



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

October 26, 2023
Thursday
9:00AM



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., September 28, 2023
3945 Rio Road
Carmel, California 93950

Via Teleconference Webinar & In Person with Proof of Vaccination

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:00 a.m.

**Signifies Virtual Attendance*

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

Absent:

A quorum was present.

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

In Person Public Attendees:

None

***Virtual Public Attendees:**

*Karen Helton| Carmel Meadows Representative-arrived after the close of public comment

*Steve Thomas |TBC Communications & media *admin

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

None

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

The Board received questions from Karen Helton, Carmel Meadows representative, through the Question and Answer (Q&A) Zoom platform, which were read aloud by the Board Clerk at 10:45 a.m. to the Board of Directors after the close of public comment and after the Board approved item #19 regarding the TBC Communications contract for Carmel Meadows. Ms. Helton stated the questions were stated after the fact in order to provide a thoughtful and detailed request.

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

- Insertion of Karen Helton's email regarding Carmel Meadows Project-posted to the website and hard copies provided to all Board members
- United Public Employees of California number is 792
- Insertion of the 9-27-23 Salary & Benefits meeting minutes
- Correction of a typo on Item #21 -Correct Resolution number is 2023-57

3. CLOSED SESSION: As permitted by Government Code Section 54957 et seq., the Board of Directors may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, real property negotiations, or to confer with the District's Meyers-Milias-Brown representative.

A. Conference with Labor Negotiators:

The Board will meet in closed session pursuant to Government Code Section 54957.6:

- **Agency Designated Representatives:** Rick Bolanos & Barbara Buikema,
Employee Organization: United Public Employees of California, Local 792

The Board went into closed session at 9:02 a.m. and discussed agenda item #3 regarding labor negotiations. The closed session ended at 10:09 a.m. Legal Counsel reported that during the closed session the Board took up the matter at hand with regard to Labor Negotiations, and no reportable action was taken. The Board reconvened into open session at 10:12 a.m. and all in person attendees were invited back into the open session and all virtual attendees had access to the audio and visual platform for participation in the meeting.

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

Board Action

A Motion To Receive And Approve The Consent Agenda Was Made By Director Urquhart And Seconded By Director Siegfried. After A Roll Call Vote, The Board Unanimously Received And Approved The Following Consent Calendar/Agenda Items.

- 4.** Approve August 31, 2023, Regular Board Meeting Minutes & September 1, 2023 Bridge To Everywhere Minutes
September 19,2023 Bridge To Everywhere Minutes
September 27,2023 Salary & Benefits Minutes (provided at the meeting)
- 5.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)-August 2023
- 6.** Receive and Accept Schedule of Cash Receipts & Disbursements-August,2023
- 7.** Approve Register of Disbursements Carmel Area Wastewater District –August,2023
- 8.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –August,2023
- 9.** Receive and Accept Financial Statements and Supplementary Schedules –August,2023
- 10.** Receive and Accept Collection System Superintendent’s Report – 2023 August, July & June 2023
- 11.** Receive and Accept Safety and Regulatory Compliance Report –August,2023
- 12.** Receive and Accept Treatment Facility Operations Report – 2023 August, July & June 2023
- 13.** Receive and Accept Laboratory/Environmental Compliance Report –August
- 14.** Receive and Accept Capital Projects Report/Implementation Plan
- 15.** Receive and Accept Project Summaries – Capital & Non-Capital
- 16.** Receive and Accept Plant Operations Report – August 2023
- 17.** Receive and Accept Maintenance Projects Report –August 2023
- 18.** Receive and Accept District Engineer’s Report-August 2023

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

- 19. Resolution No. 2023-55:** Authorizing The General Manager To Execute A Contract For A Professional Service Agreement With TBC Communications In An Amount Not To Exceed \$20,000 For Public And Project Related Communications Services For The District With The Carmel Meadows Pipeline Project (#19-03)- *Report by General Manager, Barbara Buikema*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-55 Authorizing The General Manager To Execute A Contract For A Professional Services Agreement With TBC Communications In An Amount Not To Exceed \$20,000 For Public And Project Related Communications Services For The District With The Carmel Meadows Pipeline Project (#19-03).

Ms. Helton stated that she could not hear the audio during the closed session. The Board Clerk answered her concerns in the chat function and via the live format. The Board clerk stated that the Board was in closed session and that is why she could not hear the audio, and it was confirmed that Ms. Helton could see the place card holder stating the Closed Session was in progress. She stated that the chat function was disabled and was communicating via the Question & Answer section on the Zoom platform. The Board Clerk corrected the disabled chat function and Ms. Helton confirmed that she was able to use it.

After the Board reconvened into open session it was confirmed that Ms. Helton could hear the audio and her questions were received via the Question & Answer section on the Zoom platform.

President White, responded after the questions were read aloud and requested the following from staff:

That a staff member reach out to Ms. Helton to resolve these questions. The General Manager addressed some of the questions live and will reach out to Ms. Helton directly.

There was a consensus from the board members.

- 20. Resolution No. 2023-56:** Authorizing The New Engineering Technical Services Manager And The Revised Principal Engineer's Job Description- *Report by General Manager, Barbara Buikema*

Board Action

A Motion To Approve The Resolution Was Made By Director D'Ambrosio And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2023-56: Authorizing The New Engineering Technical Services Manager And The Revised Principal Engineer's Job Description.

- 21. Resolution No. 2023-57:** Resolution Clarifying Resolution 2023-26 For Denise Duffy & Associates Contract Amendment #2 for the Corona Road Project Such That All Funds Expended by the District Will Be Reimbursed Via Bond Proceeds For This Project- *Report by General Manager, Barbara Buikema*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, Resolution Clarifying Resolution 2023-26 For Denise Duffy & Associates Contract Amendment #2 for the Corona Road Project Such That All Funds Expended by the District Will Be Reimbursed Via Bond Proceeds For This Project.

COMMUNICATIONS

- 22.** General Manager Report – oral report

*

OTHER ITEMS BEFORE THE BOARD: *None*

INFORMATION/DISCUSSION ITEMS:

- 23.** September Construction Updates of Project #18-01 Electrical/Mechanical Rehab and Sludge Holding Tank Replacement – *Report by Plant Engineer, Patrick Treanor*

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

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

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for: *Friday, September 29, 2023, at 9:30 a.m. – Director D’Ambrosio will attend for Director Rachel Friday, October 27, 2023, at 9:30 a.m. – Director Urquhart is scheduled to attend.*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for: *Tuesday, October 17, 2023, at 6:00 p.m. –Director Siegfried is scheduled to attend. Tuesday, January TBD, 2024, at 6:00 p.m. –Director Urquhart is scheduled to attend.*

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

25. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 11:07 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, October 26, 2023, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT
BRIDGE TO EVERYWHERE
STANDING COMMITTEE MEETING MINUTES
September 29, 2023, Friday, 1:30 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 1:30 p.m.

Present: President Ken White
Greg D'Ambrosio, Director

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, Principal Plant Engineer
Dave Potter, Mayor of Carmel-by-the-Sea
Laura Bowling, Friends of Mission Trail
Doug Schmidt, Friends of Mission Trail
Paul Bartow- Citizen Representative*

Absent: Representative Sam Farr, Retired Congressman

Appearances/Public Comments:

Agenda Changes: None

AGENDA ITEMS:

INFORMATION/DISCUSSION ITEMS

- A. Carmel Community Days on 09-30-23: cancelled due to rain forecast
- B. Status of easement review: BBK is working on. Barbara will report out as soon as they respond
- C. Grant application update: Patrick will send out grant application
- D. Mission Ranch update: On hold until easement review is complete
- E. Lance Monosoff update: Barbara has emailed Mr. Monosoff and will set up a meeting
- F. Other contacts? Or ideas?

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 2:30 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, October 26, 2023, or an alternate acceptable date, in-person and via teleconference webinar. The teleconference webinar is hosted through Zoom, and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

Ken White, President



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

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

October 16, 2023

To the Board of Directors
Carmel Area Wastewater District

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

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

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

- (1) We reviewed individual checks (or electronic images of individual checks or substitute checks). This procedure did not reveal any significant 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 significant differences.
- (3) We examined the payee on the check and matched it to the payee name appearing in your cash disbursements journal. This procedure did not reveal any differences.
- (4) We matched interbank account transfers. This procedure did not reveal any differences.

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

Carmel Area Wastewater District

October 16, 2023

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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.

A handwritten signature in black ink, appearing to read 'Robert Lee', is positioned above the typed name.

Robert Lee, CPA

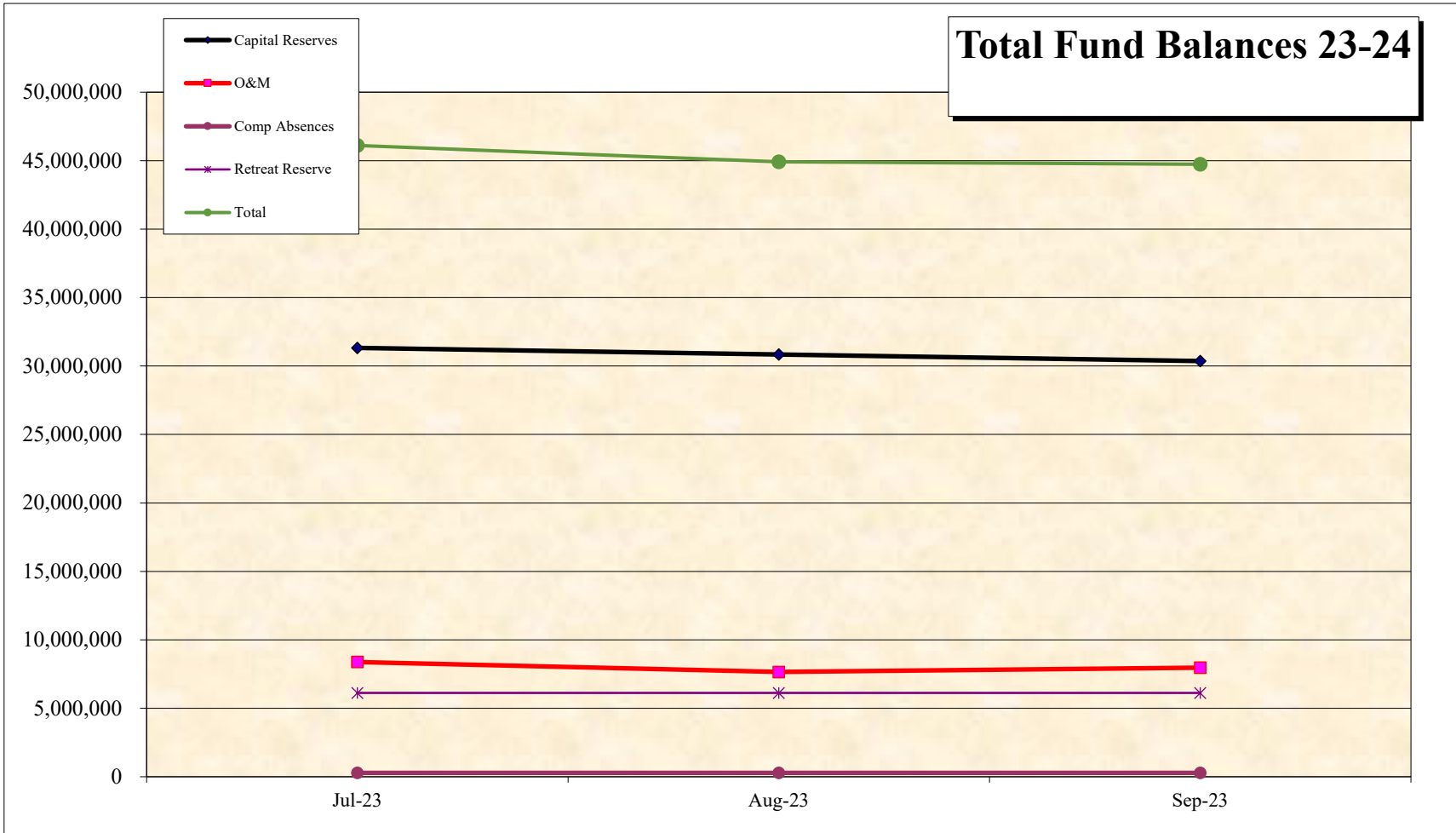
Principal

CliftonLarsonAllen LLP

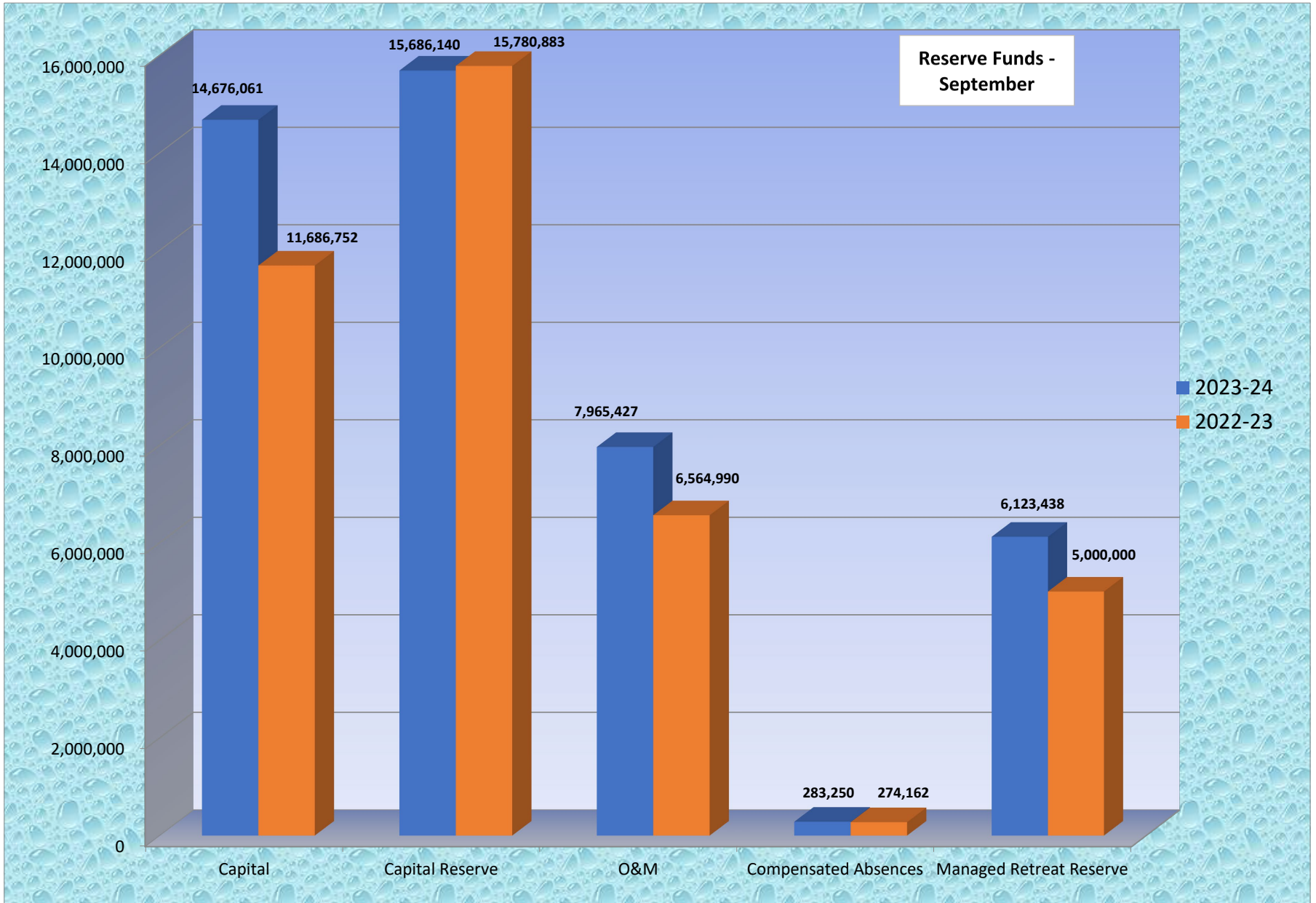
Cc: Mr. Ken White, President

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

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$15,171,814	\$15,672,052	\$7,656,646	\$283,250	\$6,123,438	\$44,907,199	\$670,161	\$5,785	\$1,228,581
Receipts:									
User Fees			18,135				33,240		
Property Taxes		14,088							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							65,026		
Reclamation capital billing									
Permits							8,600		
PBCSD capital billing							1,165,585		
Other misc. revenue							18,069		
Interest income									
Connection Fees									
CCLEAN receipts									
Brine disposal fees							16,669		
Carmel Reserve LLC-Sept. Ranch Project									
SJSU grant receipts-Applied Marine Sciences							35,768		
Void checks-replace lost checks							480		
Total Receipts	0	14,088	18,135	0	0	32,223	1,458,437	0	0
Fund Transfers:									
Transfers to Chase Bank O&M									
Transfers to Chase Bank PR							(250,000)	250,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures	(495,753)		495,753						
Rebalance Capital and O&M Reserves									
Total Transfers	(495,753)	0	495,753	0	0	0	(250,000)	250,000	0
Disbursements:									
Operations and capital							923,147		
Payroll & payroll taxes								249,019	
Employee Dental reimbursements							1,209		
CALPERS EFT							40,142		
CAWD SAM pension EFT							0		
Union dues EFT							777		
Home Depot EFT							522		
US Bank EFT							17,263		
Deferred comp contributions EFT							14,358	0	
PEHP contributions EFT							3,353	0	
Bank/ADP fees							0	915	
Highlands Bond Debt Service Payment			205,107				0		
GASB 68 report fee							0		
Alliant equipment floater premium EFT							0		
HCM Unlocked EFT							2,250		
Total Disbursements	0	0	205,107	0	0	205,107	1,003,021	249,934	0
BALANCE END OF MONTH	14,676,061	15,686,140	7,965,427	283,250	6,123,438	44,734,315	875,578	5,851	1,228,581



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



Carmel Area Wastewater District
Disbursements
Sep-23

Date	Check	Vendor	Description	Amount
09/01/23	4843	Acme Analytical Solutions	Acetic acid, iodine solution, potassium iodate solution and acetate buffer solution	901.90
09/01/23	4844	Alameda Electrical Distributors	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$1,975.83), and electrical supplies	2,408.07
09/01/23	4845	VERRIDE STUB		0.00
09/01/23	4846	Amazon Capital Services	Office and operating supplies	1,409.42
09/01/23	4847	American Fidelity Assurance Company	Flex accounts	407.68
09/01/23	4848	AT&T Mobility	SCADA text modem	70.80
09/01/23	4849	AT&T CALNET 3	Admin alarm	36.04
09/01/23	4850	AT&T	Plant fiber router and IP card	718.97
09/01/23	4851	Bret D. Boatman	Maintenance services Plant and collections	4,162.50
09/01/23	4852	Bryan Mailey Electric	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$4,200.00), and electrical services	11,463.97
09/01/23	4853	Carmel Print & Copy	Employee business cards	112.89
09/01/23	4854	Christopher Dinner Heating, Inc.	Install electric water heater at the Plant	755.05
09/01/23	4855	Cintas Corporation #63D	Laundry service	925.52
09/01/23	4856	Clark Pest Control	Plant service	317.00
09/01/23	4857	CliftonLarsonAllen LLP	Bank reconciliation oversight	450.00
09/01/23	4858	Comcast	Admin internet	275.50
09/01/23	4859	Cypress Coast Ford Lincoln	Repair parts	11.01
09/01/23	4860	Direct TV	Plant service	102.24
09/01/23	4861	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,479.31
09/01/23	4862	Express Services, Inc.	Admin temp service	270.00
09/01/23	4863	FGL Environmental	Sample analysis	2,389.00
09/01/23	4864	Firato Service Co.	Deep cleaning floors and carpet service at the Plant and admin. Buildings	6,740.00
09/01/23	4865	Foster and Foster	GASB 68 report fee for the CALPERS plans	1,600.00
09/01/23	4866	Got.Net	Domain parking	4.20
09/01/23	4867	Grainger	Plant, collections and admin operating supplies	4,503.78
09/01/23	4868	Green Rubber Kennedy Ag	Operating supplies	1,394.47
09/01/23	4869	Greg D'Ambrosio	Dental	150.00
09/01/23	4870	Hunter & Jennifer Leighton	User refunds	617.31
09/01/23	4871	Idexx Laboratories	Lab supplies	2,469.00
09/01/23	4872	Lemos Service Inc.	Smog checks	301.38
09/01/23	4873	McMaster-Carr	Operating supplies	106.71

Carmel Area Wastewater District
Disbursements
Sep-23

Date	Check	Vendor	Description	Amount
09/01/23	4874	MNS Engineers	September Ranch Sewer Project #18-29, Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$10,667.00), Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$2,350.00) and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL \$19,261.75)	40,752.25
09/01/23	4875	Monterey Bay Analytical Services	Sample analysis	525.00
09/01/23	4876	Motion Industries	Operating supplies	113.57
09/01/23	4877	Patelco Credit Union	Health savings accounts contributions	4,625.70
09/01/23	4878	Peninsula Welding & Medical Supply	Non-liquid cylinder rental	38.70
09/01/23	4879	Pacific Gas & Electric	Monthly service	2,060.20
09/01/23	4880	PK Safety Supply	H2S scrubber filter disks	64.77
09/01/23	4881	Pure Water	Monthly service	216.69
09/01/23	4882	Quill LLC	Plant and admin office supplies	411.86
09/01/23	4883	Quinn Company	Generator service	631.00
09/01/23	4884	Rockwell Engineering and Equip.	Rotors, casing liners and plates and supplies	4,772.95
09/01/23	4885	Rooter King Monterey County	Sewer line repair at 24390 San Marcos	4,923.00
09/01/23	4886	Scarborough Lumber & Building	Operating supplies	159.49
09/01/23	4887	SPC Science	Lab supplies	167.11
09/01/23	4888	Solenis LLC	Praestol k 144 L-NA IBC polymer	17,587.20
09/01/23	4889	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	14,820.05
09/01/23	4890	Streamline	Website maintenance	497.00
09/01/23	4891	TBC Communications & Media	Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$1,462.50) and Fats, Oil and Grease public outreach	2,925.00
09/01/23	4892	Univar Solutions USA Inc.	Sodium hypochlorite and bisulfate	27,783.16
09/01/23	4893	The UPS Store Carmel #326	Collections shipping fees	44.74
09/01/23	4894	USA Blue Book	Operating supplies	900.76
09/01/23	4895	Vision Service Plan	Vision insurance premium	573.30
09/01/23	4896	Visual Edge IT	Plant copier billing	80.94
09/01/23	4897	Wellington & Rathie	District legal services	9,319.00
09/18/23	4898	Amazon Capital Services	Phone chargers and cases	688.40
09/18/23	4899	American Fidelity Assurance Company	Flex accounts	518.78
09/18/23	4900	American Fidelity Assurance	Employee insurance premiums	551.01
09/18/23	4901	American Lock & Key	New lock for the old chemical building	941.27
09/18/23	4902	AT&T Mobility	Cell service and new phones	1,553.29
09/18/23	4903	Bayside Oil II	Used oil disposal	130.00

Carmel Area Wastewater District
Disbursements
Sep-23

Date	Check	Vendor	Description	Amount
09/18/23	4904	Best Best & Krieger LLP	Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$1,742.41) and admin legal services	2,570.41
09/18/23	4905	Bret D. Boatman	Maintenance services Plant and collections	2,127.50
09/18/23	4906	California American Water	Monthly service	1,186.46
09/18/23	4907	Carmel Pine Cone	Replace lost check #4656	480.00
09/18/23	4908	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	688.51
09/18/23	4909	Charles DayEngel	Certificate renewal	150.00
09/18/23	4910	Cintas Corporation #63D	Laundry service	965.20
09/18/23	4911	CliftonLarsonAllen LLP	Bank reconciliation oversight	450.00
09/18/23	4912	Comcast	Pump station internet	537.00
09/18/23	4913	Culligan Water Conditioning	C&I exchange and softener tank for the lab	47.35
09/18/23	4914	Currie Engineers	Replace lost check #3976 and April, May and June billings	90,064.55
09/18/23	4915	Daniel Deeth	Dental	248.40
09/18/23	4916	Doctor's on Duty Medical Group	DMV physical	150.00
09/18/23	4917	Exceedio	Plant computer service	1,085.00
09/18/23	4918	Express Services, Inc.	Admin temp service	397.50
09/18/23	4919	Fastenal Company	Operating supplies	2,130.71
09/18/23	4920	Firato Service Co.	Plant and admin janitorial service	1,796.00
09/18/23	4921	Frisch Engineering	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	7,295.00
09/18/23	4922	Grainger	Operating supplies	220.26
09/18/23	4923	Harrington Industrial Plastics	Service pack kits for pumps	2,936.54
09/18/23	4924	ICON Cloud Solutions	Monthly telephone service	595.88
09/18/23	4925	Idexx Laboratories	Lab supplies	921.03
09/18/23	4926	Kemira Water Solutions	Ferric chloride solution	8,803.41
09/18/23	4927	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	21,512.75
09/18/23	4928	Lemos Service Inc.	Forklift propane	205.38
09/18/23	4929	Liebert Cassidy Whitmore	Legal services for labor negotiations and Exercising Your Management Rights seminar fee	9,570.00
09/18/23	4930	Monterey Bay Air Resources District	Permit for new fuel tank nozzle at the Plant	1,533.00
09/18/23	4931	Motion Industries	Operating supplies	79.03
09/18/23	4932	NAPA Auto Parts	Oil filters, oil and batteries	679.07
09/18/23	4933	Pacific Gas & Electric	Monthly service	32,559.82
09/18/23	4934	Quill LLC	Office supplies	119.98
09/18/23	4935	Robert Siegfried	Dental	165.00

Carmel Area Wastewater District
Disbursements
Sep-23

Date	Check	Vendor	Description	Amount
09/18/23	4936	SRT Consultants	Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	13,163.39
09/18/23	4937	Synagro Technologies	Sludge hauling	10,250.84
09/18/23	4938	TBC Communications & Media	Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$1,856.25) and Fats, Oil and Grease public outreach	3,600.00
09/18/23	4939	Teledyne Instruments	Operating supplies	665.88
09/18/23	4940	Tesco Controls	Flow meter calibration	287.28
09/18/23	4941	Town & Country Gardening	Plant and admin gardening	700.00
09/18/23	4942	U.S. Postal Service	Annual post office box rental	332.00
09/18/23	4943	West Yost Associates	Updating hydraulic model data for Collections	3,198.00
09/18/23	4944	WM Corporate Services	Plant rollooffs and admin garbage	1,754.33
09/18/23	4945	YSS Builders	Install roof access at the Plant, a new door at the old chemical building and repair board room tables	3,845.00
09/28/23	4946	Alameda Electrical Distributors	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	1,425.71
09/28/23	4947	Amazon Capital Services	Safety and operating supplies	670.52
09/28/23	4948	American Lock & Key	New door lock for the file room at the admin building	949.78
09/28/23	4949	American Legal Publishing Corp.	Codification edits	528.00
09/28/23	4950	Ann Muraski	Fall/Winter newsletter copywriting and editing	7,107.50
09/28/23	4951	Atlas Copco	Oil Injected Screw Compressor at the maintenance building (CAPITAL)	11,547.58
09/28/23	4952	AT&T Mobility	SCADA text modem	70.80
09/28/23	4953	AT&T CALNET 3	Admin alarm	35.71
09/28/23	4954	AT&T	Voice routing	52.43
09/28/23	4955	AutomationDirect, Inc.	IDEM safety switch	816.75
09/28/23	4956	Borges & Mahoney	2RPM motor	412.79
09/28/23	4957	Bret D. Boatman	Maintenance services Plant and collections	3,607.50
09/28/23	4958	Bryan Mailey Electric	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$6,375.00) and Plant, admin and collections electrical work	10,683.89
09/28/23	4959	Buckles-Smith Electric Company	Phoenix batteries and power supplies	14,277.21
09/28/23	4960	Burleson Consulting, Inc.	Perimeter Fencing Project #19-18 (CAPITAL)	945.00
09/28/23	4961	California American Water	Monthly service	77.52
09/28/23	4962	Central Desktop Acquisition, Inc.	Annual fee for IMEET Central used to upload CCLEAN documents	1,069.20
09/28/23	4963	Cintas Corporation #63D	Laundry service	934.58
09/28/23	4964	Clark Pest Control	Plant service	317.00
09/28/23	4965	Clark Bros., Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	308,321.16
09/28/23	4966	CliftonLarsonAllen LLP	Bank reconciliation oversight	450.00

Carmel Area Wastewater District
Disbursements
Sep-23

Date	Check	Vendor	Description	Amount
09/28/23	4967	Comcast	Admin internet	275.50
09/28/23	4968	Community Printers, Inc.	Fall/Winter newsletter printing	1,641.65
09/28/23	4969	Conte's Generator Service	Radiator assembly parts	2,028.27
09/28/23	4970	Currie Engineers	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	21,534.00
09/28/23	4971	Daniel Deeth	Dental	198.00
09/28/23	4972	Dan & Dasha Keig	User refunds for unconnected property	17,702.68
09/28/23	4973	Del Monte Gardeners	Easement road mowing's	5,000.00
09/28/23	4974	Direct TV	Plant service	102.24
09/28/23	4975	Frisch Engineering	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	17,250.00
09/28/23	4976	General Air Compressors North	Vane gas lubrication and oil change kit	2,841.26
09/28/23	4977	Got.Net	Domain parking	4.20
09/28/23	4978	Grainger	Operating supplies	219.77
09/28/23	4979	Integral Consulting, Inc.	CRFREE Mitigation Pipeline Undergrounding project #19-21	5,318.75
09/28/23	4980	ITpipes, LLC	ITpipes Mobile Subscription annual fee for CCTV program	3,000.00
09/28/23	4981	Kennedy/Jenks Consultants-VOID	VOID	0.00
09/28/23	4982	L.N. Curtis and sons	Ultra Elite Facepiece Assembly for SCBA safety gear	1,004.34
09/28/23	4983	McMaster-Carr	Fiberglass rods	16.59
09/28/23	4984	Michael Rachel	Dental	294.00
09/28/23	4985	MNS Engineers	September Ranch Sewer Project #18-29, Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$16,618.83), Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$3,521.35) and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL \$7,907.50)	43,369.49
09/28/23	4986	Monterey Bay Analytical Services	Sample analysis	1,794.46
09/28/23	4987	Pacific Gas & Electric	Co-gen billing	581.96
09/28/23	4988	Quill LLC	Office supplies	304.46
09/28/23	4989	Raymond DeOcampo	Dental	154.00
09/28/23	4990	Scarborough Lumber & Building	Operating supplies	56.50
09/28/23	4991	Star Sanitation LLC	Collections portable toilet rental	24.30
09/28/23	4992	T & T Valve and Instrument, Inc.	Stem extensions for pump station equipment	700.93
09/28/23	4993	Toro Petroleum Corp.	Mobil SHC 624-5 and 627-5	854.65
09/28/23	4994	Univar Solutions USA Inc.	Sodium bisulfate and hypochlorite	17,714.97
09/28/23	4995	Visual Edge IT	Plant copier billing	71.34
				924,356.31

CAWD/PBCSD Reclamation Project
Disbursements
Sep-23

Date	Check	Vendor	Description	Amount
09/01/23	1075	Brenntag Pacific, Inc.	Brennfloc RE 5000	12,903.12
09/01/23	1076	Bret D. Boatman	Maintenance services	647.50
09/01/23	1077	Edges Electrical Group	Electrical supplies	423.72
09/01/23	1078	Grainger	Auto drain valve	283.51
09/01/23	1079	Iconix Waterworks (US)	Pump parts	1,839.60
09/01/23	1080	Idexx Laboratories	Lab supplies	2,469.00
09/01/23	1081	Monterey Bay Analytical Services	Sample analysis	90.00
09/01/23	1082	Pacific Gas & Electric	Tertiary billing	20,420.29
09/01/23	1083	SCP Science	Lab supplies	167.12
09/01/23	1084	Solenis LLC	Praestol K 144 L-NA polymer	5,862.40
09/01/23	1085	Thermo Electron North America	Lab supplies	3,879.01
09/01/23	1086	USA Blue Book	Universal chart pens	259.91
09/18/23	1087	Brenntag Pacific, Inc.	Ammonium hydroxide	9,967.22
09/18/23	1088	Bret D. Boatman	Maintenance services	92.50
09/18/23	1089	Cal-Am Water Company	Hydrant meter K	2,956.13
09/18/23	1090	Carmel Area Wastewater District	O&M reimbursement	65,025.95
09/18/23	1091	Frisch Engineering	SCADA engineering	7,680.00
09/18/23	1092	Idexx Laboratories	Lab supplies	921.02
09/18/23	1093	Northstar Chemical	Sulfuric acid and citric acid	8,372.71
09/18/23	1094	Pebble Beach Company	O&M reimbursement	4,734.10
09/18/23	1095	Pebble Beach Community Services District	O&M reimbursement	39,909.47
09/18/23	1096	Pacific Gas & Electric	MFRO billing	22,684.41
09/18/23	1097	Teledyne Instruments	Lab supplies	276.92
09/18/23	1098	Tesco Controls	Flow meter calibration	287.27
09/18/23	1099	Wells Fargo Advisors	Transfer to capital reserves	68,750.00
09/28/23	1100	Atlas Copco	Two pressure switches	342.27
09/28/23	1101	Brenntag Pacific, Inc.	Ammonium hydroxide	4,405.62

CAWD/PBCSD Reclamation Project
Disbursements
Sep-23

Date	Check	Vendor	Description	Amount
09/28/23	1102	Bret D. Boatman	Maintenance services	92.50
09/28/23	1103	Bryan Mailey Electric	Tertiary VFD batteries	150.00
09/28/23	1104	Frisch Engineering	SCADA engineering	1,080.00
09/28/23	1105	Hach Company	Lab supplies	832.92
09/28/23	1106	Kennedy/Jenks Consultants	Asset Analysis and Master Plan Project #22-05 (CAPITAL)	24,968.25
09/28/23	1107	Monterey Bay Analytical Services	Sample analysis	1,007.54
09/28/23	1108	Pacific Gas & Electric	Tertiary billing	20,957.21
				334,739.19



**Financial Statements
and
Supplementary Schedules**

September 2023

October 26, 2023

Carmel Area Wastewater District

Balance Sheet

September 2023

ASSETS		
Current Assets		
Cash		
Cash	46,844,324.35	
TOTAL Cash	46,844,324.35	46,844,324.35
Other Current Assets		
Other Current Assets	890,444.86	
TOTAL Other Current Assets	890,444.86	890,444.86
TOTAL Current Assets		47,734,769.21
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	308,059.76
Treatment Structures		
Treatment Structures	70,412,104.24	
TOTAL Treatment Structures	70,412,104.24	70,412,104.24
Treatment Equipment		
Treatment Equipment	9,630,172.67	
TOTAL Treatment Equipment	9,630,172.67	9,630,172.67
Collection Structures		
Collection Structures	1,249,916.64	
TOTAL Collection Structures	1,249,916.64	1,249,916.64
Collection Equipment		
Collection Equipment	1,557,419.97	
TOTAL Collection Equipment	1,557,419.97	1,557,419.97
Sewers		15,783,372.56
Disposal Facilities		
Disposal Facilities	1,643,890.85	
TOTAL Disposal Facilities	1,643,890.85	1,643,890.85
Other Fixed Assets		
Other Fixed Assets	4,501,744.06	
TOTAL Other Fixed Assets	4,501,744.06	4,501,744.06
Capital Improvement Projects		
Capital Improvement Projects	10,694,980.88	
TOTAL Capital Improvement Projects	10,694,980.88	10,694,980.88
Accumulated depreciation		(59,665,178.75)
TOTAL Fixed Assets		56,116,482.88
Other Assets		
Other Assets		4,283,975.91
TOTAL Other Assets		4,283,975.91
TOTAL ASSETS		108,135,228.00

Carmel Area Wastewater District

Balance Sheet

September 2023

LIABILITIES	
Current Liabilities	
Current Liabilities	995,293.58
TOTAL Current Liabilities	<u>995,293.58</u>
Long-Term Liabilities	
Long Term Liabilities	1,311,583.52
TOTAL Long-Term Liabilities	<u>1,311,583.52</u>
TOTAL LIABILITIES	<u>2,306,877.10</u>
NET POSITION	
Net Assets	107,489,332.47
Year-to-Date Earnings	(1,660,981.57)
TOTAL NET POSITION	<u>105,828,350.90</u>
TOTAL LIABILITIES & NET POSITION	<u>108,135,228.00</u>

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

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	605,415.33	566,640.00	38,775.33	6.8 %
TOTAL Income	<u>605,415.33</u>	<u>566,640.00</u>	<u>38,775.33</u>	6.8 %
Adjustments				
Discounts	176.79	0.00	176.79	
TOTAL Adjustments	<u>176.79</u>	<u>0.00</u>	<u>176.79</u>	
*****	<u>605,592.12</u>	<u>566,640.00</u>	<u>38,952.12</u>	6.9 %
***** OPERATING INCOME	<u>605,592.12</u>	<u>566,640.00</u>	<u>38,952.12</u>	6.9 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,035,724.24	1,057,810.00	22,085.76	2.1 %
TOTAL Salaries and Payroll Taxes	<u>1,035,724.24</u>	<u>1,057,810.00</u>	<u>22,085.76</u>	2.1 %
Employee Benefits				
Employee Benefits	277,710.74	330,085.00	52,374.26	15.9 %
TOTAL Employee Benefits	<u>277,710.74</u>	<u>330,085.00</u>	<u>52,374.26</u>	15.9 %
Director's Expenses				
Director's Expenses	6,528.00	8,038.33	1,510.33	18.8 %
TOTAL Director's Expenses	<u>6,528.00</u>	<u>8,038.33</u>	<u>1,510.33</u>	18.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	20,414.80	17,150.00	(3,264.80)	-19.0 %
TOTAL Truck and Auto Expenses	<u>20,414.80</u>	<u>17,150.00</u>	<u>(3,264.80)</u>	-19.0 %
General and Administrative				
General and Administrative	211,821.28	213,530.00	1,708.72	0.8 %
TOTAL General and Administrative	<u>211,821.28</u>	<u>213,530.00</u>	<u>1,708.72</u>	0.8 %
Office Expense				
Office Expense	57,660.78	47,395.00	(10,265.78)	-21.7 %
TOTAL Office Expense	<u>57,660.78</u>	<u>47,395.00</u>	<u>(10,265.78)</u>	-21.7 %
Operating Supplies				
Operating Supplies	136,534.25	150,236.67	13,702.42	9.1 %
TOTAL Operating Supplies	<u>136,534.25</u>	<u>150,236.67</u>	<u>13,702.42</u>	9.1 %
Contract Services				
Contract Services	247,834.96	302,135.00	54,300.04	18.0 %
TOTAL Contract Services	<u>247,834.96</u>	<u>302,135.00</u>	<u>54,300.04</u>	18.0 %

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

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	106,722.35	107,740.00	1,017.65	0.9 %
TOTAL Repairs and Maintenance	<u>106,722.35</u>	<u>107,740.00</u>	<u>1,017.65</u>	0.9 %
Utilities				
<i>Utilities</i>	86,389.37	95,150.00	8,760.63	9.2 %
TOTAL Utilities	<u>86,389.37</u>	<u>95,150.00</u>	<u>8,760.63</u>	9.2 %
Travel and Meetings				
<i>Travel and Meetings</i>	22,626.40	23,650.00	1,023.60	4.3 %
TOTAL Travel and Meetings	<u>22,626.40</u>	<u>23,650.00</u>	<u>1,023.60</u>	4.3 %
Permits and Fees				
<i>Permits and Fees</i>	34,627.00	40,800.00	6,173.00	15.1 %
TOTAL Permits and Fees	<u>34,627.00</u>	<u>40,800.00</u>	<u>6,173.00</u>	15.1 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	4,191.00	4,100.00	(91.00)	-2.2 %
TOTAL Memberships and Subscriptions	<u>4,191.00</u>	<u>4,100.00</u>	<u>(91.00)</u>	-2.2 %
Safety				
<i>Safety</i>	20,706.56	19,900.00	(806.56)	-4.1 %
TOTAL Safety	<u>20,706.56</u>	<u>19,900.00</u>	<u>(806.56)</u>	-4.1 %
Other Expenses				
<i>Other Expense</i>	12,778.56	12,800.00	21.44	0.2 %
TOTAL Other Expenses	<u>12,778.56</u>	<u>12,800.00</u>	<u>21.44</u>	0.2 %
TOTAL Operating Expenses	<u>2,282,270.29</u>	<u>2,430,520.00</u>	<u>148,249.71</u>	6.1 %
***** OPERATING INCOME (LOSS)	<u>(1,676,678.17)</u>	<u>(1,863,880.00)</u>	<u>187,201.83</u>	10.0 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	15,696.60	(6,800.00)	22,496.60	330.8 %
TOTAL Other Income or Gain	<u>15,696.60</u>	<u>(6,800.00)</u>	<u>22,496.60</u>	330.8 %
TOTAL Non-op Income, Expense, Gain or Loss	<u>15,696.60</u>	<u>(6,800.00)</u>	<u>22,496.60</u>	330.8 %
***** NET INCOME (LOSS)	<u>(1,660,981.57)</u>	<u>(1,870,680.00)</u>	<u>209,698.43</u>	11.2 %
***** NET INCOME (LOSS)	<u>(1,660,981.57)</u>	<u>(1,870,680.00)</u>	<u>209,698.43</u>	11.2 %

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

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	199,002.97	180,800.00	(18,202.97)	-10.1 %
TOTAL Salaries and Payroll Taxes	199,002.97	180,800.00	(18,202.97)	-10.1 %
Employee Benefits				
<i>Employee Benefits</i>	68,373.94	77,500.00	9,126.06	11.8 %
TOTAL Employee Benefits	68,373.94	77,500.00	9,126.06	11.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	14,290.71	15,310.00	1,019.29	6.7 %
TOTAL Truck and Auto Expenses	14,290.71	15,310.00	1,019.29	6.7 %
General and Administrative				
<i>General and Administrative</i>	34,586.89	33,480.00	(1,106.89)	-3.3 %
TOTAL General and Administrative	34,586.89	33,480.00	(1,106.89)	-3.3 %
Office Expense				
<i>Office Expense</i>	11,812.40	8,830.00	(2,982.40)	-33.8 %
TOTAL Office Expense	11,812.40	8,830.00	(2,982.40)	-33.8 %
Operating Supplies				
<i>Operating Supplies</i>	4,856.72	12,870.00	8,013.28	62.3 %
TOTAL Operating Supplies	4,856.72	12,870.00	8,013.28	62.3 %
Contract Services				
<i>Contract Services</i>	50,742.09	70,400.00	19,657.91	27.9 %
TOTAL Contract Services	50,742.09	70,400.00	19,657.91	27.9 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	40,608.01	38,900.00	(1,708.01)	-4.4 %
TOTAL Repairs and Maintenance	40,608.01	38,900.00	(1,708.01)	-4.4 %
Utilities				
<i>Utilities</i>	10,113.41	10,950.00	836.59	7.6 %
TOTAL Utilities	10,113.41	10,950.00	836.59	7.6 %
Travel and Meetings				
<i>Travel and Meetings</i>	7,493.06	7,650.00	156.94	2.1 %

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

	<i>3 Months Ended</i> <i>September 30, 2023</i>	<i>3 Months Ended</i> <i>September 30, 2023</i> <i>Budget</i>	<i>Variance</i> <i>Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	7,493.06	7,650.00	156.94	2.1 %
Permits and Fees				
Permits and Fees	3,511.00	4,300.00	789.00	18.3 %
TOTAL Permits and Fees	3,511.00	4,300.00	789.00	18.3 %
Memberships and Subscriptions				
Memberships and Subscriptions	1,052.00	900.00	(152.00)	-16.9 %
TOTAL Memberships and Subscriptions	1,052.00	900.00	(152.00)	-16.9 %
Safety				
Safety	6,579.30	6,900.00	320.70	4.6 %
TOTAL Safety	6,579.30	6,900.00	320.70	4.6 %
TOTAL Operating Expenses	453,022.50	468,790.00	15,767.50	3.4 %
***** OPERATING INCOME (LOSS)	(453,022.50)	(468,790.00)	15,767.50	3.4 %
***** NET INCOME (LOSS)	(453,022.50)	(468,790.00)	15,767.50	3.4 %
***** NET INCOME (LOSS)	(453,022.50)	(468,790.00)	15,767.50	3.4 %

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

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	475,312.94	513,900.00	38,587.06	7.5 %
TOTAL Salaries and Payroll Taxes	475,312.94	513,900.00	38,587.06	7.5 %
Employee Benefits				
<i>Employee Benefits</i>	158,773.03	186,745.00	27,971.97	15.0 %
TOTAL Employee Benefits	158,773.03	186,745.00	27,971.97	15.0 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	6,073.38	1,840.00	(4,233.38)	-230.1 %
TOTAL Truck and Auto Expenses	6,073.38	1,840.00	(4,233.38)	-230.1 %
General and Administrative				
<i>General and Administrative</i>	139,478.99	140,000.00	521.01	0.4 %
TOTAL General and Administrative	139,478.99	140,000.00	521.01	0.4 %
Office Expense				
<i>Office Expense</i>	30,059.12	26,865.00	(3,194.12)	-11.9 %
TOTAL Office Expense	30,059.12	26,865.00	(3,194.12)	-11.9 %
Operating Supplies				
<i>Operating Supplies</i>	131,030.22	134,766.67	3,736.45	2.8 %
TOTAL Operating Supplies	131,030.22	134,766.67	3,736.45	2.8 %
Contract Services				
<i>Contract Services</i>	160,986.47	188,200.00	27,213.53	14.5 %
TOTAL Contract Services	160,986.47	188,200.00	27,213.53	14.5 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	58,829.89	59,700.00	870.11	1.5 %
TOTAL Repairs and Maintenance	58,829.89	59,700.00	870.11	1.5 %
Utilities				
<i>Utilities</i>	71,049.07	78,575.00	7,525.93	9.6 %
TOTAL Utilities	71,049.07	78,575.00	7,525.93	9.6 %
Travel and Meetings				
<i>Travel and Meetings</i>	10,374.36	11,875.00	1,500.64	12.6 %

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

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	10,374.36	11,875.00	1,500.64	12.6 %
Permits and Fees				
Permits and Fees	6,301.00	4,500.00	(1,801.00)	-40.0 %
TOTAL Permits and Fees	6,301.00	4,500.00	(1,801.00)	-40.0 %
Memberships and Subscriptions				
Memberships and Subscriptions	3,139.00	3,200.00	61.00	1.9 %
TOTAL Memberships and Subscriptions	3,139.00	3,200.00	61.00	1.9 %
Safety				
Safety	12,242.83	11,200.00	(1,042.83)	-9.3 %
TOTAL Safety	12,242.83	11,200.00	(1,042.83)	-9.3 %
TOTAL Operating Expenses	1,263,650.30	1,361,366.67	97,716.37	7.2 %
***** OPERATING INCOME (LOSS)	(1,263,650.30)	(1,361,366.67)	97,716.37	7.2 %
***** NET INCOME (LOSS)	(1,263,650.30)	(1,361,366.67)	97,716.37	7.2 %
***** NET INCOME (LOSS)	(1,263,650.30)	(1,361,366.67)	97,716.37	7.2 %

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

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	193,697.89	184,300.00	(9,397.89)	-5.1 %
TOTAL Salaries and Payroll Taxes	193,697.89	184,300.00	(9,397.89)	-5.1 %
Employee Benefits				
Employee Benefits	50,563.77	65,840.00	15,276.23	23.2 %
TOTAL Employee Benefits	50,563.77	65,840.00	15,276.23	23.2 %
Director's Expenses				
Director's Expenses	6,528.00	8,038.33	1,510.33	18.8 %
TOTAL Director's Expenses	6,528.00	8,038.33	1,510.33	18.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	50.71	0.00	(50.71)	
TOTAL Truck and Auto Expenses	50.71	0.00	(50.71)	
General and Administrative				
General and Administrative	37,755.40	40,050.00	2,294.60	5.7 %
TOTAL General and Administrative	37,755.40	40,050.00	2,294.60	5.7 %
Office Expense				
Office Expense	15,789.26	11,700.00	(4,089.26)	-35.0 %
TOTAL Office Expense	15,789.26	11,700.00	(4,089.26)	-35.0 %
Operating Supplies				
Operating Supplies	25.08	350.00	324.92	92.8 %
TOTAL Operating Supplies	25.08	350.00	324.92	92.8 %
Contract Services				
Contract Services	35,765.20	43,535.00	7,769.80	17.8 %
TOTAL Contract Services	35,765.20	43,535.00	7,769.80	17.8 %
Repairs and Maintenance				
Repairs and Maintenance	7,205.67	7,000.00	(205.67)	-2.9 %
TOTAL Repairs and Maintenance	7,205.67	7,000.00	(205.67)	-2.9 %
Utilities				
Utilities	5,226.89	5,625.00	398.11	7.1 %

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

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	5,226.89	5,625.00	398.11	7.1 %
Travel and Meetings				
Travel and Meetings	4,758.98	4,125.00	(633.98)	-15.4 %
TOTAL Travel and Meetings	4,758.98	4,125.00	(633.98)	-15.4 %
Permits and Fees				
Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
TOTAL Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
Safety				
Safety	1,884.43	1,400.00	(484.43)	-34.6 %
TOTAL Safety	1,884.43	1,400.00	(484.43)	-34.6 %
Other Expenses				
Other Expense	12,778.56	12,800.00	21.44	0.2 %
TOTAL Other Expenses	12,778.56	12,800.00	21.44	0.2 %
TOTAL Operating Expenses	396,844.84	416,763.33	19,918.49	4.8 %
***** OPERATING INCOME (LOSS)	(396,844.84)	(416,763.33)	19,918.49	4.8 %
***** NET INCOME (LOSS)	(396,844.84)	(416,763.33)	19,918.49	4.8 %
***** NET INCOME (LOSS)	(396,844.84)	(416,763.33)	19,918.49	4.8 %

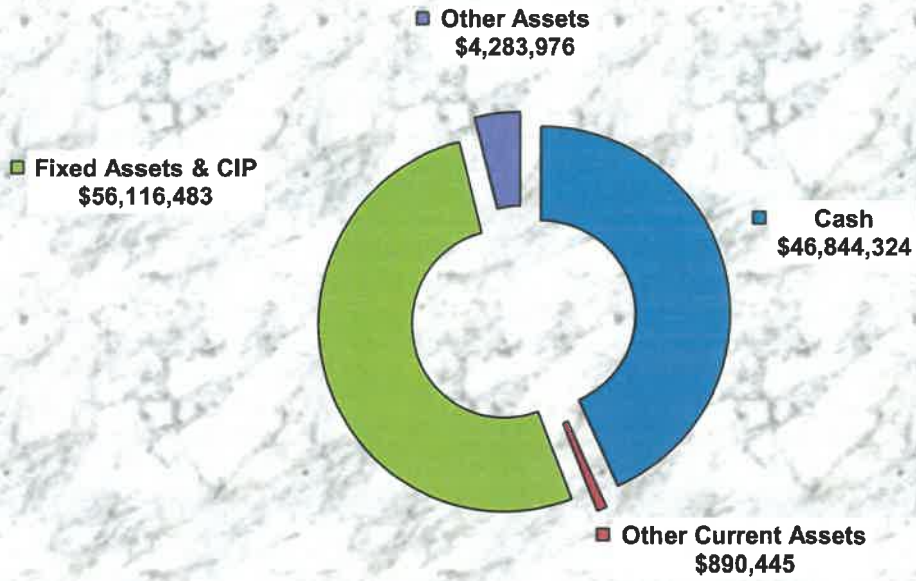
Carmel Area Wastewater District
Op. Exps. Actual to Budget-Reclamation
*Year-to-Date Variance, September 2023 - current month, Consolidated by
account, Department 8*

	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	167,710.44	178,290.00	10,579.56	5.9 %
TOTAL Salaries and Payroll Taxes	167,710.44	178,290.00	10,579.56	5.9 %
Operating Supplies				
Operating Supplies	622.23	2,250.00	1,627.77	72.3 %
TOTAL Operating Supplies	622.23	2,250.00	1,627.77	72.3 %
Contract Services				
Contract Services	341.20	0.00	(341.20)	
TOTAL Contract Services	341.20	0.00	(341.20)	
Repairs and Maintenance				
Repairs and Maintenance	78.78	1,140.00	1,061.22	93.1 %
TOTAL Repairs and Maintenance	78.78	1,140.00	1,061.22	93.1 %
Safety				
Safety	0.00	400.00	400.00	100.0 %
TOTAL Safety	0.00	400.00	400.00	100.0 %
TOTAL Operating Expenses	168,752.65	182,080.00	13,327.35	7.3 %
***** OPERATING INCOME (LOSS)	(168,752.65)	(182,080.00)	13,327.35	7.3 %
***** NET INCOME (LOSS)	(168,752.65)	(182,080.00)	13,327.35	7.3 %
***** NET INCOME (LOSS)	(168,752.65)	(182,080.00)	13,327.35	7.3 %

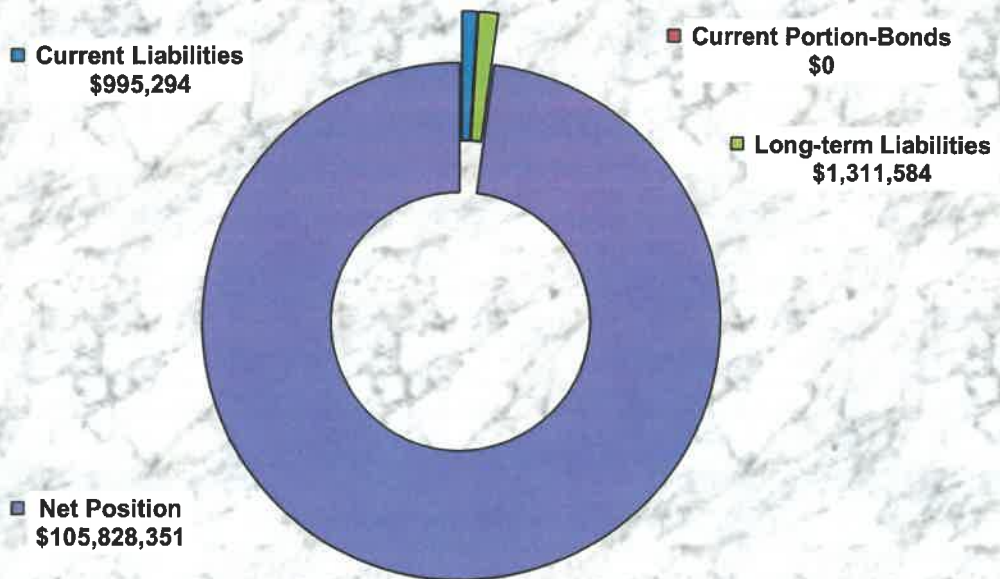
Carmel Area Wastewater District
I/S Actual to Budget-Brine Disposal
Year-to-Date Variance, September 2023 - current month, Consolidated by
account, Department 10

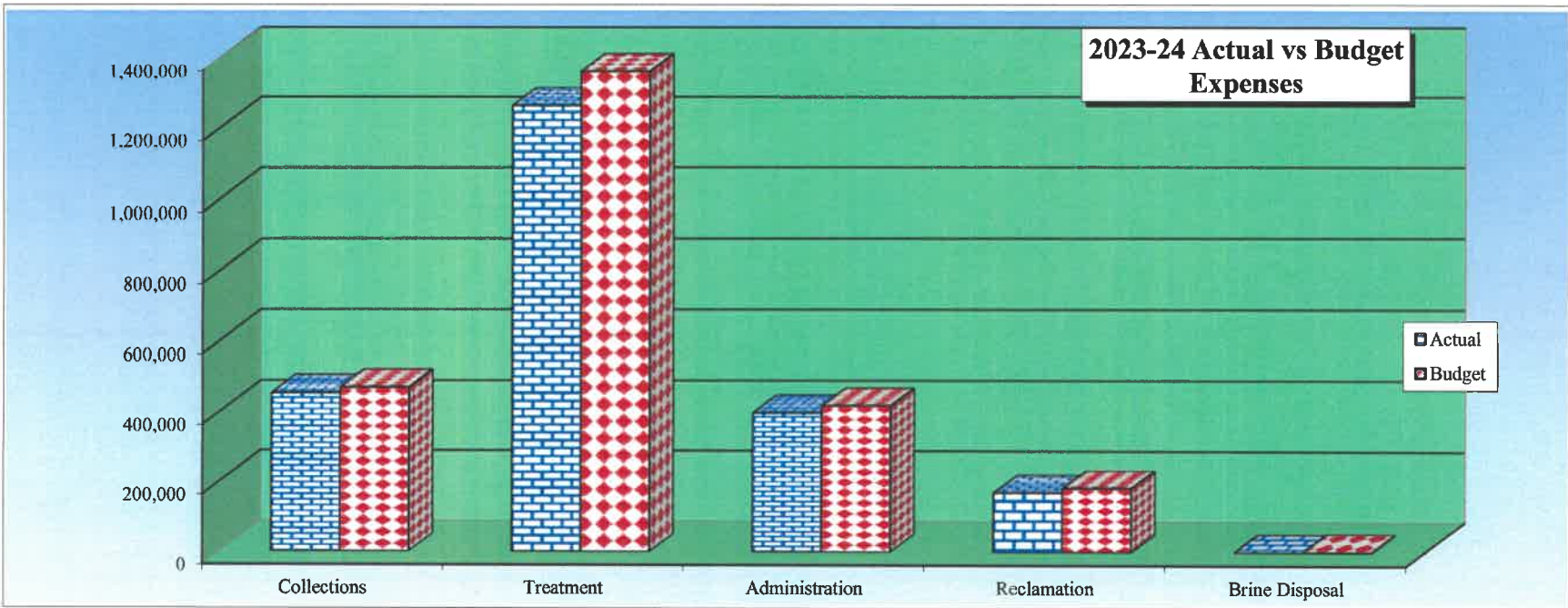
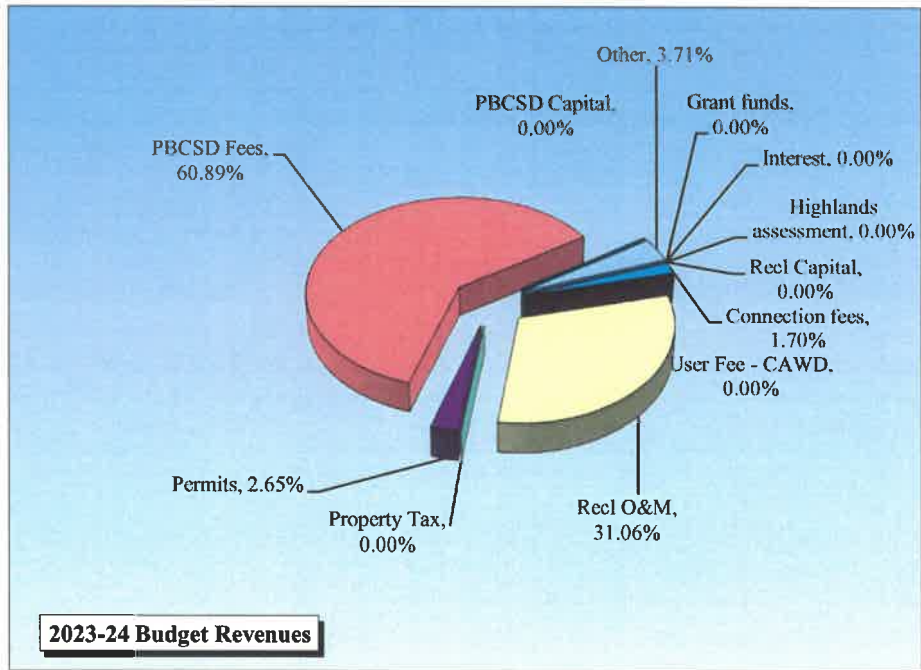
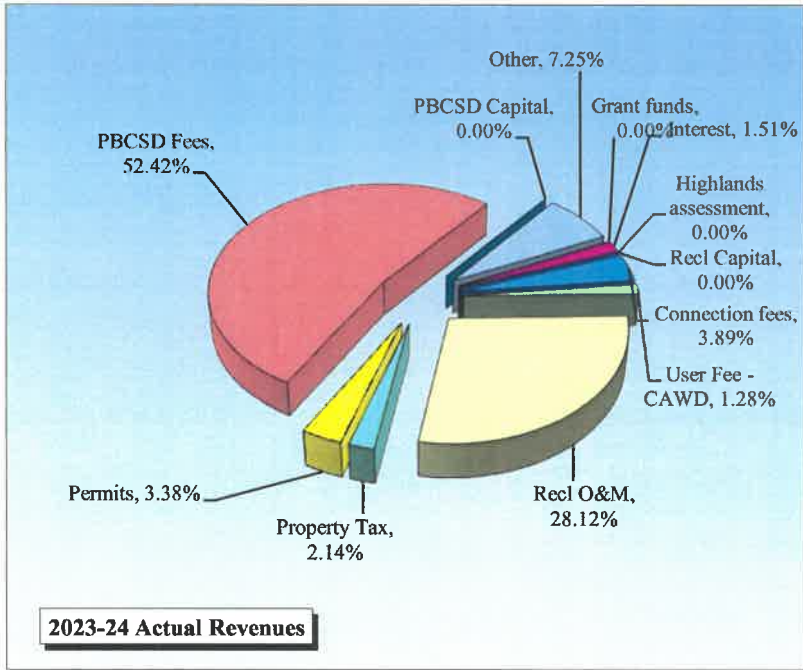
	<i>3 Months Ended September 30, 2023</i>	<i>3 Months Ended September 30, 2023 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	18,488.27	21,000.00	(2,511.73)	-12.0 %
TOTAL Income	<u>18,488.27</u>	<u>21,000.00</u>	<u>(2,511.73)</u>	-12.0 %
*****	<u>18,488.27</u>	<u>21,000.00</u>	<u>(2,511.73)</u>	-12.0 %
***** OPERATING INCOME	<u>18,488.27</u>	<u>21,000.00</u>	<u>(2,511.73)</u>	-12.0 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	0.00	520.00	520.00	100.0 %
TOTAL Salaries and Payroll Taxes	<u>0.00</u>	<u>520.00</u>	<u>520.00</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	1,000.00	1,000.00	100.0 %
TOTAL Repairs and Maintenance	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	100.0 %
TOTAL Operating Expenses	<u>0.00</u>	<u>1,520.00</u>	<u>1,520.00</u>	100.0 %
***** OPERATING INCOME (LOSS)	<u>18,488.27</u>	<u>19,480.00</u>	<u>(991.73)</u>	-5.1 %
***** NET INCOME (LOSS)	<u>18,488.27</u>	<u>19,480.00</u>	<u>(991.73)</u>	-5.1 %
***** NET INCOME (LOSS)	<u>18,488.27</u>	<u>19,480.00</u>	<u>(991.73)</u>	-5.1 %

Assets - September 30, 2023

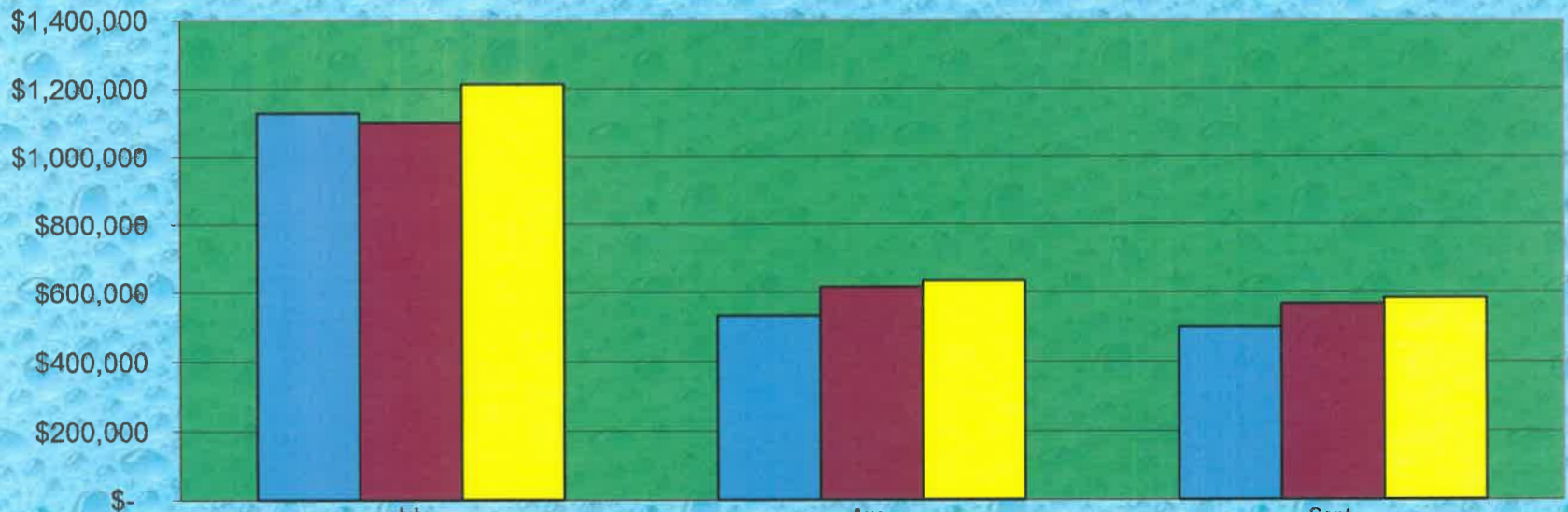


Liabilities - September 30, 2023





Operating Expenses



	July	Aug	Sept
FY 22-23	\$1,129,338	\$532,107	\$498,951
FY 23-24	\$1,099,772	\$615,987	\$566,511
CY Budget	\$1,213,035	\$634,524	\$582,961

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

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>						
Wells Cargo enclosed trailer-unbudgeted		0	11,073	11,073	0	NA
Monte Verde HT Hard Iron "N" Impeller pump-unbudgeted		0	15,270	15,270	0	NA
		0	0	0	0	NA
<u>Treatment</u>						
1 HP Motor Gearbox-unbudgeted		0	11,203	11,203	0	NA
Oil Injected Screw Compressor-Air Cooled-unbudgeted		11,548	11,548	11,548	0	NA
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	(3,849)	(7,584)	(7,584)	0	NA
<i>Total Capital Purchases 23-24</i>		7,698	41,510	41,510	0	NA

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

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	615,044	0	29,212	644,256	2,000,000	1.46%
Carmel Valley Manor Sewer- <u>unbudgeted</u>	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	334,692	19,544	30,211	364,903	4,560,760	0.66%
Bay/Scenic Pump Station Rehab	76,756	13,359	26,523	103,279	900,000	2.95%
Pescadero Creek Area Pipe Rehab	182,256	7,129	14,541	196,796	500,000	2.91%
Vactor Receiving Station	86,668	0	0	86,668	400,000	NA
Lorca Lane Sewer Repair- <u>unbudgeted</u>	81,482	3,433	3,433	84,915	0	NA
Santa Rita & Guadalupe Pipeline	46,003	7,908	27,169	73,172	3,669,330	NA
<u>Treatment</u>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<i>Total CIP Projects 23-24</i>	1,423,080	51,372	131,087	1,554,168	12,030,090	1.09%

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

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Perimeter Fence	48,856	945	945	49,801	275,000	0.34%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	7,771,132	775,199	1,273,583	9,044,715	2,441,500	52.16%
Potable Water & Gas Main Replacement (COLL 5.5%)	43,444	0	0	43,444	300,000	NA
Plant Bridge Retrofit Project- unbudgeted	968	(500)	1,886	2,854	0	NA
RECL share	(209,821)	(20,930)	(34,387)	(244,208)	(65,921)	52.16%
PBCSD share (1/3 of cost)	(2,551,526)	(251,571)	(414,009)	(2,965,535)	(983,526)	42.09%
<i>Total Long Term CIP Projects 23-24</i>	5,103,053	503,143	828,018	5,931,071	1,967,053	42.09%
Total Capital (net of RECL and PBCSD)	6,526,133	562,213	1,000,616	7,526,749	13,997,143	7.15%

Carmel Area Wastewater District
Variance Analysis
2023-24

**YTD Budget
Variance**

Collections

Salaries and Payroll Taxes	-10.10%	Salaries slightly underbudget.
Office Expense	-33.80%	Computers and equipment underbudgeted.
Memberships and Subscriptions	-16.90%	CWEA memberships unbudgeted. Small dollar amounts.

Treatment

Truck and Auto Expenses	-230.10%	Underbudgeted. Small dollar amounts.
Office Expense	-11.90%	Computers and equipment underbudgeted.
Permits and Fees	-40.00%	Toxics annual permit slightly underbudgeted. Small dollar amounts.
Safety	-9.30%	Emergency response supplies underbudgeted.

Administration

Salaries and Payroll Taxes	-5.10%	Salaries slightly underbudget.
Truck and Auto Expenses	No budget	Repair parts-small dollar amount.
Office Expense	-35.00%	Computers and equipment, furnishings and fixtures underbudgeted.
Travel and Meetings	-15.40%	Employee training underbudget-timing.
Safety	-34.60%	PPE and safety supplies underbudgeted. Small dollar amounts.

District Obligations:

- 1) 2004 Highlands Project Bond Proceeds \$3,057,165 - Balance \$205,000

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

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

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: October 26, 2023
 SUBJECT: Monthly Report – September

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in September	20
Total Fees	\$3,920.00

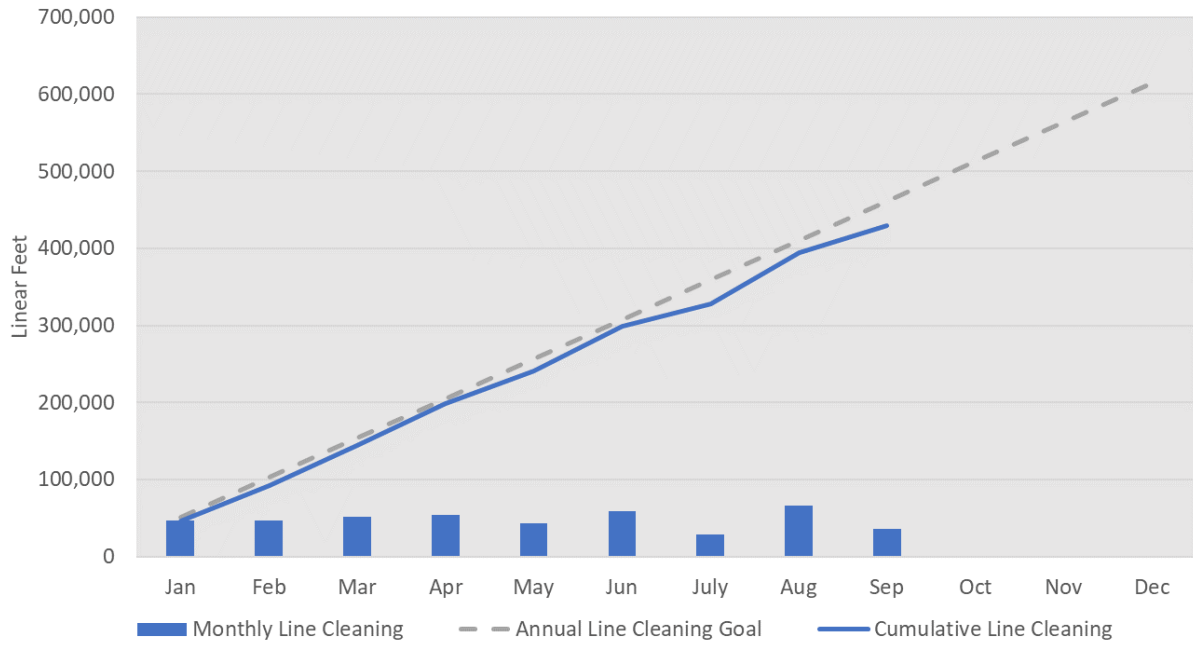
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 35,993 feet of sewer lines cleaned, there were no CCTV inspections during the month of September.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
September	35,993 ft.	9.75%	6 – 10 inches
August	65,736 ft.	15.99%	6 - 27 inches
July	28,703 ft.	6.98%	6 – 12 inches

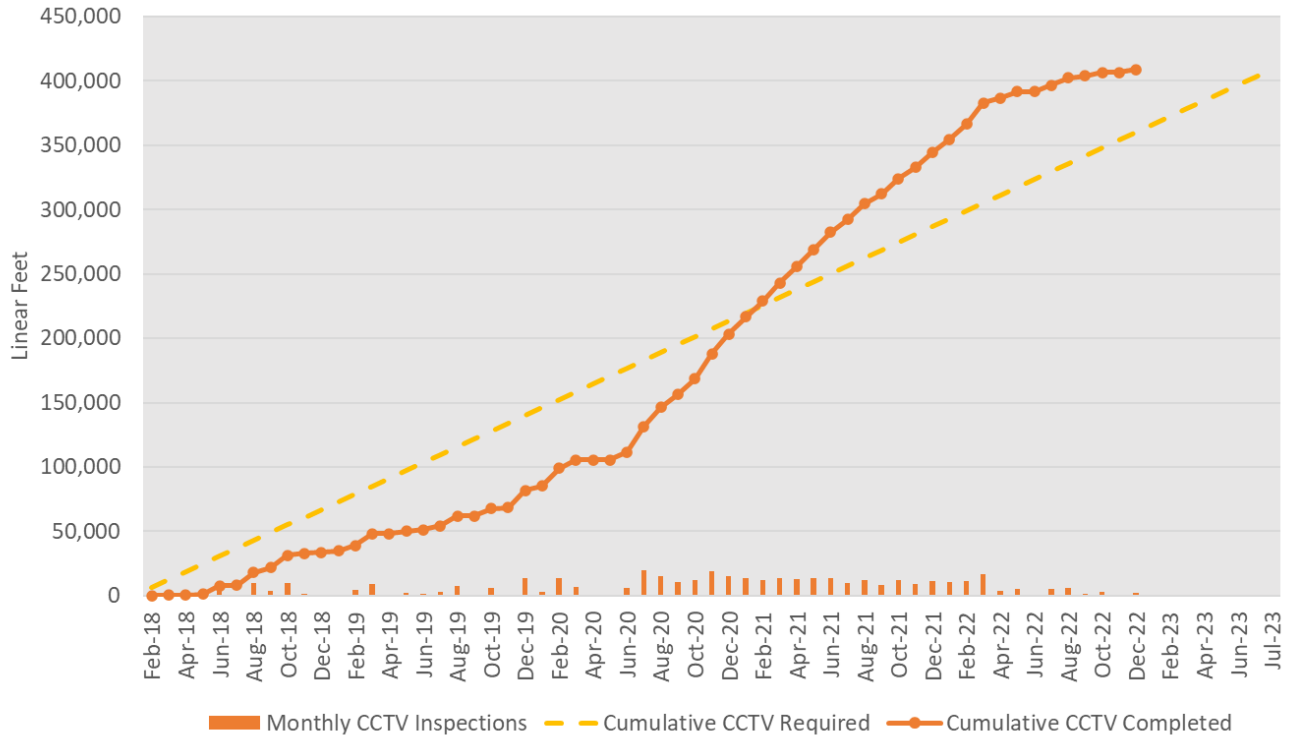
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	429,893	185,107

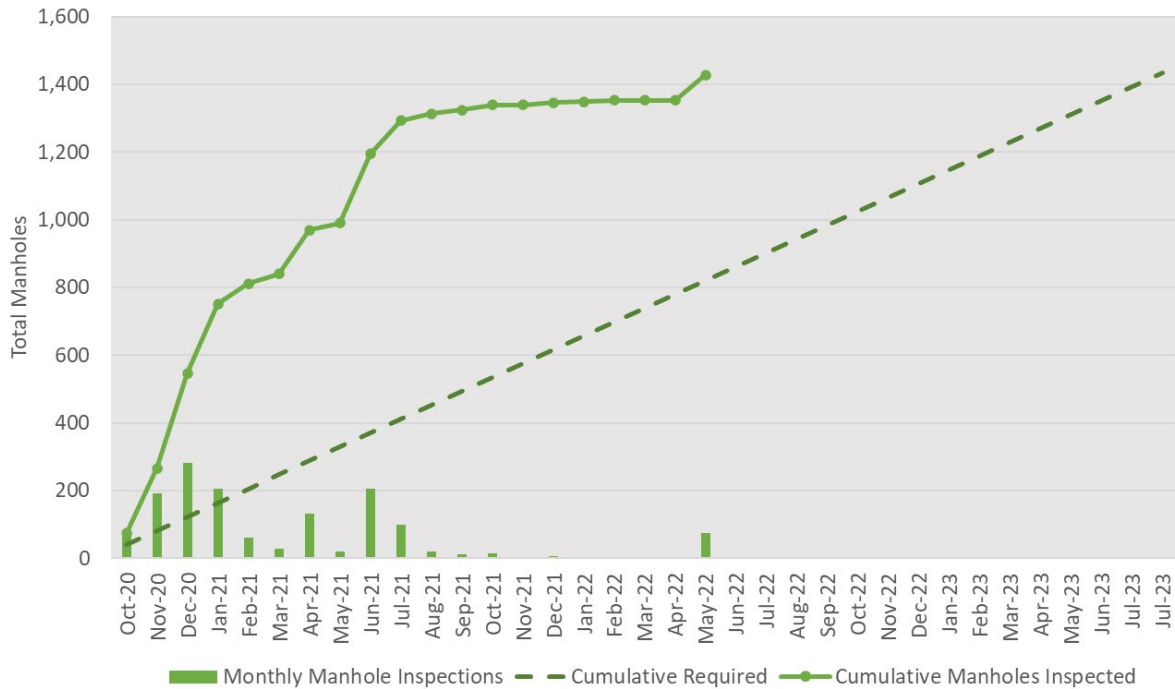
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

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

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

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

Riverwatch Update

- Staff has completed the manhole inspection part of the settlement. The Principal Engineer will use this data to schedule rehabilitation or replacement of damaged or deteriorated manholes.
- Staff has completed the CCTV inspections and the pumps station evaluations are being reviewed by the Principal Engineer. A review of this information will be included in the final Collection System Asset Management Plan.

Construction Activities

- Lorca Lane emergency sewer main replacement (project 22-07) began in late September. This project is scheduled to be completed by the end of October.

Staff Development

- Staff completed several in-person tailgate training courses.
- Staff attended safety weeks in September. All staff participated in annual training and drills in confined space, confined space rescue, Hazwoper (Hazardous Waste Operations and Emergency Response), Automated External Defibrillator, Cardiopulmonary resuscitation first aid and several internal safety policies.

General comments

- N/A

Service calls responded to by crew

Date	Time	Callout	Resolution
9/5/2023	11:58 AM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned the District's main line and found no issues. Staff informed the owner to call a plumber of their choice. See callout map.
9/15/2023	11:26 AM	Possible Sewage Leak	Called by the homeowner for a leaking water valve and they were not sure if it was sewage or water. Staff arrived on scene to find a leaking water valve in the street. Staff contacted the local water company regarding the leak. See call out map.

Date	Time	Callout	Resolution
9/15/2023	3:35 PM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned the District's main line and found no issues. Staff informed the owner to call a plumber of their choice. See callout map.
9/21/2023	11:47 AM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned the District's main line and found no issues. Staff informed the owner to call a plumber of their choice. See callout map.
9/22/2023	3:02 PM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned the District's main line and found no issues. Staff informed the owner to call a plumber of their choice. See callout map.
9/22/2023	4:58 PM	Sewer Main Failure	Staff found a break in the sewer main line while walking easements on 9/22/2023. Staff took immediate action to bypass the damaged section of the sewer. A temporary repair of the section was made within hours of the discovery of the spill. Staff were able to restore the flow by 6:33 PM. The location of the spill was in a canyon area with heavy vegetation. The canyon drained into the lower part of Hatton Canyon. Sample testing performed by the lab was positive for the presence of wastewater. In the following week after the spill, staff installed a flow meter to capture a daily average flow. The spill was estimated to be at 44,159 gallons based on the daily flow from the meter. All necessary reporting was made, and a contractor will be hired to make a long-term repair to the line segment. See attached spill map for the location of spill.

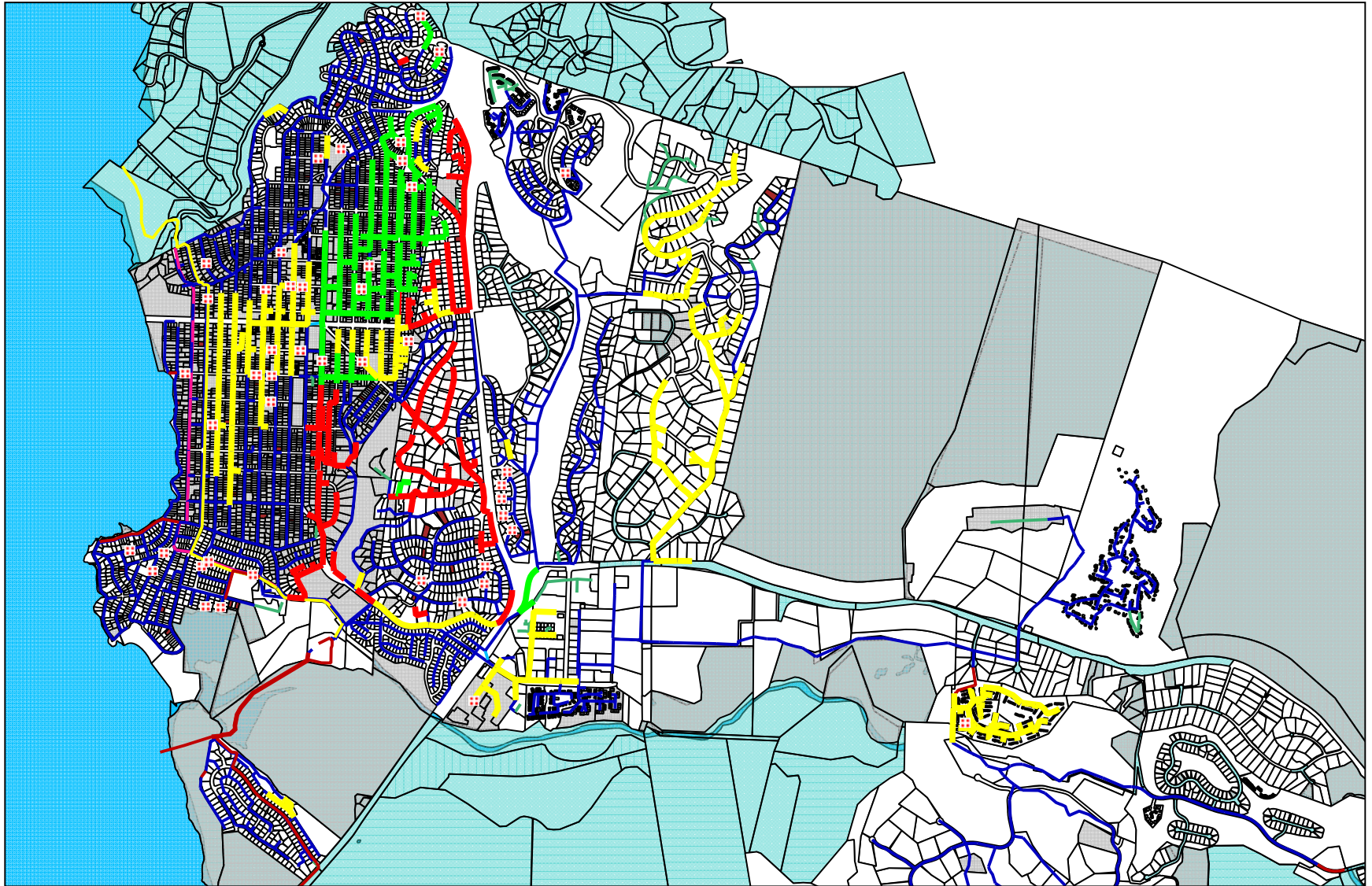
USA Location Requests – 343

Plumbing permit inspections – 21

Private Sewer Lateral Compliance Certificates Issued – 19

September (Red) 35,993 feet
August (Yellow) 65,736 feet
July (Green) 28,703 feet

Monthly Cleaning Maps

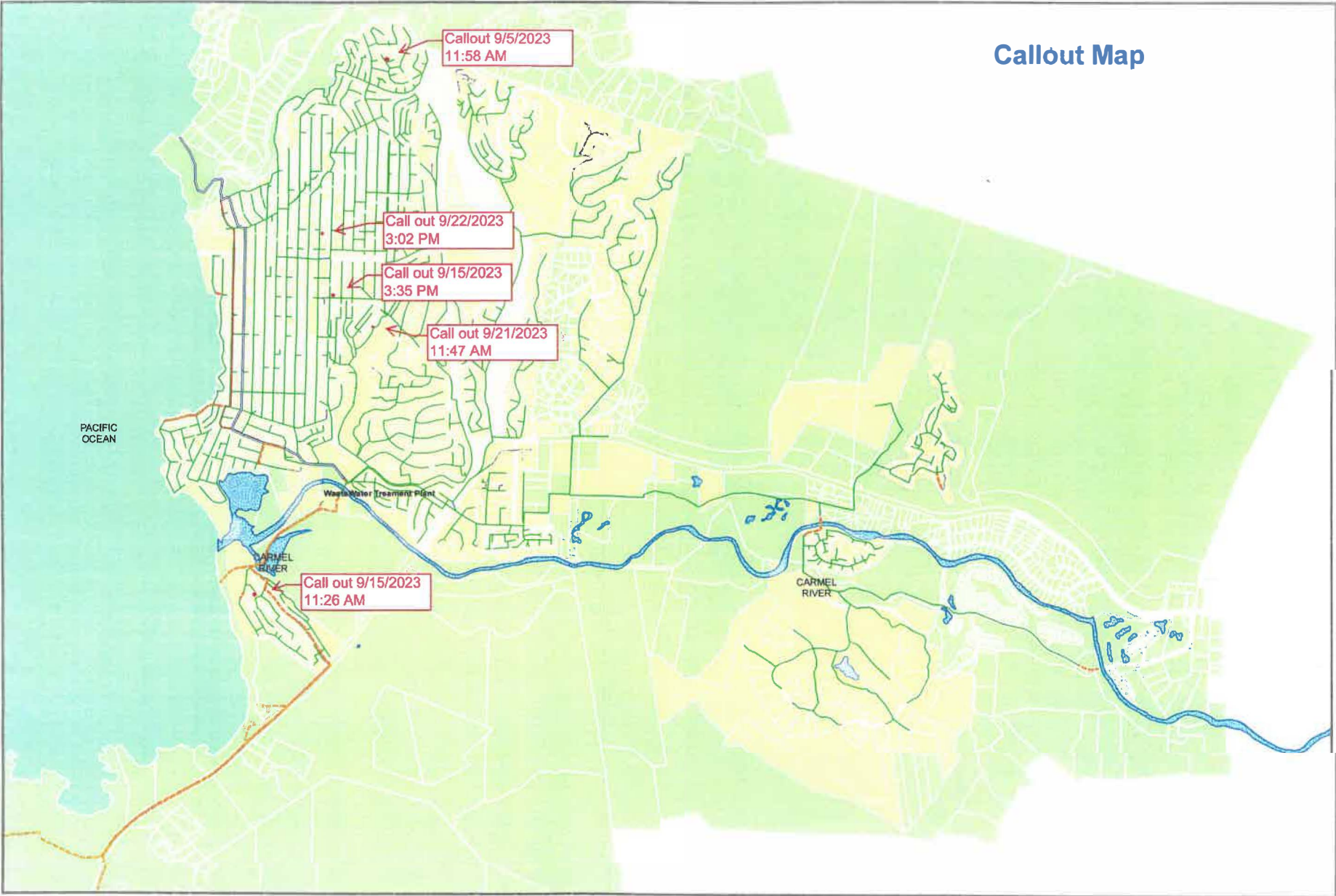


RedZone[®]
ROBOTICS

10/5/2023



Callout Map



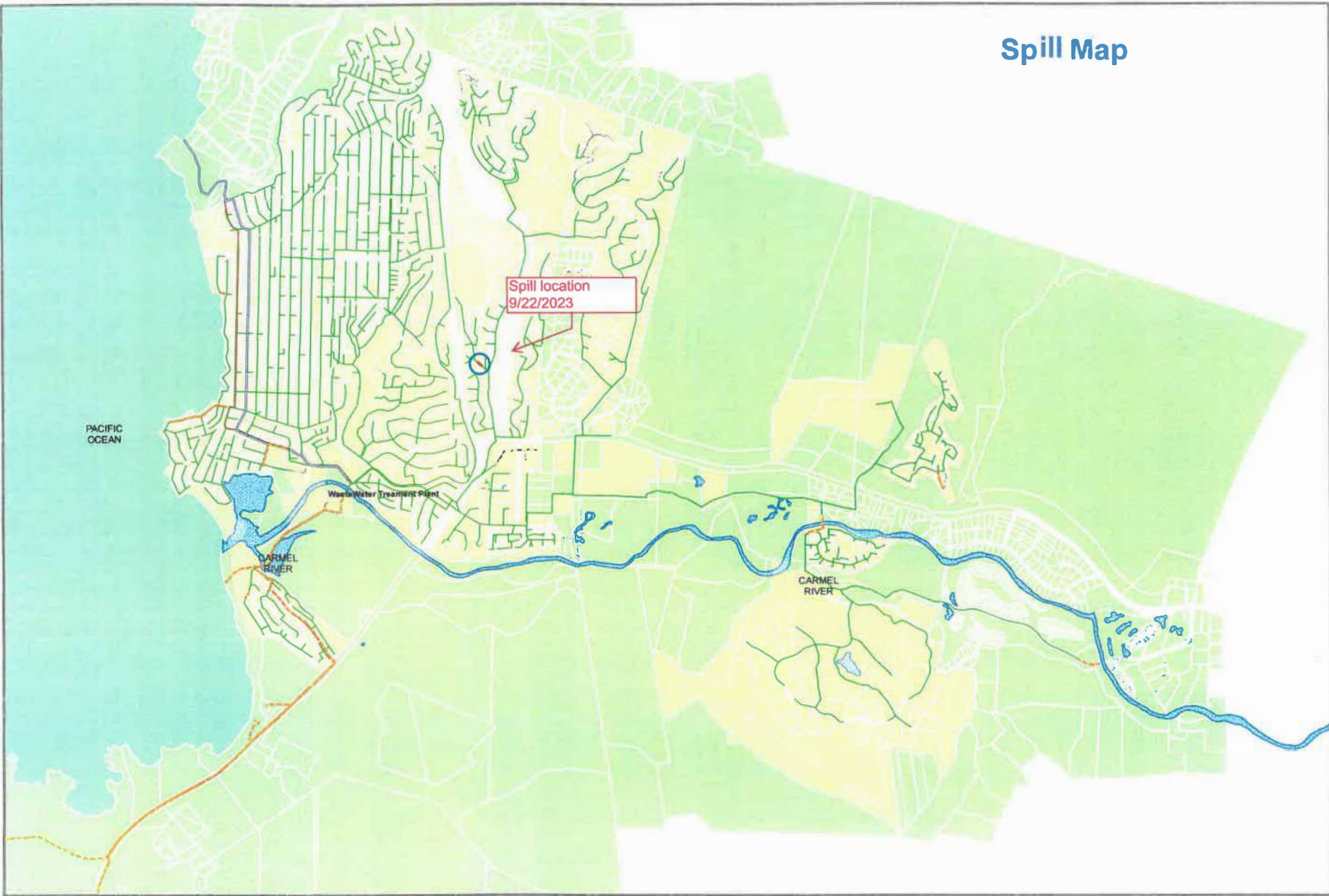
- Legend**
- Force Mains
 - Sewer Pipes
 - Gravity
 - Private
 - PBCSD
 - Force Mains
 - FM Outfall
 - OPW
 - Reclamation
 - Service Area
 - County Parcels

Carmel Area
Wastewater District
Sanitary Sewer Sys. Inven. pty



Created by
RadZone Robotics
Revised 10/2013

Spill Map



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

Carmel Area
Wastewater District
Sanitary Sewer System Inventory



Created by
RedZone Robotics
Revised 10/2013

STAFF REPORT

To: Board of Directors

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

Date: October 26, 2023

Subject: Monthly Safety Report (for September 2023)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **September 11-21. Annual Safety Weeks.** “Safety weeks” are a series of safety trainings held over a two-week period each September. Recurring trainings included hazardous waste awareness and operations; hazardous waste incident response, confined space awareness, confined space rescue, and District policies (Stormwater and Spill Prevention).
- **September 27- Hazardous Waste Training; Neutralization of Acid Waste.** S/C Admin Dias gave a live demonstration of how to properly neutralize acidic waste. Absorbent pillows and pads contaminated with sulfuric acid were being stored in a dedicated waste container and needed to be neutralized. S/C Admin Dias showed how to properly neutralize the acidic waste: identify the waste, select the proper protective equipment, select the proper decontamination gear, select the decontamination chemical, manage the heat generated from the reactions, avoid splashes and fumes, determine that the material was neutralized, and to remember to decontaminate all gear and equipment used.

Ongoing Safety Improvements

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

Improved Confined Space Entry Planning. Beginning in September and continuing for the next few months, standard operating procedures (SOPs) will be developed for the various confined spaces at the plant. In September an SOP was developed for an entry into a secondary clarifier. The goal is to have an SOP for all recurring confined space entries. Entries are infrequent and the entry team members change daily depending on who is available. This could contribute to a step or a hazard being overlooked. Having a specific SOP for each location will help the entry team walk through the planning process, have any special equipment on hand during the entry and know the specific steps if a rescue was needed.

Tours and Outreach

- **Tours.** On-site tours were on hold while several areas of the plant were being impacted by Phase II construction. The heavy construction/demolition work has been completed. Any remaining work is now taking place indoors or in areas not on the tour route. The repaving project began in late August and was completed at the end of September. A tour for fifth grade children has been scheduled for October 3.

Injuries; First Aid Incidents; Workers Compensation Claims

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

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

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: September 2023	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.238	0.774	0.688	0.887	68.896	264.72	812.02
PBCSD Flow	10.491	0.350	0.326	0.390	31.104	163.03	500.09
Total Plant Flow	33.729	1.124	1.014	1.277	100.00	427.75	1312.11
Tertiary Flow	30.048	1.002	0.878	1.195	89.087	211.55	648.94
Ocean Discharge	3.021	0.101	0.090	0.118	8.957	216.68	664.65
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	211.55MG (648.94acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.46 BG (29.02 K acre-ft.)
12 Month Rolling Total Reclamation Production	305.19 MG (936.62 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Sep'23 kWh	Price per kWh	Sep'23	Aug'23	Jul'23	Jun'23
Secondary	81,412.00	\$ 0.239	\$ 19,423.18	\$ 17,553.49	\$ 18,381.69	\$ 12,725.31
Blowers	48,904.80	\$ 0.237	\$ 11,614.11	\$ 12,505.13	\$ 13,985.79	\$ 16,133.96
CAWD Total	130,316.80		\$ 31,037.29	\$ 20,420.29	\$ 32,367.48	\$ 28,859.27
Tertiary	92,192.92	\$ 0.227	\$ 20,957.21	\$ 22,684.41	\$ 18,222.74	\$ 19,202.31
MF/RO	90,335.00	\$ 0.249	\$ 22,451.22	\$ 28,068.60	\$ 28,068.60	\$ 28,209.32
Reclaim Total	182,527.92		\$ 43,408.43	\$ 50,753.01	\$ 46,291.34	\$ 47,411.63
Adjusted Monthly Totals (1)	CAWD Total		\$ 19,056.43	Reclamation Total		\$ 55,389.29

kW-h Per Acre Foot

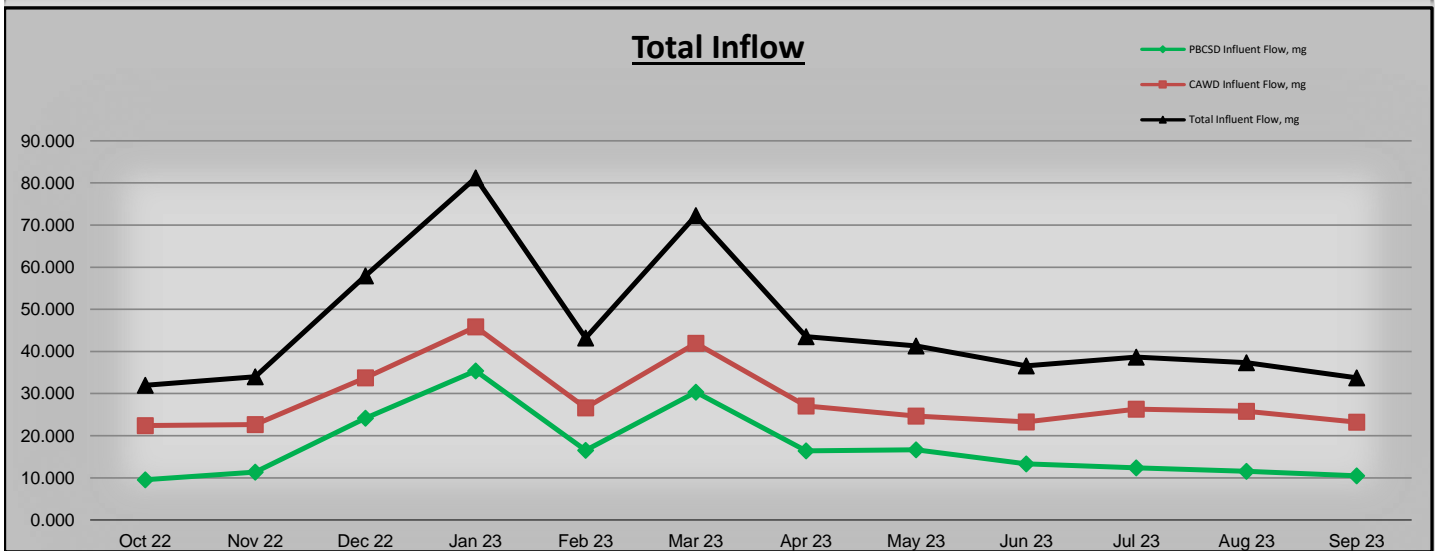
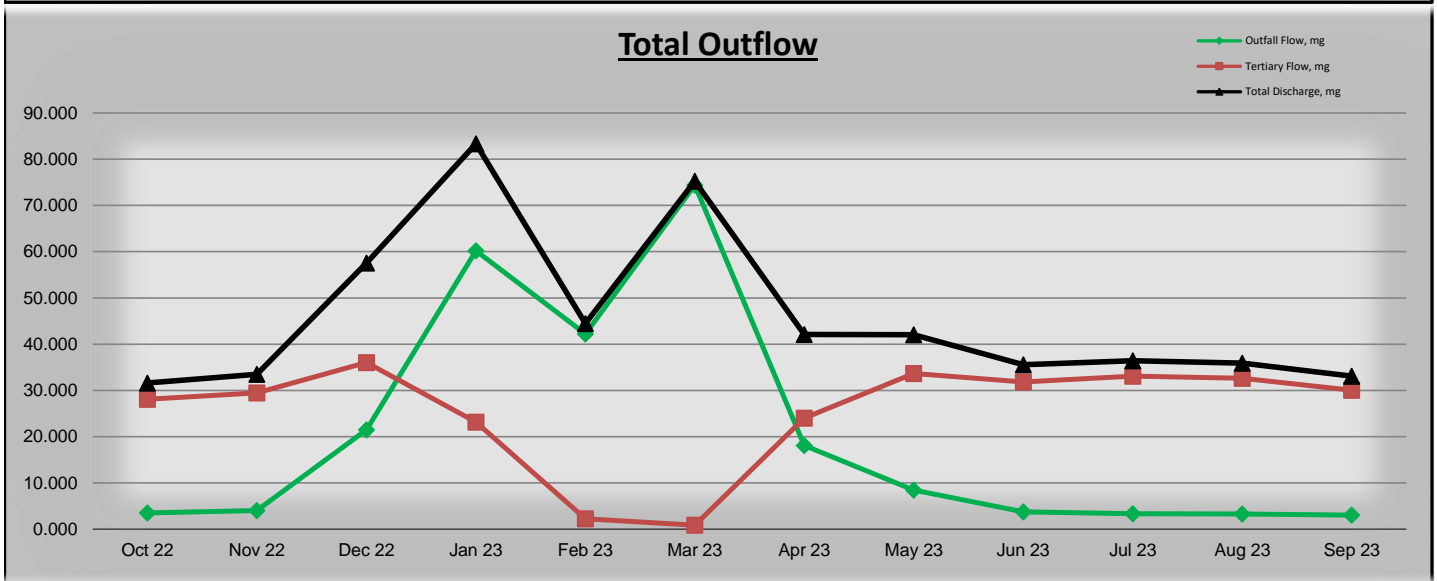
	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	1209.16	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	2142.43	N/A	N/A

MICROTURBINE SUMMARY

Month	Sep '23 kW-h (2)	July'23	July'23	June'23	Accumulated Totals
Production, kW-h	13,778	24,075	14,734	20,566	1,417,157.00

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

(2) Microturbine system off-line on 8/24 due to the compressor control faults



Wastewater Treatment Facility Operations Report

Report for: August 2023	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	25.785	0.832	0.781	0.901	69.101	241.48	740.74
PBCSD Flow	11.530	0.372	0.346	0.434	30.899	152.54	467.91
Total Plant Flow	37.315	1.204	1.127	1.335	100.00	394.02	1208.64
Tertiary Flow	32.645	1.053	0.863	1.184	87.485	181.51	556.77
Ocean Discharge	3.271	0.106	0.090	0.118	8.766	213.66	655.38
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	181.51MG (556.77acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.43 BG (28.93 K acre-ft.)
12 Month Rolling Total Reclamation Production	304.86 MG (935.61 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Aug'23 kWh	Price per kWh	Aug'23	Jul'23	Jun'23	May'23
Secondary	73,779.00	\$ 0.238	\$ 17,553.49	\$ 18,381.69	\$ 12,725.31	\$ 15,062.49
Blowers	54,573.84	\$ 0.229	\$ 12,505.13	\$ 13,985.79	\$ 16,133.96	\$ 9,997.98
CAWD Total	128,352.84		\$ 30,058.62	\$ 32,367.48	\$ 28,859.27	\$ 25,060.47
Tertiary	87,244.20	\$ 0.234	\$ 20,420.29	\$ 18,222.74	\$ 19,202.31	\$ 15,599.08
MF/RO	95,386.00	\$ 0.238	\$ 22,684.41	\$ 28,068.60	\$ 28,209.32	\$ 25,257.80
Reclaim Total	182,630.20		\$ 43,104.70	\$ 46,291.34	\$ 47,411.63	\$ 40,856.88
Adjusted Monthly Totals (1)	CAWD Total		\$ 18,449.90	Reclamation Total		\$ 54,713.42

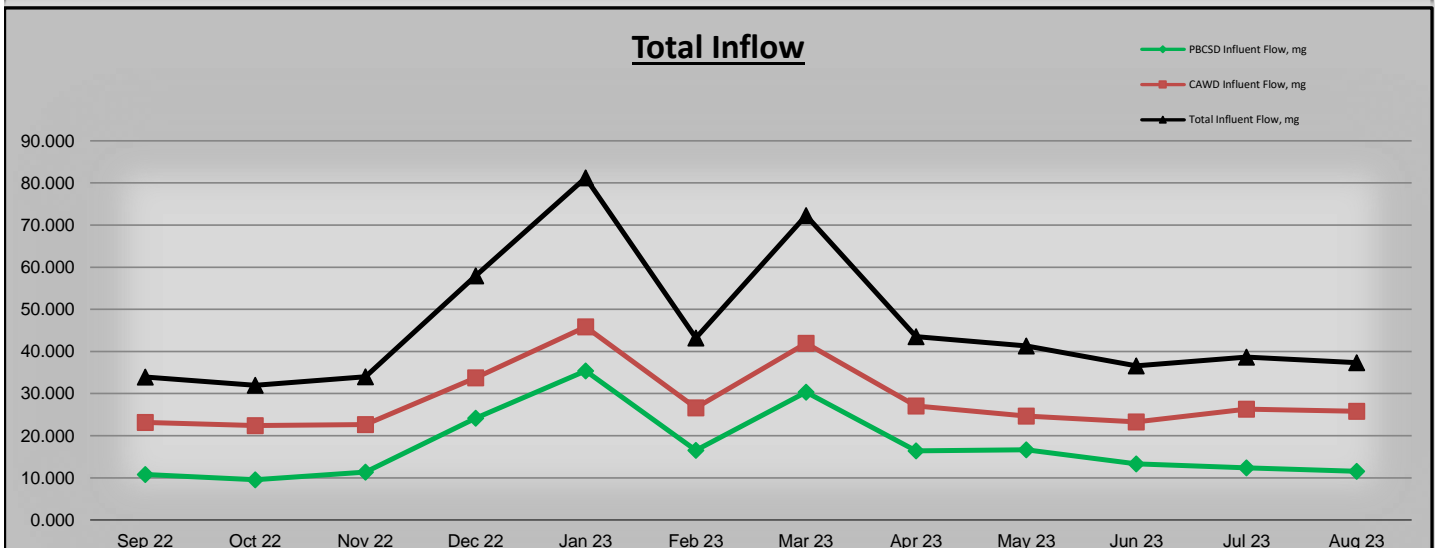
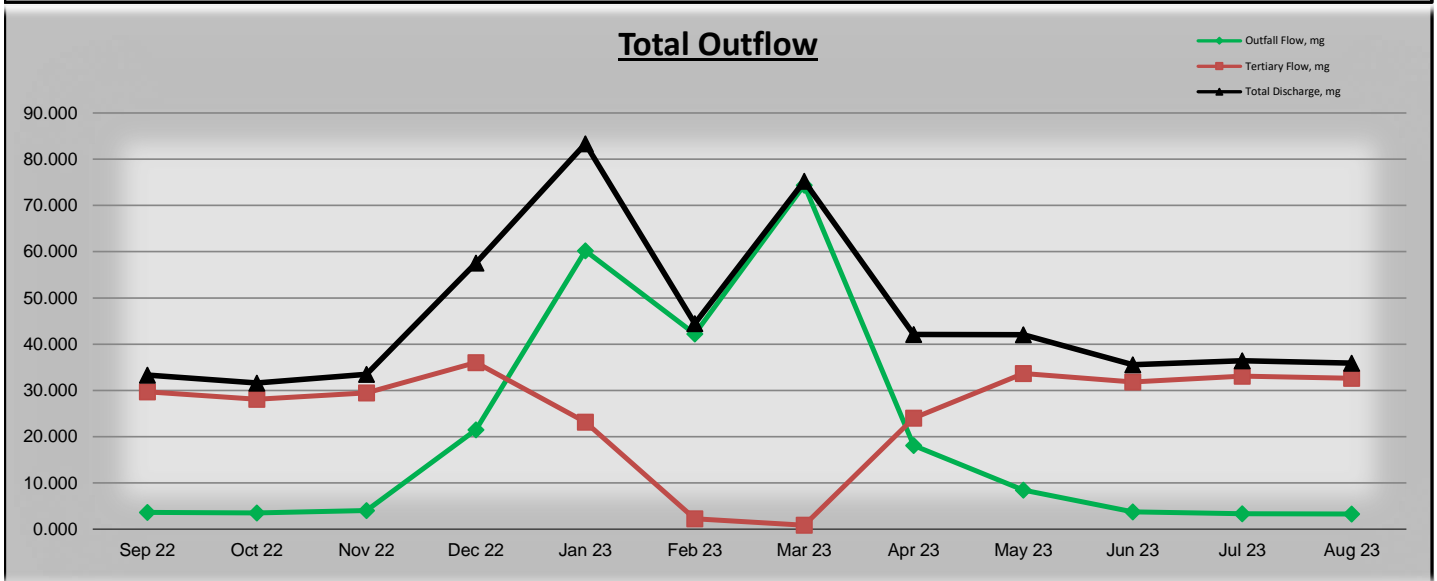
kW-h Per Acre Foot

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

MICROTURBINE SUMMARY

Month	Aug '23 kW-h	July'23	June'23	May'23	Accumulated Totals
Production, kW-h	24,075	14,734	20,566	15,683	1,403,379.00

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



Wastewater Treatment Facility Operations Report

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

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

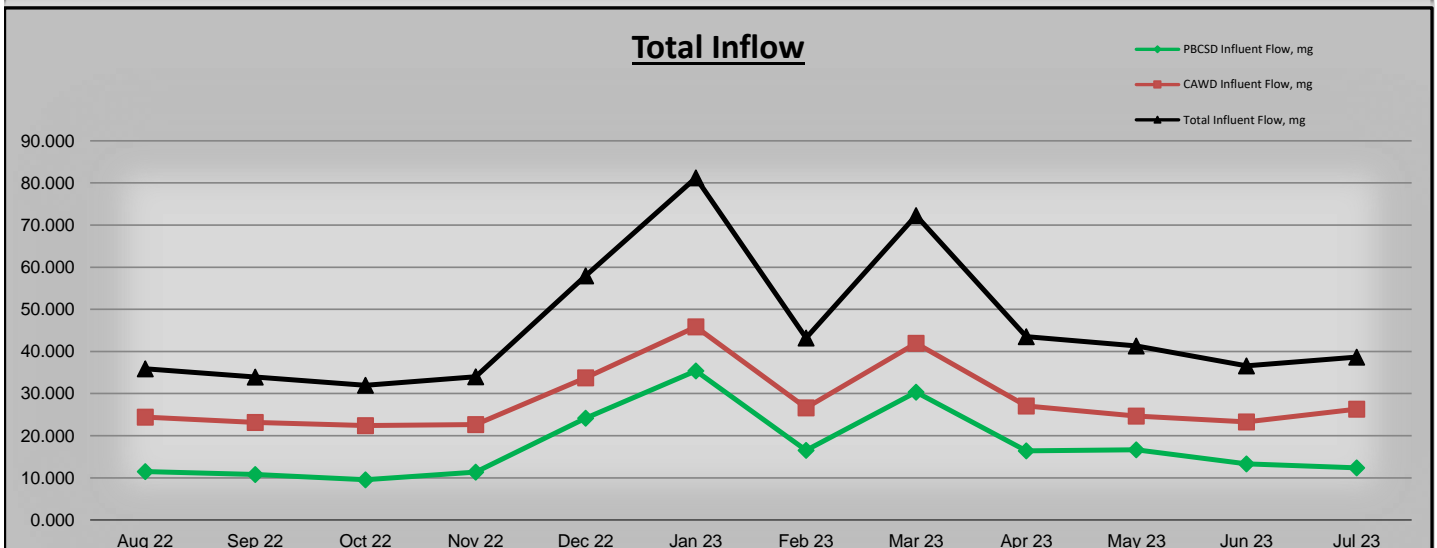
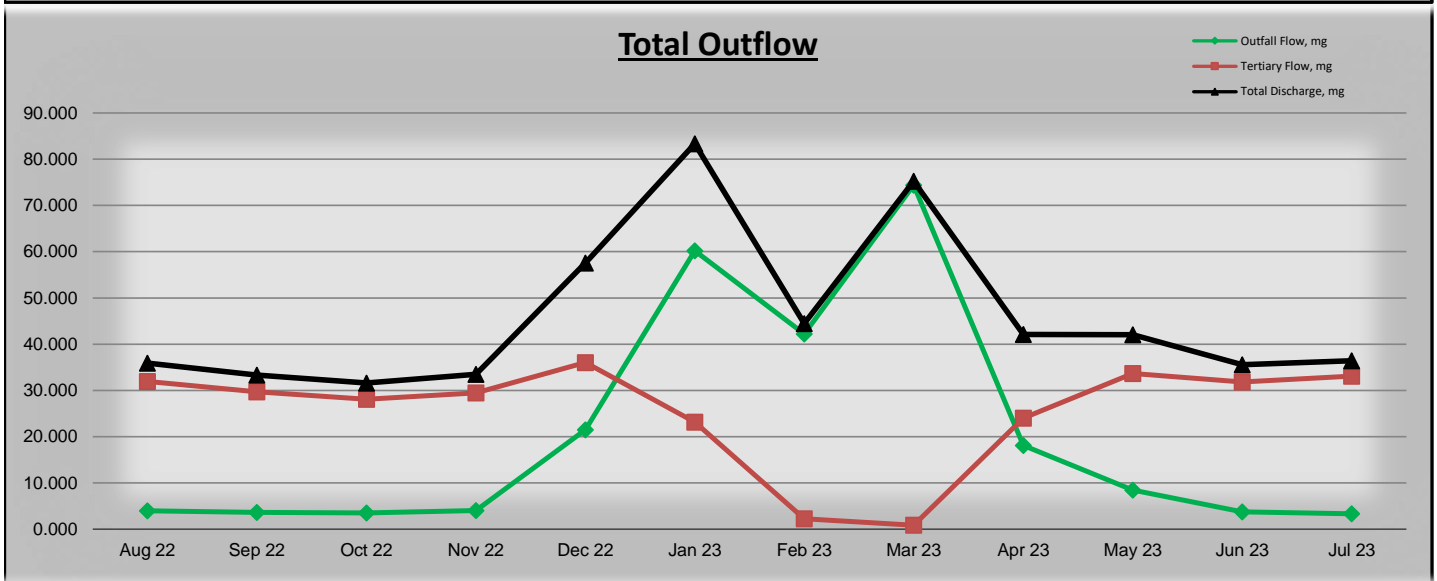
kW-h Per Acre Foot

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

MICROTURBINE SUMMARY

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

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



STAFF REPORT



To: Board of Directors
From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor
Date: October 26, 2023
Subject: Monthly Report – September 2023

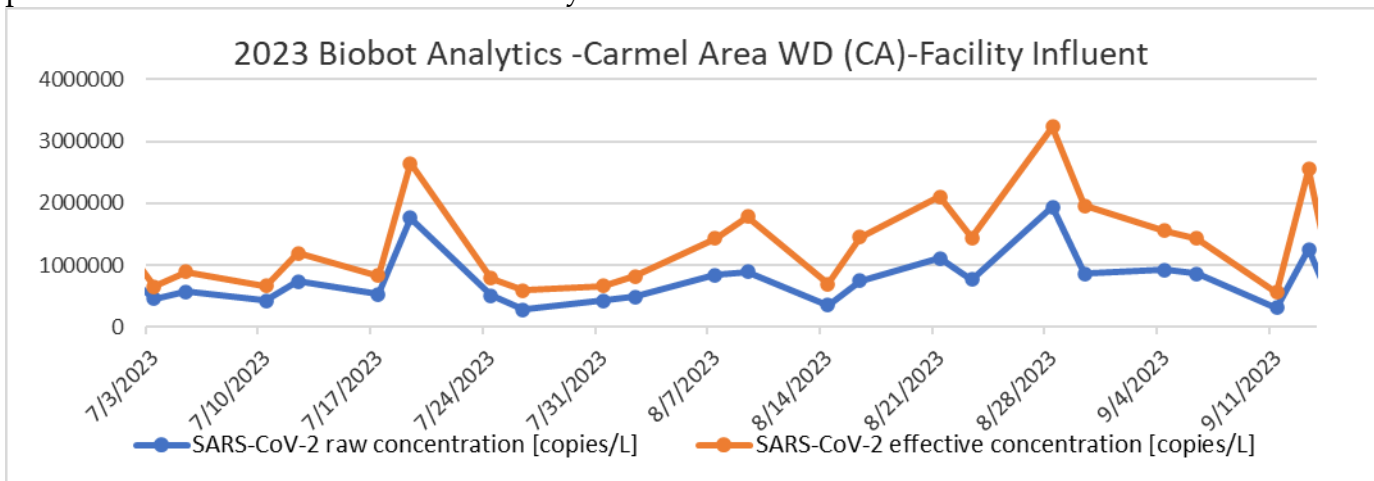
RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for Carmel Area Wastewater District (CAWD) composite samples of the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the CAWD website: [Biobot Analytics Weekly Reports on SARS-CoV-2](#).
- The CDC National Wastewater Surveillance Program has ended the contract for COVID-19 analysis with Biobot Analytic Laboratory on September 15, 2023, and CDC is in the process to find a new contract laboratory.

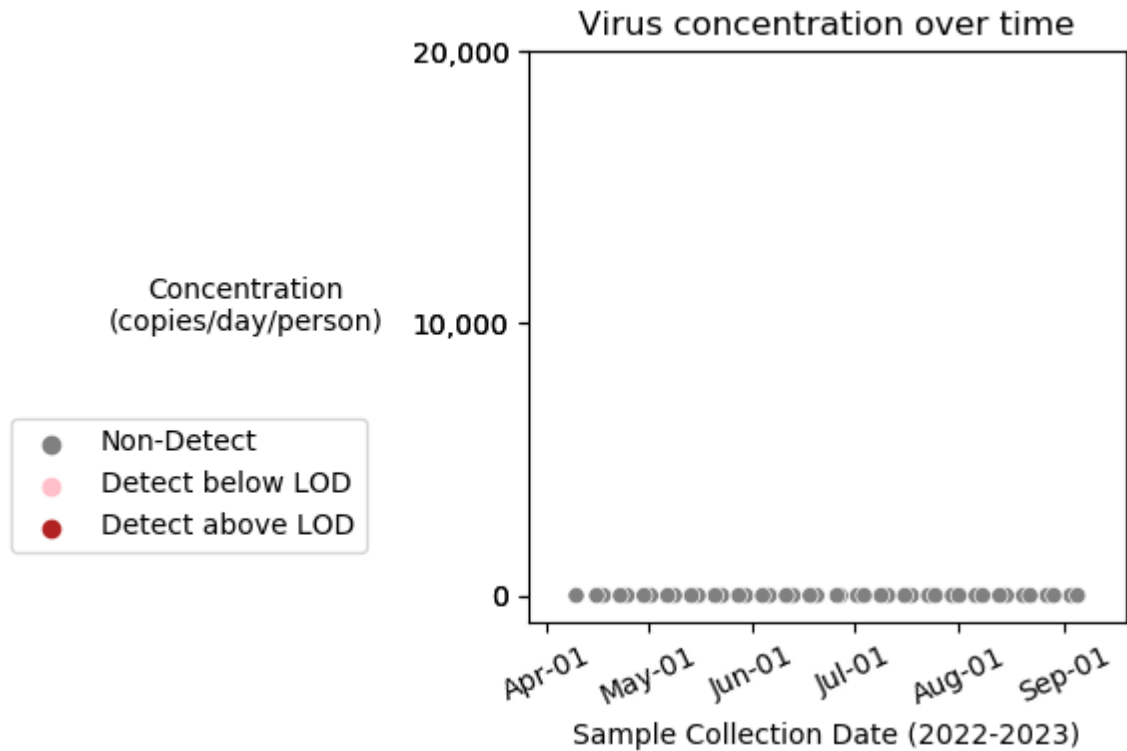


- Laboratory staff participated in annual CAWD safety training from September 10 through September 22.
- On September 23 and 26 the Collections staff relinquished two sets of samples from a sanitary sewer overflow for analysis. The second set of samples included upstream and downstream from the original sewer overflow location.

Samples were analyzed according to CAWD's Spill Emergency Response Plan protocol. The sample results were reported to the Collections Superintendent to be included in CAWD's spill report.

- (Project #18-01) On September 28, the laboratory building was connected to CAWD's main motor control center. The laboratory will no longer need to rely on portable generators during power outages.

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



- Monkey Pox data results for September 3rd and September 9th, 2023, were "not detected" and below the limit of detection" (LOD). The Monkey Pox sampling and analysis is on hold until the Center for Disease Control (CDC) has a new contract.

ENVIRONMENTAL COMPLIANCE REPORT

- There were limited source control inspections during the month of September due to two weeks of safety training and the absence of one Laboratory Analyst/Environmental Inspector, who is on leave until February 2024.

Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
No Inspections			

Grocery Store/Delicatessen Inspections

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
NA			

Compliance Register

% Compliance	Maintenance	Mechanical
July 2023	98%	100%
August 2023	100%	100%
September 2023	NA	NA

FUNDING

N/A-Informational item only

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

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



Treatment Plant Capital Project Summaries



Photo: New Sludge Tank Under Construction

Project Number:	18-01	
Project Name:	Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	In Construction	
Project Description:	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$9,137,431	\$9,044,715
Financial:	FY Budget:	FY Spent:
	\$4,820,750	\$1,273,583
Reclamation Share:	Estimated at 2.7% of project cost.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Equipment Supply Chains	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY2021/2022 into FY2022/2023 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

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

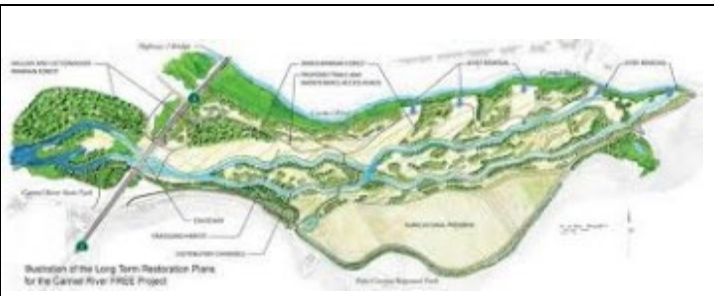


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

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



Photo: Existing air diffuser system

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



Photo: Existing Dilapidated Fence

Project Number:	19-18
Project Name:	Perimeter Fencing
Project Location:	Wastewater Treatment Plant (WWTP)
Project Manager:	Treanor
Status:	Design/CEQA
Project Description:	Install a new fence around the perimeter of the WWTP.
Department:	Treatment
Financial:	Cumulative Budget: \$275,000
	Cumulative Spent: \$49,801
	FY Budget: \$275,000
	FY Spent: \$945
Reclamation Share:	N/A
Other Entities:	N/A
Permits Required:	California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), Coastal Developmental Permit (CDP) Notification
Challenges:	Environmental Mitigations
Schedule:	<ul style="list-style-type: none"> Design in FY2022-2023 Construction in FY2023-2024
Consultants:	Kennedy Jenks
Contractor:	TBD



Photo: Gas Meter on North Side of River

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



Photo: Conceptual Rendering of Public Use and Bridge

Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Funding Strategy	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget: \$550	Cumulative Spent: \$3,354
	FY Budget: \$0	FY Spent: \$2,386
**No budget. Funding potential via Carmel River settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining Funding and Community Support	
Schedule:	Currently working on video and marketing outreach effort	
Consultants:	TBD	
Contractor:	TBD	



Photo: CAWD Vactor Truck

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

Reclamation Capital Project Summaries



Photo: Existing totes used for Sulfuric Acid storage and Feed

Project Number:	18-26	
Project Name:	Sulfuric Acid & Citric Acid Storage & Feed Systems Project	
Project Location:	Reclamation – Microfiltration (MF)/Reverse Osmosis (RO)	
Project Manager:	Treanor	
Status:	Completed	
Project Description:	Code compliance upgrades for existing acid chemical storage and feed system used by Reclamation for enhancing RO recovery. Project includes code compliant secondary containment and separation of dissimilar chemicals.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$455,923	\$386,209
Reclamation Share:	FY Budget:	FY Spent:
	\$334,000	\$260,741
Other Entities:	100%	
Permits Required:	Reclamation Project	
Challenges:	Coastal Commission Notification	
Schedule:	Hazardous Chemical Safety	
Consultants:	Anticipated Completion mid 2023	
Contractor:	Trussell Technologies, Inc	
	Monterey Peninsula Engineering	

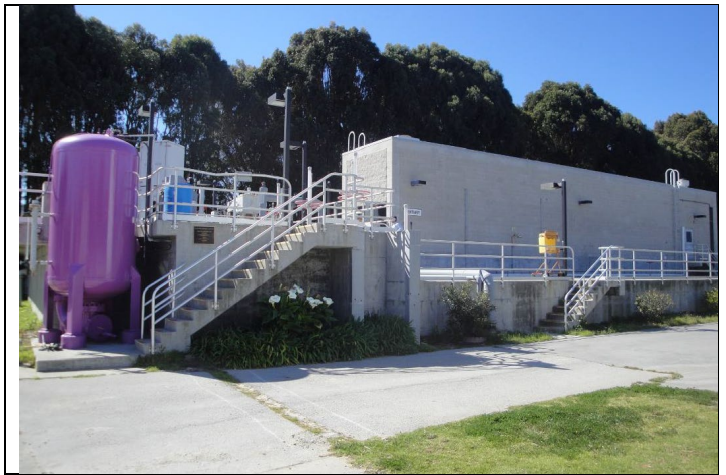


Photo: Exterior of Tertiary Building

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

Collections Capital Project Summaries



Photo: View gravity pipe in Carmel easement

Project Number:	19-03	
Project Name:	Carmel Meadows Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Buikema	
Status:	3 rd Party Review	
Project Description:	The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$2,471,949	\$644,256
Financial:	FY Budget:	FY Spent:
	\$2,000,000	\$29,212
Permits Required:	Coastal Permit and Environmental Review	
Challenges:	Redirecting the sewer to the pump station without requiring ejector pumps for all individual houses.	
Schedule:	Design and Environmental Review completed 6/28/22. Construction on hold for permitting.	
Consultants:	SRT Consultants, WRA Environmental, TBC Communications, Carollo/Harris & Assoc	
Contractor:	TBD	



Photo: Looking at Pump Station Exterior

Project Number:	20-07	
Project Name:	Bay/Scenic Pump Station Rehabilitation	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design / CEQA	
Project Description:	Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$680,892	\$103,279
Financial:	FY Budget:	FY Spent:
	\$650,000	\$26,523
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	Exemptions from CEQA and Coastal dependent on panel location requirements.	
Challenges:	Traffic Control, Panel Location away from bluff	
Schedule:	Construct 2023/2024 Fiscal Year	
Consultants:	SRT Consultant	
Contractor:	Pending	



Photo: Pipe Bursting Limits on Scenic

Project Number:		20-08	
Project Name:		Scenic Rd Pipe Bursting - Ocean to Bay	
Project Location:		Collection System	
Project Manager:		Lather	
Status:		In Design / CEQA	
Project Description:		Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.	
Department:		Collections	
Financial:		Cumulative Budget:	Cumulative Spent:
		\$3,731,786	\$364,903
Reclamation Share:		FY Budget:	FY Spent:
		\$3,500,000	\$30,211
Other Entities:		Carmel-by-the-Sea, Coastal Commission	
Permits Required:		CEQA & Coastal Commission permit required.	
Challenges:		Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.	
Schedule:		CEQA complete 2/1/2024, Construction Fall 2024	
Consultants:		MNS, Rincon, TBC Communications	
Contractor:		Pending	

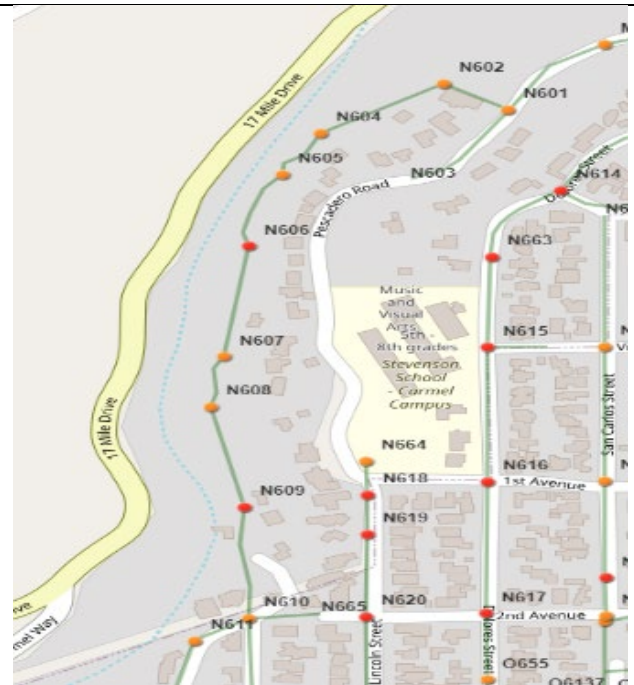


Photo: Sewer Line at Pescadero Creek

Project Number:		21-05	
Project Name:		Pescadero Sewer Relocation	
Project Location:		Collection System	
Project Manager:		Lather	
Status:		In Design / CEQA	
Project Description:		Relocate damaged pipe from creek slope to roadway	
Department:		Collections	
Financial:		Cumulative Budget:	Cumulative Spent:
		\$1,689,236	\$196,796
Reclamation Share:		FY Budget:	FY Spent:
		\$100,000	\$14,541
Other Entities:		N/A	
Permits Required:		Environmental Review	
Challenges:		Narrow road, depth of manhole, houses to be placed on ejector pumps	
Schedule:		Start design, public outreach, & Environmental in Winter 2023.	
Consultants:		MNS, Denise Duffy, TBC Communications & Media	
Contractor:		TBD	

Photo: LT Capital Schedule

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

Lorca Lane Sewer Replacement



Project Number:	22-07	
Project Name:	Lorca Lane Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Construction	
Project Description:	Relocate 300' of 6" line and installation of a manhole at Lorca Lane and Del Monte Street.	
Department:	Collections	
Financial:	Cumulative Budget: \$175,000	Cumulative Spent: \$84,915
	FY Budget: \$153,500	FY Spent: \$3,433
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	None	
Challenges:	Weather and high groundwater table	
Schedule:	Construction to commence in September 2023	
Consultants:	Monterey Bay Engineering	
Contractor:	Monterey Peninsula Engineering	

Santa Rita & Guadalupe #23-01



Project Number:	23-01	
Project Name:	Santa Rita & Guadalupe	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Design	
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
Financial:	Cumulative Budget: \$3,869,330	Cumulative Spent: \$73,172
	FY Budget: \$171,464	FY Spent: \$27,169
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea,	
Permits Required:	None	
Challenges:	Traffic Controls	
Schedule:	Construct Spring 2024. Preliminary Plans Complete.	
Consultants:	MNS Engineers	
Contractor:	TBD	

Collections Non-Capital Project Summaries



Photo: River Watch logo

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

Pipeline Spot Repair 2023-02



Project Number:	23-02	
Project Name:	Pipeline Spot Repair 2023	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	Completed -Notice of Completion approved in the August Board meeting. County Conformed notice received 9-5-2023.	
Project Description:	Bid award in April 2023	
Department:	Collections	
Financial: Note that only \$10,900 met our capitalization threshold. All other dollar amounts were expensed	Cumulative Budget:	Cumulative Spent:
	\$130,570	\$127,653
Financial:	FY Budget:	FY Spent:
	\$118,700	\$127,653
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea,	
Permits Required:	None	
Challenges:		
Schedule:	Construct 2023	
Consultants:		
Contractor:	Rooter King	

Assessment Districts/Annexations

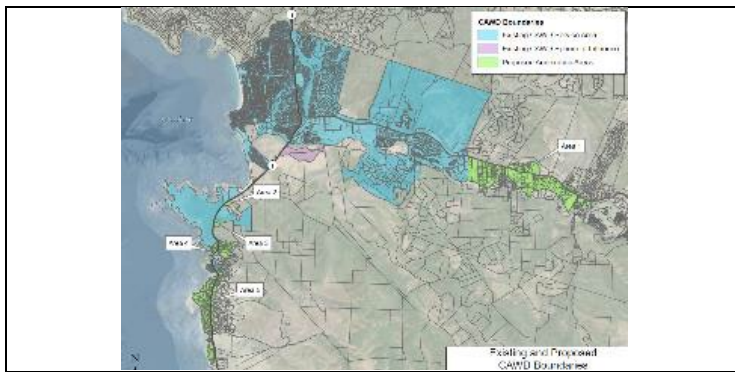


Photo: Areas of Potential Annexation

	approved by Board of Supervisors on August 22, 2023.
Consultant:	Denise Duffy & Associates and Monterey Bay Engineers

Project Number:	18-21	
Project Name:	Corona Road Sewer Assessment District	
Project Location:	Corona Road Neighborhood	
Project Manager:	Lather	
Status:	<p>In design phase by Assessment Engineer. Ongoing organizing efforts for Special Assessment District.</p> <p>The revised boundary map was approved by Board of Supervisors on August 22, 2023. The Board of Supervisor in October approved an amendment on October 3, 2023. The next step is send out the assessment notice and ballots for formation of Assessment District.</p>	
Project Description:	<p>The project will provide sewer facilities to the Corona Road neighborhood and parcels on the west side of Highway 1, across from Corona Road. #18-21 Corona Road (Deferred Revenue**)</p>	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent: \$64,848.24
	FY Budget:	FY Spent: \$64,848.24
<p>** No Budget included for project because the initial costs were funded by Corona Road residents. District has agreed to fund a portion of environmental work \$56,200 (Res #2022-62). Resolution 2023-57 amended Resolution 2023-26 clarifies reimbursement of District funds will be reimbursed by the assessment bond.</p>		
Permits Required:	Coastal Permit, CalTrans Encroachment permit, Environmental Review	
Challenges:	<p>Assessment District process/approval and obtaining easements for pump station. Funds from homeowners in the amount of \$67K have been received by CAWD.</p>	
Schedule:	<p>Assessment District (AD) proceedings pending approval of Septic to Sewer Grant & Loan Funding. Estimate start AD process in June 2023. The boundary map was</p>	

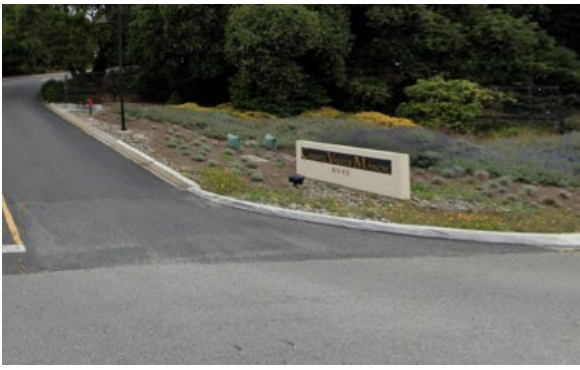


Photo: Entrance to Carmel Valley Manor

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

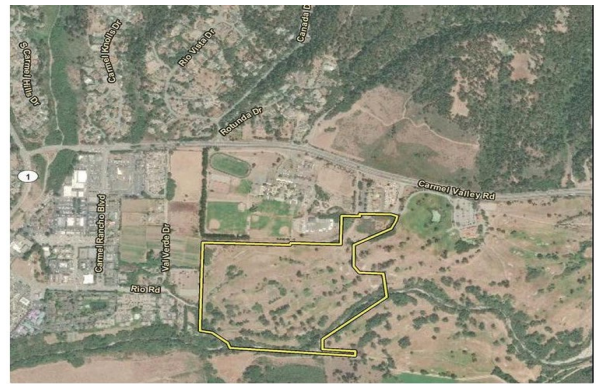


Photo: Location of Rancho Cañada Village Subdivision

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

Other Non-Capital Project Summaries



ADP Workforce Now

Photo: ADP Clip Art

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



Photo: Real Estate Clip Art

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



Photo: Cyber Security Clip Art

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



Photo: Six Sigma Clip Art

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



Photo: California coastline

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

STAFF REPORT



To: Board of Directors

From: Ed Waggoner, Operations Superintendent

Date: October 26, 2023

Subject: Monthly Operations Reports – September 2023

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of September.
- (Project #18-01) Startup and testing of electrical equipment on the effluent pump station and the chlorine disinfection building.
- (Project #18-01) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA). Operations staff continues working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.
- The Enersponse Demand Reduction event occurred on September 27 from 6:00 pm till 8:00 pm.

Reclamation:

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

Training:

- Staff participated in scheduled tailgate safety meetings in the Digester building conference room.
- The Operations and Laboratory staff participated in the annual two-week safety training from September 11 through the 22 at the treatment facility.
- The Operations Superintendent participated in the Monterey Bay Water Works Association annual training and vendor show at Castroville Community Center on the afternoon of September 14.

Capital Improvement:

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

Meetings Attended

- September 1, the Operations Superintendent, Maintenance Superintendent, and the District Engineer participated in the annual Water Awareness Committee's Water Showcase at the Monterey County Fair. With a public information booth showcasing Carmel Area Wastewater District.
- September 12, Operations Superintendent attended a Zoom meeting with the Monterey Bay Water Works Association for upcoming training events.
- September 14, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County.
- (Project #18-01) Weekly Teams meeting on the construction progress of the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

Discharge Permit Violations

- There were no violations of Reclamation Permit 93-72 for the month of August 2023.
- There was 1 violation of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of August 2023. These violations occur in Section III, A.1.a of Effluent Limitations and Discharge Specifications. See attached letter to Central Coast Regional Board for details of the violations.

FUNDING

N/A-Informational item only



District Carmel Area Wastewater

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

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

Board of Directors
Gregory D'Ambrosio
Michael K. Rachel
Robert Siegfried
Kevan Urquhart
Ken White

Peter VonLangen and Kristina Olmos,

July Permit Violation(s):

The NPDES order No. R3-2014-0012 (B) Effluent Limitations- Discharge 001, Table 4 states, 1. "Total Suspended Solids (TSS) Maximum Daily of 90 mg/L" 2. "Total Suspended Solids (TSS) Average Weekly of 45 mg/L, and "Total Suspended Solids (TSS) Average Monthly of 30 mg/L for Carmel Area Wastewater District (CAWD).

CAWD experienced one total violation for the month of August 2023.

1. One exceedance of the Maximum Daily limit of 90 mg/L.
 - a. August 2nd the report valve was 96 mg/L.

Effluent Building Bypass Event:

On July 14, 2023, as part of the Wastewater Treatment Plant Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project the Effluent Building (EFF-001) required a pump bypass system of the effluent pump wet well to be installed so all the upgraded electrical and mechanical work could be performed. This bypass required the use of two remote pumps and associated piping.

The remote pumps suction piping was installed in the first wet well entering the Effluent pump station building. This small wet well combines the RO Reject flow stream with any plant secondary effluent which then flows into the effluent pumps wet well for final disposal through the plant outfall line for ocean discharge. Since 2008, during dry weather flows, this first wet well receives only RO Reject flow during the summer irrigation season.

The wet well is covered with open grating which allows sunlight into wet well which helps promote algae growth on the walls of the wet well. This algae growth is sloughing off as the water level changes along with the turbulence created by the effluent entering the small size of the wet well.

A consequence of the two factors listed above and the size of the wet well allowed the temporary installed bypass pump system suction hoses to stir up any settled solids within the wet well caused an elevated Total Suspended Solids composite sample that exceeded the 90 mg/L as outline in Effluent Limitations-Discharge 001 on August 2nd, Table 4, TSS Maximum Daily concentration outlined in NPDES permit R3-2014-0012.

Permit Violation Events:

On August 2nd, 2023, laboratory staff performed the required total suspended solids analysis from the 24Hr composite sampler at discharge point EFF-001 which resulted in a concentration of 96.0 mg/L. Since RO Reject concentrate is the only flow stream sent for ocean discharge staff performed an analysis on 24-hour composite samples collected prior to the effluent bypass pump from the RO Reject concentrate which resulted in a TSS concentration average of 1.2 mg/L during the same periods.

Corrective Measures: Staff has continued washing down the walls of the wet well to prevent the algae growth from attaching to the walls and temporary piping. However, the temporary pump suction hoses prevented staff from gaining proper access to the wet well thus washing the wet well walls has helped a little, but not eliminating the problem completely.

Staff initiated a flush program on the small wet well by pumping plant effluent back into the headworks three times a week while the effluent building upgrades are taking place for the remainder of August. Staff also covered the smaller wet well with black plastic to prevent algae growth in the wet well. This flushing scheduled kept the Effluent TSS in the range of 16 to 27 mg/L well below the Maximum Daily, weekly and monthly limits for the remainder of August.

The effluent lift station and outfall rehabilitation was completed on August 30th and back into normal operation on September 1st.

Respectfully Submitted,

Edward Waggoner

Operations Superintendent
Carmel Area Wastewater District
Phone (831) 624-1249, ext. 291
waggoner@cawd.org



STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: October 26, 2023
Subject: Monthly Maintenance Report – September 2023

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- The digester ferric chloride pump was replaced with a more robust pump. The original pump was a gear drive and required frequent rebuilds. The replacement pump is a diaphragm style which will reduce the amount of maintenance required. The new pump has improved control so that dosing can be optimized to reduce chemical usage.
- Generator radiators were replaced at Highlands pump station, 8th & Scenic pump stations and 50-Kilowatt portable generator. The salt air caused deterioration, so the radiators were changed before they failed.
- Maintenance staff completed installation of skimmer arm scraper on secondary clarifier #2. This required a confined space entry and verification of torque switch settings after the work was completed.
- The check valves for the microfiltration/reverse osmosis sump pumps were replaced. The existing check valves were worn and would get stuck which prevented the pumps from operating correctly.

Upcoming Maintenance Projects

- Update 1: New check valves were ordered for the pump stations. The valves arrived and the installation will be scheduled for late October.

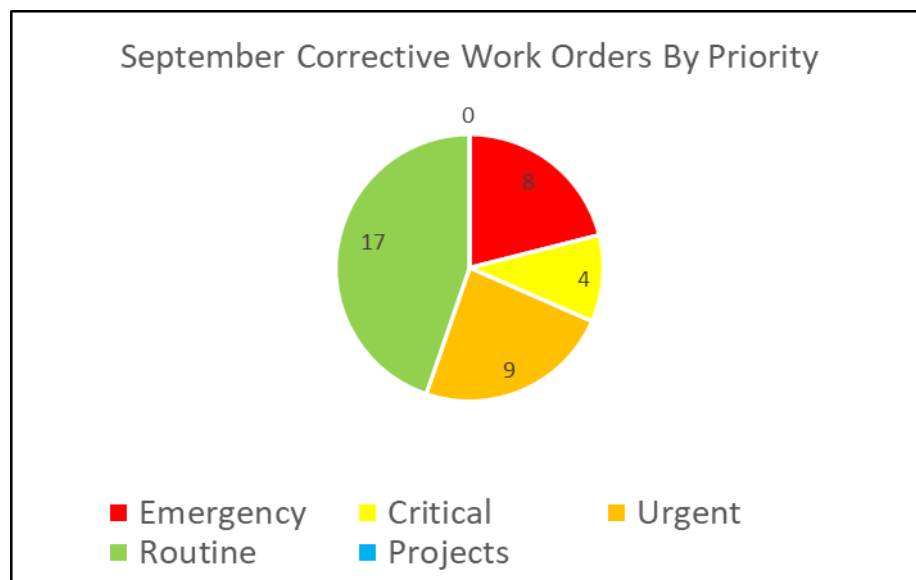
- Staff are installing new piping for a lower capacity pump for the reverse osmosis (RO) clean-in-place (CIP) system. The current larger pump failed due to a design characteristic that created a potential for air to enter the pump. Operations, Maintenance and Engineering worked together on a solution to improve the system to prevent another failure. The new system will utilize the original pump for higher flow cleanings and the new lower capacity pump for stage 3 and stage 4 cleanings.
- The variable frequency drive (VFD) for the microfiltration feed pump P121 failed. This VFD is past its useful life and obsolete. It will be replaced with a new model.
- The microturbine gas compressor failed and the vendor has been scheduled for a site visit to troubleshoot. The system is currently offline. The issue is a communications fault with the motor controller.

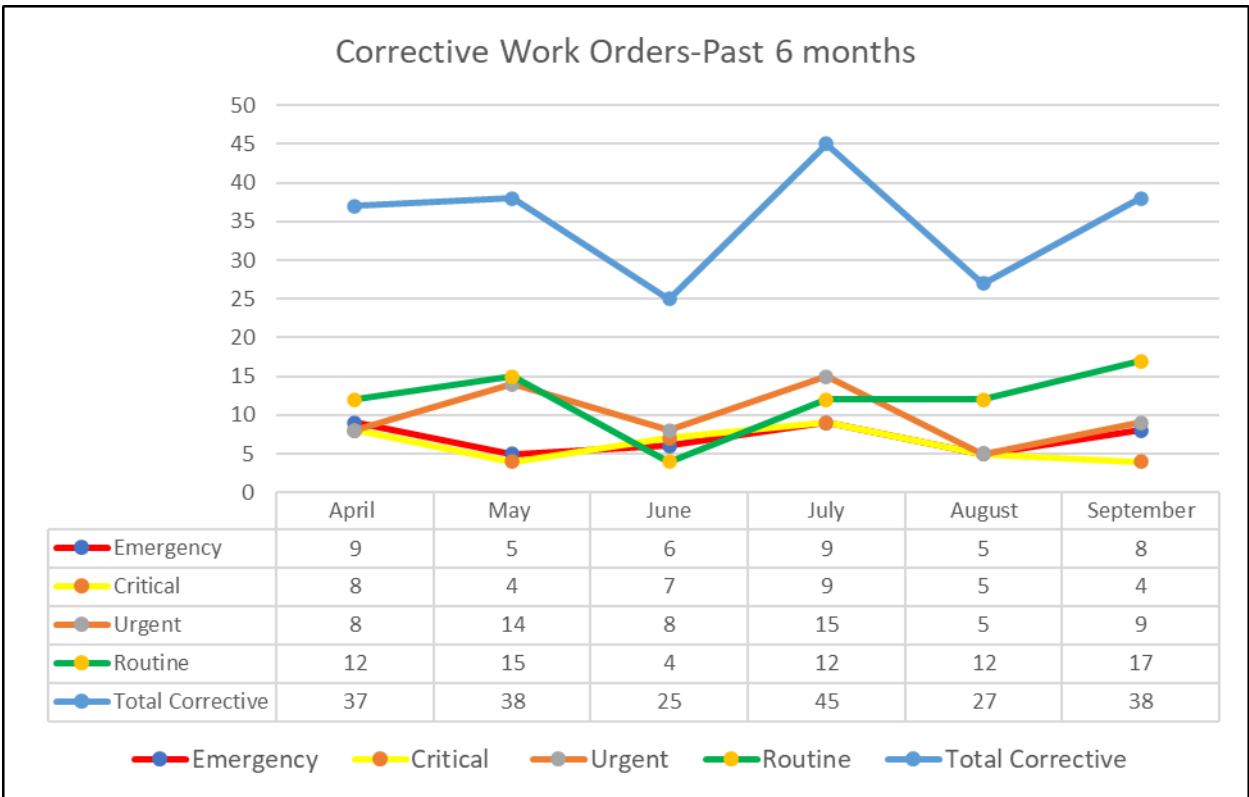
Work Order Metrics

Preventive Maintenance (September)

Total Work Orders Generated	369
Total Work Orders Closed/Done	320
Total Work Orders Still Open	49
Percentage of Work Orders Completed	86%

Corrective Maintenance





FUNDING-N/A- Informational item only

Resolutions

STAFF REPORT

To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: October 26, 2023
Subject: Pescadero Creek Area Pipe Relocation
Project#21-05



RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the General Manager to enter into a contract amendment with MNS Engineers, Inc. (MNS) to provide design services for the Pescadero Creek Area Pipe Relocation project in the amount of \$298,884, including geotechnical analyses, environmental permitting and public outreach support.

DISCUSSION

The sewer main in this area is located in backyard easements above Pescadero Creek and has been in service for over 100 years. The vitrified clay pipe sewer main has been damaged in the past by tree falls, has limited access for District vehicles due to slope stability issues along the access road, and is in poor condition. This pipeline is within 200 feet of the creek and its replacement is in compliance with the agreement with River Watch.

In 2016, MNS prepared a Draft Preliminary Engineering Report and Denise Duffy & Associates provided an environmental constraints analysis for each of the options to replace the pipeline, but the document was not finalized. The option to redirect the pipeline in the Pescadero Road right-of-way is the best long-term solution to protect the sewer from slope stability issues and prevent damage to the environment.

In late 2021, the Carmel Area Wastewater District (District) authorized a contract with MNS Engineers, Inc. for \$202,921 under resolution 2021-53 to finalize the Preliminary Engineering Report (2016) and complete the engineering design of the pipeline replacement. This included an anticipated Initial Study/Mitigated Negative Declaration for environmental permitting, coastal development permitting and development of a public participation plan. It was anticipated that the District would need to do a higher level of public outreach due to the potential need to place homes on pumped lateral connections.

On July 28, 2022, the Board approved resolution 2022-50 for an amendment to the MNS Contract for \$44,478 to perform a potholing investigation to confirm locations of utilities within the proposed new alignment of the pipeline in Pescadero Road and determine whether this option was feasible.

During the potholing investigation, members of the public expressed their opposition to the project and threatened litigation. The District Board included a site walk of the existing pipeline alignment in their December 8, 2022 Board Meeting agenda. Residents of the Pescadero Road area participated in the site walk and were able to provide public comment once the Board Meeting reconvened at the Board Chambers.

Since that time, staff have discussed the next steps with legal counsel and due to public concerns it is recommended that the level of environmental review be elevated to an Environmental Impact Report. This requires MNS to provide three to four alternative sewer alignments that will be reviewed by the environmental consultant, Denise Duffy & Associates for compliance with permitting requirements. MNS has provided the attached proposal (dated October 3, 2023) for the work for an additional \$298,884 resulting in a total contract amount of \$546,283.

FUNDING

The project was included in the 2023/2024 budget in the amount of \$ 500,000. Funding in 2024/2025 budget in the amount of \$3M.

Attachment: MNS Amendment #2 Proposal
Resolution 2023-58

October 3, 2023

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

SUBJECT: Pescadero Road Sewer Main Replacement Project – Amendment No. 2 – Additional Services

Dear Ms. Lather,

Thank you for the opportunity to submit this amendment Pescadero Road Sewer Main Replacement Project (Project) for the Carmel Area Wastewater District (District). The District has determined that an Environmental Impact Report (EIR) will be pursued to provide more robust documentation of compliance with the California Environmental Quality Act (CEQA) process. In addition, increased budget is required to provide ongoing support services including private sewer pump station and lateral design, and to update the Preliminary Engineering Report to include a third approach of keeping a portion of the existing main in service, which was not previously considered.

Project Understanding

MNS is currently developing design documents for the replacement and relocation of approximately 2,400 linear feet (LF) of existing gravity sewer main in Pescadero Road. The current, planned design approach assumes the existing main will be abandoned to the point feasible and the rest will remain in service to the point necessary to continue to provide service to homes opting out of the new service.

MNS will prepare a revised Final Preliminary Engineering Report (PER) to cover the current direction of the Project.

Our subconsultant, Denise Duffy & Associates, Inc. (DD&A), will prepare the EIR for the Project. For development of the EIR, additional supporting documents are required to satisfy CEQA. These additional documents include:

- Draft and Final Project Description
- Notice of Preparation
- Air quality and greenhouse gas emissions analysis
- Odor analysis
- Updated Biological resources study
- Cultural and tribal resources study (including AB 52 consultation)
- Noise assessment

Updates to the contract documents will be made based on the findings and requirements of the EIR.

MNS DETAILS

LEGAL NAME

MNS Engineers, Inc.

FIRM OWNERSHIP TYPE

C-Corporation

YEAR FIRM ESTABLISHED

1962

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS

DIR No. 1000003564

CORPORATE OFFICE201 N. Calle Cesar Chavez,
Suite 300

Santa Barbara, CA 93103

805.692.6921 Office/Fax

mnsengineers.com**LOCAL OFFICE**

811 El Capitan Way, Suite 130

San Luis Obispo, CA 93401

(805) 692-6921

**PROJECT CONTACT/
AUTHORIZED SIGNATURE**

Nick Panofsky, PE

Vice President – Water
Resources

(805) 592-2074

Npanofsky@MNSengineers.com

Scope of Work

Due to the changes in the scope of the Project, additional project management, permitting support, environmental compliance support, and additional as-needed services will be required. MNS proposes to facilitate additional support services under Tasks 1, 2, 7, and 8, as described below.

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

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

1.1 – Project Management

The Project Manager, Nick Panofsky, PE, will continue to provide ongoing coordination of the Project team including the District, subconsultants, and the internal project team during design of the Project. He will also monitor the budget and serve as the main point of contact with the District during Project design.

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

1.2 – Quality Assurance/Quality Control

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

Task 2 – Update Preliminary Engineering Report

MNS will revise and update the Final PER based on comments from the District, current District standards, and changes in the anticipated Project approach. The PER will be submitted as a Final Draft, for District review. Following receipt of District comments, the PER will be revised to Final. The Final PER will be stamped and signed by a licensed civil engineer, registered in California.

Deliverables: Revised Final PER

Task 7 – Environmental Permitting Support

Our subconsultant, DD&A, will continue to provide environmental permitting and environmental support for the Project. A detailed amendment request for DD&A's services is provided as an attachment, and includes additional project management, additional public outreach and coordination required by CEQA procedures, technical studies, and preparation of an EIR. MNS will support as needed and coordinate DD&A's work.

Deliverables: Revised IS-MND, Revised Biological Resources Report, Draft and Final Project Description, Draft Technical Studies, Draft and Final EIR

Task 8 – Additional As-Needed Services

At the request of the District, a budget has been established to provide additional professional services in support of the Project on an as-needed basis. Budget associated with this task will not be utilized without authorization from the District. This work may include design of grinder pump stations and associated infrastructure on private properties, meetings with the public, and other as-

needed services. We have budgeted to provide 40 hours for a Principal Engineer, and 60 hours for a Project Engineer to support this work. Work will be completed on a mutually agreeable schedule.

Compensation

MNS proposes to perform the additional base services described herein for a not-to-exceed fee estimate of **\$298,884**. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the MNS Standard Fee Schedule, also provided as an attachment.

Closing

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

Sincerely,

MNS Engineers, Inc.



Nick Panofsky, PE

Vice President – Water Resources

Attachments: MNS 2023 Rate Schedule, Detailed Fee Estimate, DD&A Proposal



2023 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$325
Senior Project/Program Manager	310
Project/Program Manager	260
Assistant Project/Program Manager	245
Senior Project Coordinator	185
Project Coordinator.....	155

ENGINEERING

Principal Engineer	\$290
Lead Engineer.....	255
Supervising Engineer	245
Senior Project Engineer	225
Project Engineer	200
Associate Engineer	180
Assistant Engineer	165

SURVEYING

Principal Surveyor	\$265
Lead Surveyor.....	255
Supervising Surveyor	220
Senior Project Surveyor	200
Project Surveyor	175
Associate Project Surveyor	165
Assistant Project Surveyor	150
Party Chief (PW).....	180
Chainperson (PW)	150
One-Person Survey Crew (PW).....	215

TECHNICAL SUPPORT

CADD Manager.....	\$200
Supervising Technician	170
Senior Technician.....	160
Engineering Technician.....	125

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate.

PREVAILING WAGE RATES

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

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to 3.5% annual escalation or the most recent US Bureau of Labor Statistics Consumer Price Index, whichever is higher.

OVERTIME

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

CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$315
Senior Construction Manager	275
Senior Resident Engineer	250
Resident Engineer.....	240
Structure Representative.....	235
Construction Manager	220
Assistant Resident Engineer.....	200
Sr. Construction Inspector (PW)	175
Construction Inspector (PW)	168
Office Administrator	130

PLANNING

Planning Director	\$225
City Planner/Planning Manager.....	210
Principal Planner.....	195
Senior Planner	180
Associate Planner.....	150
Assistant Planner.....	130
Planning Technician	110

ADMINISTRATIVE SUPPORT

Senior Management Analyst	\$185
Management Analyst	155
IT Technician	140
Graphics/Visualization Specialist.....	150
Administrative Assistant.....	100

GOVERNMENT SERVICES

City Engineer	\$250
Deputy City Engineer.....	225
Assistant City Engineer	215
Plan Check Engineer	190
Permit Engineer	185
City Inspector	185
Senior City Inspector (PW)	195
City Inspector (PW).....	185
Principal Stormwater Specialist	180
Senior Stormwater Specialist.....	170
Stormwater Specialist.....	160
Stormwater Technician	140
Building Official	220
Senior Building Inspector.....	235
Building Inspector.....	165
Senior Grant Writer	180
Grant Writer	170
Associate Grant Writer	150
Assistant Grant Writer	130

Carmel Area Wastewater District
Pescadero Sewer Replacement Project - Amendment No. 2



		PM			ENGINE	Total Resource Hours	Total Hours*Rates	SUBCONSULTANTS							
		Lead Engineer - NP	Lead Engineer - TNH	Project Engineer - JD	Subconsultant Participation			DD&A Consultants	Total Subconsultant Costs	Summary	Total MNS Resource Costs	Total Subconsultant Costs & All Reimbursable Expenses With 15% Markup	Total		
	2023 Rate	\$290	\$255	\$200											
1 – Project Management, QA/QC, and Meetings	Task 1							Task 1				Task 1			
1.1 Project Management	Task 1.1	24			24	\$6,960		Task 1.1		\$0		Task 1.1	\$6,960	\$0	\$6,960
1.2 QA/QC	Task 1.2		2		2	\$510		Task 1.2	\$0	\$0		Task 1.2	\$510	\$0	\$510
	Task 1 Subtotal	24	2	0	26	\$7,470			\$0	\$0			Task 1 Subtotal		\$7,470
2 – Preliminary Engineering Report	Task 2							Task 2				Task 2			
2.1 Revised Preliminary Engineering Report	Task 2.1	8		20	28	\$6,320		Task 2.1	\$0	\$0		Task 2.1	\$6,320	\$0	\$6,320
	Task 2 Subtotal	8	0	20	28	6,320			\$0	\$0			Task 2 Subtotal		\$6,320
7 – Environmental Permitting Support	Task 7							Task 7				Task 7			
7.1 Additional Environmental Services	Task 7.3	44		60	104	\$24,760		Task 7.3	\$205,856	\$205,856		Task 7.3	\$24,760	\$236,734	\$261,494
	Task 7 Subtotal	44	0	60	104	\$24,760			\$205,856	\$205,856			Task 7 Subtotal		\$261,494
8 - Additional As-Needed Services	Task 8							Task 8				Task 8			
8.1 Additional As-Needed Services	Task 8.1	40		60	100	\$23,600		Task 8.1	\$0	\$0		Task 8.1	\$23,600	\$0	\$23,600
	Task 8 Subtotal	40	0	60	100	23,600			\$0	\$0			Task 9 Subtotal		\$23,600
Sub-Total	Hours	116	2	140	258	\$62,150		Sub-Total	\$205,856	\$205,856		Grand Total	\$62,150	\$236,734	\$298,884
	Cost	\$33,640	\$510	\$28,000											

September 29, 2023

Nick Panofsky, PE
Principal Engineer/Business Unit Lead
201 N. Calle Cesar Chavez, Suite 300
Santa Barbara, CA 93103

RE: Proposal to Provide Environmental Services – Pescadero Road Sewer Replacement Project

Dear Nick,

At the request of the Carmel Area Wastewater District (CAWD) and as a subconsultant to MNS Engineers, Inc. (MNS), Denise Duffy & Associates, Inc. (DD&A) is pleased to submit this proposal to provide environmental services for the Pescadero Road Sewer Replacement Project (proposed project).

DD&A understands that the proposed project is subject to the California Environmental Quality Act (CEQA) and CAWD has determined that an Environmental Impact Report (EIR) is the appropriate level of documentation required to comply with CEQA. The following proposal identifies the tasks required to complete the EIR process for the proposed project. This scope of work would replace the tasks outlined in the approved contract, and would require an additional \$205,856.

SCOPE OF WORK

Task 1. Public Outreach

Public outreach and early coordination with interested parties will be an important part of achieving the goals and objectives of the project. In coordination with the project team, DD&A will prepare a mailing/email list of stakeholders. This contact database will be used and updated, as needed, throughout the duration of the project. DD&A will prepare a Public Participation Plan to outline a process to solicit public input regarding the proposed project. DD&A will prepare a draft Plan, which will contain a detailed description of project milestones and information predicted to be relevant in responding to adjacent landowner concerns and questions. The Plan will identify outreach strategies for the key stakeholders. It will outline the public outreach methods that may be considered, including potential meeting types (i.e., site visits/field visits, workshops, small group, one-on-one), periodic project updates for the public, and a project website. It will also include outreach methods for low-income and minority populations, including multi-lingual noticing and translators at public meetings. DD&A will submit a Draft Public Participation Plan for review and comment. Upon receipt of comments, DD&A will revise accordingly and finalize the plan. This scope of work assumes two presentations/community meetings.

This scope of work assumes DD&A will facilitate the meetings and provide all necessary meeting materials, including, but not limited to, agendas, meeting notes, PowerPoint presentations, etc. DD&A will submit drafts of all meeting materials to the project team, as determined necessary, for review and comment prior to public meeting distribution. DD&A will engage with adjacent landowners on an on-going basis as needed to respond to questions/comments and solicitations for information relative to the new sewer connection and pump on their property.

The scale and schedule for this process is unknown at this time. DD&A assumes 94 staff hours for this effort. If additional time is required to meet the goals and objectives of this task, a contract amendment may be necessary.

Deliverable(s): Draft Contact Database, Draft and Final Public Participation Plan, Draft and Final Meeting Materials

Task 2. Draft and Final Project Description

DD&A will prepare a Draft Project Description defining all aspects of the project, including, but not limited to, project background, location, goals and objectives, planning and engineering details, limits of construction, affected properties and phasing (if any), construction schedule and equipment, graphics to illustrate the project plans, and anticipated permitting and approval actions. This scope of work assumes site plans and drawings will be provided by the project team. DD&A will submit a Draft Project Description electronically to the project team for review and comment. Based on comments received, DD&A will finalize the Project Description for inclusion in the IS/MND and technical studies. This scope of work assumes one round of comments on the Draft Project Description.

Deliverable(s): Draft and Final Project Description

Task 3. Prepare Notice of Preparation & Participate in Scoping Meeting

DD&A would prepare the Notice of Preparation (NOP) for the proposed project in accordance with CEQA and CAWD procedures. The NOP will be electronically submitted in draft form to CAWD, MNS, and other members of the project team, as appropriate, for review and comment prior to public distribution. The NOP will include a brief project description (including figures) and identification of potential environmental impacts in accordance with CEQA Guidelines §15082. In addition, DD&A will prepare drafts of the required notices for review and comment (i.e., Notice of Completion and Summary Form for State Clearinghouse submission). Upon receipt of comments, DD&A will revise the NOP and notices, and electronically submit a final version to CAWD for distribution. This task assumes that CAWD will be responsible for distribution and noticing. The NOP would circulate for a review period of not less than 30-days.

During the course of the 30-day NOP public comment period (see CEQA Guidelines §15082 and §15375), DD&A will attend and participate in one (1) public scoping meeting. This task will include the preparation of presentation materials, including a PowerPoint presentation, agenda, comment cards, and other materials that may be required. DD&A will be responsible for providing a brief presentation on the nature of the scoping meeting and the general requirements of CEQA, including an overview of the environmental process and anticipated project impacts. All comments received at the scoping meeting and during the NOP comment period will be used to determine the appropriate scope of environmental analysis contained in the EIR. This task assumes CAWD and MNS will be present at the scoping meeting to facilitate and participate in presenting information about the proposed project.

After the conclusion of the NOP public comment period, a summary of the scoping meeting comments would be prepared by DD&A and provided to CAWD, MNS, and other members of the project team, as appropriate. The summary of comments will be presented in table format, listing the environmental topics and issues specified in each comment letter. Comments on technical issue areas would also be forwarded to the technical consultants for their analyses of identified environmental concerns.

Deliverable(s): Draft and Final NOP and required Notices, Draft and Final Scoping Meeting Materials, Draft and Final Summary of Public Comments

Task 4. Early Coordination with Responsible and Interested Agencies

DD&A, in collaboration with the project team, will contact and coordinate with responsible and interested agencies, as determined necessary, to determine timeframes and requirements for obtaining the appropriate permits and approvals for the proposed project. Responsible and interested agencies are those that have knowledge of affected resources, jurisdiction over the project, or will be affected by the project. Early coordination ensures that potential environmental issues are adequately addressed as part of the environmental review process. It is anticipated DD&A and the project team will contact and/or meet with representatives of the following agencies:

- County of Monterey
- City of Carmel-by-the-Sea
- Pebble Beach Community Services District
- California Department of Fish and Wildlife (CDFW)
- U.S. Fish and Wildlife Service (USFWS)
- Regional Water Quality Control Board (RWQCB)
- U.S. Army Corps of Engineers (ACOE)
- Ohlone Costanoan Esselen Nation (OCEN) and other Native American Tribes (including AB 52 Tribal Consultation Notification)
- Monterey Bay Air Resources District (MBARD)
- Adjacent landowners

This scope of work includes the attendance of DD&A's Project Manager at four (4) agency/interested party meetings (virtual or in person). It is assumed that CAWD will be responsible for organizing the meetings and conference calls.

Deliverable(s): Draft and Final Meeting Materials

Task 5. Prepare Technical Studies

Based on our preliminary review of the proposed project, it is anticipated that the following technical studies will be required for the environmental analysis: air quality and greenhouse gas emissions analysis, odor analysis, biological resources study, cultural and tribal resources study (including AB 52 consultation), and noise assessment. DD&A will retain AMBIENT to prepare the Air Quality and Greenhouse Gas Emissions Impact Assessment and the Noise & Groundborne Vibration Impact Assessment and Albion to complete the cultural and tribal resources study and AB 52 consultation. DD&A's NRD will conduct the biological resources study. V&A Consulting Engineers, Inc. (V&A) will be retained for the odor analysis. It is anticipated that the scope of these studies will include the following:

- **Air Quality and Greenhouse Gas (GHG) Emissions Analysis:** AMBIENT will describe regional air quality and local air quality in the vicinity of the project site. Meteorological conditions in the vicinity of the project site that could affect air pollutant dispersal or transport will be described, if needed. However, field monitoring of meteorology and pollutant emissions is not included. The local topographic effects on pollutant dispersal will be discussed. Applicable air quality regulatory framework, standards, and significance thresholds will be discussed.

Short-term construction and long-term operational emissions of criteria air pollutants and GHGs will be quantitatively assessed using the CalEEMod computer program. Emissions modeling will be conducted based on project-specific construction information to be provided. Construction emissions will be quantified based on project construction information (e.g., equipment use, schedules) to be provided. Operational emissions are anticipated to be negligible and will be

qualitatively discussed. Localized air pollutant impacts, including odors, are anticipated to be negligible and will be qualitatively discussed. The preparation of health risk assessments and dispersion modeling are not anticipated to be required and are not included. An analysis of pump stations is not anticipated to be required for this project and is not included.

The significance of air quality impacts will be determined in comparison to applicable significance thresholds. Mitigation measures will be included for significant impacts. To the extent possible, the effectiveness of proposed mitigation measures will be quantified and discussed. Consistency with applicable air quality and GHG plans will be discussed.

- **Update Biological Resources Report:** DD&A biologists will update the biological resources report for the preferred alignment at 60% design.
- **Cultural/Tribal Resources:** Albion will conduct a Phase I cultural resource inventory for the proposed project, which will include:
 - A review of existing archaeological records located at the Northwest Information Center at Sonoma State University (NWIC)
 - Pedestrian survey of the proposed project site
 - Recording of any archaeological resources found during the survey
 - A report of findings and recommendations for CAWD
 - AB 52 Tribal Consultation.

If the tribe(s) request consultation, DD&A and Albion will assist CAWD in the consultation process in accordance with the requirements of AB 52.

- **Noise and Groundborne Vibration:** The noise impact analysis provided by AMBIENT will include a description of the existing noise environment, including nearby noise sources and noise-sensitive receptors, based on existing environmental documentation and a review of site reconnaissance data. Relevant background information, including noise fundamentals, descriptors, and applicable federal, state, and local regulatory framework, will be described.

To assess potential construction noise impacts, sensitive receptors and their relative exposure to the proposed project area (considering topographic barriers and distance) will be identified. Noise levels of specific construction equipment will be determined and resultant noise levels at nearby receptors (at given distances from the source) will be calculated. Long-term noise and groundborne vibration impacts are anticipated to be negligible and will be qualitatively discussed.

In the event that operational noise data for grinder sump pumps is available from the manufacturer, operational noise levels for sump pumps will be quantified and discussed. An analysis of pump stations is not anticipated to be required for this project and is not included.

Groundborne vibration levels associated with proposed development are anticipated to be predominantly associated with construction activities. Groundborne vibration levels commonly associated with construction equipment and associated significance thresholds for structural damage and human annoyance will be identified and discussed.

The significance of noise and groundborne vibration impacts will be determined in comparison to applicable standards. Mitigation measures will be identified for potentially significant impacts. The effectiveness of proposed mitigation measures will be evaluated and discussed.

- **Odor Analysis:** V&A will evaluate odor conditions in the existing sewer, offer an opinion of potential odor impacts from the project, and assess mitigation alternatives for such impacts.

V&A staff will conduct a one-day site visit to observe the odor conditions along Pescadero Road. During the field investigation, samples will be collected to characterize the odor conditions at the upstream and downstream ends of the project sewer. Continuous hydrogen sulfide monitoring and differential pressure monitoring will be conducted for a period of one week to characterize the potential for odor emissions at the upstream and downstream locations. Additional samples will be collected at the end of the one-week monitoring period.

Current odor conditions and likely changes in odor impacts from the proposed project would be identified based on the results of the background review and field investigation. If the evaluation reveals a likelihood of odor impact, treatment alternatives (including liquid and vapor phase treatment) will be evaluated and design/performance criteria will be recommended to meet the odor control goals and provide budgetary equipment and life cycle costs. The summary of the results of the field investigation and odor control evaluation will be in the form of a Technical Memorandum (TM).

An administrative draft of each of the technical studies will be provided in electronic format with the submittal of the Administrative Draft IS/MND (**Task 6**).

Deliverable(s): Administrative Draft Technical Studies

Task 6. Prepare Administrative Draft EIR

DD&A will prepare an Administrative Draft EIR for the proposed project, in accordance with CEQA requirements. The Administrative Draft EIR will include a complete, thorough, accurate, and objective analysis of all relevant topics. The topics expected to be addressed, a description of the analyses to be conducted, and the contents of those sections are discussed below. In addition, the significance of the impacts after implementation of the mitigation measures will be included in the analysis. Impacts considered would include the following: direct, indirect, construction/short-term, operational/long-term, growth inducing, and cumulative. The Administrative Draft EIR will identify and summarize significant impacts and whether they can or cannot be avoided, and will also identify any beneficial environmental impacts of the project, if any. The format of the document will be consistent with the format and outline already determined earlier in the EIR process, but will include all topics discussed below.

DD&A would submit an electronic copy of the Administrative Draft EIR to the project team for review and comment. The proposed Administrative Draft EIR would contain the following mandated sections:

- A. Executive Summary. The executive summary section would be included in the EIR to briefly describe the proposed project and to provide a summary of all potential impacts and recommended mitigation measures identified in the EIR. The summary would also identify areas of controversy and project alternatives evaluated in the EIR and identify any growth inducing effects of the project.
- B. Project Description. The EIR would provide a detailed description of the proposed project based on information provided by the project team and completed during Task 1 above.
- C. Environmental Setting, Impacts, and Mitigation. The Administrative Draft EIR will address all issue areas identified in the most current version of the CEQA Guidelines Appendix G Environmental Checklist Form (2023). The topics proposed for focused analysis in the EIR are anticipated to include, but are not limited to, aesthetics,

geology/soils, hydrology/water quality, air quality/odor, greenhouse gas emissions, energy, biological resources, cultural and tribal resources, land use and planning, transportation, hazardous materials, utilities and service systems, public services, recreation, and noise. For each environmental topic, the EIR would include a discussion of existing conditions and would identify potential environmental impacts of the proposed project using significance criteria (i.e., thresholds of significance) to determine the level of impact for each identified issue. The project impact section would present potentially significant impacts, and identify mitigation which avoids or reduces impacts to a less-than-significant level where feasible.

- D. Cumulative Impacts. In accordance with CEQA requirements, the EIR would analyze potentially significant cumulative impacts anticipated from development of the proposed project combined with past, present, and reasonably foreseeable future projects in the project vicinity. The analysis would be based on a list of proposed or anticipated projects in the area, which would be developed by the project team.
- E. Alternatives to the Proposed Project. In accordance with CEQA, the EIR would need to address a reasonable range of alternatives to the proposed project that could feasibly meet the project objectives and potentially avoid or lessen any new significant environmental impacts associated with the project. DD&A would consult with CAWD and MNS to identify feasible alternatives. All alternatives would be discussed both quantitatively and qualitatively in terms of their impacts and their effectiveness in addressing identified significant adverse project impacts. This section would identify and discuss the alternative deemed to be environmentally superior pursuant to the requirements of CEQA §15126.6(e)(2). This evaluation would be based on a comparative analysis of the recommended alternatives.
- F. Graphics. Prepare appropriate graphics and tables to present the environmental analysis.
- G. References/List of Preparers. Identify all sources used as a reference in the EIR, as well as a listing of all persons involved in the preparation or otherwise contacted during the preparation of the document.
- H. Other CEQA-Required Sections. The major environmental issues to be addressed in the EIR are described above. In addition to these and the remaining CEQA checklist environmental topics, the EIR would include other CEQA-required sections, as follows: Growth-Inducing Impacts, Significant Unavoidable Impacts, Irreversible Effects, EIR Authors & Consultants.

Deliverable(s): Administrative Draft EIR

Task 7. Prepare Screencheck Draft EIR

DD&A will revise the Administrative Draft EIR based on comments received from the project team. This scope assumes no more than one (1) round of comments. DD&A will provide an electronic copy of the Screencheck Draft EIR to the project team for final review before publication. This scope of work assumes minimal and minor edits will be required.

As part of this task, DD&A will prepare the draft notices required for public circulation, including the Notice of Intent (NOI) for posting and distribution, and the Notice of Completion (NOC) and Summary

Form for the State Clearinghouse (SCH). DD&A will coordinate with CAWD to develop the draft distribution list.

Deliverable(s): Screencheck Draft EIR and Draft Notices

Task 8. Prepare Public Draft EIR

Upon final review and authorization of the document by CAWD, DD&A will provide an electronic copy of the Public Draft EIR and notices to CAWD. This scope assumes that CAWD will be responsible for coordinating the distribution and publication of the Public Draft EIR as the CEQA Lead Agency. DD&A will work with CAWD to upload the Public Draft EIR and notices to the State Clearinghouse's "CEQA Submit" system, in fulfillment of CEQA requirements for State-level review.¹ DD&A will assist CAWD in noticing the availability of the Public Draft EIR in accordance with CEQA Guidelines. DD&A will file the NOI with the Monterey County Clerk's Office on behalf of CAWD. This scope of work includes the publication of one (1) hardcopy of the Public Draft EIR for public viewing, available at the CAWD office.

Deliverable(s): Public Draft EIR (electronically in MS Word and Adobe pdf formats), Final Notices, One (1) Hardcopy of Public Draft EIR

Task 9. Prepare Final EIR & Mitigation Monitoring and Reporting Program

Following the conclusion of the 45-day review period for the Public Draft EIR, DD&A will assist CAWD staff with responding to public comments. DD&A will prepare a Draft Final EIR containing all public comments received and responses to each comment that raises a substantive environmental issue. In addition, the Final EIR will contain a section showing text edits to the Public Draft EIR in response to comments received, as appropriate. This scope anticipates a significant number of public comments will be received and that two (2) rounds of comments from the project team will be necessary.

As part of this task, DD&A will prepare a Draft Mitigation Monitoring and Reporting Plan (MMRP). Mitigation measures recommended for those impacts, as identified in the Draft EIR would be summarized in the MMRP, along with responsibility for implementation, timing of implementation, and oversight responsibility.

Based upon receipt of comments, DD&A will prepare and electronically submit the Final EIR and MMRP to the project team. This scope of work includes the production of one (1) hardcopy of the Final EIR and MMRP.

Deliverable(s): Draft Final EIR and MMRP, Final EIR and MMRP (electronically in MS Word and Adobe pdf formats), One (1) Hardcopy of Final EIR and MMRP

Task 10. Board Meeting and Additional Meeting Attendance

DD&A will assist the CAWD in preparing the necessary items for the Board of Directors' (Board) consideration of the proposed project and EIR. As part of this task, DD&A will prepare a draft staff report and resolution that summarizes the proposed project, describing the environmental documentation, and summarizing the proposed action to be taken under consideration by the Board. DD&A will provide the draft staff report and resolution to CAWD for review and comments. DD&A will also provide Draft CEQA Findings. DD&A will then revise and finalize the staff report and resolution and CEQA Findings for the

¹ This process will be conducted in lieu of producing hard copies for State-level review of the Draft CEQA document as required by the Office of Planning and Research (OPR).

board meeting. DD&A will assist CAWD with presenting the proposed project at the board meeting, if requested.

DD&A is available to attend meetings upon request, including internal coordination calls. This scope assumes a maximum of two (2) monthly meetings, starting in November 2023 and lasting through October 2024, plus an additional five (5) technical meetings on topical issues. Additional meetings will be billed on a T&M basis upon approval by CAWD.

Deliverable(s): Draft and Final Meeting and Board Meeting Materials

SCHEDULE

DD&A estimates that the environmental review process for the proposed project will require 12-16 months to complete. A detailed schedule will be prepared upon authorization to proceed.

BUDGET

The budget for completion of the environmental review for the proposed project based on the tasks described above would not exceed **\$239,304**. DD&A is contracted to provide environmental services for the proposed project for a cost of \$42,248. To date, DD&A has provided environmental services totaling a cost of \$8,800, and there is \$33,448 remaining on the contract. Therefore, the completion of the tasks above would require an additional **\$205,856**. The budget would be billed on a fixed fee basis, as itemized on the attached spreadsheet.

We look forward to continuing to work with MNS and CAWD on the proposed project. Please do not hesitate to contact me if you have any questions or require additional information.

Sincerely,



Erin Harwayne, AICP, Project Manager
DENISE DUFFY & ASSOCIATES, INC.
(831)373-4341x19
eharwayne@ddaplanning.com

**DD&A, Inc. Cost Breakdown
for
Pescadero Road Sewer Replacement Project**

Task	Principal	Principal Planner	Sr. Project Manager	Senior Scientist or Planner	Associate Scientist or Planner	Assistant Scientist or Planner	GIS/Computer Specialist	Administration and Editing	Hours Per Task	Subtotal	Cost Per Task
1	Public Outreach	2	8	32	4	20	8	12	8	94	13,688.00
2	Draft and Final Project Description	1	2	4	2	10	20	6	4	49	6,008.00
3	Prepare Notice of Preparation & Participate in Scoping Meeting	1	4	8	6	8	20	4	8	59	7,528.00
4	Early Coordination with Responsible and Interested Agencies	1	4	10	6	12	20	4	4	61	8,084.00
5	Prepare Technical Studies										14,088.00
5a	Update Biological Resources Report (DD&A)		2	4	12	8	24	8	4	62	7,656.00
5b	Review and Coordination		2	6	16		24			48	6,432.00
6	Prepare Administrative Draft EIR	2	22	48	64	88	142	40	16	422	54,644.00
7	Prepare Screencheck Draft EIR		4	16	24	32	48	16	10	150	18,850.00
8	Prepare Public Draft EIR		2	6	12	14	24	2	10	70	8,494.00
9	Prepare Final EIR & Mitigation Monitoring and Reporting Program	4	10	18	20	32	40	8	16	148	19,424.00
10	Board Meeting and Additional Meeting Attendance		6	46	24	16	60	16	30	198	25,510.00
	Total Hours	11	66	198	190	240	430	116	110	1,361	
	Hourly Rate	\$252.00	\$190.00	\$182.00	\$148.00	\$121.00	\$108.00	\$115.00	\$73.00		
	Total Labor	\$ 2,772	\$ 12,540	\$ 36,036	\$ 28,120	\$ 29,040	\$ 46,440	\$ 13,340	\$ 8,030		\$ 176,318
Subconsultants:											\$ 55,680
AMBIENT (Air Quality, Greenhouse Gas Emissions, and Noise Studies)										\$ 12,600	
Albion (Cultural Resources Report and AB 52 Compliance)										\$ 15,913	
V&A (Odor Analysis)										\$ 27,167	
Expenses:											\$ 1,580
Reproduction										\$ 550	
Mileage (at current IRS mileage rate)										\$ 150	
Miscellaneous (communication, GIS/Trimble, postage, courier etc)										\$ 880	
Subtotal											\$ 57,260
Administration Fee (10%)											\$ 5,726
Total Budget											\$ 239,304

(1) DD&A is contracted to provide environmental services for the proposed project for a cost of \$42,248. To date, DD&A has billed the environmental services provided to the existing contract for a total of \$8,800. This leaves a remaining balance of \$33,448 on that contract. Therefore, the completion of the tasks above would require an additional \$205,856.

(2) Assumes a limited amount of comments received during public circulation.

RESOLUTION 2023-58

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT AMENDMENT NUMBER 2 WITH MNS ENGINEERS TO COMPLETE ENGINEERING AND AN ENVIRONMENTAL IMPACT REPORT FOR THE PESCADERO CREEK AREA PIPE RELOCATION PROJECT-#21-05

WHEREAS, the District approved the 2022/23 budget that included funding for the Pescadero Creek Area Pipe Relocation Project consulting work;

WHEREAS, the District approved the 2023/24 budget that included \$500,000 in funding for the Pescadero Creek Area Pipe Relocation Project;

WHEREAS, the District approved a contract with MNS Engineers for professional engineering services to provide engineering services for the Pescadero Creek Area Pipe Relocation Project in the amount of \$202,921; and

WHEREAS, the District approved a contract amendment number 1 with MNS Engineers for professional engineering services to pothole the location of utilities within Pescadero Road for \$44,478; and

WHEREAS, in order to proceed with the design and environmental review of the project the District needs additional services from MNS Engineers for the project as summarized in their proposal dated October 3, 2023 for increasing the alignment options and completing an Environmental Impact Report for the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to amend the contract with MNS Engineers to provide geotechnical analyses, environmental permitting, public outreach, utility potholing and redesign services for the relocation of the Pescadero road sewer main in the amount of \$ 298,884 for a total not to exceed contract amount of \$546,283.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023.

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

Ken White, President of the Board

ATTEST:

Domine Barriner, Secretary to the Board

STAFF REPORT

To: Board of Directors
From: Barbara Buikema, General Manager
Date: October 26, 2023
Subject: Retired Annuitant Position



RECOMMENDATION

Approve Resolution 2023-59 to allow the Principal Engineer, Rachél Lather to work part-time (up to 960 hours) as a retired annuitant prior to the 180-day wait period requirement by CALPERS due to the critical need for her expertise for the existing projects related to sewer extensions and assessment district formations.

DISCUSSION

Rachél Lather, Principal Engineer, has notified the General Manager of her intent to retire at the end of December 2023. A replacement for her position has not been found and it is highly unlikely that we will find one with her experience and expertise in assessment district formation or sewer extension requirements. Much of her project work includes the work required to form and construct sewer assessment districts and private sewer extension projects. This report is provided to request that the Board of the Carmel Area Wastewater District (CAWD/District) take action to appoint Rachel Lather to work part-time as the Principal Engineer after retirement due to her critically needed knowledge of and skills with assessment district formations and sewer extension engineering.

According to Cal Pers Retired Annuitant Rules, a retiree cannot be employed as a retired annuitant for a period of 180 days after the retirement date, unless they qualify for an exception. The following exception applies to Rachél Lather:

- Before you begin work, your employer must certify the nature of the employment and that the appointment is necessary to fill a critically needed position sooner than 180 days. The appointment must be approved by the employer's governing body, in a public meeting, and must be approved as an action item, rather than on a consent calendar.

There are five projects that are in various stages of completion that are critical for the District to have a knowledgeable and experienced Principal Engineer manage on their behalf.

Carmel Valley Manor Sewer Extension

Carmel Valley Manor (CVM) has proceeded with construction of the sewer line in Carmel Valley Road and will continue work on this critical project after January 1, 2024. Currently, the sewer line from Carmel Valley Manor to Valley Greens has been tested and Monterey Peninsula Engineering (MPE) will complete paving Carmel Valley Road prior to the September Board Meeting. Work is also being completed within Valley Greens Drive to install electrical conduits, relocate a water line, and install the force main from the new pump station.

Work regarding the completion of the project construction will include final acceptance of the project construction by the Principal Engineer and the Board, final development and approval of the reimbursement agreement, as-built easement and construction approval and acceptance of the sewer system into the District. Because the Principal Engineer has been working on this project for the past 5 years and has the knowledge and experience to complete the remaining work, it is critical for her to be able to work part-time to complete the project.

September Ranch Sewer Extension

September Ranch have commenced preparations for construction of the sewer extension for their development project. Construction has not started and when it does MNS Engineers will be providing inspection services on behalf of the District. Because the Principal Engineer has been working on this project for the past 5 years and has the knowledge and experience to complete the remaining work, it is critical for her to be able to work part-time to complete the project.

Rancho Cañada Village Sewer Extension

Rancho Cañada Village developer is moving forward with the project in the near future. They will need a sewer extension agreement from the District and to hire a construction manager/inspector to represent the District. It is anticipated that the sewer extension agreement and construction inspection contract will come to the Board for approval in December 2023. Because the Principal Engineer has been working on this project for the past 5 years and has the knowledge and experience to complete the remaining work, it is critical for her to be able to work part-time to complete the project.

Corona Road Sewer Extension and Assessment District

The Corona Road Sewer System Assessment District formation will be reviewed by the Board at this meeting (October 2023). Ms. Lather has completed the annexation process, the community outreach and the studies needed to proceed with formation of the assessment district. If the Board moves forward with the formation process, a vote will be tabulated on December 12, 2023, and depending on the vote, there may be further work to be done with getting bonds for the project, coastal permits, final design documents, and other items. Her knowledge and experience with this project are critically needed in order to complete it.

Carmel Mid-Valley and Carmel Valley Road Corridor

It is possible that a sewer extension will be pursued from the Carmel Mid-Valley Center to the new manhole at Carmel Valley Manor in Carmel Valley Road. Several positive meetings have occurred with the Carmel Mid-Valley Center neighborhood to discuss a possible sewer extension.

Finally, depending on our ability to recruit a new engineer, Ms. Lather would be available part time to assist the new candidate in the transition.

FUNDING

All work will be funded by the project developer or assessment district proceeds.

RESOLUTION NO. 2023-59

A RESOLUTION TO PERMIT RETIRED PRINCIPAL ENGINEER, RACHÉL LATHER, TO WORK PART TIME (UP TO 960 HOURS) AS A RETIRED ANNUITANT PRIOR TO THE 180 DAY WAIT PERIOD REQUIRED BY CALPERS DUE TO THE CRITICAL NEED FOR HER EXPERTISE FOR PROJECTS RELATED TO SEWER EXTENSIONS AND ASSESSMENT DISTRICT FORMATIONS

-oOo-

WHEREAS, the Principal Engineer, Rachél Lather, has notified the District of her intent to retire at the end of December 2023; and

WHEREAS, a replacement for her position has not been found and although we are currently recruiting we believe we may not find an engineer with her experience and expertise with assessment district formation or sewer extension requirement; and

WHEREAS, CalPERS Retired Annuitant Rules state that a retiree cannot be employed as a retired annuitant for a period of 180 days after the retirement date unless they qualify for an exception. Rachél Lather qualifies if District certifies the nature of employment and that an appointment is necessary to fill a critically needed position sooner than 180 days; and

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

1. The current Principal Engineer is uniquely qualified to continue work on the assessment district formations and sewer extension projects already started at the District (i.e. Carmel Valley Manor Sewer Extension, September Ranch Sewer Extension, Rancho Canada Village Sewer Extension, Corona Road Sewer Extension & Assessment District, and Carmel Mid-Valley/Carmel Valley Road Corridor); and
2. The District is currently recruiting for the Principal Engineer position, but until we are able to fill that position it leaves the District unable to continue work on existing projects; and
3. In order to continue work on these projects, the District requires Ms. Lather's expertise without interruption and prior to the 180 day standard waiting period.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: October 26, 2023
Subject: Renew Human Resources (HR) Contract

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to renew a Human Resource (HR) contract with Beth Ingram for fiscal year 2023-24 in an amount not to exceed \$71,660.

DISCUSSION

Ms. Ingram has provided HR services to the District for since 2018, and prior to that time she supplied services under CSR HR Group. She is well liked by staff and takes on the burden of the great majority of routine HR tasks at the District. She has also been instrumental in managing benefit contracts and ensuring that the District gets the best prices possible. For items beyond “routine” we will engage with legal counsel.

The services provided by Ms. Ingram allow the District to reduce costs by reducing nonrevenue generating back-office expenses while granting the District access to a larger professional HR pool. Further, HR outsourcing costs are variable and can be reduced or increased when business needs warrant.

Staff recommends a renewed contract with Beth Ingram because she is well liked and received by employees and has seamlessly joined the CAWD “team”. We have worked with Ms. Ingram, and she understands the shared vision at CAWD and the emphasis that is placed on employee relations.

The Salary/Benefits Committee reviewed this contract and agreed that a 5% increase was acceptable at its September 27, 2023 meeting.

FINANCIAL

The 2023-24 Budget provides \$75,200 for “HR Consulting” expense under GL #5885.

RESOLUTION # 2023-60

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH BETH INGRAM FOR A CONTRACT FOR HUMAN RESOURCE SERVICES FOR FISCAL YEAR 2023-24 IN AN AMOUNT NOT TO EXCEED \$71,660

-oOo-

WHEREAS, the Board of Directors is convinced by the staff report presented at its regular board meeting October 26, 2023 that the District should continue to outsource its Human Resource function; and

WHEREAS, the Board of Directors agrees that it will provide greater service to employees, reduce risk, and lower costs if Human Resources is outsourced; and

WHEREAS, the Board of Directors agrees with the proposal to award the contract to Beth Ingram and that there are sufficient funds of \$71,660 provided for in the budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that the General Manager may sign a contract with Beth Ingram in an amount not to exceed \$71,660 for Human Resource consulting services.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barriner, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: October 26, 2023

Subject: Project # 18-21 Corona Road Sewer System Project
Assessment District Formation

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt the Resolution of Intention to Make Acquisitions and Improvements for the proposed Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Area Sanitary Sewer System Project).
2. Adopt the Resolution Preliminarily Approving the Engineer's Report and Directing Related Actions for the proposed Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Area Sanitary Sewer System Project).

DISCUSSION

The proposed project is located in the Carmel Highlands in Monterey County. The project involves the formation of a new assessment district and installation of a new sanitary sewer transmission pipeline and an associated pump station. The proposed project would extend sewer services to allow the future connection of up to 56 homes in the vicinity of Corona Road to the District's wastewater treatment system. The project would include installation of a below grade sewage lift station and installation of a new 8 inch diameter polyvinyl chloride pipe (PVC) sewer. The new sewer line would convey flow to the new sewage lift station that will pump the sewage into an existing force main located in Highway 1. The project would remove potential environmental risk to the estuary by providing future sewer service to homes presently reliant on individual septic systems.

The District proposes to form an assessment district under Municipal Improvement Act of 1913 (Division 12 of the California Streets and Highways Code in order to finance needed wastewater collection system improvements to allow the neighborhood residents to tie into the District's wastewater system.

Under Streets and Highways Code Section 10104, any special district (such as the District) proposing to form an assessment district must first request the consent of the county in which the assessment district is to be formed, and the county must pass a resolution evidencing its consent before the special district can take its first action to initiate the assessment district proceedings. On June 29, 2023, the District Board adopted a resolution requesting the County's consent under Section 10104, and on October 3, 2023, the County of Monterey passed a resolution consenting to the initiation of assessment district formation proceedings by the District.

Now that the County has adopted the required resolution, the Board is able to consider adopting the two attached resolutions.

- The Resolution of Intention 2023-37 declares the District's official intent to form the assessment district; directs Monterey Bay Engineers, Inc., as the assessment engineer, to prepare the required assessment engineer's report describing the project and the estimated project costs, and apportioning the project costs to each parcel in the assessment district, and to prepare a boundary map for the assessment district; and contains additional findings required by the Streets and Highways Code.
- The Resolution 2023-61 Preliminarily Approving Assessment Engineer's Report gives preliminary approval to the assessment engineer's report, subject to any changes approved by the District prior to the public hearing; sets the public hearing regarding the assessment district for the Board meeting to be held on December 12, 2023; directs the Board Clerk to mail a combined notice and ballot to the owners of each parcel within the assessment district; and directs the Board Clerk of the Board to record the boundary map for the assessment district.

In addition to the public hearing, an informational workshop will be held on November 14, 2023 at 6 p.m. at the Highlands Fire Station meeting room.

FUNDING:

Funding for this project will be provided through the sale of bonds, with debt service on the bonds paid through the collection of annual assessments levied on property within the assessment district. The maximum total proposed assessment for each single family home is \$69,000. Assessments will be levied on properties within the District for 30 years, with anticipated annual assessments dependent on the interest rate on the bonds. Those rates will be determined when bonds are sold in 2024.

ENVIRONMENTAL IMPACT

None.

- Attachments:
1. Resolution No. 2023-37- CAWD Resolution of Intention
 2. Resolution No. 2023-61- CAWD Resolution Preliminarily Approving Assessment Engineer's Report
 3. Preliminary Assessment Engineer's Report
 4. Proposed Boundary Map



Monterey Bay Engineers, Inc.

Civil Engineering • Land Surveying

Steve C. Wilson, RCE 25,136 / PLS 5,207
Brian M. Wilson, PLS 7,771
Benjamin C. Wilson, RCE 72,928

607 Charles Ave. Suite B, Seaside, Ca 93955
Phone (831) 899-7899 Fax (831) 899-7879
Email : mbayengr@mbay.net

October 26, 2023

Carmel Area Wastewater District
3945 Rio Road
Carmel, CA 93923
Attn: Rachel Lather, P.E.

Re: Assessment District No. 23-01
Corona Road Area Sanitary Sewer System

Dear Ms. Lather:

Monterey Bay Engineers, Inc. is pleased to submit this Engineer's Report for the Corona Road Area Sanitary Sewer System. The key items to consider in this report are:

Estimated Construction Cost (includes an approximate 14% contingency)

Total Assessment District Costs, including Construction

Individual Parcel Assessment (for each of the 56 parcels)

As the assessment district procedures move ahead, we are ready to begin completion of the project plans and specification for bidding not later than six (6) months after the formation of the assessment district has occurred.

We appreciate your assistance with this process as the district formation has evolved.

Sincerely yours,

Steven C. Wilson
Principal Engineer & Land Surveyor

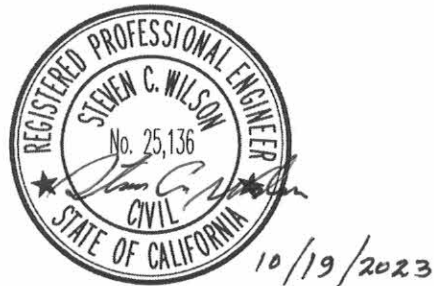
PRELIMINARY ASSESSMENT ENGINEER'S REPORT

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM
PROJECT)

Prepared for:
Carmel Area Wastewater District

Prepared by:
Monterey Bay Engineers, Inc.

October 26, 2023



**CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)**

PRELIMINARY ENGINEER'S REPORT

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**CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)**

PRELIMINARY ENGINEER'S REPORT

DIRECTORY

District Board of Directors

Ken White, President
Robert Siegfried, President Pro Tem
Greg D'Ambrosio, Director
Michael Rachel, Director
Kevan Urquhart, Director

District Staff

Barbara Buikema, General Manager
Rachél Lather, M.S., P.E., Principal Engineer
Robert Wellington, General Counsel

Consultants

Denise Duffy & Associates, Inc.

Bond Counsel

Jones Hall, A Professional Law Corporation

Municipal Advisor

Harrell & Company Advisors, LLC

**CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)**

PRELIMINARY ENGINEER'S REPORT

INTRODUCTION

Background Information:

The property owners in the Corona Road Area neighborhood, which is located within the service area of the Carmel Area Wastewater District (District), have submitted a petition to the District requesting the formation of an assessment district to provide funding to replace failing septic systems with a new sanitary sewer collection system. Many of these property owners have contributed money to fund the Preliminary Engineer's Report and Environmental Assessment.

As required by the Municipal Improvement Act of 1913 and the Improvement Bond Act of 1915, this Engineer's Report describes the improvements to be financed by the Assessment District, provides an estimated budget for the Assessment District, identifies the method for distributing the costs of the improvements to the benefiting properties and lists the proposed assessments to be levied upon each assessable lot or parcel within the Assessment District.

Project Area:

The proposed project site is in Carmel Highlands in the vicinity of Corona Road. Carmel Highlands is an unincorporated community within the County of Monterey, located south of the City of Carmel-by-the-Sea and north of Big Sur. The proposed project site is generally surrounded by residential uses, though some visitor serving commercial uses are also present. Residential uses are located to the west, north, east, and south of the site. The proposed project is in the coastal zone. The project area was annexed into the District in 2022.

CARMEL AREA WASTEWATER DISTRICT
 ASSESSMENT DISTRICT NO. 23-01
 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

ASSESSMENT

WHEREAS, on October 26, 2023, the Board under the Municipal Improvement Act of 1913 and the Improvement Bond Act of 1915 (the “Acts”), adopted its Resolution of Intention to Make Acquisitions and Improvements (the “Resolution of Intention”) for the acquisition and/or construction of the improvements more particularly described in this report (the “Improvements”), which are being constructed in and for the Assessment District;

WHEREAS, with respect to the Improvements, the Resolution of Intention directed the undersigned to make and file a report presenting among other things, plans and specifications for the proposed construction of the Improvements, estimate of costs, maps and descriptions of lands and easements to be acquired, and diagram and assessment of and upon the subdivisions of land within the Assessment District, to which Resolution and the description of the Improvements therein contained reference is hereby made for further particulars;

NOW, THEREFORE, the following assessment is made to cover the portion of the estimated cost of the Improvements and the costs and expenses incidental thereto to be paid by the assessments as shown in Table No. 1 below:

Table No. 1 – Summary Cost Estimate CARMEL AREA WASTEWATER DISTRICT ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)				
	Item Description	(1) As Preliminarily Approved	(2) As Confirmed and Recorded	(3) As Modified After Recordation
1	Construction, Design and Administrative Cost	\$3,360,027		
2	Assessment District Formation Costs	\$36,400		
3	Bond Issuance Costs	<u>\$536,573</u>		
	Balance to Assessments	\$3,933,000		

I do hereby assess and apportion the Balance to Assessment of the Total Cost of the Improvements upon the several lots, pieces or parcels or portions of lots or subdivisions of land liable therefore and benefitted thereby, and hereinafter numbered to correspond with the numbers upon the attached Assessment Roll, upon each, severally and respectively, in accordance with the proportionate special benefits to be received by such parcels, respectively, from the Improvements, and more particularly set forth in the list hereto attached and by reference made apart hereof.

The assessment is made upon the several subdivisions of land within the Assessment District in proportion to the estimated special benefits to be received by the subdivisions, respectively, from the Improvements. As required by the Acts, an Assessment Diagram is hereto attached showing the Assessment District, and also the boundaries of the respective subdivisions of land within the Assessment District as the same existed at the time of the passage of the Resolution of Intention, each of which subdivisions having been given a separate number upon the Assessment Roll.

In addition, a proposed administrative assessment shall be levied annually on each parcel within the Assessment District having an unpaid Assessment to pay for the necessary costs incurred by the County for the collection and administration of the Assessments and Bonds.

Each subdivision of land assessed is described within the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Monterey for the fiscal year 2023-24 and includes all such parcels excepting those portions thereof within existing public roads or right of way used for public street purposes. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of records in the office of the County Recorder of the County of Monterey.

Notice is hereby given that serial or term improvement bonds to represent unpaid assessments, and bear interest at an annual interest rate not to exceed the maximum rate permitted by applicable law, will be issued hereunder in the manner provided by the Improvement Bond Act of 1915, and the last installment of such bonds shall mature at a time not to exceed 39 years from September 2 after 12 months from their date.

The requirements of Division 4 of the California Streets and Highways Code shall be satisfied with Part 7.5 of said Division 4, for which the following is presented:

Under Part 7.5 of Division 4 of the Streets and Highways Code I present as follows:

1. The total amount, as near as can be determined, of the total principal amount of all unpaid special assessments and special assessments required or proposed to be levied under any completed or pending

assessment proceedings, other than contemplated in the instant proceedings is \$0

2. The total amount of the principal sum of the special assessments (the "Balance to Assessment") proposed to be levied in the instant proceedings is \$3,933,000.
3. The total amount of the principal sum of unpaid special assessments levied against the parcels proposed to be assessed, as computed pursuant to paragraph 1. above, plus the principal amount of the special assessment proposed to be levied in the instant proceedings from paragraph 2. above is \$3,933,000.
4. The total true value, as near as may be determined, of the parcels of land and improvements that are proposed to be assessed in the instant proceedings, as determined by the full cash value of the parcels as shown upon the last equalized assessment roll of the County of Monterey is \$55,497,156 current as of the year 2023-24.

Dated: October 26, 2023

Engineer of Work

By: 

Steven C. Wilson, RCE 25136

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

DESCRIPTION OF IMPROVEMENTS

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

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

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

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

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

COST ESTIMATE

The total estimate cost for the construction and financing of the improvements is shown in Table No. 2.

Table No. 2 – Summary Cost Estimate CARMEL AREA WASTEWATER DISTRICT ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)				
	Item Description	(1) As Prelim. Approved	(2) As Confirmed and Recorded	(3) As Modified After Recordation
1	Construction, Design and Administrative Costs			
	Permitting and Administration	\$ 162,600		
	Design and Administrative	359,267		
	Construction Costs	<u>2,838,160</u>		
	Subtotal	3,360,027		
2	Assessment District Formation Costs			
	Assessment Engineering Fees	23,400		
	Bond Counsel Fee Formation	10,000		
	Advertise Public Hearing/Mail Ballots	<u>3,000</u>		
	Subtotal	36,400		
3	Bond Issuance Costs			
	Bond Counsel Fee Bonds	25,000		
	Bond Counsel Expenses	2,000		
	Trustee Fee/Counsel	5,000		
	Municipal Advisor Fees	25,000		
	Preparation of Official Statement	15,000		
	Municipal Advisor Expenses	1,000		
	Disclosure Counsel Fee	10,000		
	Official Statement Printing	<u>2,000</u>		
	Issuance Costs	85,000		
	Capitalized Interest	46,000		
	Underwriter Discount	80,000		
	Bond Reserve	275,000		
	Original Issue Discount/(Premium)	40,000		
	Contingency	<u>10,573</u>		
	Financing Costs	<u>451,573</u>		
	Subtotal	536,573		
	Total Amount of Assessments	\$3,933,000		

The Act requires that a special fund be set up for the revenues and expenditures of the Assessment District. Funds raised by the assessment shall be used only for the purposes as stated herein.

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

ASSESSMENT ROLL

The Assessment Roll shown in Table No. 3 below is keyed to the list of Assessor parcel numbers which are located within the Assessment District. These Assessor parcel numbers correspond to the Assessor parcel numbers on file with the Monterey County Assessor for the 2023-24 fiscal year.

Table No. 3 – Assessor’s Parcel Numbers of Property Owners CARMEL AREA WASTEWATER DISTRICT ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)				
Assessment Number	Assessor’s Parcel Number	(1) As Preliminarily Approved	(2) As Confirmed and Recorded	(3) As Modified After Recordation
1	241-011-002	\$69,000		
2	241-021-018	\$69,000		
3	241-031-005	\$69,000		
4	241-031-007	\$69,000		
5	241-031-008	\$69,000		
6	241-031-010	\$69,000		
7	241-031-012	\$69,000		
8	241-031-013	\$69,000		
9	241-031-018	\$69,000		
10	241-031-020	\$69,000		
11	241-031-021	\$69,000		
12	241-031-022	\$69,000		
13	241-031-023	\$69,000		
14	241-031-024	\$69,000		
15	241-051-002	\$69,000		
16	241-051-003	\$69,000		
17	241-051-005	\$69,000		
18	241-051-006	\$69,000		
19	241-051-007	\$69,000		
20	241-051-009	\$69,000		
21	241-051-010	\$69,000		
22	241-051-011	\$69,000		
23	241-051-012	\$69,000		

24	241-051-013	\$69,000		
25	241-051-014	\$69,000		
26	241-051-015	\$69,000		
27	241-051-016	\$69,000		
28	241-051-017	\$69,000		
29	241-051-018	\$69,000		
30	241-051-019	\$69,000		
31	241-051-020	\$69,000		
32	241-051-022	\$69,000		
33	241-051-024	\$69,000		
34	241-051-025	\$69,000		
35	241-051-027	\$69,000		
36	241-051-028	\$69,000		
37	241-052-001	\$69,000		
38	241-052-002	\$69,000		
39	241-052-003	\$69,000		
40	241-052-004	\$69,000		
41	241-052-005	\$69,000		
42	241-052-006	\$69,000		
43	241-052-007	\$69,000		
44	241-061-001	\$69,000		
45	241-061-002	\$69,000		
46	241-061-004	\$69,000		
47	241-061-005	\$69,000		
48	241-061-011	\$69,000		
49	241-061-014	\$69,000		
50	241-061-015	\$69,000		
51	241-071-004	\$69,000		
52	241-071-005	\$69,000		
53	241-071-006	\$69,000		
54	241-072-002	\$69,000		
55	241-072-003	\$69,000		
56	241-073-001	\$138,000		
Total		\$3,933,000		

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

NAMES AND ADDRESSES OF PROPERTY OWNERS

The names and Addresses of Property Owners shown in Table No. 4 below are keyed to the list of Assessor Parcel Numbers which are located within the Assessment District. These Assessor's Parcel Numbers correspond to the Assessor's Parcel Numbers on file with the Monterey County Assessor for the 2023-2024 fiscal year.

Table No. 4 – Names and Addresses of Property Owners CARMEL AREA WASTEWATER DISTRICT ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)				
Assessment Number	Assessor's Parcel Number	Legal Name of Parcel Owners (Assessee)	Surname	Mailing Address
1	241-011-002	Janet Swan Bush TR	Bush	83 Corona Road Carmel, CA 93923-9610
2	241-012-018	Paul M. Goldman & Anita I. Goldman TRS	Goldman	78 Corona Road Carmel, CA 93923-9610
3	241-031-005	Conservatorship of Donald C. Masters	Masters	1441 Schilling Place South Salinas, CA 93901
4	241-031-007	Alexander L. Ford	Ford	83A Corona Road Carmel, CA 93923-9610
5	241-031-008	C.W. Freedman & Ellen Pendleton, TRS	Freedman & Pendleton	P.O. Box 221217 Carmel, CA 93922-1217
6	241-031-010	Mark John Andrew Danek & Jennifer Jung	Danek & Jung	82 Corona Road Carmel, CA 93923-9610
7	241-031-012	Mark John Andrew Danek & Jennifer Jung	Danek & Jung	82 Corona Road Carmel, CA 93923-9610
8	241-031-013	Gwyn P. De Amaral, TR & John J. Willsen, TR	De Amaral & Willsen	P. O. Box 314 Carmel, CA 93921
9	241-031-018	Michael L. McCurdy & Melinda P. H. McCurdy, TRS	McCurdy	88 Corona Road Carmel, CA 93923-9610
10	241-031-020	Gwyn P. De Amaral, TR & John J. Willsen, TR	De Amaral & Willsen	77 Corona Road Carmel, CA 93923-9610
11	241-031-021	Catherine Ann Lamb, TR	Lamb	75 Corona Road Carmel, CA 93923-9610
12	241-031-022	Jeffrey A. Barnes & Rebecca Joy Barnes	Barnes	81 Corona Road Carmel, CA 93923-9610
13	241-031-023	Michael I. Falkel & Lisa C. Falkel, TRS.	Falkel	80 Corona Road Carmel, CA 93923-9610
14	241-031-024	Daniel Weiner & Ellen Weiner, TRS	Weiner	84 Corona Road Carmel, CA 93923-9610
15	241-051-002	James F. Olsen, TR	Olsen	94 Corona Way Carmel, CA 93923-9617

16	241-051-003	Alan R. Marcus & Lotte Marcus, TRS	Marcus	120 Fairview Street Decatur, GA 30030
17	241-051-005	Richard M. Silver & Cynthia Zoller, TRS	Silver & Zoller	89 Corona Road Carmel, CA 93923-9610
18	241-051-006	Misaki F. Olson, TR	Olson	P.O. Box 222603 Carmel, CA 93923-2603
19	241-051-007	Stuart Smith & Mahin Azimi	Smith & Azimi	8481 Skyline Blvd. Oakland, CA 94611-1543
20	241-051-009	Melodi Evered, TR	Evered	303 San Benancio Road Salinas, CA 93908-9103
21	241-051-010	Lana L. Price, TR	Price	93 Corona Way Carmel, CA 93923-9803
22	241-051-011	Brian Lee Krone	Krone	P.O. Box 22843 Carmel, CA 93922
23	241-051-012	Leila Banijamali & Patricia Zendejas	Banijamali & Zendejas	1415 Shrader Street San Francisco, CA 94117
24	241-051-013	George M. Hahn, TR	Hahn	93 Corona Way #B Carmel, CA 93923-9617
25	241-051-014	Suna Lin Price, TR	Price	93 Corona Way Carmel, CA 93923
26	241-051-015	Lana L Price, TR	Price	93 Corona Way Carmel, CA 93923
27	241-051-016	Natasha M. Doner, TR	Doner	98 Corona Road Carmel, CA 93923-9616
28	241-051-017	John Garrett Williams, TR	Williams	68 Highway 1 Carmel, CA 93923-9725
29	241-051-018	Elliot Roberts, TR	Roberts	RR 1 Box 248 Carmel, CA 93923
30	241-051-019	Scott Duncan Short, TR	Short	20568 Kincannon Road Carmel Valley, CA 93924-9114
31	241-051-020	Kirk Stewart, TR	Stewart	P.O. Box 3156 Santa Barbara, CA 93130-3156
32	241-051-022	Noe S. Lozano & Xiddia F. Gonzalez	Lozano & Gonzalez	249 HWY 1 #A Carmel, CA 93923-9611
33	241-051-024	Frank James Hennessy	Hennessy	100 Arboleda Lane Carmel Valley, CA 93924-9633
34	241-051-025	Gregory G. Minshall, TR	Minshall	P.O. Box 1707 Los Altos, CA 94023-1707
35	241-051-027	Claudia & William Daniels, TRS	Daniels	563 Figueroa Street Monterey, CA 93940-3232
36	241-051-028	Claudia & William Daniels, TRS	Daniels	563 Figueroa Street Monterey, CA 93940-3232
37	241-052-001	James M. Hull & Lillian Y. Hull, TRS	Hull	1928 San Luis Avenue Mountain View, CA 94043-2962
38	241-052-002	Richard A. Dierker, Jeffrey R. Dierker & Lisa Jeanne Georgoulis, TRS	Dieker & Georgoulis	1801 Mill Creek Road Crossroads, TX 76227-8225
39	241-052-003	Albert Tao & Thuy D. Nguyen, TRS	Tao & Nguyen	79 Corona Road Carmel, CA 93923-9610
40	241-052-004	Michael Miller & Terri Miller	Miller	80 Spruce Way Carmel, CA 93923-9609
41	241-052-005	Stanley A. Smith & Christine Denhart	Smith	77 Spruce Way Carmel, CA 93923-9609
42	241-052-006	Ladd J. Strnad & Patricia C. Strnad, TRS	Strnad	76 Spruce Way Carmel, CA 93923-9609

43	241-052-007	Paul S. Hariri, TR	Hariri	P.O. Box 4557 Carmel, CA 93921-4557
44	241-061-001	David M. Goldschmidt & Cherie C. Campbell, TRS	Goldschmidt & Campbell	225 Crossroads, Suite 521 Carmel, CA 93923
45	241-061-002	Molly Helene Williams, TR	Williams	68 Highway 1 Carmel, CA 93923-9725
46	241-061-004	Molly Helene Williams, TR	Williams	68 Highway 1 Carmel, CA 93923-9725
47	241-061-005	Molly Helene Williams, TR	Williams	68 Highway 1 Carmel, CA 93923-9725
48	241-061-011	Charles Krone Associates, Inc.	Krone	P.O. Box 22367 Carmel, CA 93922-0367
49	241-061-014	Villa Kulla, LLC	Villa Kulla	2891 Woodside Road Woodside, CA 94062-2441
50	241-061-015	John K. Rodgers, TR	Rodgers	40 Shepherds Knoll Pebble Beach, CA 93953-3059
51	241-071-004	Coyote Properties II, LLC	Coyote	55 Las Colinas Lane San Jose, CA 95119-1214
52	241-071-005	Coyote Properties II, LLC	Coyote	55 Las Colinas Lane San Jose, CA 95119-1214
53	241-071-006	Gregory G. Ebbitt	Ebbitt	P.O. Box 3465 Fullerton, CA 92834-3465
54	241-072-002	Daniel J. Keig & Dasha J.D. Keig	Keig	200 Crest Road Carmel, CA 93923-9744
55	241-072-003	Dasha J.D. Keig	Keig	200 Crest Road Carmel, CA 93923-9744
56	241-073-001	Daniel J. Keig, TR	Keig	200 Crest Road Carmel, CA 93923-9744
57				
58				
59				
60				

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

METHOD OF ASSESSMENT

General

The assessment district area contains 56 privately owned properties that could connect to a sanitary sewer collection system. Of those 56 properties, 50 are presently improved with single family dwelling structures and one with a commercial business. All developed parcels have existing septic systems. The single family dwelling properties will benefit equally with the ability to eliminate use of their septic systems and have the capability of connecting to a public sanitary sewer system. Based on water use, the commercial property has the benefit of two single family dwellings. Therefore, each property, whether developed with a single-family residence, or vacant, will be assessed equally with the exception of the commercial property which will be assessed as two equivalent dwelling units.

Three existing properties within the Assessment District Boundaries are owned by the State of California as open spaces. Those properties were not annexed into the District and will not be able to be developed. Certain other properties more than 300 feet from the proposed sanitary sewer collection line will not be assessed because those properties are not feasibly able to connect to the Improvements.

The proposed Improvements are for the sole purpose of providing sanitary sewer services to the properties within the Assessment District. As a result, these parcels will each receive a "special benefit" for the ability to connect to the Improvements.

Any "general benefit" to the public at large from the construction of the new septic system constituting the Improvements are intangible and not quantifiable. Therefore, none of the costs of the improvements are apportioned to general benefit.

The Assessment District is being formed, and the Assessments will be levied, under the Act and Article XXXIII D of the California Constitution, which require that only special benefits may be assessed, and that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. The law does not specify a method to use when determining the amount of special benefit to each parcel. The Engineer of Work is responsible for conducting the benefit analysis and then making a recommendation to the District Board, who then makes the final determination. Therefore, the assessments within this report have been apportioned by the Engineer of Work in accordance to the proportionate special benefits received by the lots and parcels of land within the Assessment District. The Assessment apportioned to each lot represents its prorated share of the total estimated capital cost of the Improvements. No assessment has been apportioned on any parcel that exceeds the reasonable cost of the proportional special benefit provided to that parcel.

Future Connections

If future property owners wish to connect to the Improvements they will be charged a special connection fee, which the District will use to benefit the original owners within the Assessment District through the prepayment of debt and reduction of Assessments.

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

ANNUAL ADMINISTRATION ASSESSMENT

As provided in Streets and Highways Code Section 10204(f), an additional assessment will be levied annually on each parcel within the Assessment District to pay costs associated with the administration of the Assessment District and the associated debt service reserve.

Each parcel within the Assessment District shall be allocated a share of these annual costs apportioned based on the annual fees paid. The exact amount of these charges will be established each year by the County of Monterey, and will be levied in an annual amount initially equal to a maximum of \$6,250 per year.

These annual assessments are separate from, and in addition to, (a) the per-parcel collection fee that may be added to each annual assessment under Streets and Highways Code Sections 8682 (to cover expenses of collection) and 8682.1 (to cover bond administration costs), and (b) any fees payable to the District in connection with Assessment pre-payments after the issuance of Bonds, apportionment of Assessments to reflect parcels splits or parcel mergers, and late charges and penalties for delinquent Assessment installments.

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

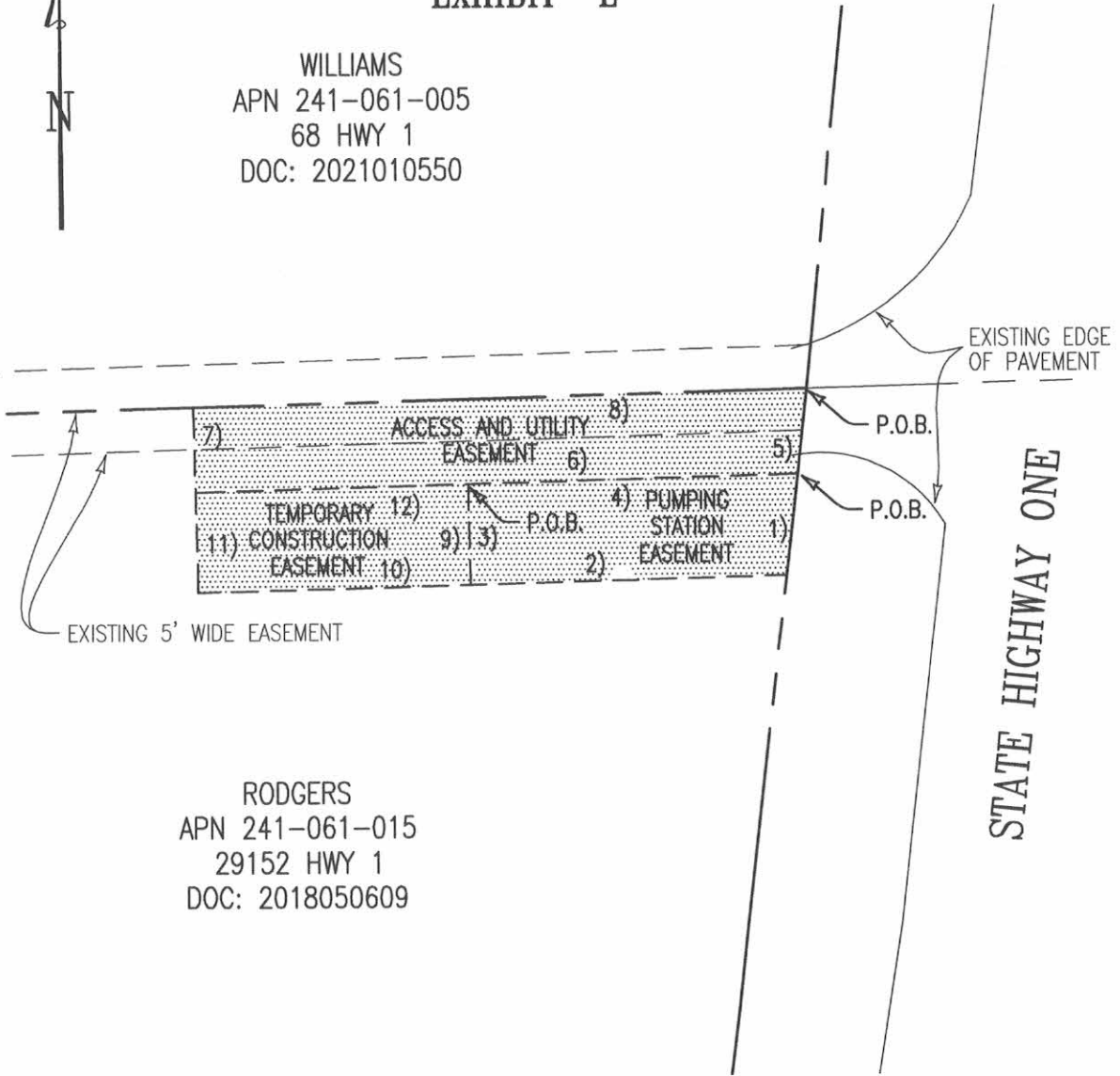
DESCRIPTION AND PLATS OF EASEMENTS AND OR LANDS TO BE ACQUIRED

Graphic Exhibits Attached

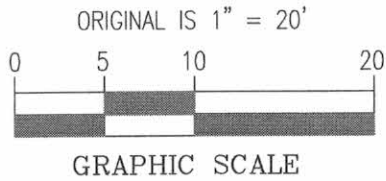
EXHIBIT "E"



WILLIAMS
APN 241-061-005
68 HWY 1
DOC: 2021010550



RODGERS
APN 241-061-015
29152 HWY 1
DOC: 2018050609



EASEMENT EXHIBIT
PREPARED FOR
THE CORONA ROAD SEWER PROJECT
CARMEL AREA WASTEWATER DISTRICT

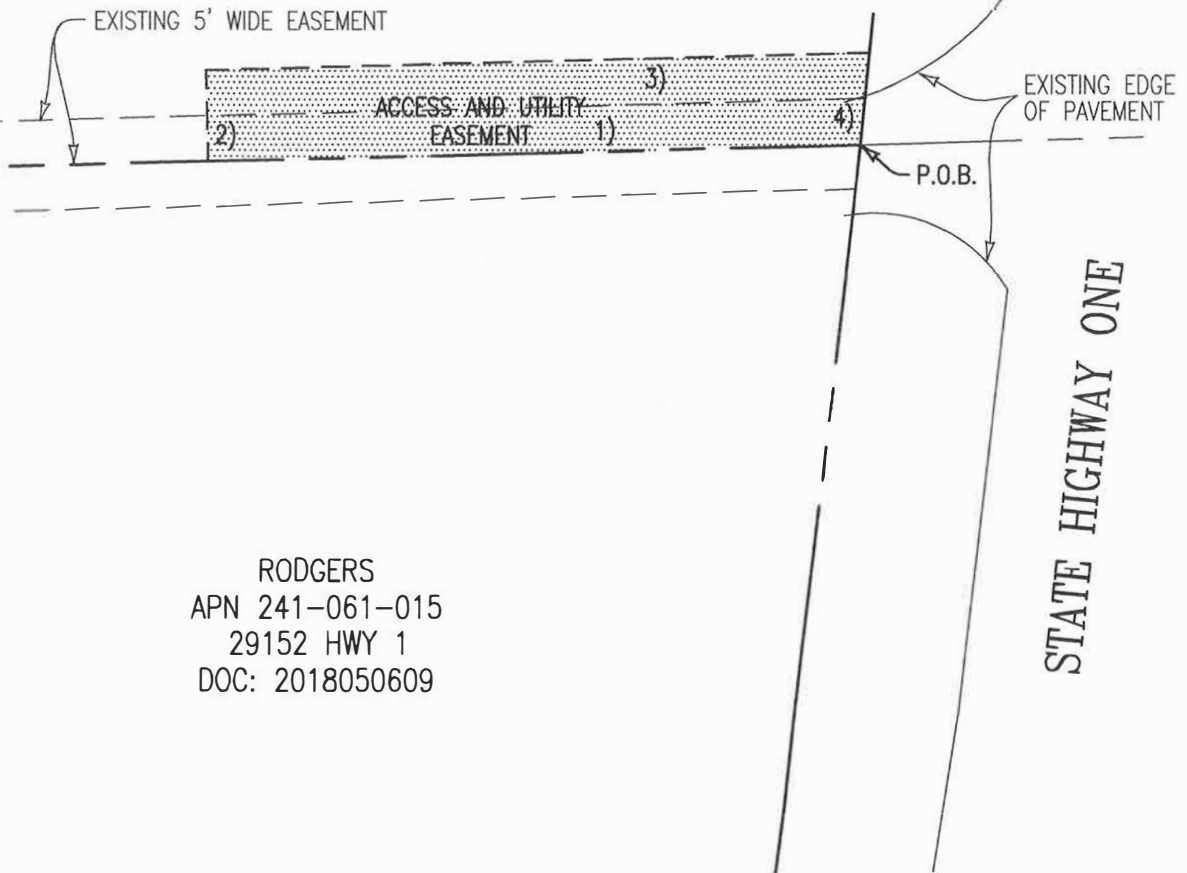
PREPARED BY
MONTEREY BAY ENGINEERS, INC.

607 CHARLES AVENUE, SUITE B
SEASIDE, CA 93955
(831) 899-7899

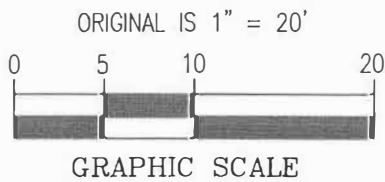
EXHIBIT "C"



WILLIAMS
APN 241-061-005
68 HWY 1
DOC: 2021010550



RODGERS
APN 241-061-015
29152 HWY 1
DOC: 2018050609



10/19/2023

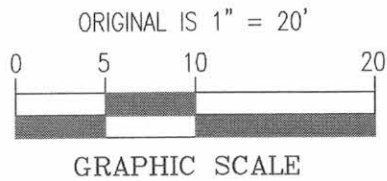
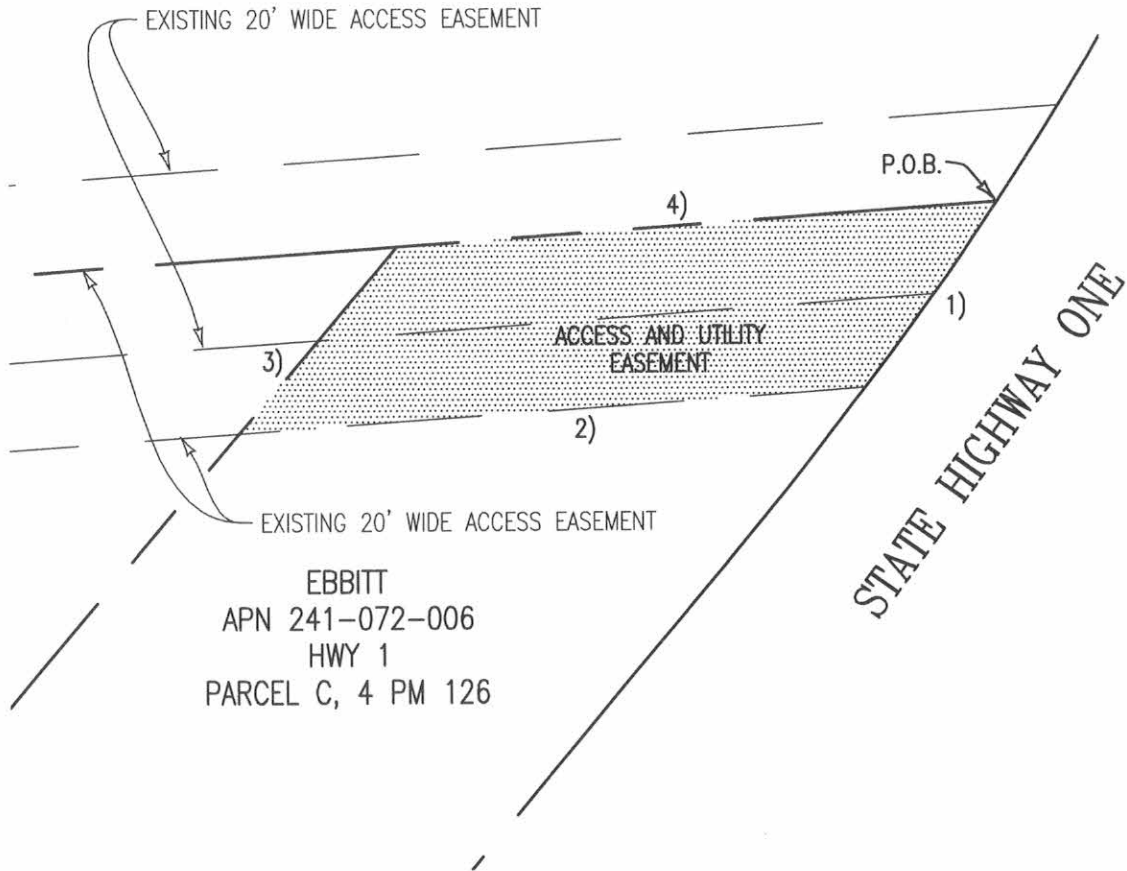
EASEMENT EXHIBIT
PREPARED FOR
THE CORONA ROAD SEWER PROJECT
CARMEL AREA WASTEWATER DISTRICT

PREPARED BY
MONTEREY BAY ENGINEERS, INC.
607 CHARLES AVENUE, SUITE B
SEASIDE, CA 93955
(831) 899-7899

EXHIBIT "C"



RODGERS
APN 241-061-015
29152 HWY 1
DOC: 2018050609

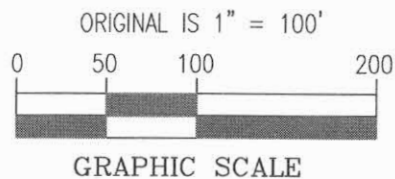
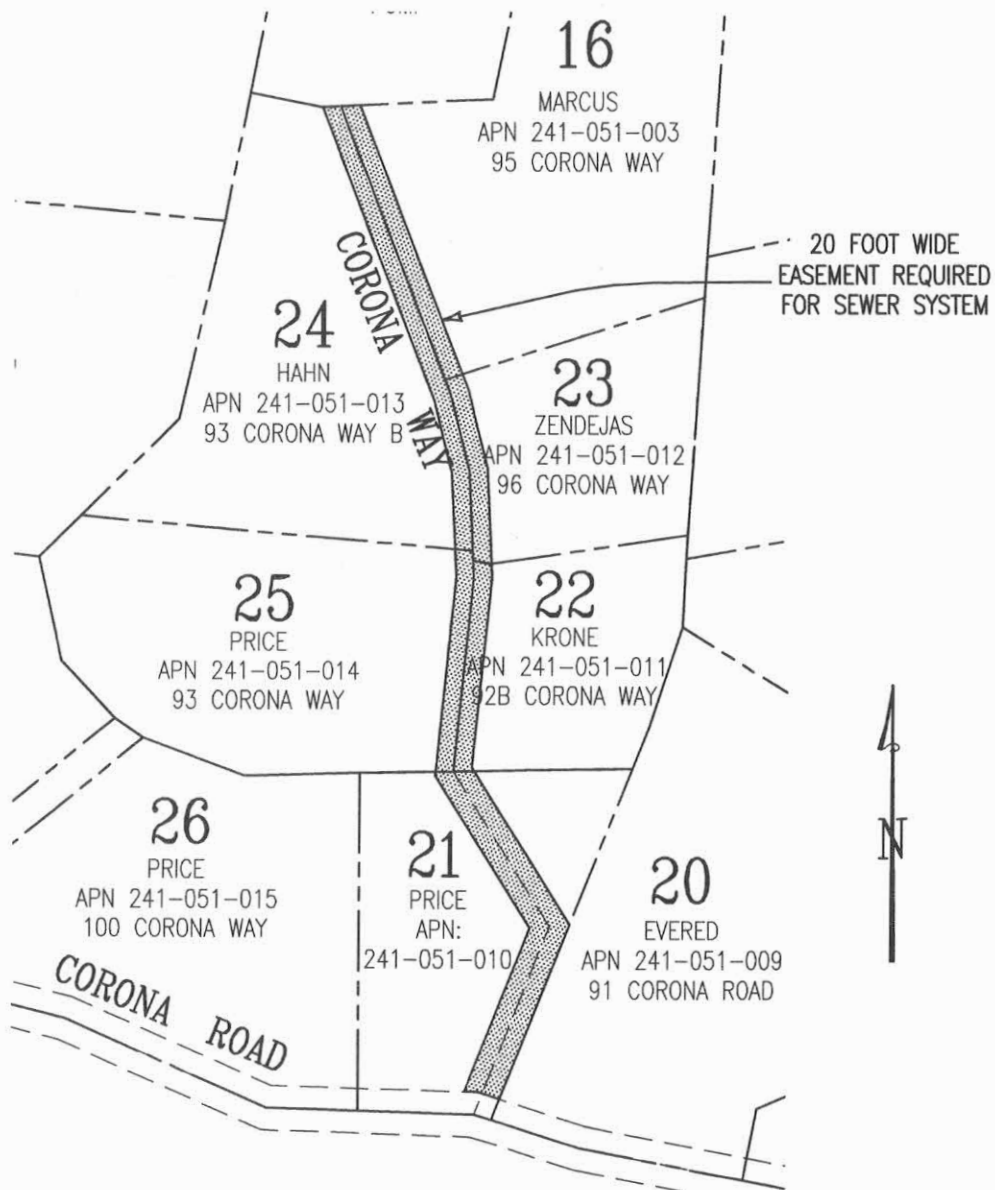


10/19/2023

EASEMENT EXHIBIT
PREPARED FOR
THE CORONA ROAD SEWER PROJECT
CARMEL AREA WASTEWATER DISTRICT

PREPARED BY
MONTEREY BAY ENGINEERS, INC.

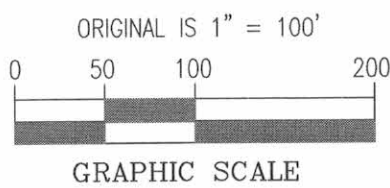
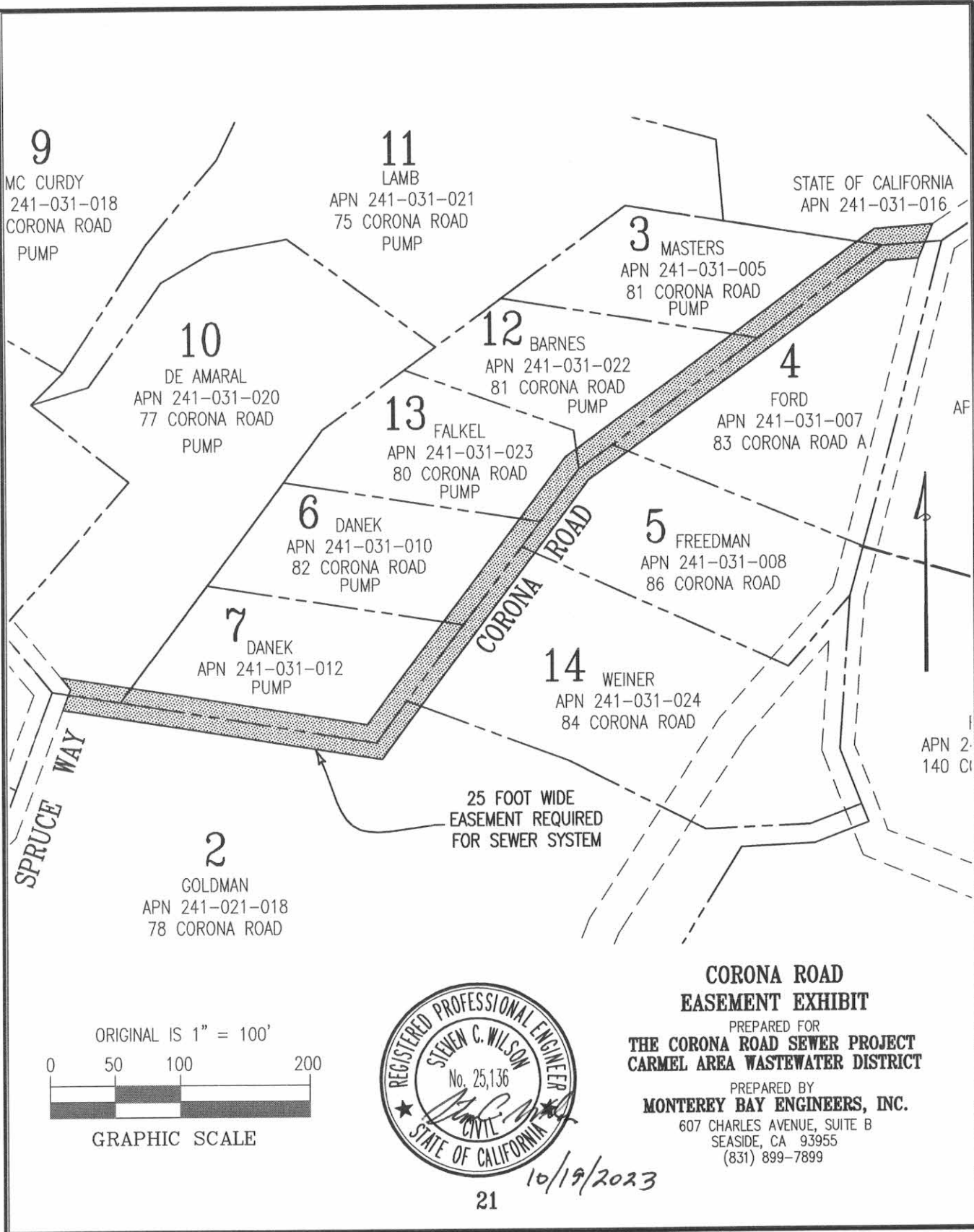
607 CHARLES AVENUE, SUITE B
SEASIDE, CA 93955
(831) 899-7899



**CORONA WAY
EASEMENT EXHIBIT**

PREPARED FOR
**THE CORONA ROAD SEWER PROJECT
CARMEL AREA WASTEWATER DISTRICT**

PREPARED BY
MONTEREY BAY ENGINEERS, INC.
607 CHARLES AVENUE, SUITE B
SEASIDE, CA 93955
(831) 899-7899



10/19/2023

**CORONA ROAD
 EASEMENT EXHIBIT**
 PREPARED FOR
**THE CORONA ROAD SEWER PROJECT
 CARMEL AREA WASTEWATER DISTRICT**
 PREPARED BY
MONTEREY BAY ENGINEERS, INC.
 607 CHARLES AVENUE, SUITE B
 SEASIDE, CA 93955
 (831) 899-7899

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

CERTIFICATES

1. On October 26, 2023, the Assessment and Assessment Roll in this Engineer's Report, in the amounts set forth in Columns (1) of each, with the Assessment Diagram attached, was filed with me.

By _____ Secretary of the Board of Directors

Carmel Area Wastewater District

2. On December 12, 2023, the Assessment in this Engineer's Report, in the amounts set forth in Column (2) and the Assessment Diagram attached were confirmed and approved by the Carmel Area Wastewater District Board of Directors.

By _____ Secretary of the Board of Directors

Carmel Area Wastewater District

3. On December 12, 2023, the Assessment in this Engineer's Report and the Assessment Diagram attached, all as confirmed and approved by the Carmel Area Wastewater District Board of Directors, were recorded in the office of the District General Manger.

By _____ Secretary of the Board of Directors

Carmel Area Wastewater District

4. On _____, 2023, an Assessment Diagram was filed in the office of the County Recorder of Monterey County, California.

By _____ Clerk of the Board of Directors

Carmel Area Wastewater District

5. On _____, 2023, a Notice of Assessment was recorded in the office of the County Recorder of Monterey County, California.

By _____ Secretary of the Board of Directors

Carmel Area Wastewater District

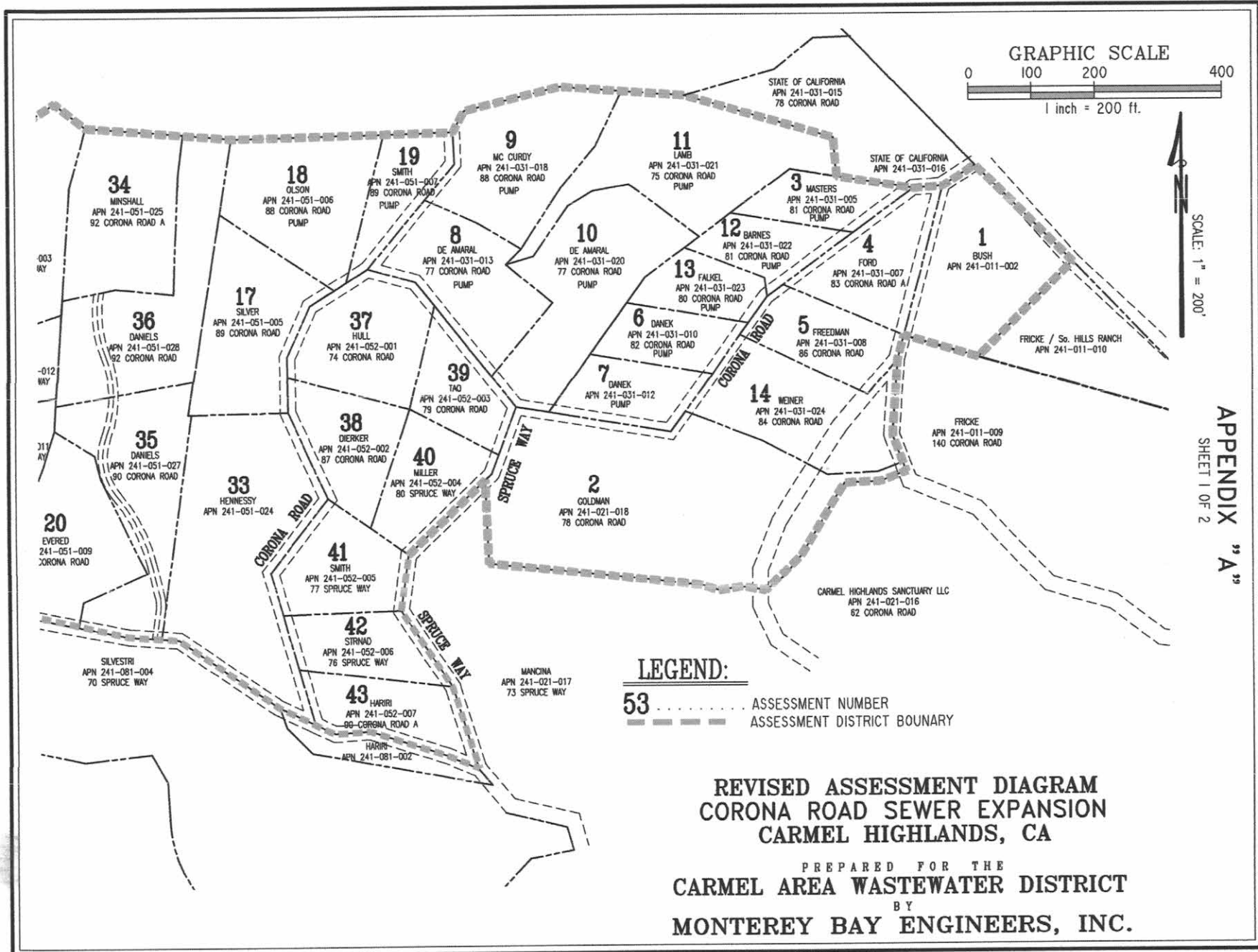
CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

ASSESSMENT DIAGRAM

A reduced copy of the Assessment Diagram of the Assessment District is attached hereto in Appendix "A" of this Report. Full Size copies of the Assessment Diagram are on file in the office of the Secretary of the Board of Directors.

As required, the Assessment Diagram shows the exterior boundaries of the Assessment District that contains the parcels shown on the Assessment Roll.

The Assessor's Parcel Numbers correspond to the Assessment District, as they existed at the time of the passage of the Resolution of Intention, and are hereby referenced to the Assessor's Parcel maps of the County of Monterey for the boundaries and dimensions of each parcel of land.



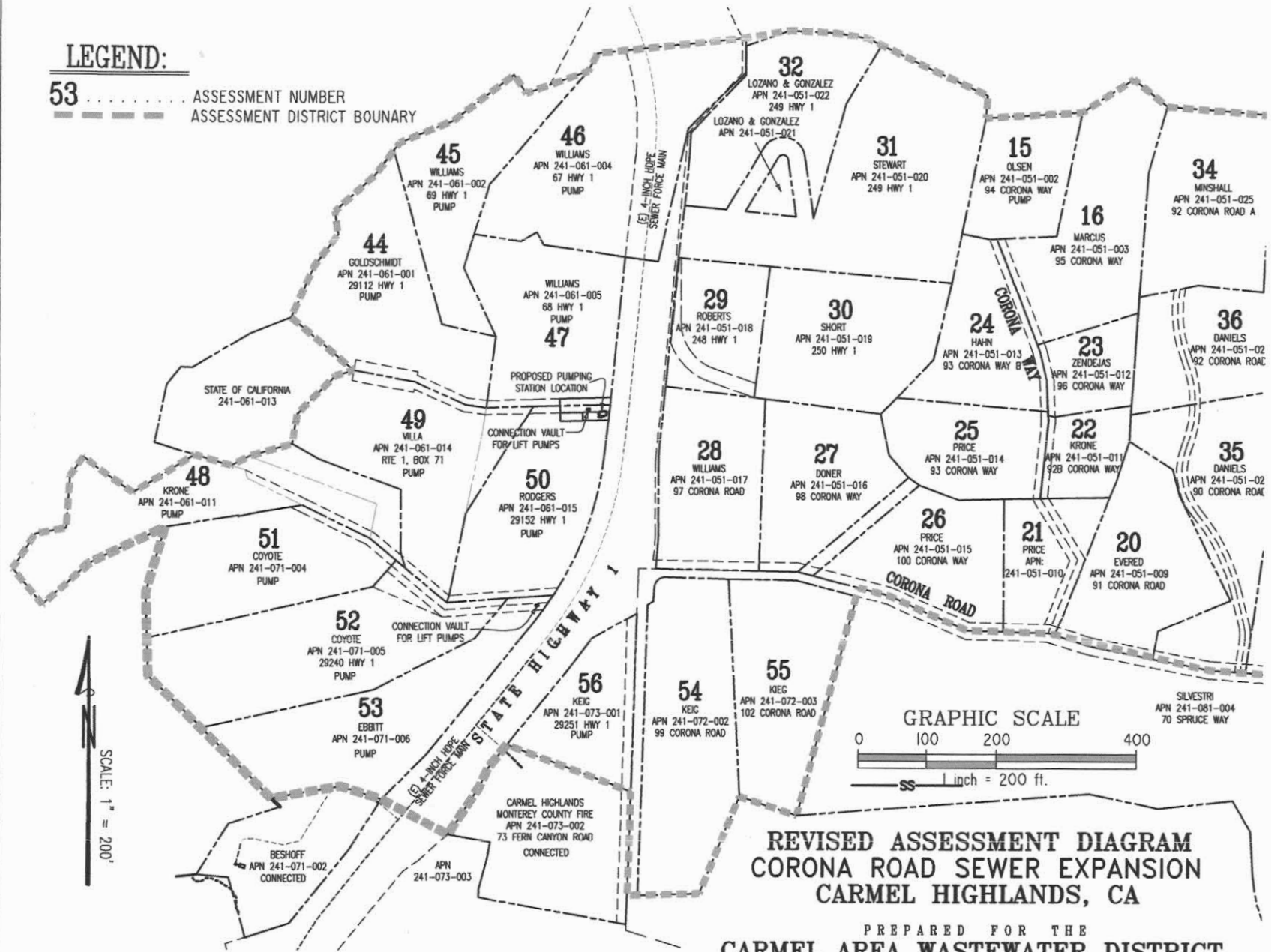
**REVISED ASSESSMENT DIAGRAM
CORONA ROAD SEWER EXPANSION
CARMEL HIGHLANDS, CA**

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

APPENDIX "A"
SHEET 1 OF 2

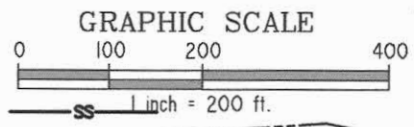
LEGEND:

53 ASSESSMENT NUMBER
 - - - - - ASSESSMENT DISTRICT BOUNDARY



APPENDIX "A"
 SHEET 2 OF 2

SCALE: 1" = 200'



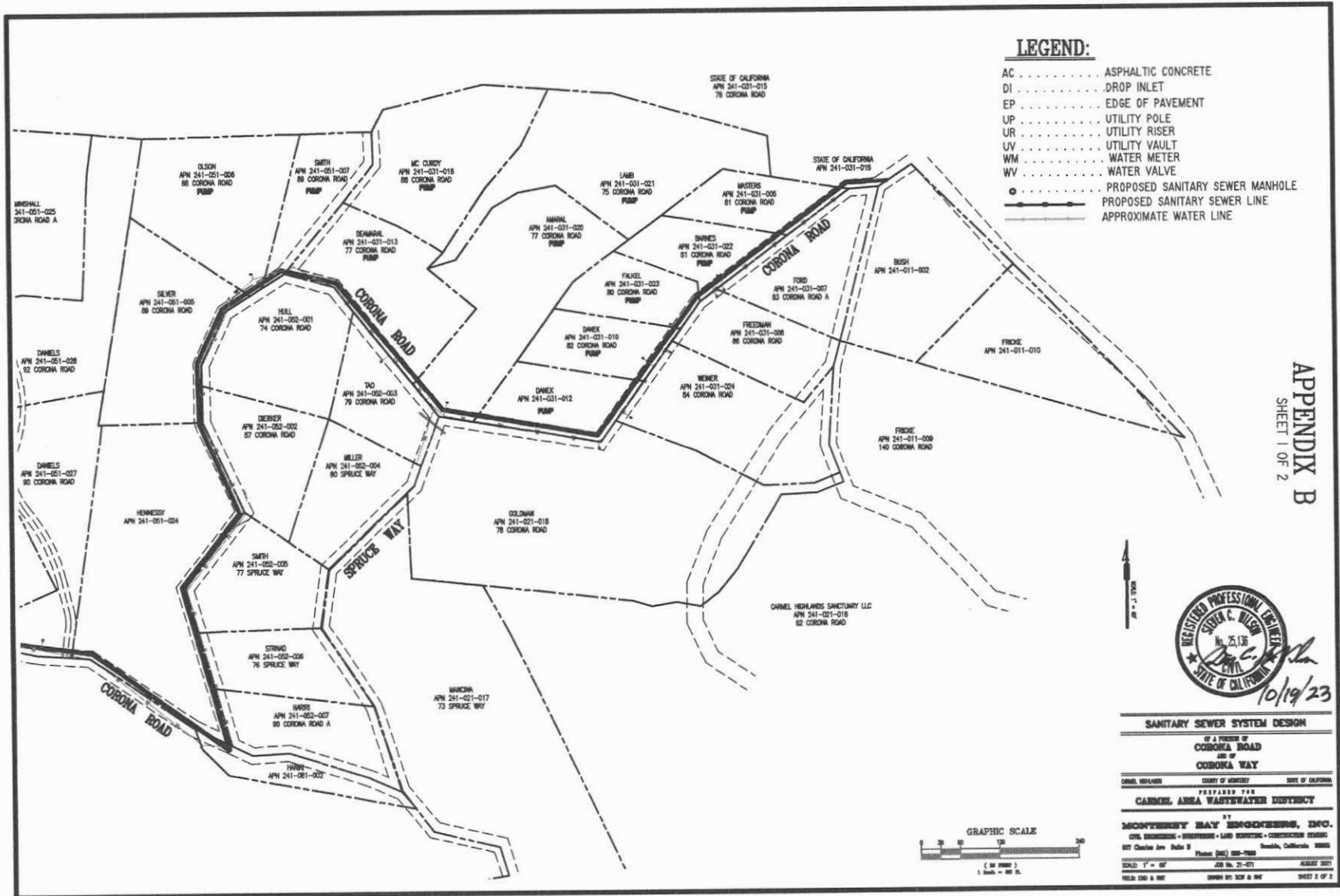
**REVISED ASSESSMENT DIAGRAM
 CORONA ROAD SEWER EXPANSION
 CARMEL HIGHLANDS, CA**

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

CARMEL AREA WASTEWATER DISTRICT
ASSESSMENT DISTRICT NO. 23-01
(CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

PLANS

A reduced copy of the Construction Plans is attached hereto in Appendix "B" of this Report. Full Size copies of the Construction Plans are on file in the office of the Secretary of the Board of Directors.



LEGEND:

- AC ASPHALTIC CONCRETE
- DI DROP INLET
- EP EDGE OF PAVEMENT
- UP UTILITY POLE
- UR UTILITY RISER
- UV UTILITY VAULT
- WM WATER METER
- WV WATER VALE
- PROPOSED SANITARY SEWER MANHOLE
- PROPOSED SANITARY SEWER LINE
- APPROXIMATE WATER LINE

APPENDIX B
SHEET 1 OF 2

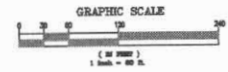


SANITARY SEWER SYSTEM DESIGN

OF A PORTION OF
CORONADO ROAD
AND OF
SPRUCE WAY

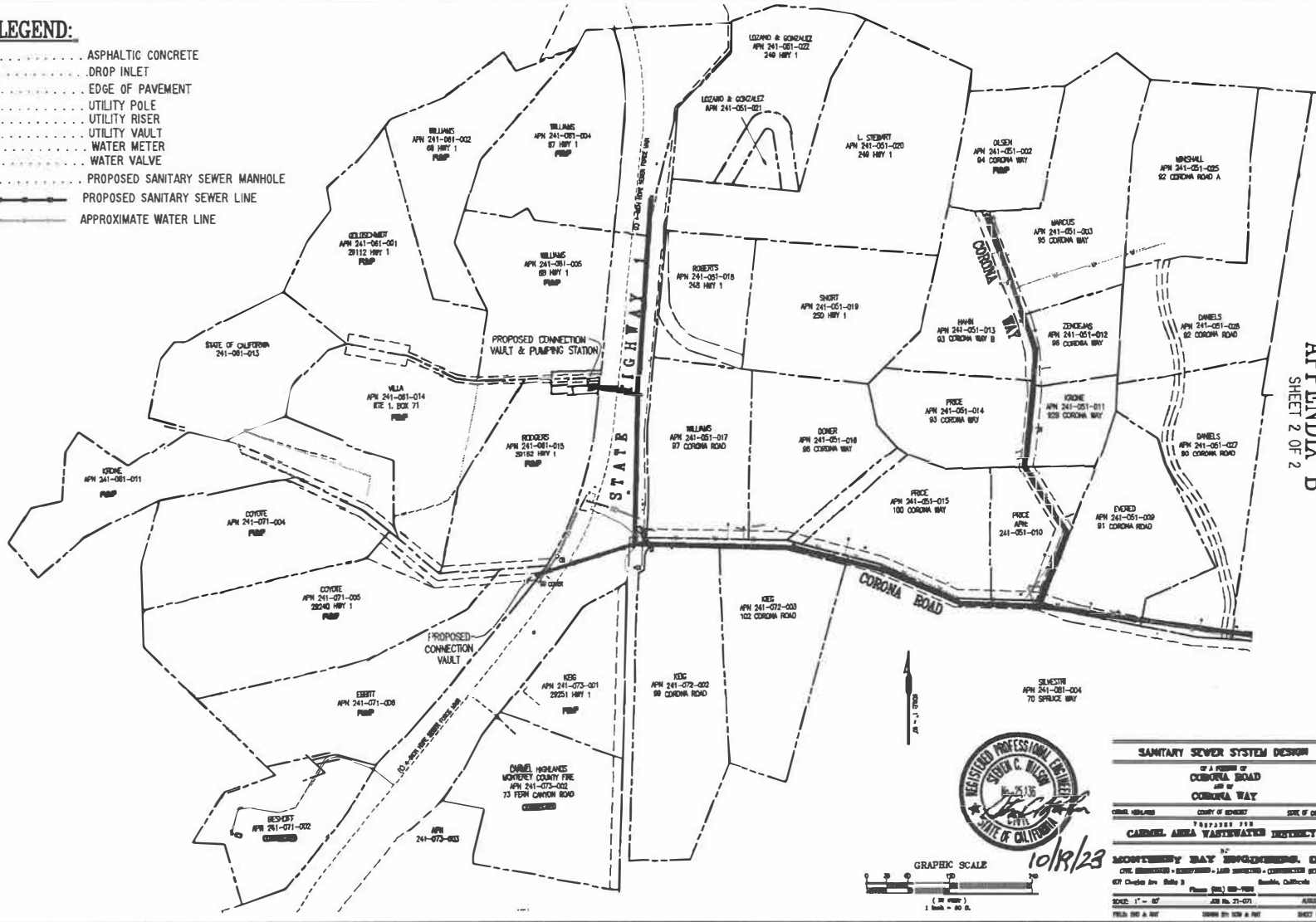
CARROLL HIGHLANDS COUNTY OF MONTEREY STATE OF CALIFORNIA
PREPARED FOR
CARROLL AREA WASTEWATER DISTRICT

BY
MONTGOMERY WAT ENGINEERS, INC.
205 WASHINGTON • HUNTINGTON • LIND AVENUE • OCEANSIDE STATION
607 Charles Ave. Suite B Sealife, California 94065
Phone (415) 888-7999
FAX (415) 888-7999
JOB No. 21-071 AUGUST 2021
FIELD NO. 21-002 DRAWN BY: SCW & HW SHEET 1 OF 2



LEGEND:

- AC ASPHALTIC CONCRETE
- DI DROP INLET
- EP EDGE OF PAVEMENT
- UP UTILITY POLE
- UR UTILITY RISER
- UV UTILITY VAULT
- WM WATER METER
- WV WATER VALVE
- PROPOSED SANITARY SEWER MANHOLE
- PROPOSED SANITARY SEWER LINE
- — — — — APPROXIMATE WATER LINE



APPENDIX B
SHEET 2 OF 2

SANITARY SEWER SYSTEM DESIGN

OF A PORTION OF
CORONA ROAD
AND OF
CORONA WAY

CIVIL ENGINEER COUNTY OF SHERMAN STATE OF CALIFORNIA
PASSPORT #18
CARMEL AREA WASTEWATER DISTRICT

10/19/23

MONTEBERRY BAY ENGINEERS, INC.
CIVIL ENGINEERS • ARCHITECTS • LAND SURVEYORS • ENVIRONMENTAL SCIENTISTS
677 Charles Ave. Suite 300 Carmel, California 95006
PHONE (831) 938-7800 FAX (831) 938-7801
SHEET 2 OF 2

RESOLUTION NO. 2023-37

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

-oOo-

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

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

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

WHEREAS, on October 3, 2023, the County of Monterey approved the revised Map and this proposed Resolution;

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

Section 1. Intention. The public interest, convenience and necessity require, and the Board intends to order, the “Work,” as defined in Exhibit “A” attached to and incorporated by reference in this resolution, for the Assessment District. The Assessment District shall be known as “Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Area Sanitary Sewer System Project).”

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

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

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

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

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

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

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

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

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

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

(b) Plans and specifications of the proposed improvements if the improvements are not already installed. The plans and specifications do not need to be detailed and are sufficient if they show or describe the general nature, location, and extent of the improvements. If the Assessment District is divided into zones, the plans and

specifications shall indicate the class and the type of improvements to be provided for each zone. The plans or specifications may be prepared as separate documents, or either or both may be incorporated in the Engineer's Report as a combined document.

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

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

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

(1) The exterior boundaries of the Assessment District.

(2) The boundaries of any zones within the Assessment District.

(3) The lines and dimensions of each parcel of land within the Assessment District.

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

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

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

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

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

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

Any inquiries should be directed during regular office hours to:

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

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

Section 14. Improvement Bonds or Other Indebtedness. Notice is hereby given that serial or term improvement bonds, or other indebtedness, including without limitation a loan made by the State of California in accordance with Chapter 6.1 (commencing with Section 10550) of the Act, to represent unpaid assessments ("Bonds"), bearing interest at a rate not to exceed the maximum permitted by applicable law, will be issued hereunder in the manner provided by the Improvement Bond Act of 1915, Division 10 of the California Streets and Highways Code (the "Bond Law"), the last installment of which shall mature not to exceed 39 years from the September 2 next succeeding 12 months from their issue date. The Bonds shall be issued in such series and mature in such principal amounts at the times as shall be determined by this Board at the time of their issuance. The provisions of Part 11.1 of the Bond Law, providing an alternative procedure for the advance payment and redemption of bonds, shall apply to the Bonds. This Board intends to create a special reserve fund pursuant to and as authorized by Part 16 of the Bond Law.

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

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

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

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

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

* * * * *

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

EXHIBIT A

CARMEL AREA WASTEWATER DISTRICT ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

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

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

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

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

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

RESOLUTION NO. 2023-61

A RESOLUTION PRELIMINARILY APPROVING ENGINEER'S REPORT AND DIRECTING RELATED ACTIONS FOR THE PROPOSED CARMEL AREA WASTEWATER DISTRICT ASSESSMENT DISTRICT NO. 23-01 (CORONA ROAD AREA SANITARY SEWER SYSTEM PROJECT)

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WHEREAS, on October 26, 2023, the Board of Directors (the "Board") of the Carmel Area Wastewater District (the "District") adopted its resolution entitled "A Resolution of Intention to Make Acquisitions and Improvements for the Proposed Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Area Sanitary Sewer System Project)" (the "Resolution of Intention") under the Municipal Improvement Act of 1913 (Division 12 of the Streets and Highways Code of California (the "Act")), to initiate proceedings under the Act in and for the proposed Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Area Sanitary Sewer System Project) (the "Assessment District") for the making of certain public improvements (the "Improvements") as described in the Resolution of Intention.; and

WHEREAS, the Resolution of Intention designated Monterey Bay Engineers, Inc., as engineer of work for the Assessment District (the "Engineer of Work") and directed the Engineer of Work to prepare and file with the Board Clerk, pursuant to the Act, a report (the "Engineer's Report") containing the information requested in the Resolution of Intention, to which reference is hereby made for further particulars; and

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

Section 1. Engineer's Report Preliminarily Approved. The Engineer of Work has prepared and filed the Engineer's Report with the Board Clerk. This Board, with the aid of District's staff, has reviewed the Engineer's Report and hereby finds it to be sufficient for purposes of subsequent proceedings for the Assessment District. The Engineer's Report is hereby preliminarily approved.

Section 2. Public Hearing. Pursuant to the Act, this Board hereby orders a public hearing to be held before this Board at 3945 Rio Road, Carmel, California, on December 12, 2023, at the hour of 2:00 p.m., for the purposes of this Board's (i) determining whether the public interest, convenience and necessity require the Improvements, whether the properties in the Assessment District are specially benefited by the Improvements, the tabulation of special assessment ballots and the existence of any majority protest, and (ii) taking final action upon the Engineer's Report and the assessments proposed therein. The public hearing may be continued from time to time as determined by this Board.

Section 3. Notice. The Board Clerk is hereby authorized and directed to cause notice of the hearing ordered under Section 2 hereof to be given by mailing, with postage prepaid, via United States mail, and the notice shall be deemed to have been given at the time of mailing. The envelope or cover of the mailing shall include the name of the District and the return address of the Board Clerk. The mailed notice shall be given to all owners of property proposed to be assessed within the Assessment District, as shown in the Engineer's Report, using the names and addresses that appear on the last equalized assessment roll of the County of Monterey (the "County") or the State Board of Equalization assessment roll, as the case may be. The notice shall be mailed not less than 45 days before the date of the public hearing ordered under Section 2 hereof.

The amount of the proposed assessment for each parcel shall be calculated, and the record owner of each parcel shall be given written notice by mail of the, the total amount of the proposed assessment chargeable to each of the entire Assessment District and the owner's particular parcel, the anticipated duration of payments for the proposed assessment (if bonded), the reason for the proposed assessment and the basis upon which the amount of the proposed assessment was calculated. Each mailed notice to owners shall contain a ballot that includes the property owner's name, identification of the parcel and a request to support or oppose the proposed assessment.

Each notice shall include, in a conspicuous place, a summary of the procedures applicable to the completion, return and tabulation of ballots, including a statement that the existence of a majority protest (in which ballots submitted in opposition exceed those submitted in favor of the proposed assessment, with ballots weighed according to proportional financial obligation of the affected property) will result in the proposed assessment's not being imposed. Each mailed ballot shall include a sealable return envelope with the District's address for the completed ballot.

Section 4. Ballots. The Board Clerk (or such other person designated by the General Manager) is hereby designated as the impartial person, without a vested interest in the outcome of the assessment, responsible for the tabulation of the ballots. The Board Clerk shall maintain a separate and secure file for the safekeeping of the assessment ballots as they are received and pending tabulation. Ballots shall be received up to the time of the closing of the public hearing.

Ballots shall remain sealed until the close of the public hearing and the beginning of the tabulation. Ballots may be submitted, or changed, or withdrawn by the person submitting the ballot prior to the conclusion of the public hearing. During and after tabulation, the ballots shall constitute disclosable public records under Section 6252 of the California Government Code.

Section 5. Boundary Map. The proposed boundaries of the Assessment District are shown on a map on file in the office of the Board Clerk (the "Boundary Map"), which indicates by a boundary line the extent of the territory to be included in the proposed Assessment District. The Boundary Map shall govern for purposes of establishing the boundaries of the Assessment District proceedings, and reference is hereby made to it for further particulars. The Board Clerk is hereby authorized and directed to (i) endorse upon the original, copy and at least one facsimile of the Boundary Map the date of its filing with the Board Clerk and of the adoption of this resolution and (ii) cause a facsimile of the Boundary Map to be filed with the County Recorder within 15 days of the adoption of this resolution, but in no event later than 15 days before the date of the public hearing ordered under Section 2 hereof. The County Recorder shall endorse upon the Boundary Map the time and date of its filing and shall fasten the same securely in a book of maps of assessment and community facilities districts that the County Recorder keeps in its office. The County Recorder shall index the Boundary Map by the name of the District and the distinctive designation of the proposed Assessment District.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent
Daryl Lauer, Collections Superintendent

Date: October 26, 2023

Subject: Purchase of a Replacement Collections Rounds Truck

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to approve the purchase of a replacement Collections vehicle not to exceed \$65,000.

DISCUSSION

This recommendation is to replace Collections truck Unit 29 with a new Ford F250 4X4 truck due to an engine failure. The cost to repair the truck over 4 years versus replace is higher and there is more risk with the repair.

Unit 29 is a 2015 Ford F250 4X4 with 42,603 miles and is used for inspection of canyon pipelines and manholes along with emergency response. Staff were driving canyon rounds when the oil filter was damaged. The truck was immediately turned off when the low oil light activated. The oil filter was ripped off by a tree branch that was on the ground. This vehicle was up to date on all PMs and had no issues prior to the damage.

The truck was towed back to the plant and repaired and then placed back in service for less than 2 weeks before the engine stopped working. There was internal damage during the low oil – the engine was able to run for a period of time before it stopped working but the end result was the same. Low oil – bearings and cylinders were damaged, causing the engine to lose compression on two cylinders. We do not have a diesel repair shop. This is specialized work requiring specialized tools.

The truck was towed to the local Ford dealership. The diagnosis determined that 2 cylinders failed, and the cost estimate provided to repair is \$27,000.

If the repair was done it is the staff's opinion that a new vehicle would have to be purchased anyway in year 4 after the repair due to the wear of other components. There is risk that the repair may lead to prolonged issues since an engine replacement in a shop does not have the same quality control as the factory.

New Truck		Current Truck	
Purchase	\$ 65,000	Original Cost	\$ 38,000
Residual Value- RV (20%)	\$ 13,000	Residual Value- RV (20%)	\$ 7,600
Cost of Truck less RV	\$ 52,000	Original Cost less RV	\$ 30,400
		Cost of Repair	\$ 27,000
		Adj Cost plus repair	\$ 57,400
First 4 year of 12 year cost	\$ 17,333	Remaining 4 yrs cost less RV	\$ 19,133

The recommended purchase strategy is to competitively bid the truck purchase on the open market rather than utilize the California Statewide Contract. Heavy duty trucks are in limited supply due to production constraints and high demand. There is a risk that the supply could be further impacted due to the United Auto Workers strike so the timing of this truck is critical so that staff have the needed resources to respond to emergencies and complete weekly work.

The Statewide contract will result in a lead time of 1 year plus and by competitively bidding an equal or lower price can also be obtained compared to the Statewide contract.

Unit 29 would be sold as surplus on GovDeals.com website with an estimated surplus value of \$5,000.

Staff has contacted CSRMA regarding filing a damage claim on the truck.

FUNDING

The 2023-24 Collections Capital Unfunded Capital Equipment not to exceed \$65,000.

RESOLUTION NO. 2023-62

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO PURCHASE A TRUCK IN FISCAL YEAR 2023-24 IN AN AMOUNT NOT TO EXCEED \$65,000

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WHEREAS, the District requires the replacement of a Collections rounds truck for inspection and emergency response; and

WHEREAS, the District will competitively bid the vehicle purchase on the open market to obtain the lowest price; and

WHEREAS, the District has determined the truck is a critical asset that requires immediate replacement to maintain the required level of service for the collections system; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on October 26, 2023, that this proposal has merit and hereby authorizes the General Manager to purchase a truck for fiscal year 2023-24 in an amount not to exceed \$65,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barriner, Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent
Daryl Lauer, Collections Superintendent

Date: October 26, 2023

Subject: Purchase of Computerized Maintenance Management Software and Implementation

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter a contract with Mobile MMS a division of Websoft Developers Inc. in an amount not to exceed \$85,800, which includes a 10% contingency amount for fiscal year 2023-24, to purchase software and start up implementation for the treatment plant and collections Computerized Maintenance Management System (CMMS).

DISCUSSION

The District operates multiple platforms to track work such as repairs, Closed Caption Television Viewing, source control inspections, permits, underground service alerts (USA's), etc. including two CMMS program. The collection system has been using ICOM, which is optimized for linear pipe assets and the treatment plant utilizes Mainsaver for vertical equipment type assets. To add further complexity the pump station vertical assets are in Mainsaver due to the limitation of ICOM.

The vision is to combine all the stand-alone systems into one integrated system. This will provide better data visibility, reduce data entry time and make data easier to access when in the field. Data reporting and integration between different systems is a weakness of our current systems. Data must be exported from multiple systems to integrate information, which is time consuming and limited.

District staff reached out to several CMMS software companies that are focused on the wastewater industries to determine if one program could effectively manage both horizontal and vertical assets integration, USA's, and source control inspections.

Staff participated in several software demonstrations and met with multiple companies to find the best fit for the District. We also reached out to our existing CMMS software companies to see if there were any plans for software upgrades that would meet the District’s goals. Both ICOM and Mainsaver do not have plans for a solution to meet our vertical and linear asset requirements.

CMMS systems Evaluated as Professional Services:

Software	Rank*
MobileMMS	1
Cityworks	2
Maximo	3
Lucity	4
Mainsaver	5
ICOM	6

*Rank is based on ability to meet District integration goals/requirements

Mobile MMS has a large installed base of Water/Wastewater clients in California. The support and implementation team from Mobile MMS adds significant value by providing value added recommendations of how CAWD can improve our CMMS based on Mobile MMS’s vast experience.

Collections budgeted the CMMS Upgrade for Fiscal Year 2023-24, but the Treatment Plant did not originally plan to upgrade this fiscal year. However, after researching solutions for Collections, staff determined there is significant value to transitioning both systems at the same time and will result in a cost savings since a large portion of the cost is in the implementation.

The annual cost of Mainsaver, T4 Pipeline tool and ICOM CMMS is \$38,955. Mobile MMS annual cost is \$24,500, which is included in the \$78,000 attached contract. Competitor systems that staff compared had an estimated annual cost of \$50,000 due to higher overhead.

Currently Mainsaver is utilized for purchase orders and purchase order contracts. The purchase order system will be migrated to the District’s existing financial software. The financial software is a good solution because the vendor information for purchase orders is already in place for accounts payable. This will integrate purchase orders with budgeting and make project accounting more efficient.

Spare parts inventory will be included in the new CMMS and linked to assets as it is currently done in Mainsaver.

Scope of Work

MobileMMS Collections Implementation;

1. Full implementation for all agency collection system tasks. We will convert all existing data sources and publish the agency's GIS on our ArcGIS server platform. We will meet on site every month with additional interim monthly web-based meetings. We plan on implementing all collection system tasks.
2. GIS integration and display of all relevant data sources on a web-based system.
3. Conversion of any existing data sources. This specifically includes all activities, workflows, and historical data included within the ICOM database.
4. Line cleaning/root cutting/foaming and CCTV inspection including implementation of routes.
5. CCTV inspection integration and tracking.
6. Private Sewer Lateral (PSL) inspections.
7. Compliance inspections (FOG) and permitting.
8. Work Order management system for all lift station assets including automated routing, workflows, and escalation.
9. Lift station and other asset inspections (manholes, recycled water, pressure main).
10. Full asset lift station, fleet, equipment maintenance including PM scheduling.
11. GPS surveying for GIS asset improvement.
12. USA ticketing with Positive Response.
13. Reporting.
14. Use of ad-hoc reporting tools.
15. Development of 10 customized reports or Excel datasets for management analysis.
16. Training for system use and administrative management.
17. This implementation cost includes any future modifications for included activities.

MobileMMS Maintenance Implementation;

1. Full implementation for all maintenance related tasks. This will include the following.
2. Import of the Mainsaver database into MobileMMS including
 - a. Assets
 - b. Historical work orders
 - c. Preventative maintenance schedules and workflows
3. Modification of the above based on District direction.
4. All other maintenance functions as yet undescribed.
5. This implementation cost includes any future modifications for included activities.

MobileMMS Plant Implementation;

1. Full implementation for all plant operations.
This will include the following;
2. Plant rounds as previously described and tentatively implemented.
3. Logbooks as directed similar to that demonstrated for CCWater.
4. Plant sampling.
5. All other maintenance functions as yet undescribed.
6. This implementation cost includes any future modifications for included activities.

MobileMMS Permitting and Front-Office Implementation;

1. Full implementation for all customer-related tasks.
2. It will include permit tracking. The budget for this is a place holder based on further definition.

FUNDING

Collections: \$54,000 (Licensing \$24.5K, Implementation \$24.5K, & \$5.0K Permitting/Front Office)

Treatment Plant: \$24,000 (Maintenance \$14.5K & Plant \$9.5K)

Total cost: \$78,000

Contingency (10%): \$7,800

Total with Contingency: \$85,800

The 2023-24 Collections Capital Equipment Budget:

Line Item 3- \$90,000 budgeted

The 2023-24 Treatment Plant Capital Budget Unfunded



TOTAL \$78,000.00

Carmel Area Wastewater District

Attn: Daryl Lauer

,

Subject :

Carmel Area Wastewater District: MobileMMS Quotation

We have a new mailing address:

PO Box 4008

Davis, CA 95617

Quote #

Q-100101

Quote Date

08/15/2023

#	ITEM & DESCRIPTION	AMOUNT
MobileMMS Licensing		
1	Includes yearly hosted software license for MobileMMS software with unlimited access for all agency tasks. Pricing is based on a service population of approximately 11,000.	\$24,500.00 1.00 x 24,500.00
MobileMMS Collections Implementation		
2	<p>Full implementation for all agency collection system tasks. We will convert all existing data sources and publish the agency's GIS on our ArcGIS server platform. We will meet on site every month with additional interim monthly web-based meetings. The attached feature list show a sample of the work that will be included in this implementation. We plan on implementing all collection system tasks. Plant-related activities will be addressed at a future date.</p> <ul style="list-style-type: none"> * GIS integration and display of all relevant data sources on a web-based system * Conversion of any existing data sources. This specifically includes all activities, workflows, and historical data included within the ICOM database * Line cleaning/root cutting/foaming and CCTV inspection including implementation of routes * CCTV inspection integration and tracking * Private Sewer Lateral (PSL) inspections * Compliance inspections (FOG) and permitting * Work Order management system for all lift station assets including automated routing, workflows, and escalation * Lift station and other asset inspections (manholes, recycled water, pressure main) * Full asset lift station, fleet, equipment maintenance including PM scheduling * GPS surveying for GIS asset improvement * USA ticketing with Positive Response * Activities to be defined * Reporting 	\$24,500.00 1.00 x 24,500.00

#	ITEM & DESCRIPTION	AMOUNT
	<ul style="list-style-type: none"> - Use of ad-hoc reporting tools - Development of 10 customized reports or Excel datasets for management analysis * Training for system use and administrative management <p>This implementation cost includes any future modifications for included activities.</p>	

MobileMMS Maintenance Implementation

3	<p>Full implementation for all maintenance related tasks. This will include the following</p> <ul style="list-style-type: none"> * Import of the Mainsaver database into MobileMMS including <ul style="list-style-type: none"> - Assets - Historical work orders - Preventative maintenance schedules and workflows * Modification of the above based on district direction * All other maintenance functions as yet undescribed <p>This implementation cost includes any future modifications for included activities.</p>	<p>\$14,500.00</p> <p>1.00 x 14,500.00</p>
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MobileMMS Plant Implementation

4	<p>Full implementation for all plant operations. This will include the following</p> <ul style="list-style-type: none"> * Plant rounds as previously described and tentatively implemented * Log books as directed similar to that demonstrated for CCWater * Plant sampling * All other maintenance functions as yet undescribed <p>This implementation cost includes any future modifications for included activities.</p>	<p>\$9,500.00</p> <p>1.00 x 9,500.00</p>
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MobileMMS Permitting and Front-Office Implementation

5	<p>Full implementation for all customer-related tasks. These tasks have not been well described so this list will not be very detailed. It will include permit tracking. The budget for this is a place holder based on further definition.</p>	<p>\$5,000.00</p> <p>1.00 x 5,000.00</p>
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	Sub Total	78,000.00
	Total	\$78,000.00

Terms & Conditions

Recurring yearly fees will be billed annually with 1 initial payment. Initially implementation fee will be billed upon project initiation. Annual renewal will be billed automatically unless customer cancels services 30 days prior to renewal date. Renewal rates will include an annual increase equal of 5%. This increase will be waived with a 3 year or longer contract.

RESOLUTION NO. 2023-63

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH WEBSOFT DEVELOPERS, INC FOR COMPUTERIZED MAINTENANCE MANAGEMENT SOFTWARE IN FISCAL YEAR 2023-24 IN AN AMOUNT NOT TO EXCEED \$85,800

-oOo-

WHEREAS, the District requires the replacement of the Computerized Maintenance Management Software; and

WHEREAS, the District has vetted multiple software solution to obtain the lowest overall cost for the District; and

WHEREAS, the District has a requirement to integrate and track the data from inspections, permits, work orders and graphical information system to provide service to customers; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on October 26, 2023, that this proposal has merit and hereby authorizes the General Manager to enter a professional services contract for fiscal year 2023-24 in an amount not to exceed \$85,800, which includes \$7,800 contingency. (\$78,000 plus 10% contingency).

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary to the Board

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: October 26, 2023

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

RECOMMENDATION

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

DISCUSSION

The CCLEAN Memorandum of Agreement was last signed by the various participants in 2001. There was an updated agreement approved at this Board's July 2023 regular meeting. Subsequently, the CCLEAN participants continued to obsess over this document and we now have what we feel can be called the "Final." The only substantive change since July 2023 is in the language in item #12 on Indemnification. Previously it was termed Joint Liability; however, going through it again and running it by multiple agency legal counsel we feel that the language in this version is correct.

This document has been reviewed by all signatories.

FINANCIAL

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

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

THIS MEMORANDUM OF AGREEMENT (MOA)

Is entered into this 1st day of December, 2023, by and among those public agencies and Corporations, which have executed this MOA on the signature page “Participating members”.

1. **Recitals**

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

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

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

2. **Purpose**

In cooperation with the Central Coast Water Board, CCLEAN members

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

3. **Scope**

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

4. **Lead Agency**

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

- a. Subject to the prior approval of the Steering Committee (see section 7), as provided hereafter, the Lead Agency shall enter into such agreements as necessary with public agencies or private firms to carry out the members objectives.
- b. The Lead Agency shall administer the MOA and maintain an appropriate book of accounts, which, among other things, shall specifically identify the costs incurred in implementing the MOA as well as the allocation of costs to each member. These records will be presented at the Steering Committee meetings and shall be subject to inspection by any of the members at all reasonable times. Specific accounting procedures to be used by the Lead Agency will be decided by the Steering Committee.
- c. The Lead Agency shall have the authority in its own name to make and enter into contracts, incur debts and liabilities, and undertake obligations on behalf of the members necessary for the accomplishment of the purpose of this MOA.

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

5. **Term and Parties**

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

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

7. **Steering Committee**

- a. Each member shall appoint from among its employees, one representative to the Steering Committee that is authorized to act on the member's behalf. Other representatives may attend in the absence of the designated representative as a voting member or be present at any meeting as a non-voting member.
- b. The location, in-person or virtually, of Steering Committee meetings will be selected by the Steering Committee.
- c. Rules for conducting meetings will be established at the first meeting but may be modified at subsequent meetings. However, a majority vote of the Steering Committee is necessary to make decisions.
- d. To minimize the need for meetings, any decision that could be made at a meeting may, with the approval of the Steering Committee, be made through an email vote conducted by the Lead Agency.
- e. The Steering Committee will elect a Steering Committee Chairperson and

Secretary.

- f. The Steering Committee will have the following responsibilities:
 - 1. Approving service agreements between CCLEAN and public and private agencies for execution by the Lead Agency on behalf of CCLEAN, including selecting the CCLEAN program's director to execute the program tasks;
 - 2. Developing and approving the annual budget for activities of CCLEAN;
 - 3. Developing and approving modifications to the CCLEAN Program and the MOA for approval by members;
 - 4. Developing procedures to be used by the Lead Agency to account for members revenues and expenditures.
 - 5. Developing strategies for carrying out the CCLEAN Program.
 - 6. Reviewing and approving the annual report.

- h. All actions of the Steering Committee shall be based on a majority vote of its members. Steering Committee members may submit votes for Steering Committee decisions by email if received by the Chairperson within 5 business days of the call for an email vote.

- i. Meetings of the Steering Committee will be held routinely at a location agreed upon by the Steering Committee members.

8. **Budget and Allocation of Costs**

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

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

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

The current basis of cost allocation for program fees is as follows:

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

C_n = cost for single participating agency n

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

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

F_n = flat participation fee for participating agency n

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

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

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

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

In verbal form:

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

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

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

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

10. **Program Director**

The Program Director, in accordance with his or her contract with the Lead Agency, manages the implementation of the CCLEAN Work Plan as determined by the Steering Committee.

11. **Disposition of Funds Upon Termination**

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

12. **Indemnification Provision and Liability**

Each member of CCLEAN shall indemnify the other members for any liability which is imposed upon any one of the entities for injury caused by a negligent or wrongful act or omission occurring in the performance of this MOA by that member, including its officials, employees, contractors, or agents.

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

13. **Termination**

If a member is no longer mandated to participate in CCLEAN, they may terminate membership without cause with a five (5) business day written notice to the Lead Agency. Refunds will not be made once funds are committed to the annual work plan.

14. **Procedure for Execution**

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

Participating Members

City of Watsonville

By
René Mendez, City Manager

ATTEST:

By
Irwin Ortiz, City Clerk

APPROVED AS TO FORM:

By
Samantha Zutler, City Attorney

City of Santa Cruz

By
Matt Huffaker, City Manager

ATTEST:

By
Leslie Cook, City Clerk

APPROVED AS TO FORM:

By
Anthony P. Condotti, City Attorney

City of Scotts Valley

By
Mali LaGoe, City Manager

ATTEST:

By
Cathie Simonovich, City Clerk

APPROVED AS TO FORM:

By
Kirsten Powell, City Attorney

Carmel Area Wastewater District

By
Barbara Buikema, General Manager

ATTEST:

By
Domine Barringer, Clerk of the Board

APPROVED AS TO FORM:

By
Robert R Wellington, Legal Counsel

Monterey One Water

By
Paul Sciuto, General Manager

ATTEST:

By
Chayito Ibarra, Board Secretary

APPROVED AS TO FORM:

By
Jim Gilpin, Legal Counsel

Soquel Creek Water District

By
Rob Duncan, General Manager

ATTEST:

By
Emma Olin, Clerk of the Board

APPROVED AS TO FORM:

By
_____, Legal Counsel

**Vistra Zero Moss Landing
Energy Storage Facility**

By
_____, Plant Manager

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

2022-2023 Basis of Cost Allocation

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

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

RESOLUTION NO. 2023-64

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

-oOo-

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

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

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

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 26, 2023, by the following vote:

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

Ken White, President of the Board

ATTEST: _____
Domine Barringer, Secretary of the Board

Oral Report - General Manager

Other Items Before The Board

STAFF REPORT



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: October 26, 2023

SUBJECT: November/December Board Meeting Date

RECOMMENDATION

It is recommended that the Board of Directors pass a motion agreeing to cancel the regular November Board meeting and hold the December Board meeting on December 12, 2023.

DISCUSSION

The November Board meeting this year will fall four days after the Thanksgiving Day holiday. The December meeting would normally be held on December 28, 2023. Because that falls in between the Christmas and New Year holiday it would be difficult for staff to produce a packet. Staff recommends that the November meeting be cancelled, and the December meeting be moved to Tuesday, December 12, 2023 at 2:00 p.m.

This meeting is scheduled to correspond to the 45 day voting period for the Corona Road Assessment Project. A special meeting will need to be held for the sealed ballots to remain sealed until the public hearing is complete. At the public hearing, Jones Hall-Scott Ferguson is to be in attendance and once the public hearing is closed, the ballots will be tabulated. The ballots must remain sealed until the end of the public hearing. Jones Hall will be responsible for the allocation of the parcel value and the ballot.

In order to include the ballot mail on the 12th we must hold the meeting after 12:00 p.m. or noon. The Post Office guarantees delivery by noon and we need to check the mail that day and include any ballots received on that date. Therefore, we are requesting that our normal 9:00 a.m. meeting be moved to 2:00 p.m.

Holding the Board meeting on December 12th places it roughly midway between the October and January 2024 meeting and follows past practice for the holiday season. Additionally, the Principal Engineer will not be available later in December, and her participation is required for the Corona Road ballot.

FINANCIAL

None

Information & Discussion Items

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 26, 2023

Subject: Pebble Beach Community Services District (PBCSD)- Regular Board Meeting on September 29, 2023



DISCUSSION

Agenda items from September 29, 2023, meeting that are of specific interest to this District:

- Total cash balance at the end of August 2023 was \$28.7M; of that \$22.6M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues with sewer operating expenses of \$2.7M.
- Budget to Actual year to date for August 2023 is 1% for total revenues and 4% for expenditures.
- Approximately 62 million gallons (MG) or 190 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 54% of permitted capacity of 115 MG. The current storage volume is 77% higher than the historic average of 35 MG or 107 AF.
- Average daily wastewater flow of 372,000 gallons per day (GPD) was measured in August at the PBCSD-Carmel gate. This represents 31% of the total monthly flow at the Carmel Area Wastewater District (CAWD) treatment facility.
- The measured PBCSD flows were 3% above the five-year average of 362,000 GPD for August. The CAWD flows were 3% above the five-year average of 1,173,000 GPD for August.
- Total irrigation water demand for the 2023 calendar year through August was 608 AF. Total demand for the calendar year is 17% below the 5-year average usage of 733 AF through August. The months of July and August reflected a net storage decrease of 29 MG as the reservoir dropped from 97 MG down to 68 MG.

- Total production for Alternative Source Water for the 2023 calendar year through mid-September was approximately 10.1 million gallons.
- The Board approved an agreement with E2 Consulting Engineers to provide engineering design, bid-phase, and construction support services for the 2024 Sewer Replacement Project for \$150K. The 2024 project calls for replacement of 5,500 feet of sewer line, up to 3,000 feet of which is terracotta.
- The Board authorized funding for utility trench construction for new electrical and communications infrastructure for Pump Stations P-1 and P-2 in the amount of \$105,000.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 23	38.634	26.289	12.345	31.954%
Aug -23	37.315	25.785	11.530	30.899%
Total	75.949	52.074	23.875	31.436%

FUNDING

Informational item only

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 26, 2023

Subject: Special Districts Association of Monterey County October 17, 2023

DISCUSSION

The Special Districts Association of Monterey County met in person on October 17, 2023, with Director Siegfried and the General Manager attending.

California Class

The featured speaker was Robert Shull, a senior director from California Class – a joint powers authority investment pool. California Class provides public agencies the opportunity to invest on a cooperative basis in rated pools that are managed in accordance with state law with the primary objective of offering participants safety, daily and next-day liquidity, and optimized returns.

California Class is overseen and governed by a Board of Trustees comprised of public agency finance professions who participate in the fund and are members of the Joint Powers Authority. The Board of Trustees has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC. Public Trust is responsible for the Board for all program investment and administrative activities. The maximum fee for California Class is 15 basis points.

Legislative Update

Presented by Marcus Detwiler, a lobbyist with California Special District Association.

Assembly Bill (AB) 1572: Potable water: nonfunctional turf. The use of potable water for the irrigation of nonfunctional turf located on commercial, industrial, and institutional properties, other than a cemetery, and on properties of homeowner's associations, common interest developments, and community service organizations is prohibited. Approved by Governor in Oct 2023.

Assembly Constitutional Amendment 1 (ACA1): would propose to voters a question of whether to allow a city, county, or special district, with 55% voter approval, to incur bonded indebtedness or impose specified special taxes to fund projects for affordable housing, permanent supportive housing, or public infrastructure. This passes to the November ballot.

Senate Bill (SB) 747: provides a limited and tightly constrained procedure for a local agency to administratively declare exempt surplus land, providing a streamlined but transparent procedure. It provides a definition for “dispose” that includes entering into certain leases longer than 15 years. Bill awaiting the governor’s signature.

AB 557: Approved by the Governor on October 2023, allows local agency to hold teleconference procedures for state of emergency. Also extends renewal from 30 days to 45 days.

AB 764. Approved by the Governor October 2023, requires counties, general law and charter cities, and special districts that elect their governing boards to comply with requirements related to redistricting. AB 764 strengthens the redistricting criteria, administrative requirements, public engagement requirements, and transparency measures based on lessons learned from 2020. It would prohibit incumbency protection in the redistricting process and add clarity regarding proper prioritization of criteria to ensure jurisdictions do their due diligence.

California Air Resources Board (CARB) – Advanced Clean Fleets regulation is part of CARBs overall approach to accelerate a large scale transition to zero emission medium and heavy duty vehicles. State and local government fleets are required to ensure that 50% of vehicle purchases are zero-emission beginning in 2024 and 100% by 2027.

Legislative Chair Report

The Government Transparency Act is in the early stages of the state’s ballot measure process and must collect enough signatures to qualify for November ballot. The initiative would set stricter standards that mandated governments more quickly and comprehensively provide documents to the public. Included is a requirement for agencies to retain records for at least five years in an attempt to prevent destruction of records.

Assembly Constitutional Amendment 13: provides that a proposed constitutional amendment and a statewide initiative measure each take effect only if approved by a majority of the votes cast on the amendment or measure. This amendment is also known as the Protect and Retain the Majority Act as it aims to increase the threshold for passage. This will appear on the November 2024 ballot.

Initiative 1935: The purported “Taxpayer Protection and Government Accountability Act” is a proposal to limit the ability of the state and local governments to enact, modify, or expand taxes, assessments, fees, and property related charges.

The proposal adopts new and stricter rules for raising taxes, fees, assessments, and property-related fees. It also creates new grounds to challenge these funding sources thereby disrupting fiscal certainty. In addition, it proposes to restrict the ability of local governments to issue fines and penalties to corporations and property owners that violate local environmental, water quality, public health, public safety, fair housing, nuisance and other laws and ordinances. It also includes a provision to retroactively void all state and local taxes or fees adopted after January 1, 2022, if they did not align with the provisions of this initiative. Effectively it would allow voters throughout California to invalidate the prior actions of local voters, undermining local control and voter-approved decisions about investments needed in their communities.

FUNDING

Informational item only

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: October 26, 2023

Subject: Project #18-01 - WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project – Progress Report

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Project #18-01 is near completion as of this month. A list of final items is being worked on, however the major components of the project are in place and operational. Photos of the construction work over the past month are attached.

As this project winds down, this is a good opportunity to recap. The following is a synopsis of project highlights:

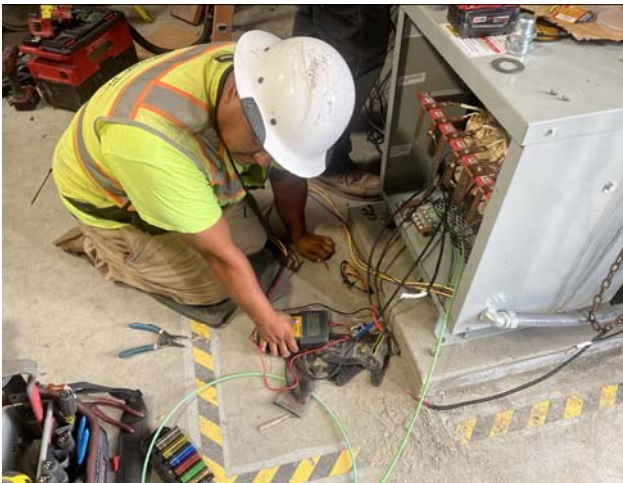
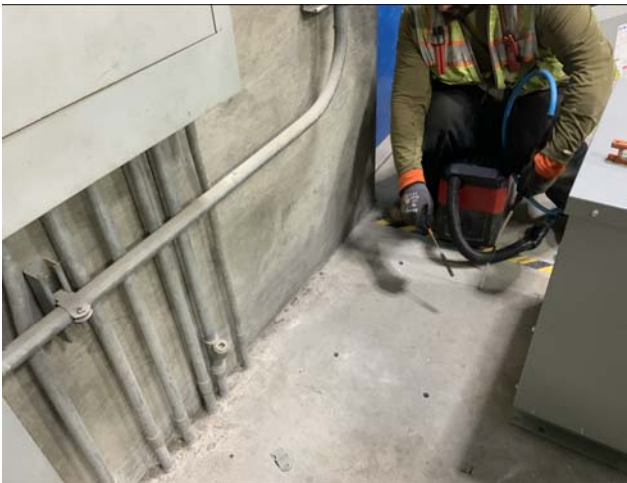
1. **Time:** This project took about 2-years and 2-months of construction to complete. Prior to that planning, design, and permitting it took about 3-years (half of that time was waiting for the Coastal Development Permit).
2. **Cost:** The total project cost will total about \$9.6M. \$2M (21%) was for soft costs such as design engineering and construction management. \$7.6M (79%) went to construction.
3. **Non Value Add Change Orders:** Non Value Added Change Orders totaled about 1% of the total construction cost. A large portion of this amount went towards changing the Sludge Holding Tank construction from Steel to Concrete due to new structural code requirements for steel tanks in floodplains.

4. **Value Add Change Orders:** Value Added Change Orders amounted to about 4% of the total construction cost. Most of this went toward the additional paving work throughout the facility.
5. **Improvements to Operations:** This project helped to improve the conditions for CAWD staff at the WWTP:
 - No more bi-weekly de-ragging of the Influent Pumps.
 - Better conditions at the Headworks tank including: elimination of a constant raw sewage spray, and addition of functional rag screening.
 - Actual paving throughout the facility.
 - Enhanced automation capabilities.
 - Four New Motor Control Centers.
 - New Valving on Effluent Pumps to allow regular maintenance.
 - A structurally sound Sludge Holding Tank.
6. **Improvements to Energy Use:** This project helped to reduce power consumption at the CAWD WWTP. Actual results are pending operation over the next 6 months, but it is estimated that the improvements implemented during this project will have provided an over 10% reduction in operational energy usage.
7. **Capital Improvement Program:** This project caps over a decade of planning, design and construction that started with a new Capital Improvement Program that was completed in 2013. The 2013 Capital Improvement Plan anticipated \$30M of improvements over 15-years. Since 2013 CAWD has completed about \$27M in Capital Project upgrades at the CAWD treatment facility. The outlay for work at the CAWD facility over the next 5 years (not including the CRFREE Mitigation Project) is about \$6M.
8. **Reclamation Treatment Facilities Future Capital:** CAWD is currently conducting Master Planning for the Reclamation Project treatment facilities. The project outlay for Reclamation Treatment Capital Improvements could be upwards of \$25M over the next 15-years. So, while the CAWD financed facilities will see less Capital Improvements a substantial amount of work is still needed within the Reclamation facilities. This future work would not be financed by CAWD, but it would be implemented by CAWD staff.

ATTACHMENTS

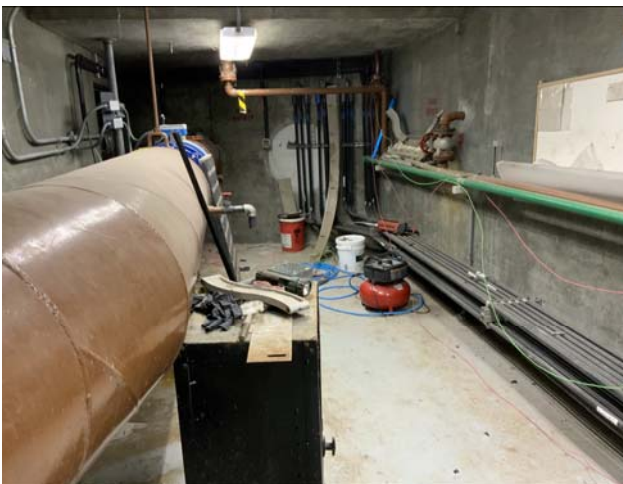
- Construction Photos from September 2023

Photos:
Influent Pump Station Rehab





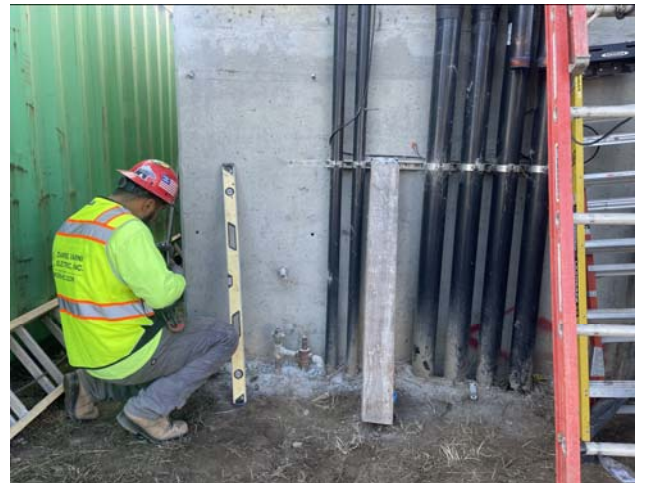
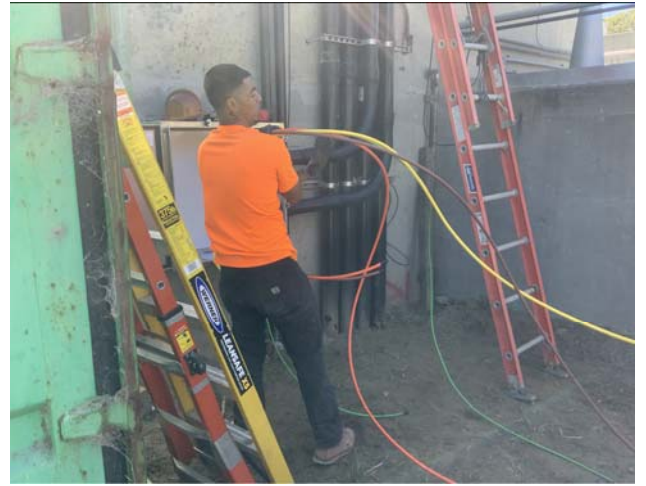
Photos:
Headworks Rehab



Photos:
Effluent Pump Station Rehab

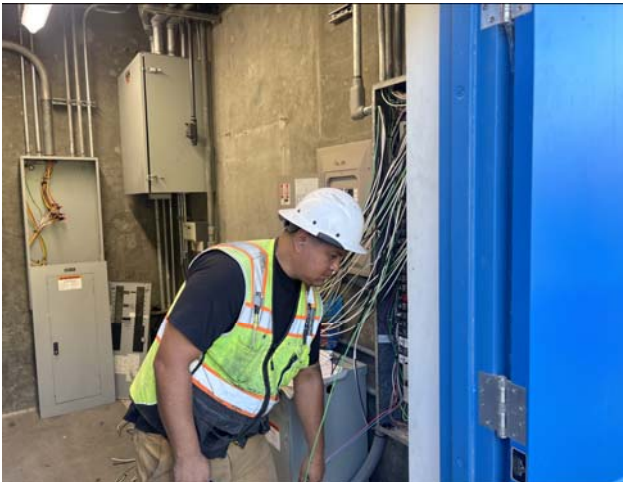
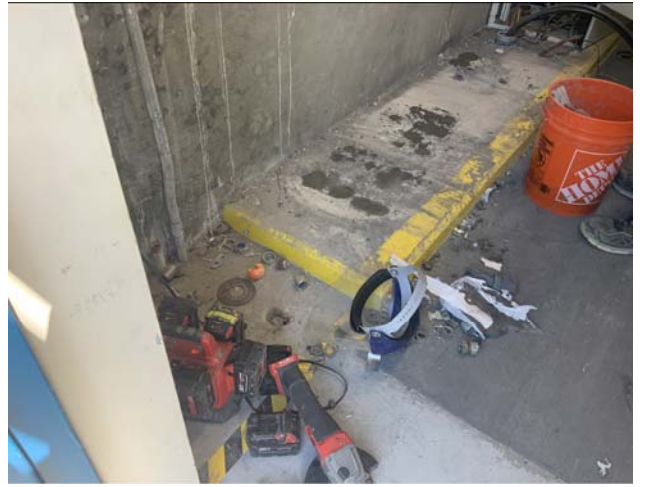
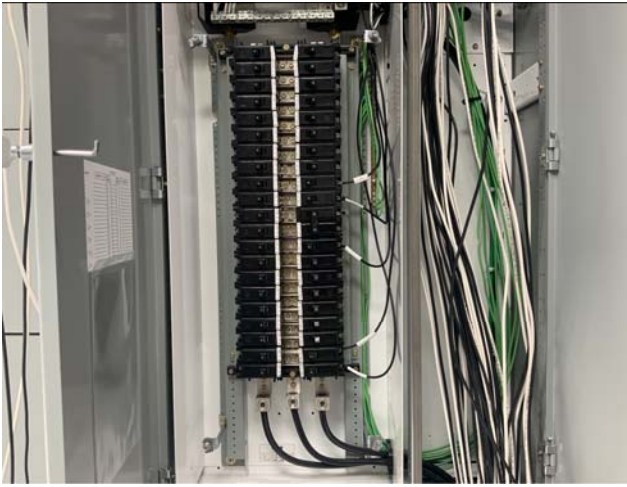


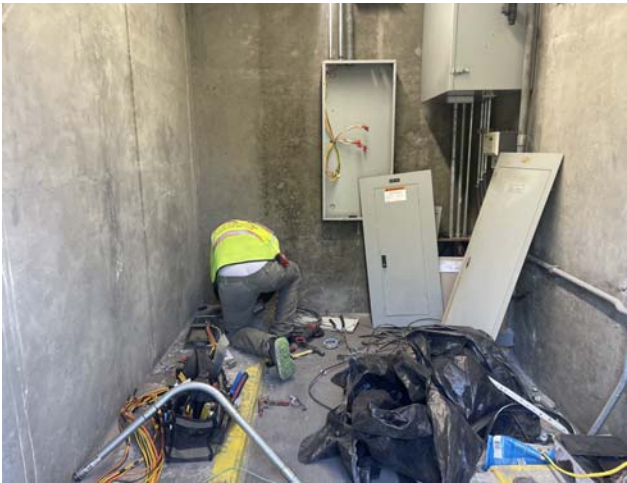




Photos:
Chlorination Building Rehab





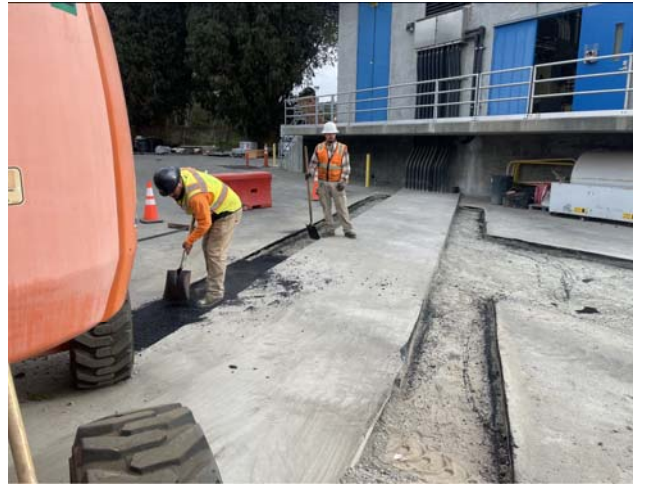


Photos:
Site Paving Work











Rachél Lather

A 20-Year Journey in Wastewater Management

By Megan Barillo, CWEA Staff



Photo courtesy of Rachél Lather

At this year's Annual Conference in San Diego, we had the honor of interviewing Rachél Lather, an industry professional and dedicated CWEA member. With over two decades of experience in wastewater, Rachél currently serves as a district engineer at Carmel Area Wastewater District. Her journey started with a promotion to the role of sewer sanitation engineer, and she attributes much of her success to the knowledge gained from attending CWEA's annual conferences. In this Q&A session, Rachél shares her member experience with a career in the field of wastewater management.

Can you tell us about your career journey and how you became involved with CWEA?

I was promoted to a position in public works as a sewer sanitation engineer and I wanted to learn more, so I started going to CWEA conferences to learn how to do my job and how to be good at it. That was 20 years ago. I can't believe it's been that long. It was 2001 when I got that promotion.

How has your CWEA membership benefited your career and professional development over the years?

CWEA has been instrumental in my professional growth. I've learned about innovative techniques and methods required for sewer replacement and manhole lining. Additionally, I gained insights into cutting-edge technologies for inspection, such as using smart balls. This technology played a vital role in a successful project involving our force main. CWEA provides a platform to explore various aspects of wastewater management beyond just installing pipes in the ground.

As an active member of CWEA, what are some of the most valuable experiences or opportunities you've had within the organization?

I've had the privilege of serving as the President of my local section, chairing the Collection Systems Committee, and I was also on the northern regional Board. I've had the opportunity to speak at conferences and moderate discussions, which has enhanced my public speaking

and leadership skills. It has been a stepping stone for my personal and professional growth.

Can you share an example of how CWEA's networking opportunities have positively impacted your career?

CWEA's networking events led me to change jobs; I was offered a position after someone I met at the conference recommended me. I didn't even have to put together a resume. Before that even, as a consultant, I met someone here that I called up and she said she would love to work with me.

What advice would you give to individuals looking to join CWEA and pursue a career in wastewater?

I recommend joining CWEA as a student. The organization provides a valuable platform to learn and grow in this field. The next conference is in Sacramento, so students from schools like UC Davis and Sac State should consider attending. Becoming a part of the CWEA family can open doors to numerous opportunities and connections within the industry. ●

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Announcements On Subjects of Interest To The Board:

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

Friday, October 27, 2023, at 9:30 am. – Director Urquhart is scheduled to attend. Pebble Beach Community Service District (PBCSD) –No PBCSD meeting in November

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

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

Tuesday, April TBD , 2024, at 6:00 p.m. –Director D'Ambrosio scheduled to attend.

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

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

Adjournment