18	32585	Green Rubber Kennedy Ag	Parts to bypass the hydro tank and reconnect to the CDC channel flushing system	207.77
07/18/18	32586	Hayashi & Wayland Accounting	Bank reconciliation oversight	300.00
07/18/18	32587	Houston-Alliant Insurance	Annual Cyber Enhancement insurance policy	1,347.79
07/18/18	32588	James Grover	Dental	183.00
07/18/18	32589	Johnson Marigot Consulting	CIP-Calle La Cruz force main **(CAPITAL)**	4,537.31
07/18/18	32590	Liberty Composting	Sludge hauling	6,549.40
07/18/18	32591	Manco	Level controller for the brine system	3,673.30
07/18/18	32592	Mathews Mechanical	Remove piping from the effluent building, bypass the hydro tank and install the new microturbine **(CAPITAL $2,983.34)**	11,017.07
07/18/18	32593	McMaster-Carr	Brine piping supports and air check valves for the Nikuni pumps	341.56
07/18/18	32594	Monterey County Assessor	Custom parcel data file fee	200.00
07/18/18	32595	Motion Industries	Shims to install the frame on the filtrate pump at dewatering	71.91
07/18/18	32596	New Pig Corp.	Sealable box for influent tote washing equipment	396.15

Carmel Area Wastewater District
Disbursements
Jul-18

Date	Check	Vendor	Description	Amount
07/18/18	32597	Office Team	Admin temp service	511.81
07/18/18	32598	Peninsula Welding & Medical Supply	Welding helmet and gloves and non-liquid cylinders for the lab	290.85
07/18/18	32599	Potter's Electronics	Network cabling work at the Plant	1,984.08
07/18/18	32600	Pure Water	Monthly service	143.25
07/18/18	32601	Quill Corporation	Office supplies	168.07
07/18/18	32602	Quinn Company	Boomlift rental for tower and dish installation	1,200.24
07/18/18	32603	R2 Engineering	Rebuild dewatering filtrate pump #2	5,179.68
07/18/18	32604	Scarborough Lumber (Ace Hardware)	Operating supplies	138.47
07/18/18	32605	Schaff & Wheeler	Hydraulic models review **(CAPITAL)**	315.00
07/18/18	32606	Smitty's Janitorial	Monthly service	1,110.00
07/18/18	32607	Stamp/Ericson	Eco-Barrier and CRFree consultation	375.00
07/18/18	32608	Teledyne Instruments	Sampler control board	679.37
07/18/18	32609	Titus Industrial Group	Manhole frames and lids for the Highway 1 project	3,901.58
07/18/18	32610	Town & Country Gardening	Monthly service	610.00
07/18/18	32611	TPx Communications	Monthly telephone service	1,165.51
07/18/18	32612	Tri-County Fire Protection	Install check valve and adapter at the admin building	618.77
07/18/18	32613	Turf Image	Stormwater inspection programming	960.00
07/18/18	32614	The UPS Store	Shipping expense for parts	44.60
07/18/18	32615	USA Blue Book	EPDM diffusers	117.17
07/18/18	32616	Wellington Law Offices	Legal services	4,352.00
07/18/18	32617	West Yost Associates	Collection system hydraulic model-Phase 2 and CIP Program Development for Collections	9,497.50
07/18/18	32618	Worksite International	Ergonomic study at the admin office	966.25
07/19/18	32619	Calcon Systems	Ignition SCADA services **(CAPITAL)**	7,434.00
07/19/18	32620	**OVERFLOW STUB**		0.00
07/19/18	32621	PG&E	Monthly service	36,180.23
07/24/18	32622	Bryan Mailey Electrical	Various electrical projects at the Plant	2,918.70
07/24/18	32623	BTJ Enterprises	Production of newsletter	763.28
07/24/18	32624	**OVERFLOW STUB**		0.00
07/24/18	32625	Buckles-Smith	Operating supplies and installation parts **(CAPITAL $1,904.49)**	9,664.14
07/24/18	32626	McMaster-Carr	Dewatering pump grease fitting	21.83
07/24/18	32627	Wellington Law Offices	Legal services	9,468.00
				439,699.08

CAWD/PBCSD Reclamation Project
Disbursements
Jul-18

Date	Check	Vendor	Description	Amount
7/2/2018	8130	Acme Analytical Solutions	Phenylarsine Oxide for the Pad	270.30
7/2/2018	8131	Grainger	VFD cables for remote keypads	131.73
7/2/2018	8132	Hach Company	Lab supplies	748.99
7/2/2018	8133	McMaster-Carr	Operating supplies	84.25
7/2/2018	8134	Monterey Bay Analytical Services	Sample analysis fees	1,815.00
7/2/2018	8135	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	239,868.24
7/2/2018	8136	PBCSD	Capital and O&M reimbursements	118,453.29
7/2/2018	8137	Professional Water Technologies	MF cell cleaning chemicals, membranes for train A & B and RO feed pre-filter cartridges	5,275.53
7/2/2018	8138	R.F. MacDonald Co.	RO feed pump monitors	1,216.76
7/2/2018	8139	Thermo Electron North America LLC	Ion chromatograph analytical and guard columns	1,657.62
7/2/2018	8140	UGSI Chemical Feed, Inc.	Potassium hydroxide feed pump heads and valve kits	3,462.96
7/18/2018	8141	Airtec Service	Service the lab HVAC	484.00
7/18/2018	8142	Brenntag Pacific	Ammonium hydroxide	968.49
7/18/2018	8143	Bryan J. Mailey Electric	Work on ammonia delivery pump, MLR pump at the aeration basin and VFD keypad	2,125.00
7/18/2018	8144	Buckles-Smith	Parts for the coagulation flocculant mixers	860.98
7/18/2018	8145	Cal-Am Water	Monthly service	2,129.56
7/18/2018	8146	CAWD	Reimbursement for O&M, aeration and secondary PG&E	61,944.46
7/18/2018	8147	Harrington Industrial Plastics	Seal kit for the RO reject vacuum relief valve	62.28
7/18/2018	8148	Peninsula Welding & Medical Supply	Sound proofing blankets for the RO feed pump	183.54
7/18/2018	8149	PG&E	Tertiary and MF/RO	40,556.47
7/18/2018	8150	R&B Company	Flowmeter coupling	201.50
7/18/2018	8151	Red Valve Company	Potassium hydroxide check valve	338.54
7/18/2018	8152	Stifel Nicolaus & Company	Quarterly remarketing fees for the COP's	2,966.85
7/18/2018	8153	USA Blue Book	EPDM diffusers	117.17
7/18/2018	8154	Wellington Law Offices	Legal services	270.00
7/24/2018	8155	Bryan J. Mailey Electric	Various electrical projects at the Plant	5,187.50
				491,381.01

Financial Statements
and
Supplementary Schedules

July 2018

August 30, 2018

Carmel Area Wastewater District
Balance Sheet

July 2018

	ASSETS		
Current Assets			
Cash			
Cash	26,326,207.56		
TOTAL Cash		26,326,207.56	
Other Current Assets			
Other Current Assets	282,161.41		
TOTAL Other Current Assets		282,161.41	
TOTAL Current Assets			26,608,368.97
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land		308,059.76	
Treatment Structures			
Treatment Structures	51,546,420.23		
TOTAL Treatment Structures		51,546,420.23	
Treatment Equipment			
Treatment Equipment	7,426,479.77		
TOTAL Treatment Equipment		7,426,479.77	
Collection Structures			
Collection Structures	1,040,749.41		
TOTAL Collection Structures		1,040,749.41	
Collection Equipment			
Collection Equipment	938,907.27		
TOTAL Collection Equipment		938,907.27	
Sewers		11,033,929.65	
Disposal Facilities			
Disposal Facilities	1,126,272.60		
TOTAL Disposal Facilities		1,126,272.60	
Other Fixed Assets			
Other Fixed Assets	3,825,883.93		
TOTAL Other Fixed Assets		3,825,883.93	
Capital Improvement Projects			
Capital Improvement Projects	19,631,275.33		
TOTAL Capital Improvement Projects		19,631,275.33	
Accumulated depreciation		(46,769,994.69)	
TOTAL Fixed Assets			50,107,983.26
Other Assets			
Other Assets		992,009.00	
TOTAL Other Assets			992,009.00
TOTAL ASSETS			77,708,361.23

Carmel Area Wastewater District
Balance Sheet

July 2018

LIABILITIES		
Current Liabilities		
Current Liabilities	433,692.46	
TOTAL Current Liabilities		433,692.46
Long-Term Liabilities		
Long Term Liabilities	1,804,400.56	
TOTAL Long-Term Liabilities		1,804,400.56
TOTAL LIABILITIES		2,238,093.02
NET POSITION		
Net Assets	75,916,748.31	
Year-to-Date Earnings	(446,480.10)	
TOTAL NET POSITION		75,470,268.21
TOTAL LIABILITIES & NET POSITION		77,708,361.23

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, July 2018 - current month, Consolidated by account

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
Income				
Revenue	136,442.58	140,344.42	(3,901.84)	-2.8 %
TOTAL Income	136,442.58	140,344.42	(3,901.84)	-2.8 %
Adjustments				
Discounts	82.48	0.00	82.48	
TOTAL Adjustments	82.48	0.00	82.48	
******	136,525.06	140,344.42	(3,819.36)	-2.7 %
****** OPERATING INCOME	136,525.06	140,344.42	(3,819.36)	-2.7 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	243,178.85	234,946.46	(8,232.39)	-3.5 %
Payroll taxes	19.72	0.00	(19.72)	
TOTAL Salaries and Payroll Taxes	243,198.57	234,946.46	(8,252.11)	-3.5 %
Employee Benefits				
Employee Benefits	182,620.00	174,079.90	(8,540.10)	-4.9 %
TOTAL Employee Benefits	182,620.00	174,079.90	(8,540.10)	-4.9 %
Director's Expenses				
Director's Expenses	916.01	2,620.83	1,704.82	65.0 %
TOTAL Director's Expenses	916.01	2,620.83	1,704.82	65.0 %
Truck and Auto Expenses				
Truck and Auto Expenses	7,713.34	12,340.36	4,627.02	37.5 %
TOTAL Truck and Auto Expenses	7,713.34	12,340.36	4,627.02	37.5 %
General and Administrative				
General and Administrative	4,682.41	31,303.83	26,621.42	85.0 %
TOTAL General and Administrative	4,682.41	31,303.83	26,621.42	85.0 %
Office Expense				
Office Expense	2,814.93	7,207.51	4,392.58	60.9 %
TOTAL Office Expense	2,814.93	7,207.51	4,392.58	60.9 %
Operating Supplies				
Operating Supplies	36,537.47	32,261.27	(4,276.20)	-13.3 %
TOTAL Operating Supplies	36,537.47	32,261.27	(4,276.20)	-13.3 %
Contract Services				
Contract Services	41,693.73	62,297.14	20,603.41	33.1 %
TOTAL Contract Services	41,693.73	62,297.14	20,603.41	33.1 %

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, July 2018 - current month, Consolidated by account

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
Repairs and Maintenance				
Repairs and Maintenance	27,722.06	65,813.08	38,091.02	57.9 %
TOTAL Repairs and Maintenance	27,722.06	65,813.08	38,091.02	57.9 %
Utilities				
Utilities	26,567.83	36,404.84	9,837.01	27.0 %
TOTAL Utilities	26,567.83	36,404.84	9,837.01	27.0 %
Travel and Meetings				
Travel and Meetings	2,080.44	9,477.08	7,396.64	78.0 %
TOTAL Travel and Meetings	2,080.44	9,477.08	7,396.64	78.0 %
Permits and Fees				
Permits and Fees	6,981.00	10,170.00	3,189.00	31.4 %
TOTAL Permits and Fees	6,981.00	10,170.00	3,189.00	31.4 %
Memberships and Subscriptions				
Memberships and Subscriptions	1,280.00	1,177.91	(102.09)	-8.7 %
TOTAL Memberships and Subscriptions	1,280.00	1,177.91	(102.09)	-8.7 %
Safety				
Safety	610.38	4,824.59	4,214.21	87.3 %
TOTAL Safety	610.38	4,824.59	4,214.21	87.3 %
Other Expenses				
Other Expense	1,444.00	333.34	(1,110.66)	-333.2 %
TOTAL Other Expenses	1,444.00	333.34	(1,110.66)	-333.2 %
TOTAL Operating Expenses	586,862.17	685,258.14	98,395.97	14.4 %
****** OPERATING INCOME (LOSS)	(450,337.11)	(544,913.72)	94,576.61	17.4 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	3,857.01	5,000.00	(1,142.99)	-22.9 %
TOTAL Other Income or Gain	3,857.01	5,000.00	(1,142.99)	-22.9 %
TOTAL Non-op Income, Expense, Gain or Loss	3,857.01	5,000.00	(1,142.99)	-22.9 %
****** NET INCOME (LOSS)	(446,480.10)	(539,913.72)	93,433.62	17.3 %
****** NET INCOME (LOSS)	(446,480.10)	(539,913.72)	93,433.62	17.3 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maint. Field
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 3

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
******	0.00	0.00	0.00	
****** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Truck and Auto Expenses				
Truck and Auto Expenses	48.44	1,108.35	1,059.91	95.6 %
TOTAL Truck and Auto Expenses	48.44	1,108.35	1,059.91	95.6 %
Operating Supplies				
Operating Supplies	0.00	2,083.33	2,083.33	100.0 %
TOTAL Operating Supplies	0.00	2,083.33	2,083.33	100.0 %
Contract Services				
Contract Services	370.50	1,666.67	1,296.17	77.8 %
TOTAL Contract Services	370.50	1,666.67	1,296.17	77.8 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	2,916.67	2,916.67	100.0 %
TOTAL Repairs and Maintenance	0.00	2,916.67	2,916.67	100.0 %
Safety				
Safety	0.00	214.18	214.18	100.0 %
TOTAL Safety	0.00	214.18	214.18	100.0 %
TOTAL Operating Expenses	418.94	7,989.20	7,570.26	94.8 %
****** OPERATING INCOME (LOSS)	(418.94)	(7,989.20)	7,570.26	94.8 %
****** NET INCOME (LOSS)	(418.94)	(7,989.20)	7,570.26	94.8 %
****** NET INCOME (LOSS)	(418.94)	(7,989.20)	7,570.26	94.8 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maint. Plant
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 4

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% 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	35,706.95	37,839.00	2,132.05	5.6 %
TOTAL Salaries and Payroll Taxes	35,706.95	37,839.00	2,132.05	5.6 %
Employee Benefits				
Employee Benefits	30,889.46	30,388.33	(501.13)	-1.6 %
TOTAL Employee Benefits	30,889.46	30,388.33	(501.13)	-1.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	575.40	1,790.00	1,214.60	67.9 %
TOTAL Truck and Auto Expenses	575.40	1,790.00	1,214.60	67.9 %
General and Administrative				
General and Administrative	259.19	0.00	(259.19)	
TOTAL General and Administrative	259.19	0.00	(259.19)	
Office Expense				
Office Expense	195.67	362.50	166.83	46.0 %
TOTAL Office Expense	195.67	362.50	166.83	46.0 %
Operating Supplies				
Operating Supplies	14,261.71	5,358.34	(8,903.37)	-166.2 %
TOTAL Operating Supplies	14,261.71	5,358.34	(8,903.37)	-166.2 %
Contract Services				
Contract Services	18,299.85	24,145.84	5,845.99	24.2 %
TOTAL Contract Services	18,299.85	24,145.84	5,845.99	24.2 %
Repairs and Maintenance				
Repairs and Maintenance	21,237.40	45,283.09	24,045.69	53.1 %
TOTAL Repairs and Maintenance	21,237.40	45,283.09	24,045.69	53.1 %
Utilities				
Utilities	202.74	143.33	(59.41)	-41.4 %
TOTAL Utilities	202.74	143.33	(59.41)	-41.4 %
Travel and Meetings				
Travel and Meetings	188.83	1,635.83	1,447.00	88.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maint. Plant
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 4

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
TOTAL Travel and Meetings	188.83	1,635.83	1,447.00	88.5 %
Permits and Fees				
Permits and Fees	0.00	4,400.00	4,400.00	100.0 %
TOTAL Permits and Fees	0.00	4,400.00	4,400.00	100.0 %
Memberships and Subscriptions				
Memberships and Subscriptions	807.00	192.50	(614.50)	-319.2 %
TOTAL Memberships and Subscriptions	807.00	192.50	(614.50)	-319.2 %
Safety				
Safety	202.07	1,483.74	1,281.67	86.4 %
TOTAL Safety	202.07	1,483.74	1,281.67	86.4 %
TOTAL Operating Expenses	122,826.27	153,022.50	30,196.23	19.7 %
****** OPERATING INCOME (LOSS)	(122,826.27)	(153,022.50)	30,196.23	19.7 %
****** NET INCOME (LOSS)	(122,826.27)	(153,022.50)	30,196.23	19.7 %
****** NET INCOME (LOSS)	(122,826.27)	(153,022.50)	30,196.23	19.7 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 5

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% 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	43,104.77	37,925.62	(5,179.15)	-13.7 %
TOTAL Salaries and Payroll Taxes	43,104.77	37,925.62	(5,179.15)	-13.7 %
Employee Benefits				
Employee Benefits	33,552.23	31,697.72	(1,854.51)	-5.9 %
TOTAL Employee Benefits	33,552.23	31,697.72	(1,854.51)	-5.9 %
Truck and Auto Expenses				
Truck and Auto Expenses	5,473.10	7,271.67	1,798.57	24.7 %
TOTAL Truck and Auto Expenses	5,473.10	7,271.67	1,798.57	24.7 %
General and Administrative				
General and Administrative	259.19	4,583.33	4,324.14	94.3 %
TOTAL General and Administrative	259.19	4,583.33	4,324.14	94.3 %
Office Expense				
Office Expense	0.00	880.83	880.83	100.0 %
TOTAL Office Expense	0.00	880.83	880.83	100.0 %
Operating Supplies				
Operating Supplies	219.37	1,901.66	1,682.29	88.5 %
TOTAL Operating Supplies	219.37	1,901.66	1,682.29	88.5 %
Contract Services				
Contract Services	2,745.54	2,083.34	(662.20)	-31.8 %
TOTAL Contract Services	2,745.54	2,083.34	(662.20)	-31.8 %
Repairs and Maintenance				
Repairs and Maintenance	226.50	11,750.00	11,523.50	98.1 %
TOTAL Repairs and Maintenance	226.50	11,750.00	11,523.50	98.1 %
Utilities				
Utilities	2,957.21	3,254.59	297.38	9.1 %
TOTAL Utilities	2,957.21	3,254.59	297.38	9.1 %
Travel and Meetings				
Travel and Meetings	812.04	941.67	129.63	13.8 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 5

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
TOTAL Travel and Meetings	812.04	941.67	129.63	13.8 %
Permits and Fees				
Permits and Fees	3,021.00	3,200.00	179.00	5.6 %
TOTAL Permits and Fees	3,021.00	3,200.00	179.00	5.6 %
Memberships and Subscriptions				
Memberships and Subscriptions	0.00	170.83	170.83	100.0 %
TOTAL Memberships and Subscriptions	0.00	170.83	170.83	100.0 %
Safety				
Safety	5.76	1,025.00	1,019.24	99.4 %
TOTAL Safety	5.76	1,025.00	1,019.24	99.4 %
TOTAL Operating Expenses	92,376.71	106,686.26	14,309.55	13.4 %
****** OPERATING INCOME (LOSS)	(92,376.71)	(106,686.26)	14,309.55	13.4 %
****** NET INCOME (LOSS)	(92,376.71)	(106,686.26)	14,309.55	13.4 %
****** NET INCOME (LOSS)	(92,376.71)	(106,686.26)	14,309.55	13.4 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 6

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% 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	71,451.57	79,266.54	7,814.97	9.9 %
TOTAL Salaries and Payroll Taxes	71,451.57	79,266.54	7,814.97	9.9 %
Employee Benefits				
Employee Benefits	76,968.09	65,501.54	(11,466.55)	-17.5 %
TOTAL Employee Benefits	76,968.09	65,501.54	(11,466.55)	-17.5 %
Truck and Auto Expenses				
Truck and Auto Expenses	238.00	1,502.00	1,264.00	84.2 %
TOTAL Truck and Auto Expenses	238.00	1,502.00	1,264.00	84.2 %
General and Administrative				
General and Administrative	622.06	6,416.67	5,794.61	90.3 %
TOTAL General and Administrative	622.06	6,416.67	5,794.61	90.3 %
Office Expense				
Office Expense	734.41	3,230.85	2,496.44	77.3 %
TOTAL Office Expense	734.41	3,230.85	2,496.44	77.3 %
Operating Supplies				
Operating Supplies	21,925.88	22,101.27	175.39	0.8 %
TOTAL Operating Supplies	21,925.88	22,101.27	175.39	0.8 %
Contract Services				
Contract Services	14,413.27	22,739.76	8,326.49	36.6 %
TOTAL Contract Services	14,413.27	22,739.76	8,326.49	36.6 %
Repairs and Maintenance				
Repairs and Maintenance	4,679.81	5,421.66	741.85	13.7 %
TOTAL Repairs and Maintenance	4,679.81	5,421.66	741.85	13.7 %
Utilities				
Utilities	22,111.61	31,133.34	9,021.73	29.0 %
TOTAL Utilities	22,111.61	31,133.34	9,021.73	29.0 %
Travel and Meetings				
Travel and Meetings	935.50	3,153.75	2,218.25	70.3 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 6

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
TOTAL Travel and Meetings	935.50	3,153.75	2,218.25	70.3 %
Permits and Fees				
Permits and Fees	3,960.00	2,570.00	(1,390.00)	-54.1 %
TOTAL Permits and Fees	3,960.00	2,570.00	(1,390.00)	-54.1 %
Memberships and Subscriptions				
Memberships and Subscriptions	473.00	633.33	160.33	25.3 %
TOTAL Memberships and Subscriptions	473.00	633.33	160.33	25.3 %
Safety				
Safety	402.55	1,976.67	1,574.12	79.6 %
TOTAL Safety	402.55	1,976.67	1,574.12	79.6 %
Other Expenses				
Other Expense	0.00	166.67	166.67	100.0 %
TOTAL Other Expenses	0.00	166.67	166.67	100.0 %
TOTAL Operating Expenses	218,915.75	245,814.05	26,898.30	10.9 %
****** OPERATING INCOME (LOSS)	(218,915.75)	(245,814.05)	26,898.30	10.9 %
****** NET INCOME (LOSS)	(218,915.75)	(245,814.05)	26,898.30	10.9 %
****** NET INCOME (LOSS)	(218,915.75)	(245,814.05)	26,898.30	10.9 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 7

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% 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	55,712.77	45,812.77	(9,900.00)	-21.6 %
TOTAL Salaries and Payroll Taxes	55,712.77	45,812.77	(9,900.00)	-21.6 %
Employee Benefits				
Employee Benefits	41,210.22	46,492.31	5,282.09	11.4 %
TOTAL Employee Benefits	41,210.22	46,492.31	5,282.09	11.4 %
Director's Expenses				
Director's Expenses	916.01	2,620.83	1,704.82	65.0 %
TOTAL Director's Expenses	916.01	2,620.83	1,704.82	65.0 %
Truck and Auto Expenses				
Truck and Auto Expenses	1,378.40	668.34	(710.06)	-106.2 %
TOTAL Truck and Auto Expenses	1,378.40	668.34	(710.06)	-106.2 %
General and Administrative				
General and Administrative	3,541.97	20,303.83	16,761.86	82.6 %
TOTAL General and Administrative	3,541.97	20,303.83	16,761.86	82.6 %
Office Expense				
Office Expense	1,884.85	2,733.33	848.48	31.0 %
TOTAL Office Expense	1,884.85	2,733.33	848.48	31.0 %
Operating Supplies				
Operating Supplies	10.58	108.34	97.76	90.2 %
TOTAL Operating Supplies	10.58	108.34	97.76	90.2 %
Contract Services				
Contract Services	5,695.59	11,661.53	5,965.94	51.2 %
TOTAL Contract Services	5,695.59	11,661.53	5,965.94	51.2 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	83.33	83.33	100.0 %
TOTAL Repairs and Maintenance	0.00	83.33	83.33	100.0 %
Utilities				
Utilities	1,296.27	1,873.58	577.31	30.8 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 7

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
TOTAL Utilities	1,296.27	1,873.58	577.31	30.8 %
Travel and Meetings				
Travel and Meetings	144.07	3,745.83	3,601.76	96.2 %
TOTAL Travel and Meetings	144.07	3,745.83	3,601.76	96.2 %
Memberships and Subscriptions				
Memberships and Subscriptions	0.00	181.25	181.25	100.0 %
TOTAL Memberships and Subscriptions	0.00	181.25	181.25	100.0 %
Safety				
Safety	0.00	125.00	125.00	100.0 %
TOTAL Safety	0.00	125.00	125.00	100.0 %
Other Expenses				
Other Expense	1,444.00	166.67	(1,277.33)	-766.4 %
TOTAL Other Expenses	1,444.00	166.67	(1,277.33)	-766.4 %
TOTAL Operating Expenses	113,234.73	136,576.94	23,342.21	17.1 %
****** OPERATING INCOME (LOSS)	(113,234.73)	(136,576.94)	23,342.21	17.1 %
****** NET INCOME (LOSS)	(113,234.73)	(136,576.94)	23,342.21	17.1 %
****** NET INCOME (LOSS)	(113,234.73)	(136,576.94)	23,342.21	17.1 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 8

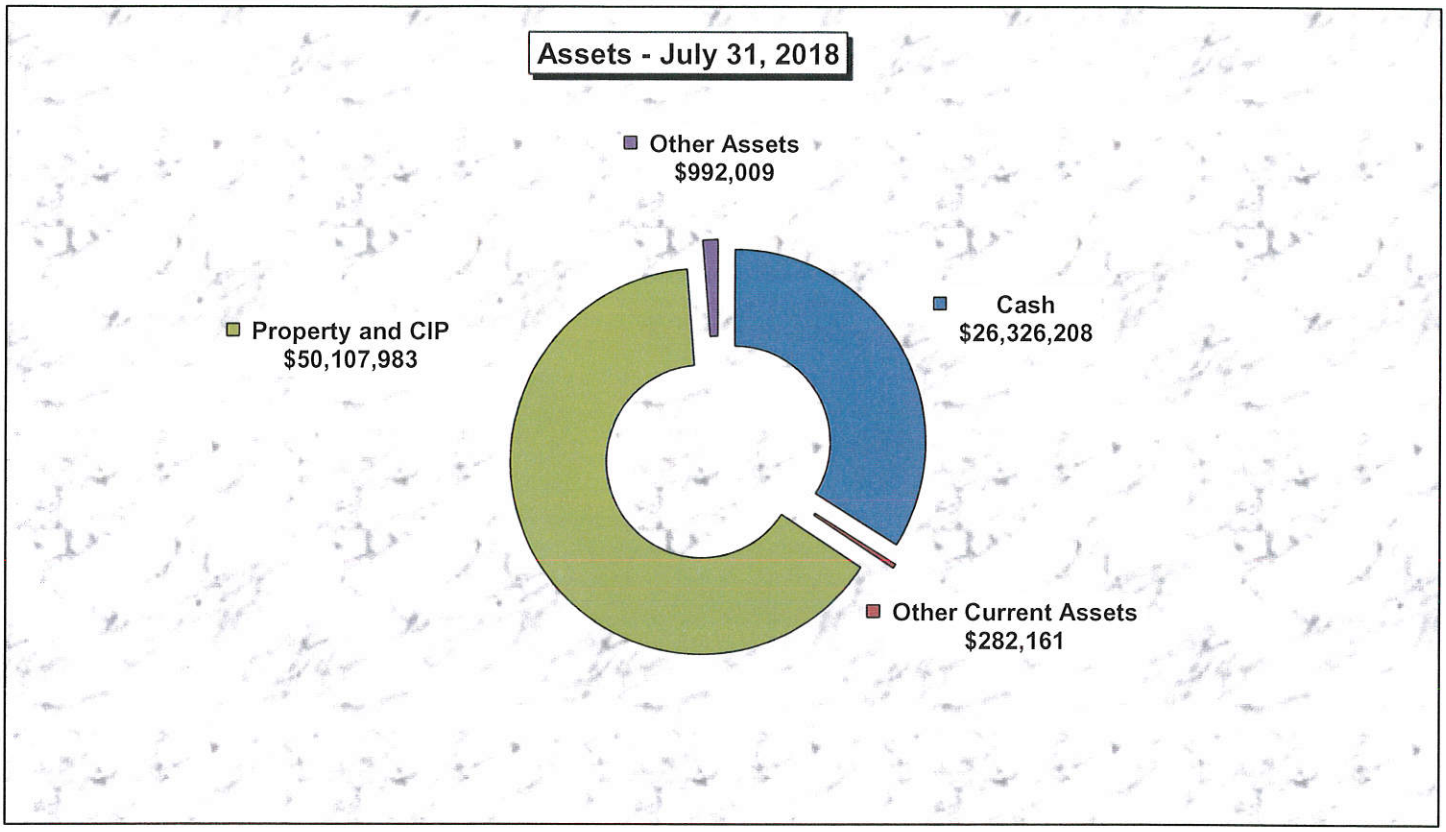
	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
******	0.00	0.00	0.00	
****** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	36,946.32	34,102.53	(2,843.79)	-8.3 %
TOTAL Salaries and Payroll Taxes	36,946.32	34,102.53	(2,843.79)	-8.3 %
Operating Supplies				
Operating Supplies	0.00	708.33	708.33	100.0 %
TOTAL Operating Supplies	0.00	708.33	708.33	100.0 %
Contract Services				
Contract Services	168.98	0.00	(168.98)	
TOTAL Contract Services	168.98	0.00	(168.98)	
Repairs and Maintenance				
Repairs and Maintenance	1,166.08	358.33	(807.75)	-225.4 %
TOTAL Repairs and Maintenance	1,166.08	358.33	(807.75)	-225.4 %
TOTAL Operating Expenses	38,281.38	35,169.19	(3,112.19)	-8.8 %
****** OPERATING INCOME (LOSS)	(38,281.38)	(35,169.19)	(3,112.19)	-8.8 %
****** NET INCOME (LOSS)	(38,281.38)	(35,169.19)	(3,112.19)	-8.8 %
****** NET INCOME (LOSS)	(38,281.38)	(35,169.19)	(3,112.19)	-8.8 %

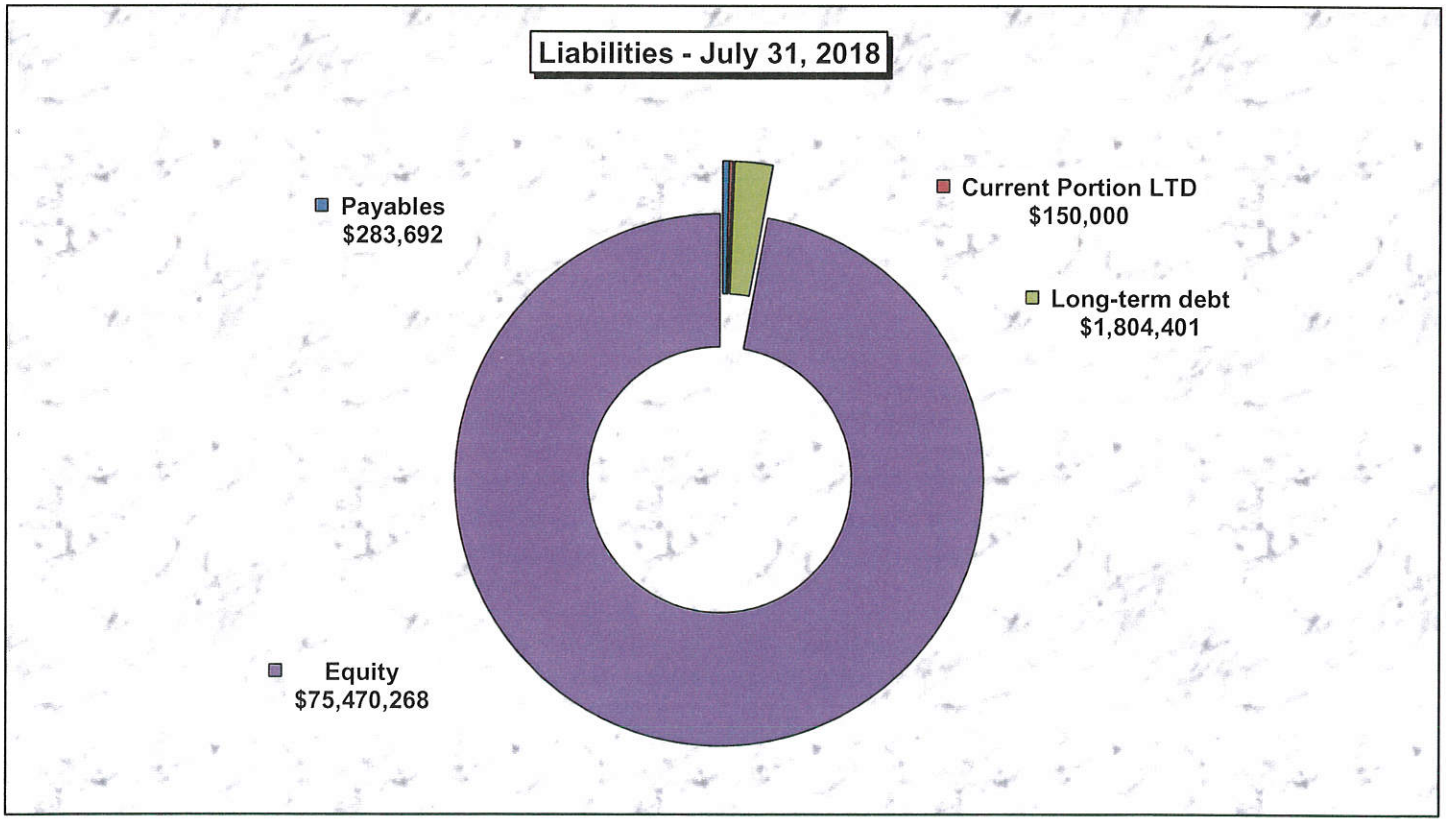
Carmel Area Wastewater District
Budgeted Operating Exp.-Waste to Energy
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 9

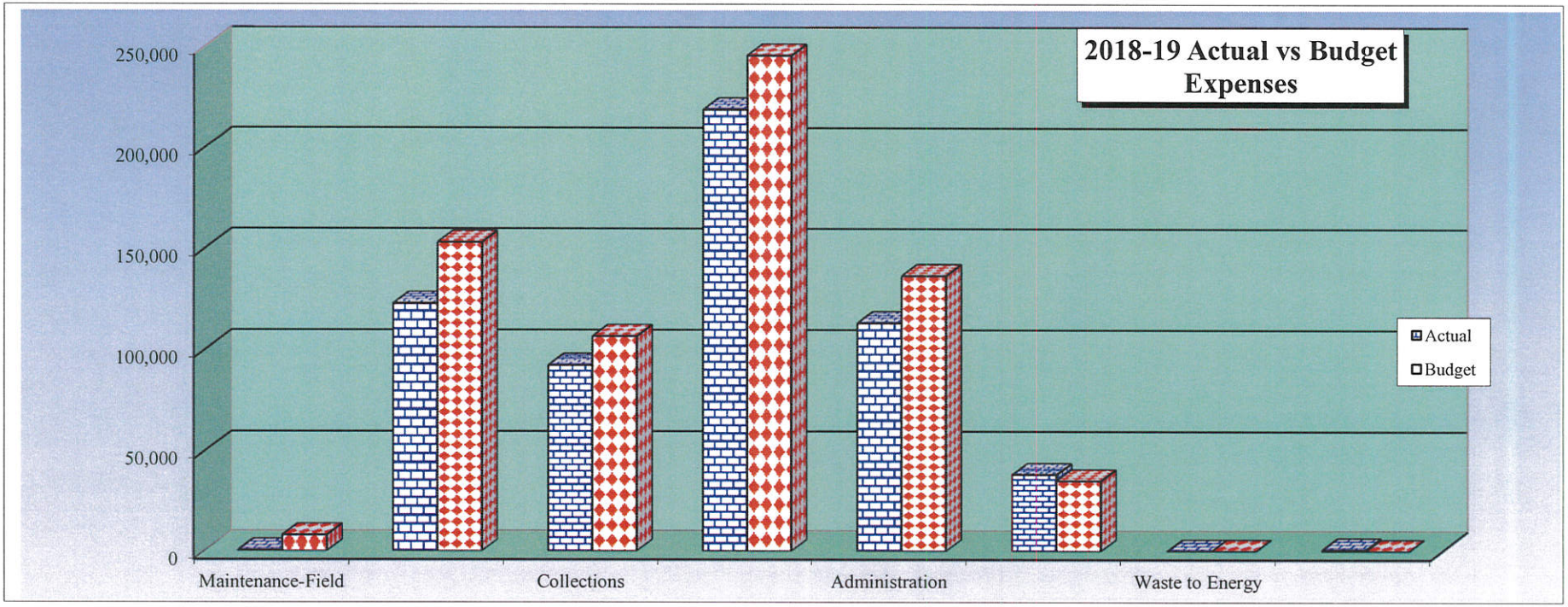
	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% Var
Income				
Revenue	290.55	0.00	290.55	
TOTAL Income	290.55	0.00	290.55	
******	290.55	0.00	290.55	
****** OPERATING INCOME	290.55	0.00	290.55	
****** OPERATING INCOME (LOSS)	290.55	0.00	290.55	
****** NET INCOME (LOSS)	290.55	0.00	290.55	
****** NET INCOME (LOSS)	290.55	0.00	290.55	

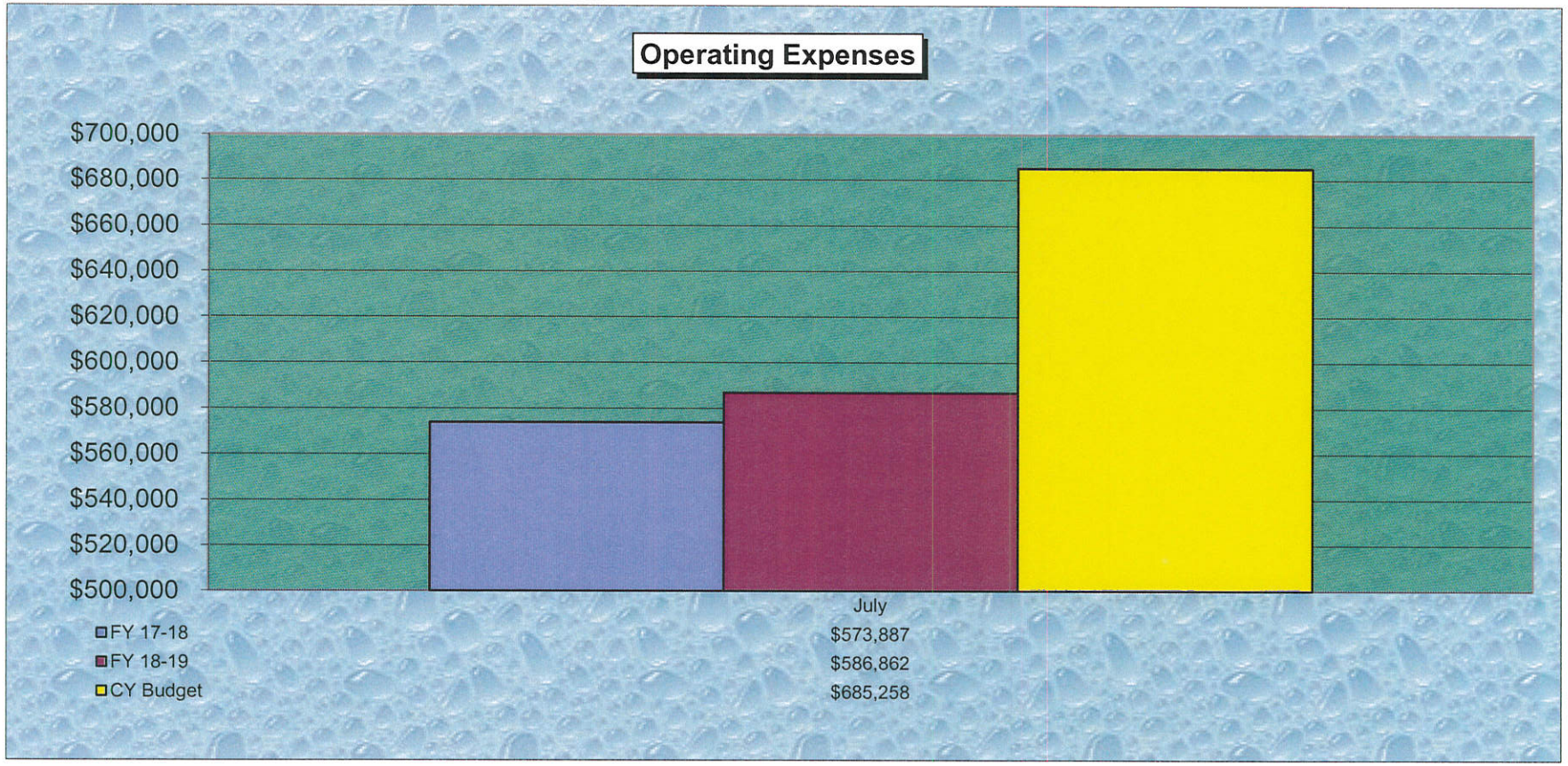
Carmel Area Wastewater District
Budgeted Operating Exp.-Brine Disposal
Year-to-Date Variance, July 2018 - current month, Consolidated by account, Department 10

	1 Months Ended July 31, 2018	1 Months Ended July 31, 2018 Budget	Variance Fav/<Unf>	% 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	256.47	0.00	(256.47)	
Payroll taxes	19.72	0.00	(19.72)	
TOTAL Salaries and Payroll Taxes	276.19	0.00	(276.19)	
Operating Supplies				
Operating Supplies	119.93	0.00	(119.93)	
TOTAL Operating Supplies	119.93	0.00	(119.93)	
Repairs and Maintenance				
Repairs and Maintenance	412.27	0.00	(412.27)	
TOTAL Repairs and Maintenance	412.27	0.00	(412.27)	
TOTAL Operating Expenses	808.39	0.00	(808.39)	
****** OPERATING INCOME (LOSS)	(808.39)	0.00	(808.39)	
****** NET INCOME (LOSS)	(808.39)	0.00	(808.39)	
****** NET INCOME (LOSS)	(808.39)	0.00	(808.39)	


Assets - July 31, 2018
Other Assets
$992,009
Cash
$26,326,208
Property and CIP
$50,107,983
Other Current Assets
$282,161


Liabilities - July 31, 2018
Payables
$283,692
Current Portion LTD
$150,000
Long-term debt
$1,804,401
Equity
$75,470,268


2018-19 Actual vs Budget Expenses
250,000
200,000
150,000
100,000
50,000
0
Maintenance-Field
Collections
Administration
Waste to Energy
Actual
Budget


Operating Expenses
$700,000
$680,000
$660,000
$640,000
$620,000
$600,000
$580,000
$560,000
$540,000
$520,000
$500,000
FY 17-18
FY 18-19
CY Budget
July
$573,887
$586,862
$685,258

Carmel Area Wastewater District
Capital Expenditures
2018-19

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
CAPITAL PURCHASES						
Admin						
		0	0	0	0	NA
Collections						
		0	0	0	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
Treatment						
		0	0	0	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
		0	0	0	0	NA
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		0	0	0	0	NA
Total Capital Purchases 18-19		**0**	**0**	**0**	**0**	**NA**

Carmel Area Wastewater District
Capital Expenditures
2018-19

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
CIP PROJECTS						
Collections						
Design and construction plans for Calle La Cruz force main	182,581	1,022	1,022	183,603	0	NA
Construction of new Gravity Sewer Line-Carmel Meadows	117,152	0	0	117,152	0	NA
Hatton Canyon Trail	169,355	0	0	169,355	0	NA
Treatment						
H2S scrubber tanks	44,920	0	0	44,920	0	NA
Study SCADA, PLC, and Communication Systems **(RECL 50%)**	370,965	0	0	370,965	0	NA
Waste Gas Burner	563,717	0	0	563,717	7,736	NA
Influent Pump St. Wet Well Mixing System	26,244	0	0	26,244	0	NA
SBS Tank Rehab (Brine Disposal)	3,443	156	156	3,598	0	NA
RECL share		0	0	(185,483)	0	NA
PBCSD share (1/3 of cost)		0	0	(274,654)	(2,579)	NA
Total CIP Projects 18-19	**1,478,377**	**1,178**	**1,178**	**1,019,418**	**5,157**	NA

Carmel Area Wastewater District
Capital Expenditures
2018-19

	BEG BAL	JUL	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
LONG TERM CIP PROJECTS						
Treatment						
Electrical Upgrade	157,042	0	0	157,042	0	NA
Standby blower replacement	932,876	0	0	932,876	13,195	NA
Storm water improvements	562,669	0	0	562,669	7,517	NA
Thickener **(RECL 50%)**	942,381	0	0	942,381	12,894	NA
Hypo/SBS **(RECL 40%)**	2,930,043	0	0	2,930,043	45,704	NA
Portable RAS pumping	1,118,978	0	0	1,118,978	18,051	NA
Digester firm capacity Improvements	5,340,025	0	0	5,340,025	90,283	NA
#1 Water improvements	377,108	0	0	377,108	4,718	NA
#3 Water system improvements	323,065	0	0	323,065	2,469	NA
Dewatering	1,278,111	0	0	1,278,111	17,173	NA
Standby & main power improvements	3,435,491	0	0	3,435,491	54,592	NA
Outfall Crossing rehabilitation	229,365	4,088	4,088	233,453	0	NA
Primary Clarifier #2	147,177	0	0	147,177	0	NA
Primary Clarifier #1	185,993	0	0	185,993	0	NA
Microturbine/Gas Conditioning System	400	200	200	600	0	NA
Microturbine	161,807	5,323	5,323	167,129	0	NA
Mainsaver Inventory Module **(RECL 33%)**	13,400	6,179	6,179	19,579	0	NA
RECL share		(2,060)	(2,060)	(1,643,207)	(24,729)	NA
PBCSD share (1/3 of cost)		(4,576)	(4,576)	(5,502,838)	(80,622)	NA
Total Long Term CIP Projects 18-19	**18,135,931**	**9,153**	**9,153**	**11,005,675**	**161,245**	NA
Total Capital (net of RECL and PBCSD)	**19,614,308**	**10,331**	**10,331**	**12,025,094**	**166,402**	NA

Carmel Area Wastewater District
Variance Analysis
2018-19

	YTD Actual/ YTD Budget Variance	
Maintenance - Plant		
Operating Supplies	-166.20%	Electrical supplies and hand tools-timing difference, budget amortized equally per month
Utilities	-41.40%	Repair ops building phone line unbudgeted-$175
Memberships and Subscriptions	-319.20%	Employee certifications-timing difference, budget amortized equally per month
Collections		
Salaries and Payroll Taxes	-13.70%	Timing-vacation buy backs and comp time cash out.
Employee Benefits	-5.90%	CALPERS one-time payment of unfunded liability unbudgeted-$2,738
Contract Services	-31.80%	Underground Service Alert underbudgeted: actual $2,192; budget $1,250
Treatment		
Employee Benefits	-17.50%	CALPERS one-time payment of unfunded liability unbudgeted-$4,881, health savings account contributions unbudgeted, worker's comp. underbudgeted
Permits and Fees	-54.10%	Monterey Bay Air Resources District underbudget: actual $3,960, budget $2,570
Administration		
Salaries and Payroll Taxes	-21.60%	Accrued vacation paid to resigned employee unbudgeted
Truck and Auto Expenses	-106.20%	Insurance underbudgeted: actual $1,378, budget $605
Other Expense	-766.40%	Recruiting for principal engineer unbudgeted
Waste to Energy		Unbudgeted
Brine Disposal		Unbudgeted

District Obligations:

1) 2004 Highlands Project Bond Proceeds $3,057,165 -- Balance $1,240,000

STAFF REPORT

TO: Board of Directors

FROM: Daryl Lauer, Collection Superintendent

DATE: August 30, 2018

SUBJECT: Monthly Report – July

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in July 5

Total Fees..... $ 665.00

Maintenance

Attached is a map of the locations cleaned in past three months. There were 7 sewer lines CCTV inspected in July totaling in 1,629 feet.

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
May	62,970 ft.	15.31%	6 - 27 inches
June	47,798 ft.	11.62%	6 – 15 inches
July	42,431 ft.	10.32%	6 – 12 inches

Construction Activities

No construction during the month of July.

Service Calls Responded to by Crew

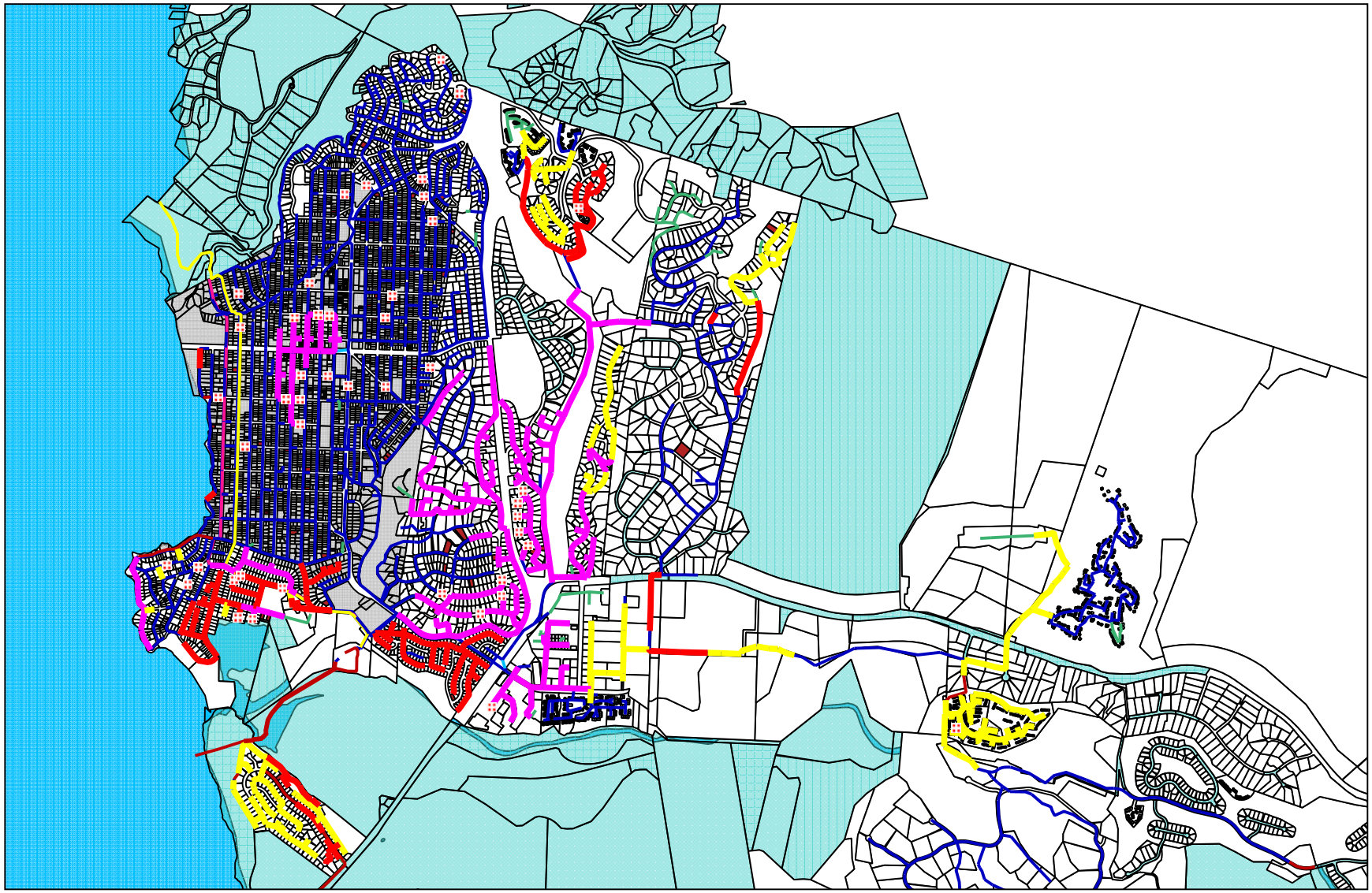
Date	Time	Callout	Resolution
7/16/18	9:50 AM	Manhole holding water	Staff found manhole Q602 holding water. Staff relived the soft stoppage. No SSO
7/21/18	4:15 AM	Power Outage at 3 Pump Stations	Staff monitored stations until power was restored
7/30/18	2:21 PM	Rattling Manhole	Staff found manhole at 4th and Randell making noise when driven over. Staff tarred down manhole until long term fix can be made.

USA Location Requests – 91
Plumbing permit inspections – 5

FUNDING
N/A- Informational item only

May (Magenta) 62,970 feet
June (Yellow) 47,798 feet
July (Red) 42,431 feet

Monthly Cleaning Routes



RedZone ROBOTICS

8/14/2018

N

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					YEAR-TO-DATE	
Report for: May 2018	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.193	0.845	0.733	0.994	67.754	129.76	398.04
PBCSD Flow	12.466	0.402	0.364	0.480	32.246	64.46	197.74
Total Plant Flow	38.659	1.247	1.097	1.474	100.00	194.22	595.78
Tertiary Flow	32.030	1.033	0.875	1.284	82.853	127.47	391.02
Ocean Discharge	4.797	0.155	0.121	0.277	12.408	71.25	218.55
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

	Monthly			Annual		
Potable Water	Flushing Cycle	Meet Demand	Equipment Failure	Flushing Cycle	Meet Demand	Equipment Failure
	0.0%	0.0%	0.0%	0.0%	0.0%	0%

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2018)	127.47 MG (391.01 acre-ft.)
Total Lifetime Reclamation Production (94-18)	6.99 BG (21.45B acre-ft.)
12 Month Rolling Total Reclamation Production	348.82 MG (1070.54 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	May '18 kWh	Price per kWh	May'18	Apr'18	Mar '18	Feb'18
Secondary	123,954.00	$ 0.189	$ 23,417.21	$ 27,773.70	$ 11,447.13	$ 18,923.71
Blowers	50,877.84	$ 0.167	$ 8,499.50	$ 7,681.64	$ 7,616.65	$ 7,478.80
CAWD Total	174,831.84		$ 31,916.71	$ 35,455.34	$ 19,063.78	$ 26,402.51
Tertiary	83,516.08	$ 0.188	$ 15,726.97	$ 7,250.00	$ 8,529.53	$ 12,069.67
MF/RO	108,876.00	$ 0.204	$ 22,229.97	$ 11,611.23	$ 6,086.92	$ 16,533.56
Reclaim Total	192,392.08		$ 37,956.94	$ 18,861.23	$ 14,616.45	$ 28,603.23
Adjusted Monthly Totals (1)	CAWD Total	$ 23,218.43		Reclamation Total		$ 46,655.22

kW-h Per Acre Foot

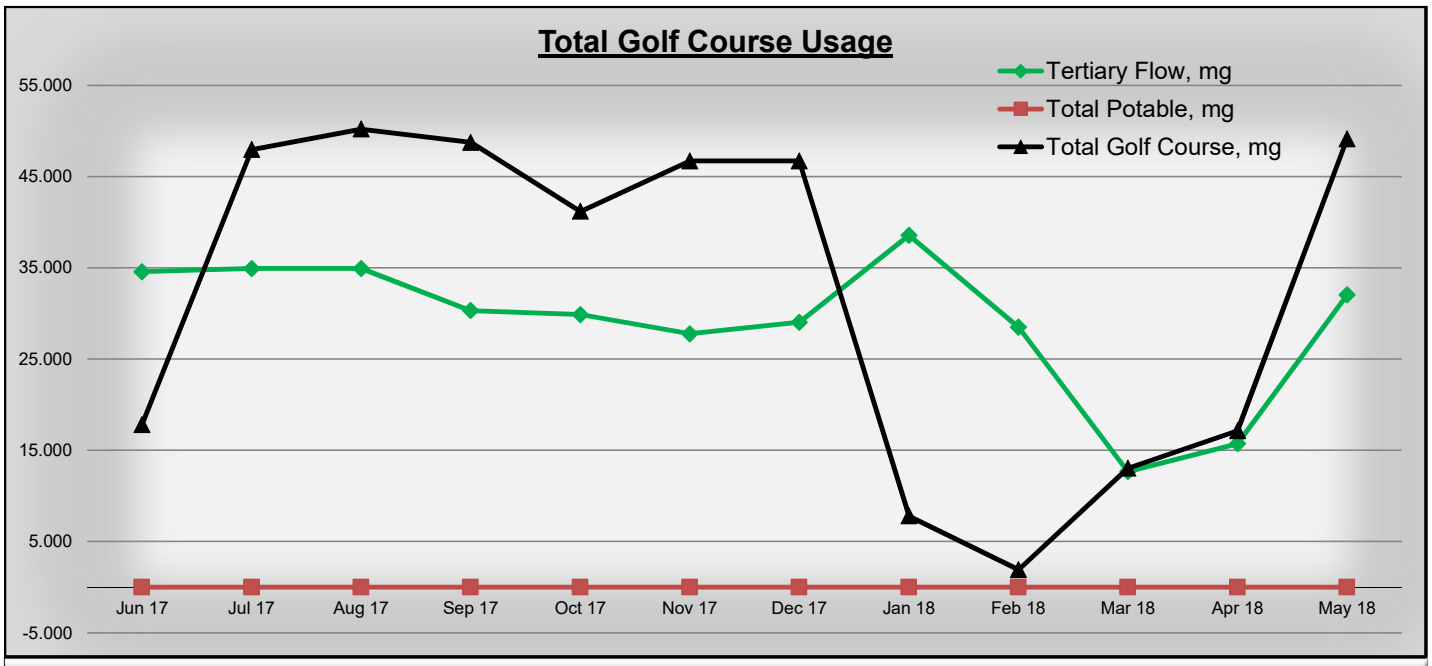
	2017				2018			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1407.39	1374.11	1601.12	2000.04	1770.27	n/a	n/a	n/a
Reclamation	2579.46	1871.10	1813.37	1923.82	1780.18	n/a	n/a	n/a

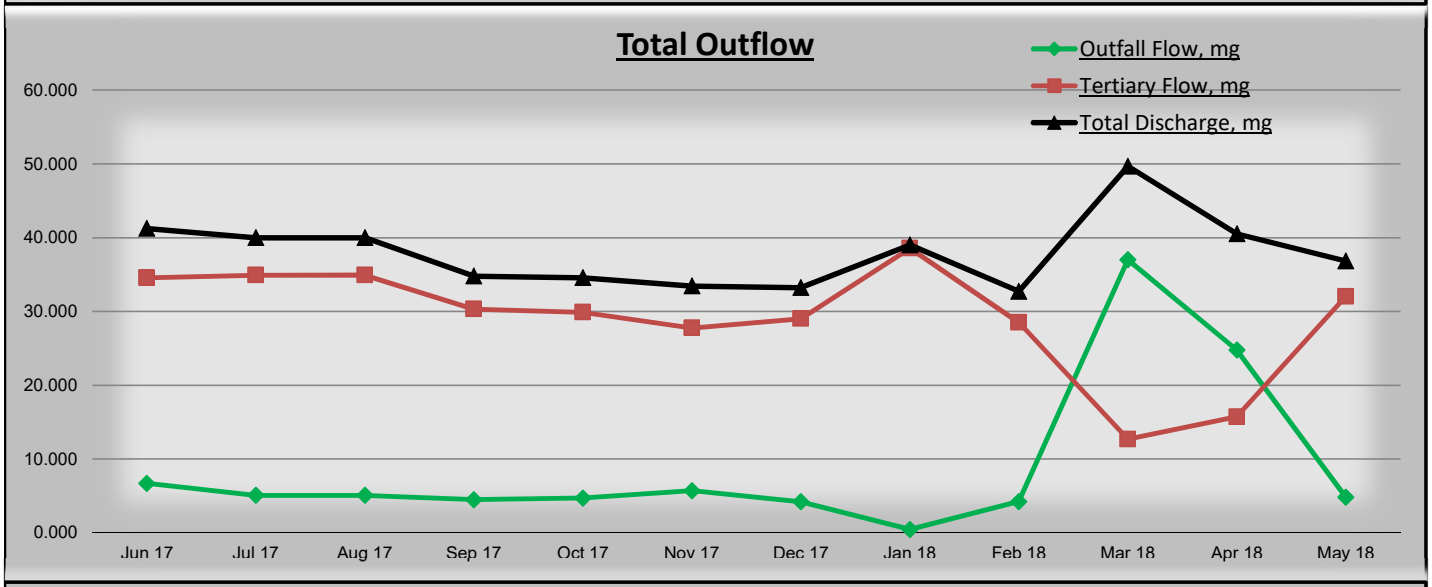
MICROTURBINE SUMMARY

Month	May '18 KWh	Apr'18	Mar'18	Feb'18	Accumulated Totals
Production, kWh	14,650	13,436	3,208	0	641,853.00

COMMENTS

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


Total Golf Course Usage
Tertiary Flow, mg
Total Potable, mg
Total Golf Course, mg
55.000
45.000
35.000
25.000
15.000
5.000
-5.000
Jun 17
Jul 17
Aug 17
Sep 17
Oct 17
Nov 17
Dec 17
Jan 18
Feb 18
Mar 18
Apr 18
May 18


Total Outflow
Outfall Flow, mg
Tertiary Flow, mg
Total Discharge, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Jun 17
Jul 17
Aug 17
Sep 17
Oct 17
Nov 17
Dec 17
Jan 18
Feb 18
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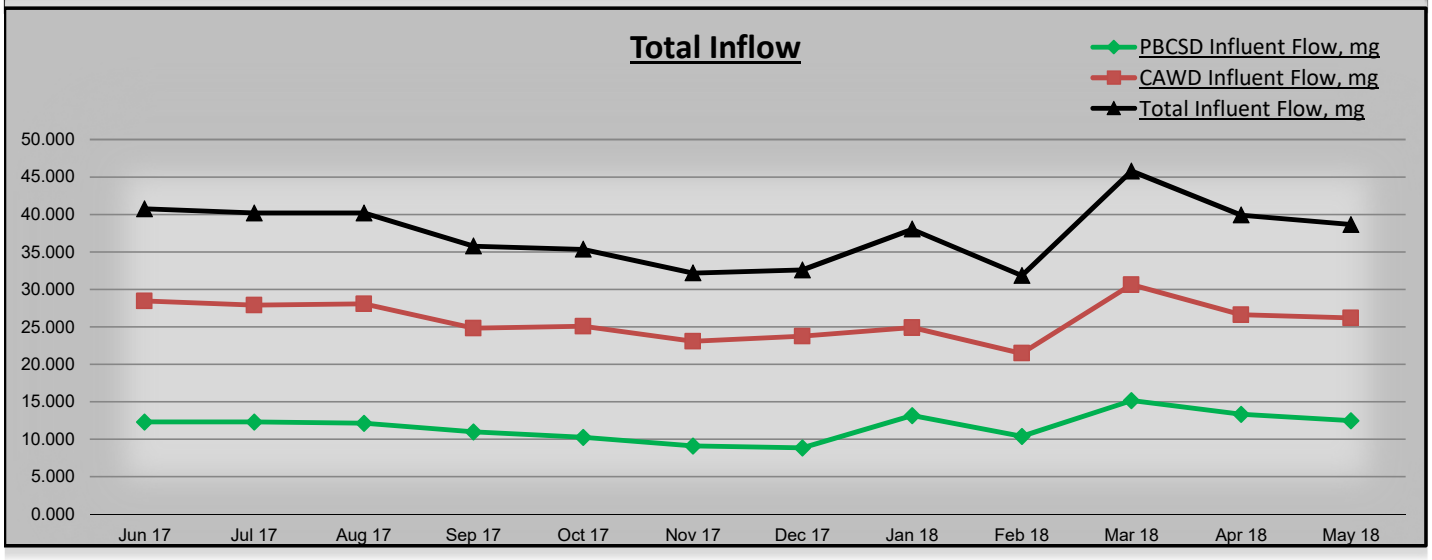
May 18


Total Inflow
PBCSD Influent Flow, mg
CAWD Influent Flow, mg
Total Influent Flow, mg
50.000
45.000
40.000
35.000
30.000
25.000
20.000
15.000
10.000
5.000
0.000
Jun 17
Jul 17
Aug 17
Sep 17
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Nov 17
Dec 17
Jan 18
Feb 18
Mar 18
Apr 18
May 18

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					YEAR-TO-DATE	
Report for: June 2018	**Total Monthly, MG**	**Avg. Daily, MGD**	**Min Daily, MGD**	**Max Daily, MGD**	**% of Total**	**MG**	**acre-feet**
CAWD Flow	23.183	0.773	0.731	0.829	68.471	152.95	469.16
PBCSD Flow	10.675	0.356	0.330	0.389	31.529	75.14	230.48
Total Plant Flow	33.858	1.129	1.061	1.218	100.00	228.08	699.64
Tertiary Flow	29.228	0.996	0.837	1.200	86.325	156.70	480.68
Ocean Discharge	4.631	0.154	0.127	0.188	13.678	75.88	232.76
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

	Monthly			Annual		
Potable Water	**Flushing Cycle**	**Meet Demand**	**Equipment Failure**	**Flushing Cycle**	**Meet Demand**	**Equipment Failure**
	0.0%	0.0%	0.0%	0.0%	0.0%	0%

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2018)	156.70 MG (480.91 acre-ft.)
Total Lifetime Reclamation Production (94-18)	7.17 BG (22.02 B acre-ft.)
12 Month Rolling Total Reclamation Production	343.49 MG (1054.16 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	**Jun '18 kWh**	**Price per kWh**	**Jun'18**	**May'18**	**Apr '18**	**Mar'18**
Secondary	122,868.00	$ 0.177	$ 21,790.35	$ 23,417.21	$ 27,773.70	$ 11,447.13
Blowers	52,881.12	$ 0.188	$ 9,930.68	$ 8,499.50	$ 7,681.64	$ 7,616.65
CAWD Total	175,749.12		$ 31,721.03	$ 31,916.71	$ 35,455.34	$ 19,063.78
Tertiary	97,144.16	$ 0.184	$ 17,852.68	$ 15,726.97	$ 7,250.00	$ 8,529.53
MF/RO	105,519.00	$ 0.215	$ 22,703.79	$ 22,229.97	$ 11,611.23	$ 6,086.92
Reclaim Total	202,663.16		$ 40,556.47	$ 37,956.94	$ 18,861.23	$ 14,616.45
Adjusted Monthly Totals (1)	**CAWD Total**	$ 23,716.38		**Reclamation Total**		$ 48,561.12

kW-h Per Acre Foot

	2017				2018			
	1 QTR	**2 QTR**	**3 QTR**	**4 QTR**	**1 QTR**	**2 QTR**	**3 QTR**	**4 QTR**
CAWD	1407.39	1374.11	1601.12	2000.04	1770.27	1692.20	n/a	n/a
Reclamation	2579.46	1871.10	1813.37	1923.82	1780.18	2260.45	n/a	n/a

MICROTURBINE SUMMARY

Month	**Jun '18 KWh**	**May'18**	**Apr '18**	**Mar'18**	**Accumulated Totals**
Production, kWh	13,610	14,650	13,436	3,208	655,463.00

COMMENTS

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

Total Golf Course Usage
Tertiary Flow, mg
Total Potable, mg
Total Golf Course, mg
65.000
55.000
45.000
35.000
25.000
15.000
5.000
-5.000
Jul 17
Aug 17
Sep 17
Oct 17
Nov 17
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Jan 18
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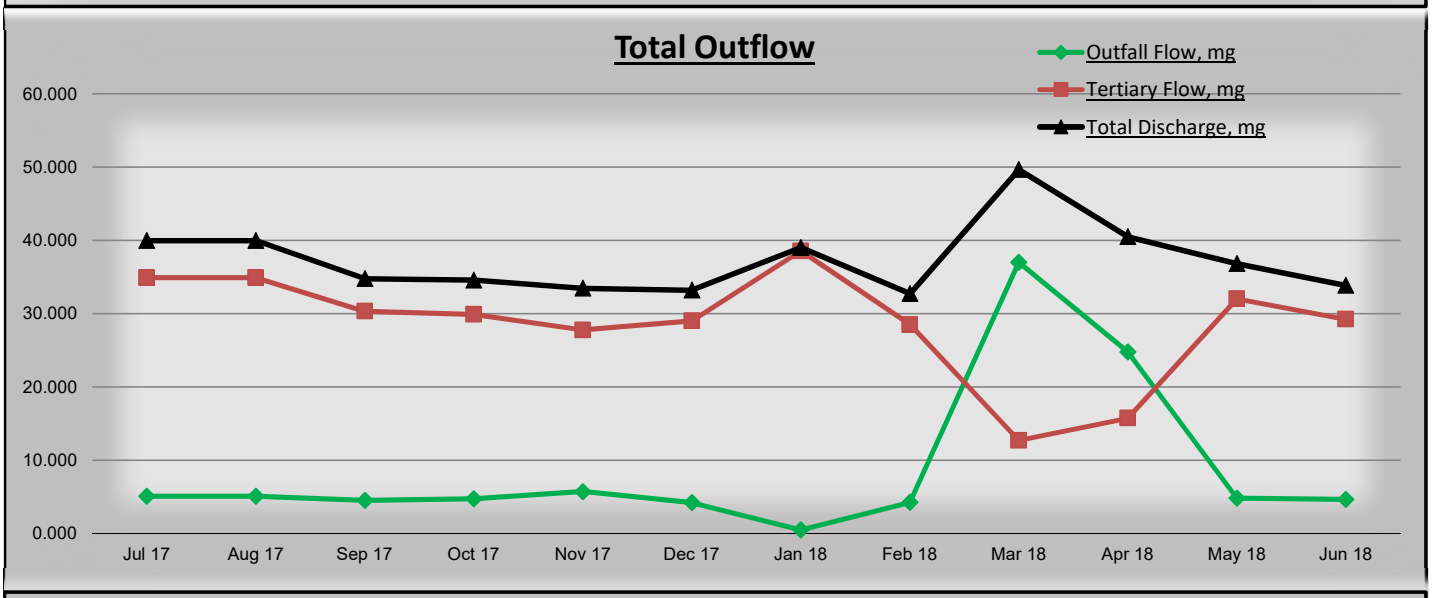
Mar 18
Apr 18
May 18
Jun 18


Total Outflow
Outfall Flow, mg
Tertiary Flow, mg
Total Discharge, mg
60.000
50.000
40.000
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Jul 17
Aug 17
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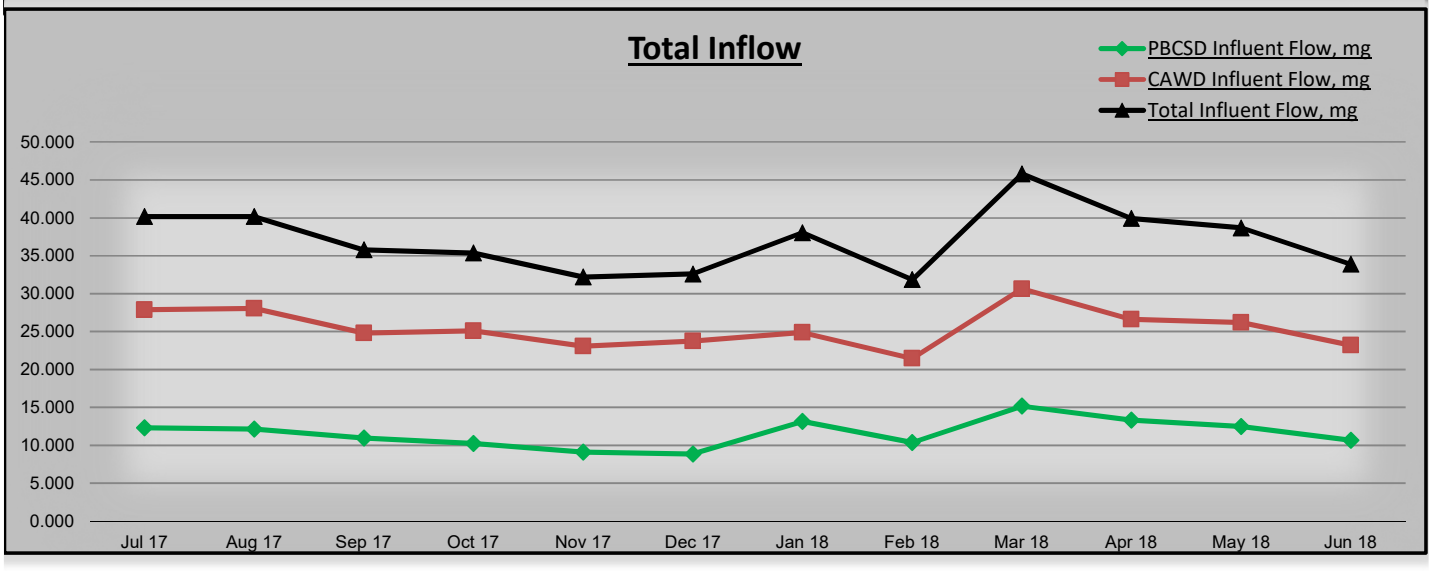
Total Inflow
PBCSD Influent Flow, mg
CAWD Influent Flow, mg
Total Influent Flow, mg
50.000
45.000
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35.000
30.000
25.000
20.000
15.000
10.000
5.000
0.000
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Jun 18

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					YEAR-TO-DATE	
Report for: July 2018	**Total Monthly, MG**	**Avg. Daily, MGD**	**Min Daily, MGD**	**Max Daily, MGD**	**% of Total**	**MG**	**acre-feet**
CAWD Flow	25.589	0.825	0.779	0.870	69.829	178.53	547.65
PBCSD Flow	11.056	0.357	0.324	0.385	30.171	86.19	264.40
Total Plant Flow	36.645	1.182	1.103	1.255	100.00	264.73	812.05
Tertiary Flow	31.673	1.022	0.858	1.138	86.432	188.37	577.83
Ocean Discharge	4.821	0.156	0.128	0.179	13.156	80.70	247.55
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

	Monthly			Annual		
Potable Water	**Flushing Cycle**	**Meet Demand**	**Equipment Failure**	**Flushing Cycle**	**Meet Demand**	**Equipment Failure**
	0.0%	0.0%	0.0%	0.0%	0.0%	0%

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2018)	188.37 MG (578.11 acre-ft.)
Total Lifetime Reclamation Production (94-18)	7.36 BG (22.59 B acre-ft.)
12 Month Rolling Total Reclamation Production	340.24 MG (1044.21 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	**July '18 kWh**	**Price per kWh**	**July'18**	**Jun'18**	**May '18**	**Apr'18**
Secondary	140,916.00	$ 0.178	$ 25,111.46	$ 21,790.35	$ 23,417.21	$ 27,773.70
Blowers	48,530.64	$ 0.191	$ 9,263.12	$ 9,930.68	$ 8,499.50	$ 7,681.64
CAWD Total	189,446.64		$ 34,374.58	$ 31,721.03	$ 31,916.71	$ 35,455.34
Tertiary	89,871.80	$ 0.195	$ 17,533.51	$ 17,852.68	$ 15,726.97	$ 7,250.00
MF/RO	104,324.00	$ 0.205	$ 21,426.05	$ 22,703.79	$ 22,229.97	$ 11,611.23
Reclaim Total	194,195.80		$ 38,959.56	$ 40,556.47	$ 37,956.94	$ 18,861.23
Adjusted Monthly Totals (1)	**CAWD Total**	$ 25,135.40		**Reclamation Total**		$ 48,198.74

kW-h Per Acre Foot

	2017				2018			
	1 QTR	**2 QTR**	**3 QTR**	**4 QTR**	**1 QTR**	**2 QTR**	**3 QTR**	**4 QTR**
CAWD	1407.39	1374.11	1601.12	2000.04	1770.27	1692.20	n/a	n/a
Reclamation	2579.46	1871.10	1813.37	1923.82	1780.18	2260.45	n/a	n/a

MICROTURBINE SUMMARY

Month	**July '18 KWh**	**Jun'18**	**May '18**	**Apr'18**	**Accumulated Totals**
Production, kWh	10,865	13,610	14,650	13,436	666,328.00

COMMENTS

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

Total Golf Course Usage
Tertiary Flow, mg
Total Potable, mg
Total Golf Course, mg
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55.000
45.000
35.000
25.000
15.000
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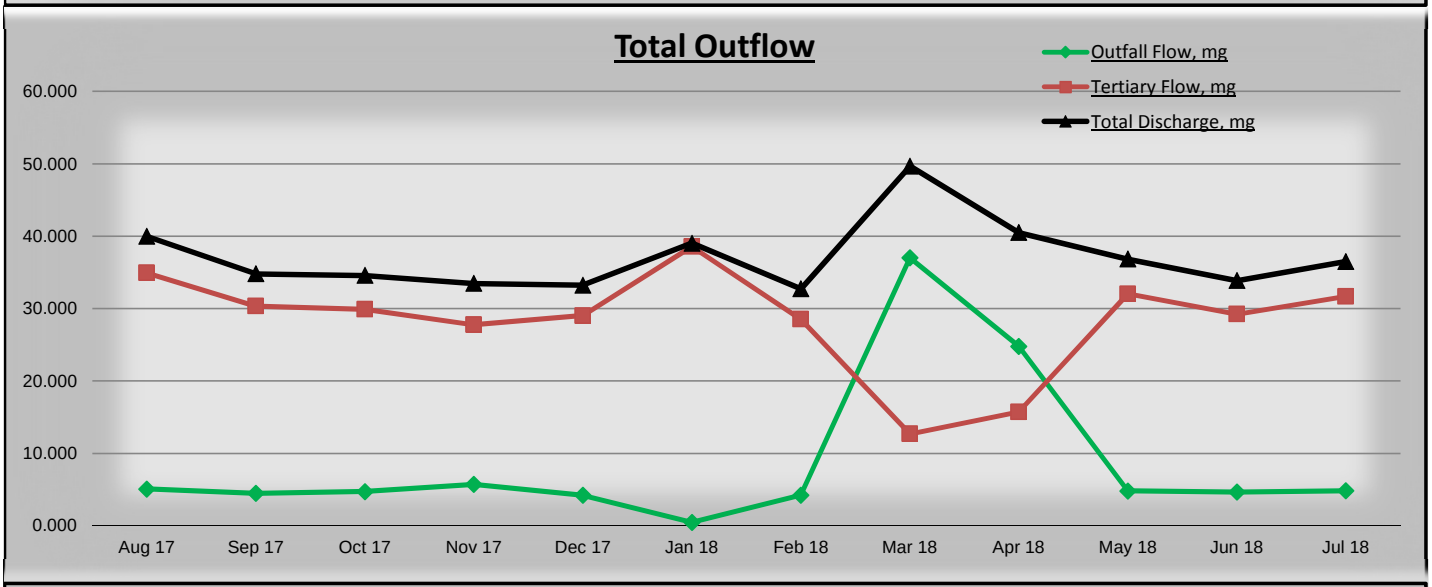
Total Outflow
Outfall Flow, mg
Tertiary Flow, mg
Total Discharge, mg
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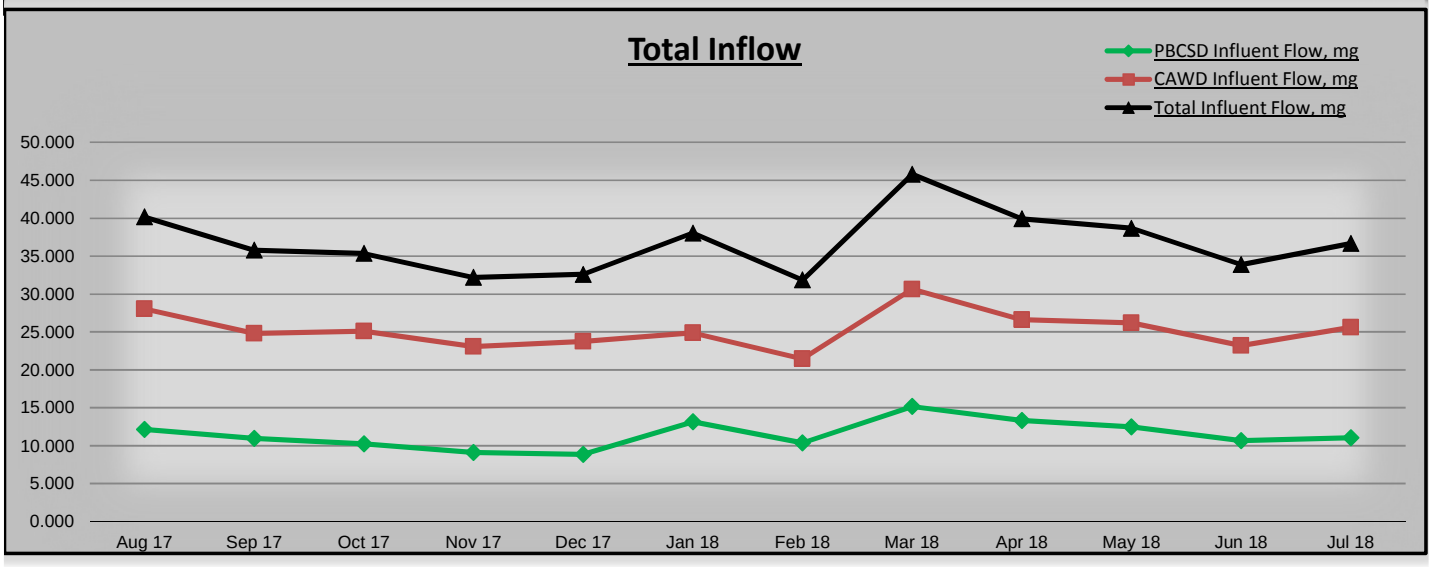
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PBCSD Influent Flow, mg
CAWD Influent Flow, mg
Total Influent Flow, mg
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STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator

Date: August 30, 2018

Subject: Monthly Report (for July 2018)

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Safety & Training

July 5- Tailgate training. S/C Admin Dias presented on chemical safety and precautions when handling 46% acetic acid. This widely used chemical is stored/used in seven locations around the plant and is both highly toxic and is as flammable as diesel fuel. It is the only flammable acid used at the plant.

July 12- Tailgate training. Trevor Weidner-Holland, Laboratory Analyst, gave a tailgate presentation on spill neutralization of acids and bases. He emphasized that adding water does not neutralize acids or bases. Even if diluted with water the solution still needs to be neutralized before handling or disposal.

July 19- Monthly Safety Training. Chris Foley, Maintenance Superintendent, gave the annually required presentation of the updated Lock Out Tag Out (LOTO) policy.

July 26- Tailgate training. S/C Admin Dias gave a live demonstration of the new electronic Safety Data Sheet (SDS) system. All staff were given access to the system and can now pull up SDS sheets from smart phones, field tablets and desktop computers 24-hour per day. The chemicals are intuitively organized by location and building number.

Ongoing Safety Improvements

During the month Maintenance Superintendent Foley and S/C Admin Dias continued to implement safety improvements and seek input from the operations crew and Safety Committee. Many of the physical safety improvements are projects extending over several weeks. Activities in July included:

- Fall Safety – vault hatches. **Background**: As described in previous reports, six vault hatches were identified for replacement with built-in fall protection and greater ease of operation. Installation timeline is 6-8 weeks after authorization. **Update**: comments from the plant engineer were forwarded to the vendor and minor redesign is underway. Interim safety protocols for the existing hatches are being implemented.
- Chemical Safety - sulfuric acid. **Background**: as described in previous reports, plans are underway to switch to bulk storage for sulfuric acid to decrease handling hazards. A bulk-storage tank with fully enclosed secondary containment is planned to allow for direct fill of the tank with permanent, protected connections. **Update**: this project is being integrated into the new acid storage/dosing project with funding from Pebble Beach. In the interim, an automatic level-sensor was installed so the operations crew does not have to manually check the acid levels. This item will be removed from the monthly Safety Report and will be tracked separately as part of project reports.
- Respiratory Safety – gas levels at the Calle La Cruz lift station (Ribera Road). **Background**: As described in previous reports, the wet well receives wastewater from the Carmel Highlands. The longer travel-time allows the anaerobic generation of dangerous hydrogen sulfide gas. Gas levels were high enough to warrant locking the hatch and preventing access until the gas could be mitigated. Four options were identified and are being tried in order of increasing cost. The first option –using cakes of potassium permanganate—was not effective. The second option, using a biological treatment, was started in June with a free, one-month supply. **Update:** the data from the continuous logger was retrieved and the gas levels are still well above health/exposure limits. The vendor will be onsite in August to advise on dosing options. Monthly tracking continuing.
- Electronic tracking of chemical Safety Data Sheets. **Background**: Cal OSHA requires that SDS sheets for all hazardous chemicals be continually updated, maintained and archived for 30 years. The past practice of using hardcopies was time consuming and needed ongoing, manual updates. In April a vendor was secured. By May all key chemicals were added to the system. In June all the local Fire Departments were given access to view the system. **Update:** in July all plant and collections staff were given training and access to the online system. All staff can now pull up SDS sheets from smart phones, field tablets and desktop computers 24-hour per day. The chemicals are intuitively organized by location and building number. This project is

now implemented. No further monthly updates.

- New Item- planned installation of additional fire hydrants. In preparation for the Fire Department walk-through in June it was noted that the plant only has two fire hydrants. Both are located on the south side of the site. While not required by the Fire Department, two additional locations were identified where existing plumbing could be retrofitted with fire hydrants. The locations are in front of the breakroom and at the effluent building. These are much closer to areas where firefighting may be needed such as the office buildings, the shop, the collections building and the Pad. Bids have been received and authorization of the work will occur in August.
- New Item- installation of additional PPE boxes. Four additional wall-mounted PPE boxes were installed at the Pad, at the ferric chloride chemical receiving area, in the influent building pump room, and next to the microturbines. These boxes were stocked with the appropriate PPE such as eyewash, chemical gloves, face-shields, SDS sheets, hearing protection, etc. While PPE has always been on site, this makes the needed equipment immediately available at the point of use.

Tours and Outreach

One tour was given in July to a small group of MPC students enrolled in an environmental studies course.

Injuries, first aid responses, worker compensation claims

There were no injuries, first aid responses or worker compensation claims in July. The updated tracking matrix is below.

	Work Related Injuries and Illnesses for 2018 Reporting Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	3	1.5	10	1.5
First Aid (non-OSHA)	0	0	0	0	0

FUNDING

N/A- Informational item only

STAFF REPORT

To: Board of Directors

From: Ray De Ocampo
Laboratory/Environmental Compliance Supervisor

Date: August 30, 2018

Subject: Monthly Report – July 2018

RECOMMENDATION

Receive Report-Informational only; No action required

DISCUSSION

LABORATORY REPORT

- Laboratory staff continues to analyze samples for Phosphate on the MF Feed and MF Filtrate, and Sodium for the reclaim line sample.
- Digester #2 analysis for Volatile Acid showed an increase from the normal result contributed by the Food to Grind slurry being fed to the digester.
- CAWD Laboratory had ordered a new portable Isco 6712 sampler to be used when CCLEAN monitoring is occurring. The sampler will be available for the laboratory and operations to use when no CCLEAN monitoring is scheduled.
- CAWD Superintendent Waggoner had informed the lab staff that we will be analyzing 2 samples from Pebble Beach 18th Green and 18th Fairway. Data will be reviewed by CAWD Superintendent and Pebble Beach staff to accept the discharge water.
- CAWD staff meet with California Central Coast Regional Water Quality Control Board Inspector Peter VonLangen on July 30 to discuss the renewal discharge permit process.

ENVIRONMENTAL COMPLIANCE REPORT

- Dametra Café was non-compliant excessive grease. A warning was issued 07/03/18. A follow up inspection on 07/11/18 was performed and grease trap was compliant.
- Aabha Indian Cuisine was non-compliant with excessive grease. A warning was

issued on 7/3/18. A follow up inspection was performed on 07/10/18 and grease trap was compliant.

- Allegro Pizzeria was non-compliant with excessive grease on 07/10/18. A warning was issued and follow up inspection on 07/24/18 grease trap was compliant.
- Mulligan's Public House was non-compliant excessive grease and a warning was issued on 07/03/18. A follow up inspection was performed on 07/05/18 and grease trap was compliant.
- In addition to CAWD Pretreatment Inspections the Environmental Compliance staff has been contracted by the City of Carmel to complete the City of Carmel Stormwater Compliance Inspections. CAWD inspectors have been setting up appointments with the food establishments and conducting Stormwater and Pretreatment inspections. CAWD inspectors are in contact with Agnes Topp, City of Carmel Environmental Compliance Manager if there are any questions and Agnes will contact CAWD if she has questions as well. We have completed twenty-five inspections for July and continuing into August.

Restaurant Inspection Table

Restaurant	Compliant	Reason for Non-Compliance	Comments
Village Corner	Yes		
Dametra Café	Yes	Excessive Grease	Warning given on 7/3/18. Re-inspected 07/11/18 and was compliant.
Aabha Indian Cuisine	Yes	Excessive Grease	Warning given on 7/3/18. Re-inspected on 7/10/18 and was compliant.
YAFA	Yes		
Allegro Pizzeria	Yes	Excessive Grease	Warning given on 7/10/18. Follow up inspection on 07/24/18 compliant.
From Scratch Restaurant	Yes		
Subway	Yes		
SUR Restaurant	Yes		
Mission Ranch	Yes		
Mountain Mike's Pizza	Yes		
Flanagan's Pub	Yes		
Affina	Yes		
Mulligan's Public House	Yes	Excessive Grease	Warning given 07/03/18,

			follow up inspection on 07/05/18 trap was compliant.
Patissiere Boissiere	Yes		
Grasing's	Yes		
400 Degrees Burger	Yes		
Flying Fish Grill	Yes		
La Balena	Yes		
IL Grillo	Yes		
Carmel Bistro	Yes		
L'Escargot	Yes		
Mediterranean	Yes		
Portabella	Yes		
Akaoni	Yes		
Casanova	Yes		
Forge in the Forest	Yes		
La Playa	Yes		
Il Teganino	Yes		
Anton and Michel	Yes		
Katy's Place	Yes		

Grocery Store/Delicatessen Inspection Table

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
Bruno's Market	Yes		
Neilsen Brothers Market	Yes		

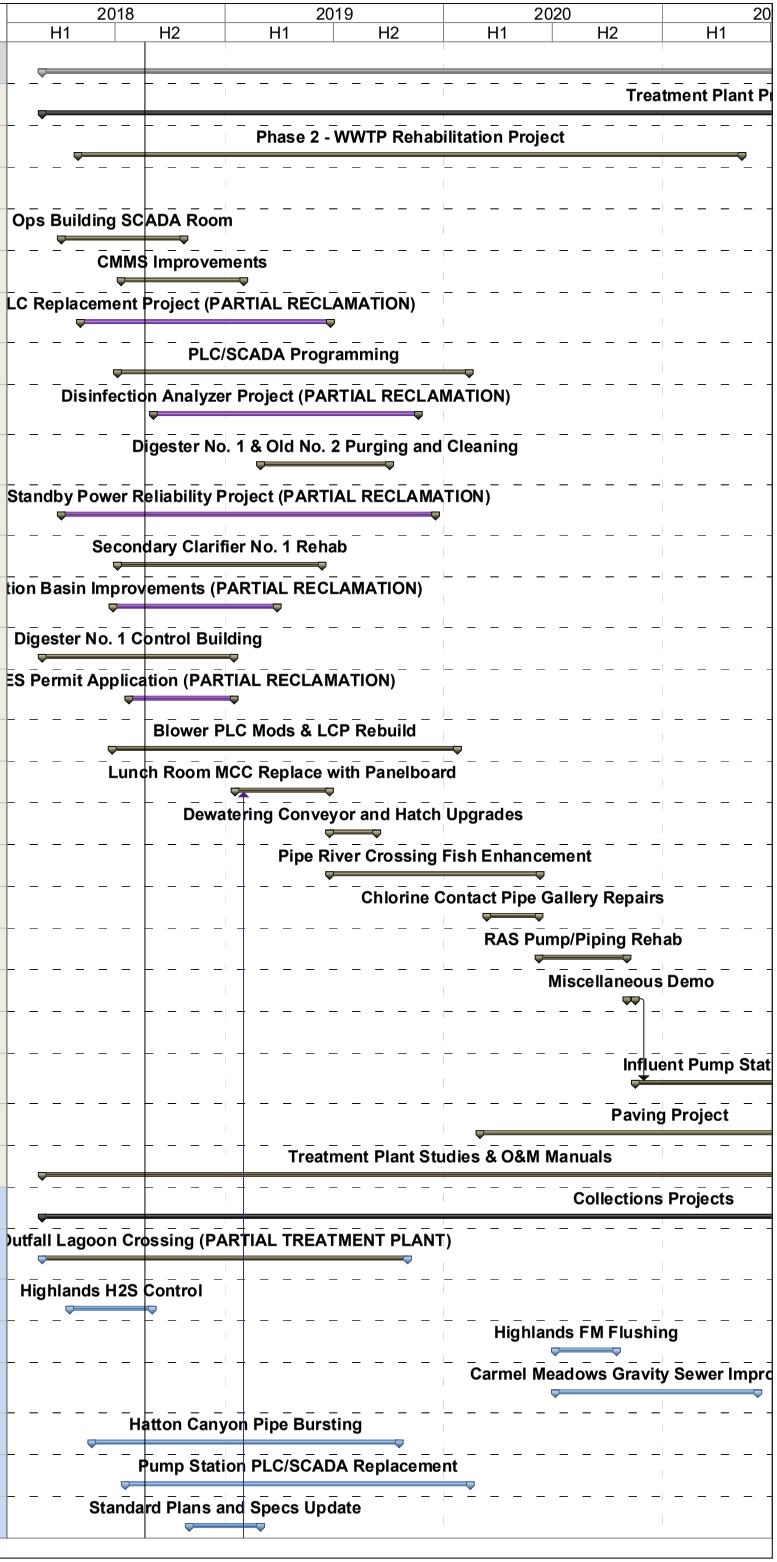
Restaurant Compliance Table

% Compliance	Maintenance	Mechanical
April 2018	100	100
May 2018	100	100
June 2018	100	100

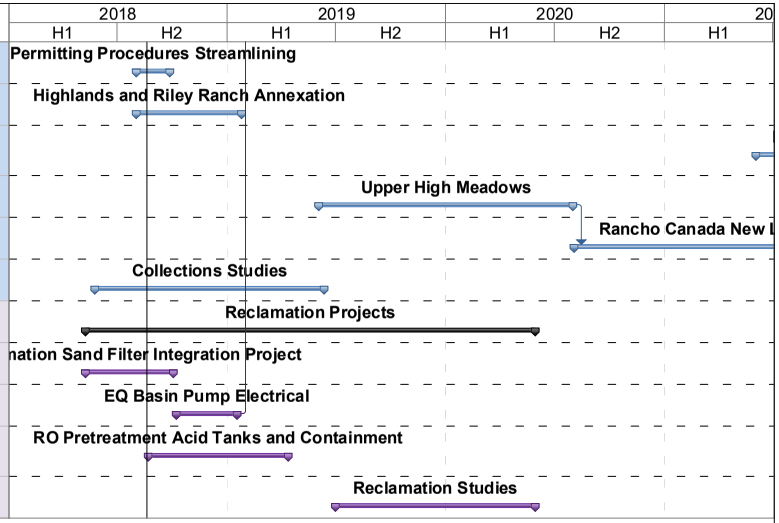
FUNDING

N/A-Informational item only

ID	Task Name	Manager	Duration	Start	Finish	Cost
0	Projects Implementation Plan Schedule					
1	Treatment Plant Projects					
2	Phase 2 - WWTP Rehabilitation Project	Treanor	794 days	Mon 4/30/18	Thu 5/13/21	$7,700,000.00
7	In House Projects					
8	Ops Building SCADA Room	Foley	147 days	Mon 4/2/18	Tue 10/23/18	$140,000.00
11	CMMS Improvements	Foley	147 days	Wed 7/11/18	Thu 1/31/19	$100,000.00
14	PLC Replacement Project (PARTIAL RECLAMATION)	Treanor/Foley	298 days	Fri 5/4/18	Tue 6/25/19	$400,000.00
19	PLC/SCADA Programming	Foley	420 days	Thu 7/5/18	Wed 2/12/20	$300,000.00
24	Disinfection Analyzer Project (PARTIAL RECLAMATION)	Waggoner/Young	317 days	Mon 9/3/18	Tue 11/19/19	$220,000.00
28	Digester No. 1 & Old No. 2 Purging and Cleaning	Waggoner/Young	154 days	Fri 3/1/19	Wed 10/2/19	$125,000.00
32	Standby Power Reliability Project (PARTIAL RECLAMATION)	Treanor	447.86 days	Mon 4/2/18	Wed 12/18/19	$730,000.00
38	Secondary Clarifier No. 1 Rehab	Waggoner	244 days	Thu 7/5/18	Tue 6/11/19	$100,000.00
42	Aeration Basin Improvements (PARTIAL RECLAMATION)	Waggoner	196.5 days	Wed 6/27/18	Thu 3/28/19	$100,000.00
48	Digester No. 1 Control Building	Foley	228.34 days	Thu 3/1/18	Tue 1/15/19	$410,000.00
55	NPDES Permit Application (PARTIAL RECLAMATION)	Waggoner	126 days	Tue 7/24/18	Tue 1/15/19	$0.00
58	Blower PLC Mods & LCP Rebuild	Foley	413.18 days	Tue 6/26/18	Fri 1/24/20	$133,000.00
65	Lunch Room MCC Replace with Panelb	Foley	112 days	Thu 1/17/19	Mon 6/24/19	$140,000.00
68	Dewatering Conveyor and Hatch Upgra	Treanor	56.61 days	Mon 6/24/19	Wed 9/11/19	$103,000.00
71	Pipe River Crossing Fish Enhancement	Treanor	252 days	Mon 6/24/19	Wed 6/10/20	$100,000.00
75	Chlorine Contact Pipe Gallery Repairs	Treanor	61.45 days	Fri 3/13/20	Mon 6/8/20	$44,000.00
78	RAS Pump/Piping Rehab	Treanor	105 days	Mon 6/8/20	Mon 11/2/20	$106,000.00
82	Miscellaneous Demo	Treanor	10 days	Mon 11/2/20	Mon 11/16/20	$27,000.00
84	Minor Bid Projects					
85	Influent Pump Station Wet Well Concrete Repair	TBD	427 days	Mon 11/16/20	Wed 7/6/22	$75,000.00
97	Paving Project	TBD	455 days	Mon 3/2/20	Fri 11/26/21	$150,000.00
100	Treatment Plant Studies & O&M Manuals	Treanor	974 days	Thu 3/1/18	Tue 11/23/21	$381,790.00
104	Collections Projects					
105	Outfall Lagoon Crossing (PARTIAL TREATMENT PLANT)	Treanor	437 days	Thu 3/1/18	Fri 11/1/19	$1,400,000.00
111	Highlands H2S Control	Lauer	100 days	Mon 4/16/18	Fri 8/31/18	$0.00
113	Highlands FM Flushing	Lauer	74.35 days	Mon 7/6/20	Fri 10/16/20	$75,000.00
117	Carmel Meadows Gravity Sewer Improvements	TBD	242.61 days	Mon 7/6/20	Wed 6/9/21	$500,000.00
122	Hatton Canyon Pipe Bursting	Treanor	368 days	Wed 5/23/18	Fri 10/18/19	$400,000.00
127	Pump Station PLC/SCADA Replacement	Foley/Treanor	413 days	Wed 7/18/18	Fri 2/14/20	$300,000.00
135	Standard Plans and Specs Update	TBD	85 days	Fri 11/2/18	Thu 2/28/19	$0.00



ID	Task Name	Manager	Duration	Start	Finish	Cost
136	Permitting Procedures Streamlining	TBD	40 days	Thu 8/2/18	Wed 9/26/18	$0.00
137	Highlands and Riley Ranch Annexation	Buikema	6 mons	Thu 8/2/18	Thu 1/24/19	$0.00
138	Rio Road Trunk Main Rehab	TBD	305 days	Thu 6/3/21	Wed 8/3/22	$730,000.00
146	Upper High Meadows	TBD	305 days	Mon 6/3/19	Fri 7/31/20	$120,000.00
150	Rancho Canada New Line	TBD	305 days	Mon 8/3/20	Fri 10/1/21	$400,000.00
162	Collections Studies	Lauer/Treanor	273.09 days	Thu 5/24/18	Tue 6/11/19	$175,000.00
166	Reclamation Projects					
167	Reclamation Sand Filter Integration Proje	Waggoner	105 days	Wed 5/9/18	Tue 10/2/18	$200,000.00
172	EQ Basin Pump Electrical	Foley	73.5 days	Mon 10/8/18	Thu 1/17/19	$80,000.00
176	RO Pretreatment Acid Tanks and Containment	Treanor	168 days	Wed 8/22/18	Fri 4/12/19	$80,000.00
180	Reclamation Studies	Treanor	240 days	Mon 7/1/19	Fri 5/29/20	$35,000.00



STAFF REPORT

To: Board of Directors

From: Ed Waggoner, Operation Superintendent

Date: August 30, 2018

Subject: Monthly Operations Report for July 2018

RECOMMENDATION

Receive Report-Informational only; no action required

DISCUSSION

Treatment Plant:

- The treatment plant in general is working well. Operations Staff continues to make minor process changes on the activated sludge system.

- Operations Staff is installing equipment from PHI Incorporated on pilot test of a new mixing system in the Aeration Basins #5 and #6.

- CAWD Staff is continuing to pinpoint noise source(s) from the Treatment Facility. Staff is taking measurements of different areas of the Treatment Facility and is implementing different noise abatment measures in locations where higher than average decibel readings have been observed. These measures include the use of sound blankets around equipment and covering building vents with noise suppression vent covers.

Reclamation:

- July 10th CAWD staff met with Trussell Technologies Group to review upcoming MF/RO operational strategies for 2018.

- Staff continues to monitor the used Carter Lake MF membranes in MF Cell #2. Currently the TMP (Trans membrane pressures) and Resistance values are within operating parameters specified by the manufacturer.

- Staff has been monitoring the TMP (Trans Membrane Pressure) and Resistance values on Cell #1 and #3 which contain the Memcor S10N membranes that were installed in Jan 2016. Recently there has been an increase in TMP'S and Resistance. Staff performed enzymes cleaning of all MF cells under the direction of Professional Water Technologies (PWT) with great success in recovering TMP pressures back to below 6 psi on all three cells.

- Operations staff has continued working with Patrick Treanor and H2O Innovations on balancing the 55 mg/L sodium limit on the Reclaim Effluent waters, while also fine tuning the sodium hypochlorite dosing system for Tertiary Chlorination System.

- Staff continues rehabilitating the Coagulation/Flocculation Basins and Dyansand Filters. Late August is the goal of staff for startup.

Staff Development:

- 3 CAWD staff members attended Crane safety training in Castroville on July 12th sponsored by Monterey Bay Waterworks Association.

- Plant in-house training continues with weekly Safety meetings.

- Operations Superintendent/Maintenance Superintendent on Fridays every week has Operations/Maintenance training (1 hour) which is mandatory for Operations Staff and is available to Laboratory, Maintenance, Collection and any other CAWD employees.

Capital Improvement Phase 2

- Staff continues to communicate daily with Patrick Treanor (CAWD) on Phase 2 assessments of plant equipment and planning for the following areas; Influent Pump Station, Headworks, Blower Building, Chlor/Dechlor Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

Meetings Attended

- July 26th, Monterey Bay Waterworks Association meeting at Moss Landing.

- July 12th, Water Awareness Committee of Monterey County Board Meeting, with Cal/American Water hosting the meeting.

Discharge Permit Violations

- No discharge violations for the month of July 2018

FUNDING

N/A-Informational item only.

STAFF REPORT

To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: August 30, 2018

Subject: Monthly Maintenance Report – July 2018

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress

- The new electrical parts have been installed for the 65kW Microturbine. The approval from PG&E is making progress but still under review.

- The site to site radio network connection between the Treatment Plant and Rio Road administrative office is complete. This provides faster site to site communication for the Internet and phone, reduces the amount of hardware required and eliminates one Internet bill. The phones were replaced with new units.

- The air flowmeters for the Treatment Plant aeration basins were sent to the factory for calibration. New flow meters were also ordered to monitor the second half of the basins. This is part of the process control improvements for the nitrification/denitrification process.

Upcoming Maintenance Projects

- Aeration blower #3 is not providing its rated output. Maintenance identified the problem as frozen vane blades. A seal kit was ordered so the unit can be disassembled and repaired. The blower is still operational but at a reduced

capacity.

- A bladder tank will be installed for the potable water system. This requires a small concrete pad and pipe connection to the system. This will reduce the start and stop cycling of the pumps which will increase their longevity.

- A new local control panel is being built and installed for aeration blower #2. This is to match the configuration of the other 2 blowers. This will make the blower easier to operate and provide better vibration and surge protection.

- Staff is working with H2O Innovations and Trussell Technology on a remote monitoring system for the RO and MF data. The scope includes some minor hardware changes so that additional programming can be added to work with H2O's standard data analytics library.

Staff Development

- Greg Ange passed his CWEA Grade 3 Mechanical examination.

- Chris Foley received his Operator in Training certificate.

- Mark Dias received his Operator in Training certificate.

FUNDING

N/A- Informational item only

STAFF REPORT

To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: August 30, 2018

Subject: Mainsaver Purchasing and Mobile Implementation

RECOMMENDATION

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

a) A CAWD 2018-19 Capital Budget reallocation from the Secondary Scum Pump replacement to the Mainsaver CMMS Project

b) General Manager to enter into a contract with Mainsaver in an amount not to exceed $60,100 for fiscal year 2018-19 to complete the Mainsaver purchasing and mobile module implementation.

DISCUSSION

The District has been focused on implementing a comprehensive asset management system. The core of the system is the Mainsaver CMMS program. The Mainsaver program consists of multiple modules. Staff has been successful at using the work order module and also added the inventory module for tracking critical spare parts and stocked material.

To complete the Mainsaver implementation two additional modules are required.

- Purchasing Module – This module will replace the no longer supported District custom purchasing module with an "off the shelf" purchasing module. The Mainsaver module will be integrated with the work order and inventory system which will reduce manual data entry and increase ordering efficiency.

- Mobile Module – This module will provide tablet support so that staff can access equipment data, record daily checklists and edit work orders while out in the plant. This will increase staff efficiency by reducing the need to return to the office to access information or create work requests. This will also improve the

Operations daily checklist and Maintenance PM tasks by providing a digital checklist. Currently staff has to record checklist data on paper and then go back to the office and transfer the data to a spreadsheet. With this system staff will just enter data once on the tablet saving time and reducing chance for typos.

The scope of work also includes integration with SCADA equipment runtimes and chemical tank levels that would provide more accurate PM and order scheduling and reduce manual data entry.

FUNDING

2018-19 CAWD Maintenance Capital Budget		
Line Item #3	Secondary Scum Pump	$20,100
Line Item #6	Mainsaver Purchasing Module (33% Recl)	$13,457
Line Item #7	Mainsaver Connect Mobile Module (33% Recl)	$13,457
	CAWD total	$47,014
2018-19 Reclamation Capital Equipment Budget		
Line Item #C	Mainsaver Purchasing Module (67% CAWD)	$6,543
Line Item #E	Mainsaver Connect Mobile Module (67% CAWD)	$6,543
	Recl total	$13,086
	Combined CAWD & Recl budget	$60,100

Request to reallocate funds from CAWD's Line Item #3 "Secondary Scum Pump" for $20,100 (Note: Total Secondary Scum Pump budget line item is $30,000). Staff was able to engineer a temperature protection solution for the existing pump which saved the cost of purchasing a new one.

RESOLUTION NO. 2018-35

A RESOLUTION AUTHORIZING (1) A 2018-19 BUDGET REALLOCATION FROM THE MAINTENANCE CAPITAL – SECONDARY SCUM PUMP TO THE MAINSAVER PROJECT AND (2) AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH MAINSAVER IN AN AMOUNT NOT TO EXCEED $60,100 TO COMPLETE THE PURCHASING AND MOBILE MODULE IMPLEMENTATION

-oOo-

WHEREAS, the District has been focused on implementing a comprehensive asset management system and the core of said system is the Mainsaver CMMS program; and

WHEREAS, the District staff has successfully implemented the Work Order and Inventory modules; and

WHEREAS, staff would like to complete implementation by the addition of the Purchasing module and the Mobile module; and

WHEREAS, the Board is convinced that the addition of these modules and the implementation project associated with them will benefit the District by further refining its CMMS capabilities and work flow throughout the facility by completely integrating all functions and increasing staff efficiency with mobile capability. .

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

(1) A 2018-19 Budget reallocation from Maintenance Capital – Secondary Scum Pump to the Mainsaver Project in the amount of $20,100, and

(2) Authorize the General Manager to enter into a contract with Mainsaver to purchase and complete the implementation of the Purchasing Module and Mobile Module in an amount not to exceed $60,100.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 30, 2018 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS

ABSENT: BOARD MEMBERS:

_____
President of the Board

ATTEST:

_____
Secretary to the Board

STAFF REPORT

To: Board of Directors

From: Daryl Lauer,
Collections Superintendent

Date: August 30, 2018

Subject: West Yost Associates – 20 Year Capital Improvement Program Budget Augmentation

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution ratifying the actions of the General Manager approving an augmentation of the original contract to West Yost Associates for the 20-year Capital Improvement Program (CIP) in the amount of $7,000.

DISCUSSION

Carmel Area Wastewater District has worked with West Yost Associates (West Yost) to develop a 20-Year Capital Improvement Program (CIP) for the District's wastewater collection system. The development of the risk assessment model involved analyzing multiple sets of CCTV data from various time periods. The project required gathering data from multiple time periods that was done in house and caused the schedule to extend. The extended schedule associated with gathering multiple sets of data for the project increased the costs of coordination with the District.

Additionally, to make the 20-Year CIP as useful to the District as possible, West Yost refined the rehab and replacement model to develop appropriate repair methods for the defects found within the CCTV data. This increased the accuracy of the rehab and replacement model and will provide the District with more defensible document that it can rely on for years to come.

Attached: West Yost Associates Proposal dated 07-31-18

FUNDING

Approval of original contract by Resolution #2017-36 in the amount of $50,000 dated August 24, 2017. Funding from O&M Budget 2017-18 Engineering Consulting Services – Collections.

Propose that additional $7,000 come from O&M Budget 2018-19 Engineering Consulting Services - Collections.

WEST YOST
ASSOCIATES
Consulting Engineers

July 31, 2018

Project No.:683-21-17-03
SENT VIA: EMAIL

Mr. Daryl Lauer
Carmel Area Wastewater District
3945 Rio Road
P.O. Box 221428
Carmel CA 93922

SUBJECT: Proposed Budget Augmentation for CIP Development

Dear Daryl:

West Yost Associates (West Yost) has worked with Carmel Area Wastewater District (District) to develop a 20-Year Capital Improvement Program (CIP) for the District's wastewater collection system using data from the risk assessment that has been performed. Development of the risk assessment model involved analyzing multiple sets of CCTV data from various time periods, which had not been expected. The extended schedule associated with gathering multiple sets of data for the project also increased the costs of coordination with the District.

Additionally, to make the 20-Year CIP as useful to the District as possible, West Yost refined the rehab and replacement model to develop appropriate repair methods for the defects found within the CCTV data. This increased the accuracy of the rehab and replacement model and will provide the District with more defensible document that it can rely on for years to come.

West Yost requests that the budget for this project be augmented by $7,000, to cover the additional costs of preparing the 20-Year CIP.

If you have any questions or need additional information, please call me.

Sincerely,

WEST YOST ASSOCIATES

Patrick Johnston, PE
Senior Engineer
RCE #59028

PJ:jb

Attachment A: 2018 Billing Rate Schedule

1777 Botelho Drive, Suite 240 Walnut Creek, CA 94596 Phone 925 949-5800 Fax 925 949-5845 westyost.com

WEST YOST ASSOCIATES

2018 Billing Rate Schedule

(Effective January 1, 2018 through December 31, 2018) *

POSITIONS	LABOR CHARGES (DOLLARS PER HR)
ENGINEERING	
Principal/Vice President	$285
Engineering/Scientist/Geologist Manager I / II	$263 / $274
Principal Engineer/Scientist/Geologist I / II	$240 / $254
Senior Engineer/Scientist/Geologist I / II	$214 / $225
Associate Engineer/Scientist/Geologist I / II	$190 / $203
Engineer/Scientist/Geologist I / II	$154 / $178
Engineering Aide	$87
Administrative I / II / III / IV	$78 / $99 / $119 / $131
ENGINEERING TECHNOLOGY	
Engineering Tech Manager I / II	$271 / $281
Principal Tech Specialist I / II	$250 / $260
Senior Tech Specialist I / II	$229 / $239
Senior GIS Analyst	$209
GIS Analyst	$197
Technical Specialist I / II / III / IV	$145 / $166 / $187 / $208
CAD Manager	$166
CAD Designer I / II	$129 / $144
CONSTRUCTION MANAGEMENT	
Senior Construction Manager	$273
Construction Manager I / II / III / IV	$166 / $178 / $190 / $237
Resident Inspector (Prevailing Wage Groups 4 / 3 / 2 / 1)	$144 / $160 / $178 / $185
Apprentice Inspector	$131
CM Administrative I / II	$71 / $95

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

* This schedule is updated annually

2018 Billing Rate Schedule (continued)

(Effective January 1, 2018 through December 31, 2018) *

Equipment Charges

EQUIPMENT	BILLING RATES
Gas Detector	$80/day
Hydrant Pressure Gage	$10/day
Hydrant Pressure Recorder, Standard	$40/day
Hydrant Pressure Recorder, Impulse (Transient)	$55/day
Trimble GPS – Geo 7x	$220/day
Vehicle	$10/hour
Water Flow Probe Meter	$20/day
Water Quality Multimeter	$185/day
Well Sounder	$30/day

* This schedule is updated annually

RESOLUTION NO. 2018-36

A RESOLUTION RATIFYING THE ACTIONS OF THE GENERAL MANAGER APPROVING THE AUGMENTATION OF THE ORIGINAL CONTRACT WITH WEST YOST ASSOCIATES FOR THE 20-YR CAPITAL IMPROVEMENT PROGRAM IN THE AMOUNT OF $7,000

-oOo-

WHEREAS, the Board of Directors authorized the District to enter into a contract with West Yost Associates for the preparation of its 20-Yr Capital Improvement Program for its Collection system in an amount of $50,000 dated August 24, 2017; and

WHEREAS, the project involved analyzing multiple sets of Closed Circuit Television (CCTV) data points from various time periods and the collection of said data extended the work schedule and required increased coordination from District staff; and

WHEREAS, West Yost Associates refined the rehabilitation and replacement model to develop appropriate repair methods for the defects found within the CCTV data; and

WHEREAS, staff has testified to the satisfaction of the Board that the additional work done by West Yost Associates to build and refine the District's 20-Yr Capital Improvement Plan in the amount of $7,000 was both reasonable and fair.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, it approves and ratifies the actions of the General Manager in approving the budget augmentation of $7,000 for additional work done by West Yost Associates.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 30, 2018 by the following

vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS

ABSENT: BOARD MEMBERS:

_____

President of the Board

ATTEST:

_____

Secretary to the Board

STAFF REPORT

To: Board of Directors

From: Daryl Lauer, Collections Superintendent

Date: August 30, 2018

Subject: West Yost Associates – Phase III Hydraulic Model Development for Collection System

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter into a contract with West Yost Associates for the Phase III Hydraulic Model Development in an amount not to exceed $28,500.

DISCUSSION

The Preliminary Collection System Capacity report was performed by West Yost Associates and presented to the Board at its regular March 2017 meeting. At that time staff explained that the District chose to break the Capacity Study/Hydraulic Modeling into three stages. Phase I of the study consisted of staff gathering invert depths of manholes and gathering GPS data by Turf Image. All the data collected was updated in the District's ICOM program and given to West Yost Associates to build the initial model.

Phase II looked at updated data that has been collected in Phase I and focused on areas of concern in the gravity lines regarding capacity where field data was incorrect. Staff gathered over 500 hundred field invert measurements and relocated flow meters to new areas of concern. Staff provided information on slope of pipe from historic plans which was used to build an accurate hydraulic map of the District Collections lines. In addition, the information that came from the hydraulic study was used as a layer to build the District's long-term CIP.

Phase III will build a hydraulic model of the collection system that identifies future flows. Staff has identified ten areas that the District thinks are most likely to join the District collection system. Data from Phase I & II will be used to develop a Collection

System Expansion Planning (CSEP) report.

Staff recommends that all work be done by West Yost because of its cumulative nature. Each phase of the project builds upon the one before it thereby making West Yost best positioned to complete the tasks

Attached: West Yost Associates Proposal dated 07-31-2018

FUNDING

Phase I of the Capacity Model Study was $30,700. It was completed in 2017.

Phase II of the Capacity Model Study was $24,750. It was completed in 2018.

Phase III of the Capacity Model is provided for in the 2018-19 budget in the O&M Budget under Engineering Consulting Fees in the amount of $30,000

WEST YOST ASSOCIATES
Consulting Engineers

July 31, 2018

SENT VIA: EMAIL

Mr. Daryl Lauer
Carmel Area Wastewater District
3945 Rio Road
P.O. Box 221428
Carmel, CA 93922

SUBJECT: Proposed Scope of Work for Phase 3 of the Hydraulic Model Development

Dear Daryl:

West Yost Associates (West Yost) has worked with Carmel Area Wastewater District (District) to develop a hydraulic model of the District's wastewater collection system. The model was developed in Innovyze's H2OMap Sewer and includes initial estimates of peak dry weather and peak wet weather flows that can be used for a hydraulic analysis of the performance of the collection system.

The District would like to update the flows in the model with estimates for future development that have been provided by District staff, analyze the system and identify any capacity deficiencies resulting from updated flows. This Letter Proposal outlines the Scope of Work, Budget, and Schedule for updating future flows in the Hydraulic Model.

SCOPE OF WORK

Task 1.0. Future Flow Development

Subtask 1.1: Develop Future Flow Scenarios

The District has developed a Collection System Expansion Planning (CSEP) report that identifies ten areas that the District thinks are most likely to join the District's collection system in the near future. These are either undeveloped areas where new homes or commercial developments will be constructed, or existing homes or commercial developments that currently have septic systems and are expected to connect to the District's collection system. The CSEP report identifies the number of residences in each area, as well as any expected commercial development. In addition to the ten areas identified in the CSEP, the District indicated that two additional areas are likely to connect to the District's collection system. These are Point Lobos State Natural Reserve and one other area with approximately 20 residences. In this task, West Yost will develop estimated flows for the ten areas in the CSEP and the two additional areas identified by the District.

1777 Botelho Drive, Suite 240 Walnut Creek, CA 94596 Phone 925 949-5800 Fax 925 949-5845 westyost.com

The District has provided a Final Preliminary Engineering Report (PER) - Quail Lodge Sewer Main Extension, which was prepared by MNS Engineers, Inc. It contains estimated flows for the Quail Lodge and Residential area and the September Ranch developments. The unit flow factors used in the PER will be compared with other available data to validate the flow factors. The flow factors will then be used to calculate estimated flows for each of the twelve areas. The estimated flows for the twelve areas will be combined with the flows for the current system to create a near-term flow scenario.

The District has indicated that there are areas in addition to the twelve mentioned above that may connect to the District's collection system at some point in the future. The District will identify these additional areas. West Yost will use the flow factors to calculate estimated flows for these areas. The estimated flows for the additional areas will be combined with the flows for the near-term scenario to create a buildout scenario.

Subtask 1.2: Hydraulic Analysis

The near-term and buildout flow scenarios will be created in the hydraulic model file. Once the near-term and buildout scenarios are complete, the hydraulic model will be run, and the results will be compared to agreed-upon criteria to identify hydraulic deficiencies (and causes) within the collection system based on dry and wet weather conditions and resulting from the near-term and buildout flows.

For the hydraulic analysis, it is assumed that any development east of Via Petra will connect to manhole R1002. Any required collection system infrastructure east of manhole R1002 will be analyzed and sized by others.

Subtask 1.3: CIP Coordination

The results from the near-term and buildout flow scenarios will be compared with the results of the Capital Improvement Program (CIP) to determine if any pipes identified for replacement in the CIP need to be upsized.

Subtask 1.4: Model Conversion

As Innovyze has decided to discontinue support for the H2OMap Sewer software, West Yost will convert the model file into InfoSewer format and verify that the model is operating properly after conversion.

Subtask 1.5: Model Update TM

West Yost will document the update of the flows in the hydraulic model and the results of the hydraulic analysis in a draft Hydraulic Analysis TM. The draft TM will be submitted to the District for review and comment. District comments will be addressed and the final Hydraulic Analysis TM will be submitted to the District.

For the hydraulic analysis, it is assumed that any development east of Via Petra will connect to manhole R1002. Any required collection system infrastructure east of manhole R1002 will be analyzed and sized by others.

Task 1.0. Deliverables: Info Sewer™ hydraulic modeling files in electronic format. Draft and Final Hydraulic Analysis TM in electronic (PDF) format.

Task 2.0. Project Management

Subtask 2.1: Progress Meetings

West Yost will coordinate and conduct one (1) project kick-off meeting, and up to three (3) progress meetings with District engineering staff to review the progress and interim results of the hydraulic analysis. West Yost will prepare agenda and minutes for these meetings, as necessary. It is assumed that one of these meetings will be in person at the District offices and the rest will be conducted by conference call.

Subtask 2.2: General Project Management and Quality Control

West Yost will coordinate project activities with District staff, manage internal project staff, monitor schedule and budget, and internally review work products (Quality Assurance/Quality Control).

Task 2.0. Deliverables: Meeting materials for kick-off meeting and progress meetings. Project Invoices.

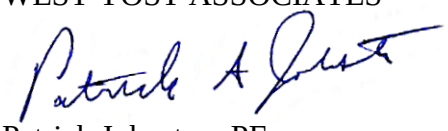
BUDGET AND SCHEDULE

West Yost estimates that the budget required to complete the above Scope of Work is $28,500, with final deliverables for the project being delivered to the District two weeks after receipt of final comments on the draft TM.

If you have any questions or need additional information, please call me.

Sincerely,

WEST YOST ASSOCIATES



Patrick Johnston, PE
Senior Engineer
RCE #59028

PJ:jb

Attachment A: 2018 Billing Rate Schedule

WEST YOST ASSOCIATES

2018 Billing Rate Schedule

(Effective January 1, 2018 through December 31, 2018) *

POSITIONS	LABOR CHARGES (DOLLARS PER HR)
ENGINEERING	
Principal/Vice President	$285
Engineering/Scientist/Geologist Manager I / II	$263 / $274
Principal Engineer/Scientist/Geologist I / II	$240 / $254
Senior Engineer/Scientist/Geologist I / II	$214 / $225
Associate Engineer/Scientist/Geologist I / II	$190 / $203
Engineer/Scientist/Geologist I / II	$154 / $178
Engineering Aide	$87
Administrative I / II / III / IV	$78 / $99 / $119 / $131
ENGINEERING TECHNOLOGY	
Engineering Tech Manager I / II	$271 / $281
Principal Tech Specialist I / II	$250 / $260
Senior Tech Specialist I / II	$229 / $239
Senior GIS Analyst	$209
GIS Analyst	$197
Technical Specialist I / II / III / IV	$145 / $166 / $187 / $208
CAD Manager	$166
CAD Designer I / II	$129 / $144
CONSTRUCTION MANAGEMENT	
Senior Construction Manager	$273
Construction Manager I / II / III / IV	$166 / $178 / $190 / $237
Resident Inspector (Prevailing Wage Groups 4 / 3 / 2 / 1)	$144 / $160 / $178 / $185
Apprentice Inspector	$131
CM Administrative I / II	$71 / $95

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

* This schedule is updated annually

2018 Billing Rate Schedule (continued)

(Effective January 1, 2018 through December 31, 2018) *

Equipment Charges

EQUIPMENT	BILLING RATES
Gas Detector	$80/day
Hydrant Pressure Gage	$10/day
Hydrant Pressure Recorder, Standard	$40/day
Hydrant Pressure Recorder, Impulse (Transient)	$55/day
Trimble GPS – Geo 7x	$220/day
Vehicle	$10/hour
Water Flow Probe Meter	$20/day
Water Quality Multimeter	$185/day
Well Sounder	$30/day

* This schedule is updated annually

RESOLUTION NO. 2018-37

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH WEST YOST ASSOCIATES FOR THE PHASE III HYDRAULIC MODEL DEVELOPMENT IN AN AMOUNT NOT TO EXCEED $28,500

-oOo-

WHEREAS, the Board of Directors authorized the District to enter into a contract with West Yost Associates for the preparation of its Capacity/Hydraulic Modeling Study in three stages; and

WHEREAS, the Phase I and Phase II of said study have been completed and now the District is ready to embark on Phase III to complete a hydraulic model of the District's collection system and identify areas of future flows; and

WHEREAS, staff has testified to the satisfaction of the Board that West Yost Associates has satisfactorily completed Phase I and Phase II and is best suited to complete Phase III because its cumulative nature.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with West Yost Associates for the Phase III Hydraulic Model Development in an amount not to exceed $28,500.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 30, 2018 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS

ABSENT: BOARD MEMBERS:

_____

President of the Board

ATTEST:

_____

Secretary to the Board

STAFF REPORT

To: Board of Directors

From: Daryl Lauer, Collection Superintendent
Chris Foley, Maintenance Superintendent
Patrick Treanor, Plant Engineer

Date: August 30, 2018

Subject: Frisch Engineering, Electrical Engineering Design Services for Pump Station SCADA

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution to authorize the General Manager to enter contract with Frisch Engineering Inc. for the development of the Programmable Logic Control (PLC) equipment design for the Collection System Pump Stations SCADA upgrade project in an amount not to exceed $62,240.00.

DISCUSSION

The District Collections SCADA and PLC components are obsolete and past their useful life. The goal of the project is to install a modern and reliable PLC and SCADA platform with cost effective and reliable communications between pump stations and the treatment plant. The pump station PLC's will be upgraded to the same platform as the PLC's that were upgraded at the treatment plant as part of the Phase 1 project. This contract is for the design and specifications required to go out to bid for the equipment. Once the equipment has been procured, CAWD staff will install the new equipment.

The Collection System Pump Station SCADA upgrade project consists of the following stages to complete the project.

- Design and specifications of the electrical equipment
- Procurement of the equipment
- Installation of the equipment
- Programming of the software to operate the equipment and remotely monitor via SCADA
- Communication setup between the treatment plant and the pump stations

FUNDING

The FY18/19 CAWD Collections Long Term Capital Budget includes $300,000 for SCADA upgrade (Line #2).

FRISCH ENGINEERING, INC.
Consulting Electrical Engineers and Programmers
13405 Folsom Blvd., Unit 600
Folsom, CA 95630

dba Frisch Electric
Electrical Contractor
C-10 Lic #1025671
Phone (916) 353-1025

August 8, 2018

Mr. Daryl Lauer
Carmel Area Wastewater District
3945 Rio Rd
Carmel, CA 93923

Location: CAWD SLS Facilities
Subject: Electrical Engineering Design Services

Mr. Lauer,

Frisch Electrical Engineering Inc. is pleased to submit this proposal to perform the electric power and control system design services for this project. The following detail is provided in defining our proposed scope of work.

Design Services

We will produce electrical drawings and specifications for a new quazi standardized RTU panel for seven remote SLS Pump Stations. The panel design will include new PLC for primary controls and a back-up (force run) control system and connections for the Mission RTU.

The PLC used will be Allen Bradley Compact Logix. Communications will include AT&T or Comcast IP service with VPN router. The Communications ISP service will be designed, ordered, and obtained by others.

The level transmitter may be ultrasonic and/or submersible level and/or level floats. The level floats will be used as alarms and for the force run system and for the Mission Controls alarm system.

There are some deviations and special circumstances expected at each site which may impact the layout, panel size, type, rating, or other features. The new RTU panel may be a backpanel to be installed into an existing enclosure or a new control panel. This will be determined after site visits to each station.

We will interview staff for specific requests and preferences. Then we will design the control panel with materials and methods to obtain the goals and requirements.

The following drawings and specifications will be included in the design.

1. Electrical and Instrumentation Design
    - A. Site visit to observe and document current conditions
    - B. Design Meetings at kickoff and progress deliverables
    - C. Electrical Design Drawings
        1. Electrical and instrumentation symbols and abbreviations.
        2. Elevation layout drawing:
            a. Control Panel with backpan layout
        3. Control panel wiring diagrams.
            a. PLC Control Panel.

b. Force Run system

c. Incorporate Mission Panels

D. Electrical schedules:

1. Control Panel Components Bill of Materials with equals and product families allowed where possible.

E. Electrical specifications:

1. Panel build notes and criteria

F. Bid services and addenda.

Assumptions

- We have assumed one design bid package. Installation requirements and details by others.
- Our standard insurance coverage limits for general liability and E&O liability at $2,000,000 per occurrence and $2,000,000 aggregate are sufficient.
- Drawings and specifications can be completed by using our standards and templates created in AutoCad and MS Word using CSI format.
- Communications for each remote site is by others.
- Software programming will be quoted once this scope of work is complete and requirements for station operations is known.
- This quotation does not include Arc-Flash analysis (unless specifically stated) as required by the NFPA 70 electrical code. That analysis and associated equipment labeling can be provided for an additional fee.
- Rate escalation of 5% per hour is scheduled for January 1, 2019 and each anniversary thereafter. Escalated rates will only apply to extra work performed after January 1, 2019.
- Hourly rates include overhead costs such as telephone, photocopies, computer costs, and insurance.
- Hourly rates do not include expenses such as mileage, rental equipment, airline tickets, rental vehicles, lodging, non-incidental photocopying and materials.
    - Travel time will be billed at hourly rate, plus current Federal mileage rate.
    - Per diem charge will be added based on half or full day of field work.
    - Actual travel expenses (airfare, ground transportation lodging, etc.) are billed at cost plus 10% for overhead and handling.

Deliverables

- Plans, specifications, and cost estimate, delivered PDF, at 60%, 90%, and 100% design stages.
- Written response to design review comments (1).

Terms

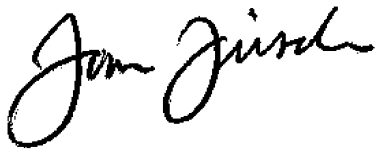
- Attached quote is based on project scope as described. We anticipate that we can perform the scope as described within our budget. If the project changes, or work scope increases or decreases, we will make every effort to inform the Client in advance of work for authorization.
- Client will be invoiced monthly based on project progress.
- Changes to project scope may result in increased or reduced costs.

Electrical Engineering Costs

See attached Quotation

Frisch Engineering is pleased to offer this quotation for your consideration. This quotation is for design services only. We will gladly quote services during construction such as submittal review, electrical inspection, and management after the design is complete. Please give me a call or email if you have any questions or require further information.

Sincerely,



Thomas P. Frisch, P.E.
Electrical Engineer
tfrisch@frischengineering.com

I agree to project scope, assumptions, deliverables and terms and authorize Frisch Engineering to proceed:

X _____

Title: _____ Date: _____

FRISCH ENGINEERING, INC.
Consulting Electrical Engineers and Programmers
13405 Folsom Blvd., Unit 600
Folsom, CA 95630

dba Frisch Electric
Electrical Contractor
C-10 Lic #1025671
Phone: (916) 353-1025

PROFESSIONAL ENGINEERING SERVICES COST ESTIMATE

JOB TITLE: CAWD SLS Remote RTU design
CLIENT: CAWD
DATE: 8/8/2018

Design Services — Electrical Engineering Discipline

Task	Description	Principal Engineer	Senior Engineer	Senior Designer	Junior Designer	Associate Designer	Total hours per task	cost per task
1	Meetings and conferences	16	0	0	0	16	32	$4,720.00
1	60% Design	16	24	72	0	112	224	$30,520.00
1	90% Design	12	12	36	0	108	168	$21,720.00
1	100% Design Completion	4	4	12	0	10	30	$4,380.00
	Travel Expense and Per Diem							$900.00
	Subtotal Hours	48	40	120	0	246	454	
	Hourly rate per discipline	$185	$170	$155	$135	$110		Subtotal Costs
	Total cost per discipline	$8,880	$6,800	$18,600	$0	$27,060		$62,240.00
							Total Costs	**$62,240.00**

Individual tasks cost are approximate and some cost shifting between tasks may be necessary

RESOLUTION NO. 2018-38

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH FRISCH ENGINEERING INC FOR THE DEVELOPMENT OF THE PROGRAMMABLE LOGIC CONTROL (PLC) EQUIPMENT FOR THE COLLECTION SYSTEM PUMP STATIONS SCADA UPGRADE PROJECT IN AN AMOUNT NOT TO EXCEED $62,240

-oOo-

WHEREAS, the Collections system SCADA and PLC components are obsolete and past their useful life; and

WHEREAS, the District's goal is to install a modern and reliable PLC and SCADA platform with cost effective and reliable communications; and

WHEREAS, staff has testified to the satisfaction of the Board that Frisch Engineering Inc is qualified to perform the necessary design and specifications tasks.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with Frisch Engineering Inc. for the development of the PLC equipment design for the Collection System Pump Stations SCADA upgrade project in an amount not to exceed $62,240.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 30, 2018 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS

ABSENT: BOARD MEMBERS:

_____

President of the Board

ATTEST:

_____

Secretary to the Board

STAFF REPORT

To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: August 30, 2018

Subject: Outfall/Calle La Cruz Lagoon Crossing Engineering Design Contract Augmentation

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution ratifying the General Manger's action to allow Kennedy/Jenks Consultants to proceed with additional engineering services work for the Outfall/Calle La Cruz Lagoon Crossing Project by executing contract amendments thereby increasing the previously approved professional services contract by $48,210 for scope items described below.

DISCUSSION

This is the first scope and budget augmentation for Kennedy/Jenks brought before the board for the Outfall/Calle La Cruz Pipeline Lagoon Crossing Project. This budget augmentation is to cover extra work that Kennedy/Jenks previously completed as requested by the District, and for additional engineering work required in light of recent regulatory review comments.

Scope of Services included in Contract Amendment:

Item 1 – Surveying Extra Work (previously completed): $9,000

a. Kennedy/Jenks completed additional surveying beyond the original scope as requested by the District. Additional surveying included

staking an access road centerline, perimeter of staging area, and wetlands area. Work was conducted in difficult to access terrain.

Item 2 – Extra Environmental Coordination (previously completed): $10,500

a. Additional coordination with the environmental consultant was completed to support the development of the CEQA IS/MND.

Item 3 - Constructability Review: $20,000

a. Review of CEQA IS/MND and of permitting agency mitigation requirements and schedule constraints.
b. Site Visit.
c. Constructability Review Summary Memorandum:
    i. Summarize an assessment of project schedule (for the project designed in the K/J 90% Design Submittal) and compare to timeframes established by regulatory agency review comments. Assessment shall be supported by a detailed critical path method construction schedule created using scheduling software.
    ii. Review, and high level discussion of 90% Opinion of Probable Construction Cost for the project based on review of environmental constraints, schedule review, and contractor risk.
    iii. Memo shall also include a summary of:
        1. Potential construction risk elements,
        2. Consequences of not completing construction within regulatory schedule constraints, and
        3. Risk management approaches that could be implemented in the final design to increase the probability of successful completion of the project within environmental constraints.

Item 4 – HDD Review: $8,710

a. Kennedy/Jenks proposed to bring in Staheli Trenchless Consultants (a specialty trenchless engineering firm) to conduct further technical evaluation of Horizontal Directional Drilling (HDD) installation for the Lagoon Crossing Project pipelines. Challenges associated with HDD to

be further addressed include site specific geotechnical issues and alignment geometry.

The General Manager approved these items because of time constraints with this project. First, the District has committed to move this project forward so that Big Sur Land Trust and the County of Monterey may proceed with the Carmel River Free Project. Second, the District has applied for a FEMA/OES grant on this project and we are trying to move it to "shovel ready" status.

FUNDING

The funding for this augmentation would be allocated from the FY18/19 Long Term Capital Budget Item #25 Outfall Crossing ($1,350K) and the Collections Department CIP Budget Item #3 Calle La Cruz force main & Outfall replacement ($250K).

Item Description	Date	Amount
Original Contract – Resolution #2017-46	10-26-17	$120,451
Amendment #1 – Constructability Review Additional Surveying Additional Environmental coordination	07-27-18	$39,500
Amendment #2 – HDD review	08-10-18	$8,710
Kennedy Jenks contract total to date		$168,661

Note: HDD = Horizontal Directional Drilling

RESOLUTION NO. 2018-39

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDED CONTRACT WITH KENNEDY/JENKS CONSULTANTS FOR PROFESSIONAL SERVICES IN AN AMOUNT NOT TO EXCEED $48,210 FOR ADDITIONAL ENGINEERING SERVICES ASSOCIATED WITH THE OUTFALL/CALLE LA CRUZ LAGOON CROSSING PROJECT

-oOo-

WHEREAS, the District requires additional professional services from Kennedy/Jenks Consultants for the engineering design of the Outfall/Calle La Cruz Lagoon Crossing Project; and

WHEREAS, Kennedy/Jenks Consultants has performed adequately under the existing contract previously authorized by the Board and has demonstrated expertise in the field of services required;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into an amended professional services agreement to increase the prior contract amount by $48,210.00, with Kennedy/Jenks Consultants for the Outfall/Calle La Cruz Lagoon Crossing Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on August 30, 2018, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

_____

President of the Board

ATTEST:

_____

Secretary of the Board

STAFF REPORT

To: Board of Directors

From: James Grover, Principal Accountant

Date: August 30, 2018

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 2018-19 beginning budget balance as follows:

Capital Fund	$ 6,872,332
General O&M Fund	$ 7,802,245

DISCUSSION

This transfer for funds it to realign internal balances as per policy at the beginning of the fiscal 2018-19 year. The Policy provides for this realignment to be made at the start of each budget year and will thereafter 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 $4,244,137 from Capital Improvement Reserve to Capital Fund to bring balance to $6,872,332
- Transfer $4,523,484 from General O&M Fund to Capital Improvement Reserve to bring balance to $7,802,245

RESOLUTION NO. 2018-40

A RESOLUTION AUTHORIZING ANNUAL ADJUSTMENT
OF THE DISTRICT'S CAPITAL IMPROVEMENT RESERVE FUND BALANCE
BY TRANSFERRING $4,244,137 TO THE CAPITAL FUND
AND $4,523,484 FROM THE GENERAL O&M FUND
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 Capital Improvement Reserve Fund balance 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 Capital Improvement Reserve Fund balance by approving an internal budget transfer in the amount of $4,244,137 to the Capital Fund and in the amount of $4,523,484 from the General O&M Fund.

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 Capital Improvement Reserve Fund balance and approves the transfer of $4,244,137 from the Capital Improvement Reserve Fund to the Capital Fund and the transfer of $4,523,484 to the Capital Improvement Reserve from the General O&M Fund.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District at a regular meeting duly held on August 30, 2018, by the following vote:

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

_____
President of the Board

ATTEST:

_____
Secretary of the Board

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: August 30, 2018

Subject: Reimbursement Resolution – Corona Road Project

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution declaring its official intent to reimburse certain expenditures from the proceeds of debt for the Corona Road Project.

DISCUSSION

The District was approached by the Corona Road neighborhood back in 2015 about the feasibility of connecting to the District. We are now prepared to initiate annexation and the homeowners are interfacing with engineering firms to select a design engineer. Throughout this process staff has presented the District's position as one whereby we would assist them in finding appropriate financing. It has been difficult in this case because it is a relatively small project.

It is our intent to initiate a loan program when the residents are ready to start design. The loan program will cover all costs of the project that are "public". We cannot fund any personal infrastructure, such as laterals or demolition of septic tanks.

We have been advised that we should have a Board Resolution in place for any funds expended by the District prior to the issuance of any debt obligation. Treasury Regulations section 1.150-2 refers to a bond obligation; however, we were advised to move forward even if the final financing is not a bond that it was better to be proactive and show intent.

We are also working on an agreement with the participants whereby they will agree to pay their portion (pro-rata formula) and to place the debt service on their property tax with the annual user fee.

FUNDING

Current project estimates range from $250K to $500K. The residents are currently working on obtaining additional engineering estimates.

The intention is to finance all "public" costs of the project. That means it would include:

Annexation costs	Engineering Design
Connection fees	Construction
Financing costs	Construction Management
Environmental	CAWD staff time to manage project

This project is considered too small for a bond issue so the option is limited to a private placement debt. Staff has managed to find one who has expressed some interest if they can be assured the project will be at a minimum $300K.

The Corona Road neighborhood is depending upon the District's credit worthiness to obtain financing. The District will prepare an agreement with the participants whereby they agree to service the debt over the next twenty years on their property tax statement with their annual user fee. (Note: this model has been very successful with the Highlands Project)

RESOLUTION NO. 2018-41

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARMEL AREA WASTEWATER DISTRICT DECLARING ITS OFFICIAL INTENT TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF DEBT

WHEREAS, the Carmel Area Wastewater District (the "District") intends to pay the costs of Corona Road Sewer Project (the "project costs");

WHEREAS, the District anticipates that it will issue debt obligations in the form of a loan agreement the payments under which would contain a separately stated interest component for the purpose of financing the project costs on a long-term basis;

WHEREAS, the District's obligations under the loan agreement will be considered debt for federal income tax purposes;

WHEREAS, the maximum principal amount of such debt expected to be issued to finance the project costs is $500,000.00;

WHEREAS, the District expects to pay certain project costs prior to the issuance of the debt obligations; and

WHEREAS, in order to obtain favorable treatment of expenditures of proceeds of the debt obligations used to reimburse the District's prior expenditures, Treasury Regulations section 1.150-2 requires the District to declare its official intent to reimburse such prior project costs expenditures with proceeds of debt;

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

1. Findings. The Board hereby finds and determines that the foregoing recitals are true and correct.

2. Official Intent. The District hereby states that it reasonably expects to reimburse its expenditures on project costs with proceeds of debt to be incurred by the District. The foregoing statement is a declaration of official intent that is made under and only for the purpose of establishing compliance with the requirements of Treasury Regulations section 1.150-2. This resolution does not bind the District to make any expenditure of project costs or to incur any debt for the project costs.

3. Additional Acts. The officers of the District, and each of them individually, are hereby authorized and directed, to do any and all things and to execute, deliver and perform any and all agreements and documents that they deem necessary or advisable in order to effectuate the purposes of this resolution. All actions heretofore taken by the officers of the District that are in conformity with the purposes and intent of this resolution are hereby ratified, confirmed and approved in all respects.

4. Effective Date. This resolution shall take effect from and after its adoption.

ADOPTED on August 30, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
President of the Board

ATTEST:

_____
Secretary of the Board

STAFF REPORT

To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: August 30, 2018

Subject: Informative Controls- Automation Design and Programming Professional Services Contract

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter into a contract with Informative Controls in an amount not to exceed $150,000 for fiscal year 2018-19 to continue the Treatment Plant SCADA and PLC upgrades and implement Tertiary PLC improvements.

DISCUSSION

As part of the Phase 1 Treatment Plant Rehabilitation Project, the District began a migration to a modern and reliable SCADA system. The Inductive Automation Ignition SCADA platform was selected by the District based on best value and the most features.

New PLCs were also installed as part of the Phase 1 project and the new SCADA was programmed to monitor the new PLCs. The Operations Department is currently utilizing both the old RSView32 SCADA system and the new Ignition SCADA system. Staff has to go to two different systems to access alarms and analyze data in order to operate the Treatment Plant.

This contract will allow staff to continue the migration for the Treatment Plant to the new system. This will improve alarm visibility, data reporting and process control. There are also specific process improvements that would be implemented. They include:

- Upgrading the obsolete beltpress PLC to a new unit.
- Integration and process improvement of the new flare, digester heating system and new Microturbine so that the least amount of natural gas is purchased and the most power can be generated from digester biogas.

- Integration of electric power monitoring units into the SCADA and reporting system to better understand and optimize the power consumption of the treatment plant.

New hardware and process improvements are being implemented in the tertiary system. This will require programming to coordinate this hardware and to improve the process. This contract would include design and programming. The improvements would include:

- Automation of the ammonia dosing system and ferric system for the tertiary process.
- Integrated reporting of the MF, RO and effluent pumping data.
- Automation of the sand filter and coagulation and flocculation pilot project.
- Automation of the chemical neutralization system.

The district has the opportunity to retain Informative Controls to perform automation design and programming work for the district. Qualified industrial instrumentation and control engineers that can also program are difficult to find due to the economic environment and overall lack of skilled programmers with wastewater experience. Informative Control's hourly rate is less than other firms and has the required availability to focus on our work without disruption.

The proposed engineer assigned to our project has over 30 years of experience designing and programming wastewater and water recycling systems.

By utilizing a "not to exceed" professional services contract, staff is able to issue one contract while still managing the budget through the District work order and purchase order system.

FUNDING

The 2018-19 Maintenance Budget:
Contractual Services- #5890.4 Plant Rehabilitation- $100,000

The 2018-19 Reclamation Budget:
Capital Projects- PLC Programming Update- $50,000

RESOLUTION NO. 2018-42

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH INFORMATIVE CONTROLS IN AN AMOUNT NOT TO EXCEED $150,000 FOR FISCAL YEAR 2018-19 TO CONTINUE THE TREATMENT PLANT SCADA AND PLC UPGRADES AND IMPLEMENT TERTIARY PLC IMPROVEMENTS

-oOo-

WHEREAS, the Phase 1 Treatment Plant Rehabilitation Project initiated a migration to a modern and reliable SCADA system and new Programmable Logic Controllers (PLC) were installed as part of Phase 1 and the new SCADA system was programmed to monitor them; and

WHEREAS, the District's Operations Department is current working between the old RSView32 SCADA and the new Ignition SCADA system; and

WHEREAS, this contract will allow staff to continue the migration for the Treatment Plant to the new system; and

WHEREAS, the Board is convinced that this contract will continue to improve alarm visibility, data reporting, process control and specific process improvements at the facility. And further that Informative Controls is qualified to perform said automation design and programming work in a manner that is satisfactory to the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with Informative Controls in an amount not to exceed $150,000 for fiscal year 2018-19 to continue the Treatment Plant SCADA and PLC upgrades and implement Tertiary PLC improvements.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the

Carmel Area Wastewater District duly held on August 30, 2018 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS

ABSENT: BOARD MEMBERS:

_____

President of the Board

ATTEST:

_____

Secretary to the Board

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: August 30, 2018

Subject: Selection of Topics for CAWD Fall 2018 Newsletter

DISCUSSION

In the past staff has sought Board input for topics to the District's newsletter. We would like to do the same for the Fall 2018 issue. This issue will be a four-page issue and will include an insert with the lateral line diagram on one side and flushable wipes on the other. The insert was suggested by the Board and was held over from the last newsletter because of the Prop 218 notice and to give our consultant time to produce.

Suggested topics for the upcoming issue include:

- Phase II Improvements underway
- Outfall/Force Main project in the Lagoon
- Hatton Canyon project
- 2018-19 Budget discussion
- Cclean and CAWD's role in monitoring water quality
- NPDES permit renewal
- New Safety Administrator: Mark Dias
- Microorganism of the Month
- Budget graphs & rate setting process
- Comparison of User fee to other utilities

FISCAL IMPACT

The 2018-19 Budget provides $28,500 for two newsletters and a Prop 218 Notice – this includes consultant services for design and writing, printing, postage, and delivery.

THE SEWER SYSTEM:
A SHARED RESPONSIBILITY

We all count on each other to keep our community's sewer system functioning properly. Your Carmel Area Wastewater District (CAWD) safeguards the public sewer mains, but about half of the sewer system is lateral lines owned by private citizens. Property owners are responsible for maintaining the entire length of their lateral line from their home or business to where it meets the sewer main under the street. This drawing highlights the best practices to prevent overflows and protect human health and our precious environment.

BATHROOM

Flush only toilet paper and human waste!
Do not flush anything else, including:

- *"Flushable" wipes*
- *Hair*
- *Cat litter, including "flushable"*
- *Dental floss*
- *Prescription drugs*
- *Feminine products*
- *Household hazardous waste*
- *Toiletries*

KITCHEN

Always scrape the following into the garbage before washing dishes:

- *Fats, oil, and grease*
- *Coffee grounds*
- *Egg shells*
- *Unwanted food/scraps—compost or put in trash; not down the garbage disposal or toilet*

ROOF DRAIN

NEVER connect roof drain to sewer

SEWER RELIEF VALVE (SRV) AND CLEANOUT

In the case of a sewer main blockage, this crucial device diverts wastewater into your yard so it doesn't back up into your home. Check your SRV regularly to make sure it's operational and clear of obstructions, especially after storms. Call the number below for a free inspection.

SEWER MANHOLE COVER

Provides agency access to sewer system

PIPELINE TO TREATMENT PLANT

LATERAL LINE

PROPERTY LINE

Your lateral line connects your home to the sewer main line by gravity flow. Some buildings require pumps to lift wastewater to the public sewer system.

BACKWATER PREVENTION DEVICE

A valve which clamps shut to protect your home against sewage backups. The device is an industry best practice and is required per California Plumbing Code for some properties.

SUMP PUMP

NEVER connect sump pump to sewer system

YARD/MECHANICAL

It is illegal to put the following in the garbage or down any drain or toilet. Note: storm drains in the street are separate from the sewer system and flow directly into the ocean!

- *Paints/solvents*
- *Cleaning products*
- *Motor oil*
- *Antifreeze*
- *Pesticides*
- *Fertilizers*

To dispose of household hazardous waste please call the Monterey Regional Waste Management District for drop-off hours: 831-384-5313 or mrwmd.org.

SEWER MAINTENANCE RESPONSIBILITY OF:

← PUBLIC AGENCY | PROPERTY OWNER (YOU) →

CARMEL AREA WASTEWATER DISTRICT · SINCE 1908 ·

QUESTIONS?

Call CAWD at 831/373-1248!

— after hours: 624-6403 —

WE'RE HERE FOR YOU—DAY OR NIGHT! If water is backing up anywhere in your home or yard it is an emergency—don't hesitate to call us for an immediate free inspection. Our friendly, professional crew is on call 24 hours a day, every day, and can advise you if the problem is in the main line (our problem) or the lateral line (your responsibility). We can also schedule an inspection of your sewer relief valve to ensure it is working properly, and show you how to check it yourself.

Please—don't flush wipes!

Wipes damage the sewer system—always dispose of them in the trash.

Despite some package labeling, wipes are not flushable or biodegradable.

Flush only human waste and toilet paper.

Single-use wipes are causing billions of dollars of damage to municipal sewer systems, prompting lawsuits against manufacturers. Wipes combine with fat and grease to form blockages. Municipalities have had to remove "fatbergs" weighing tons.

At your local CAWD treatment plant, staff members have to dismantle our main influent pump three times a week to remove masses of entangled wipes—a process that takes 6 to 8 hours each time. We all pay for this extra labor, and for the cost of separating wipes from wastewater for transport to the landfill where they belong.

Negative impacts of wipes:

— Cause expensive sewage backups into homes
— Damage sewer infrastructure worldwide
— Not biodegradable or recyclable
— A major source of microplastics/synthetic fibers that pollute the ocean and harm marine life

The marketing explosion of throwaway wipes for every conceivable need has caused crisis level problems for municipal sewer systems worldwide, as well as a dramatic increase of plastic pollution in our oceans and waterways.

Green up your bathroom

Moisten toilet paper with a spray bottle in lieu of wipes, or, better yet, reduce or eliminate the need for wipes and toilet paper both by installing a bidet. Simple bidets start at around $30, easily attach beneath your existing toilet seat with no special fixtures or tools, and use no electricity. Luxury bidet toilet seats provide heat, spray modes, and air drying. Either way you'll see a huge savings in toilet paper and wipes while you protect your health, your plumbing, and our community's wastewater treatment system.

Carmel Area Wastewater District

3945 Rio Road, Carmel, CA 93923
(831) 624-1248
Visit us online at CAWD.org

Thank you for helping us protect human health and the environment!

Whether a basic or luxury model, bidets offer superior, hands-free cleansing that does not harm the environment or sewage system:

- ✔ Cost saving, one time purchase
- ✔ Healthier, cleaner results—no chemical residue
- ✔ Uses far less water than wipes or toilet paper production
- ✔ Smaller carbon footprint
- ✔ Doesn't pollute ocean/harm wildlife
- ✔ Saves trees

STAFF REPORT

To: Board of Directors

From: B. Buikema, General Manager

Date: August 30, 2018

Subject: Summary of Monterey County Treasurer Report dated 06-30-18

RECOMMENDATION

No action required – this is informational only

DISCUSSION

During the April – June quarter, interest rates moved higher across the yield curve. The yield curve remained flat as rates on shorter term maturities moved up more than longer term maturities. Interest rates continued to trend higher during the quarter as the Federal Reserve again raised the Fed Funds target rate. A strong labor market with unemployment at 4.0%, up from 3.8% in May, reflected an increase in the labor force participation rate and strong corporate profits were driven in part by savings from tax cuts. Expectations for a solid GDP grown in 2018 exist, despite a slowdown in the first quarter, along with stable to modestly higher inflation and wages which confirm that U.S. economic conditions continue to be positive.

PORTFOLIO CHARACTERISTICS			
	12-31-17	**03-31-18**	**06-30-18**
Total Assets	$1,558,052,557.25	$1,516,664,506.96	$1,560,422,623.40
Market Value	$1,551,822,253.16	$1,509,587,099.98	$1,551,265,646.11
Days to Maturity	261	233	233
Yield	1.27%	1.41%	1.63%
Estimated Earnings	$4,456,424.41	$5,262,243.84	$6,477,652.90

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 06-30-18	
Corporate Notes	12.7%
Overnight Liquid Assets	27.0%
US Treasuries	23.3%
Federal Agencies	16.1%
Commercial Paper	11.9%
Negotiable CDs	5.5%
Supranational	3.1%
Asset Based Securities	0.6%
Municipal Bonds	<0.1%

The County Treasury continues to perform comparatively to portfolio benchmarks this quarter. The County investment strategy positions short term debt to provide liquidity and continues to take advantage of available higher yields on US Treasuries, commercial paper, corporate notes and negotiable CDs as well as maintaining federal agencies with attractive rates.

MONTEREY COUNTY YIELD vs. BENCHMARKS	
Monterey County	1.63
1 Yr Treasury and Agency	2.37
LAIF	1.43
S&P Rated Govt Pool Index	1.81

Future Strategy: The Treasurer has 27% of the portfolio invested in the 1-3 year maturity range and 47% invested in maturities under one year to take advantage of the higher yields offered in those parts of the yield curve and to be able to react quickly to opportunities in current market. The County will continue to manage the portfolio under the established tenets of safety and liquidity while maximizing the rate of return.

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

Note: The full Monterey County Treasurer Report is available at:
www.co.monterey.ca.us/taxcollector/Treasury_Main.html

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: August 30, 2018

Subject: Pebble Beach Community Services District – Regular Board Meeting July 27, 2018

DISCUSSION

Interesting points from the July 27, 2018 meeting that are of specific interest to this District:

- Total cash balance at the end of June 2018 was $15.5M; of that amount, $10.9M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.

- The June 2018 Cash Basis Budget showed total revenues at 93.8% and total expenditures at 94.8%

- Forest Lake Reservoir held 56 MG (million gallons) of recycled water or 49% of permitted capacity. Current storage volume is 4% above the historic average of 54 MG.

- Total irrigation water demand for the 2018 calendar year through June was 420 AF (acre feet). Total demand for the calendar year is 11% below the 5-year average of 471 AF and 7% below the 23-year average annual usage of 450 AF. Forest Lake net storage decrease of approximately 24 million gallons in June.

- Average daily wastewater flow of 356,000 GPD was measured in June at the PBCSD-Carmel gate. This represents 32% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 1% above the five-year average of 353,000 GPD for the month of June; the CAWD total flow was 9% below the five-year average of 1,238,000 GPD for June.

· Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 17	40.754	28.456	12.298	30.176%
Aug – 17	40.177	28.045	12.132	30.196%
Sept - 17	35.769	24.800	10.969	30.666%
Oct - 17	35.335	25.077	10.258	29.031%
Nov – 17	32.181	23.075	9.106	28.296%
Dec - 17	32.586	23.733	8.853	27.168%
Jan - 18	38.026	24.883	13.143	34.563%
Feb – 18	31.840	21.455	10.385	32.616%
Mar - 18	45.789	30.628	15.161	33.111%
Apr - 18	39.910	26.603	13.307	33.343%
May - 18	38.659	26.193	12.466	32.246%
June - 18	33.858	23.183	10.675	31.529%
Total	444.884	306.128	138.753	31.189%