



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

October 27, 2022
Thursday
9:00AM



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., September 29, 2022

Via Teleconference Webinar & In Person with Proof of Vaccination

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:07 a.m.

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

Absent: None

A quorum was present.

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)
Rachél Lather, Principal Engineer, CAWD
Patrick Treanor, Plant Engineer, CAWD
Ed Waggoner, Plant Superintendent, CAWD
Kevin Young, Operations Supervisor, CAWD
Rhommel Lopes, Operator in Training, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Superintendent of Collections, CAWD
Domine Barringer, Board Secretary, CAWD
Robert Wellington, Wellington Law Offices, CAWD Legal Counsel
Leo Laska, Vice President of the Board Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD
Nick Becker, Deputy General Manager-District Engineer, PBCSD

Pescadero Road Group:

Don Ryan, resident
Michael Lang, resident
Nicholas De Luca, resident
Jim Burnis, resident
Billie Oberg, resident
Jessica Raymond, resident
Doug Arney, resident

Corona Road Group:

Lillian Hull, resident
Kate Daniels, resident

Carmel Valley Manor (CVM) Group:

Jay Zimmer, President of CVM
John Haupt, Director of Capital Planning, CVM
Christine Kemp, Attorney - Noland, Hamerly, Etienne & Hoss, Representing CVM
Stephen Pearson, Attorney - Noland, Hamerly, Etienne & Hoss, Representing CVM
Cody Phillips, Attorney - Anthony Lombardo & Associates, Inc., Representing Quail Lodge & the Wolters Property

Others:

Troy Larson

1. **Agenda Changes:** Moved Agenda Items No. 21, 22, 23, 26, 27 & 28 to before the Consent Calendar or Item No. 5 of the Agenda for accommodation of public participants.

2. **Public Comment and Moved Agenda Items:**

Re: Item No. 26 of the Agenda – A summary of a letter sent to the Board from Michael Littman requesting the District prefund/lend the Yankee Point/Otter Cove Project was given by the General Manager. The Board chose to take no action on Mr. Littman’s request at this time.

Re: Item No. 27 of the Agenda – Various online and in-person participants spoke about the Pescadero Pipe Relocation Project, in support of “Plan A” from the 2016 MNS Engineers Inc. Draft Preliminary Engineering Report for completion of the Pescadero Pipe Relocation Project.

Re: Item No. 23 of the Agenda – Online participant, Lillian Hull, spoke in support of moving forward with the Corona Road Project and contracting with Denise Duffy & Associates to assist prior to a March 1, 2023, grant deadline for funding of the project.

Re: Item No. 28 of the Agenda: A summary of a letter sent to the Board from Chris Mack requesting a refund for the cost of an overflow at his property and to install a backwater valve on his personal sewer lateral was given by the General Manager.

Board Action

A motion to ratify staff’s recommendation of reimbursing the plumbing contractor fee for the overflow in the amount of \$420 and deny the reimbursement of the installation of a backwater valve was made by Director D’Ambrosio and seconded by Director Siegfried. After a Roll Call vote, the Board unanimously approved the ratification.

Re: Item No. 23 of the Agenda: **Resolution No. 2022-62:** Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director Siegfried and seconded by Director D’Ambrosio. Following a Roll Call vote, the Board unanimously passed Resolution 2022-62, authorizing the General Manager to contract with Denise Duffy & Associates to provide environmental documents and permits for the Corona Road Project #18-21, prior to the March 1, 2023, grant deadline so the residents can move forward with acquiring a Septic to Sewer State Revolving Fund Grant & Loan.

Re: Item No. 21 of the Agenda: **Resolution No. 2022-59:** Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director Rachel and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously passed Resolution 2022-59, adopting an addendum to the Mitigated Negative Declaration for the Carmel Valley Manor Sewer Extension Project #19-08.

Re: Item No. 22 of the Agenda: Resolution No. 2022-60: Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director D'Ambrosio and seconded by President White. Following a Roll Call vote, the Board, with Director Townsend abstaining, passed Resolution 2022-60 as amended, approving the Carmel Valley Manor Sewer Extension Project access pump lot and pipeline installation agreement with Northern California Congregational Retirement Homes, Inc. DBA Carmel Valley Manor.

Re: Item No. 22 of the Agenda: Resolution No. 2022-61: Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. Following a Roll Call vote, the Board, with Director Townsend abstaining, passed Resolution 2022-61 as amended, approving the Carmel Valley Manor Sewer Extension Project access pump lot and pipeline easement agreement for sewer improvements.

3. *Employee Introduction:*

Ed Waggoner, District Plant Superintendent, introduced the District's newest employee, Rhommel Lopez, in the position of Operator in Training.

ADMINISTER CEREMONIAL OATH OF OFFICE

4. *Appointed to the Office of Carmel Area Waste Water District Board of Directors for a Term of Four Years (2022-2026) accompanied with an Oath of Office for:*

- Ken White
- Michael Rachel

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

Consists of routine items for which Board approval can be taken with a single motion and vote.

Board Action

Item No. 5 of the Agenda and Consent Calendar was pulled for discussion, and it was decided to amend the Minutes with a language change.

A motion to receive and approve the consent agenda, with amended Minutes from Item No. 5, was made by Director Siegfried and seconded by Director D'Ambrosio. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items:

- 5.** Regular Board Meeting Minutes of August 25, 2022, as amended; and the Pension Committee Meeting Minutes of September 22, 2022.
- 6.** Bank Statement Review by Hayashi & Wayland

7. Schedule of Cash Receipts & Disbursements
8. Register of Disbursements - Carmel Area Wastewater District
9. Register of Disbursements – CAWD/PBCSD Reclamation Project
10. Financial Statements and Supplementary Schedules
11. Collection System Superintendent’s Report
12. Safety and Regulatory Compliance Report
13. Treatment Facility Operations Report
14. Laboratory/Environmental Compliance Report
15. Capital and Non-Capital Projects Report/Implementation Plan
16. Project Summaries
17. Plant Operations Report
18. Maintenance Projects Report
19. District Engineer’s Report

ACTION ITEMS BEFORE 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, Vote and Action.

RESOLUTIONS

20. **Resolution No. 2022-58;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by President White. Following a Roll Call vote, the Board, with Director Townsend abstaining, passed Resolution 2022-58, proclaiming a local emergency, ratifying the Proclamation of a State of Emergency by Governor’s Order #N-25-20, and authorizing remote teleconference meetings of the legislative body of CAWD for the period of September 30, 2022, through October 30, 2022.

21. **Resolution No. 2022-63;** Report by Patrick Treanor

Board Action

After brief discussion, 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 2022-63, authorizing engineering services for the Reclamation Microfiltration/Reverse Osmosis and Tertiary System 15-Year Capital Improvement Program Master Plan for \$281, 981.

COMMUNICATIONS

22. General Manager Report - oral report

The report included an invitation to the District’s annual barbecue to be held on October 7th at 11:30 at the District’s plant; the mention of an upcoming agenda item for the upcoming PBCSD Board Meeting to discuss the District’s contract with them; the construction project at the Plant had an unforeseen delay but that has been rectified.

INFORMATION/DISCUSSION ITEMS

- 23.** September update of the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01– Report by Patrick Treanor

This report is for information only and no action was taken.

- 24.** Dashboard Metric – Report by Barbara Buikema

This report is for information only and no action was taken.

- 25.** Announcements on subjects of interest to the Board made by members of the Board or Staff
- Director Siegfried is scheduled to attend the September 30, 2022, PBCSD Regular Board meeting and Director Townsend is scheduled to attend the October 28, 2022, meeting.
 - Director Rachel is scheduled to attend the October 18, 2022, meeting of the Special Districts Association (SDA) of Monterey County meeting and Director Townsend is scheduled to attend the January 17, 2023, meeting.
 - President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on November 15, 2022.

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

The Board adjourned to closed session at 11:25 a.m. and convened in closed session at 12:27 p.m. The Board came out of closed session at 12:28 p.m. and Legal Counsel reported hereby that in the closed session the Board took up the agenda items (Performance Evaluations). As to the matters, information was provided to the Board, discussion followed, and no reportable action was taken.

27. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 12:28 p.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, October 27, 2022, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

October 17, 2022

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 2022. 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.

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



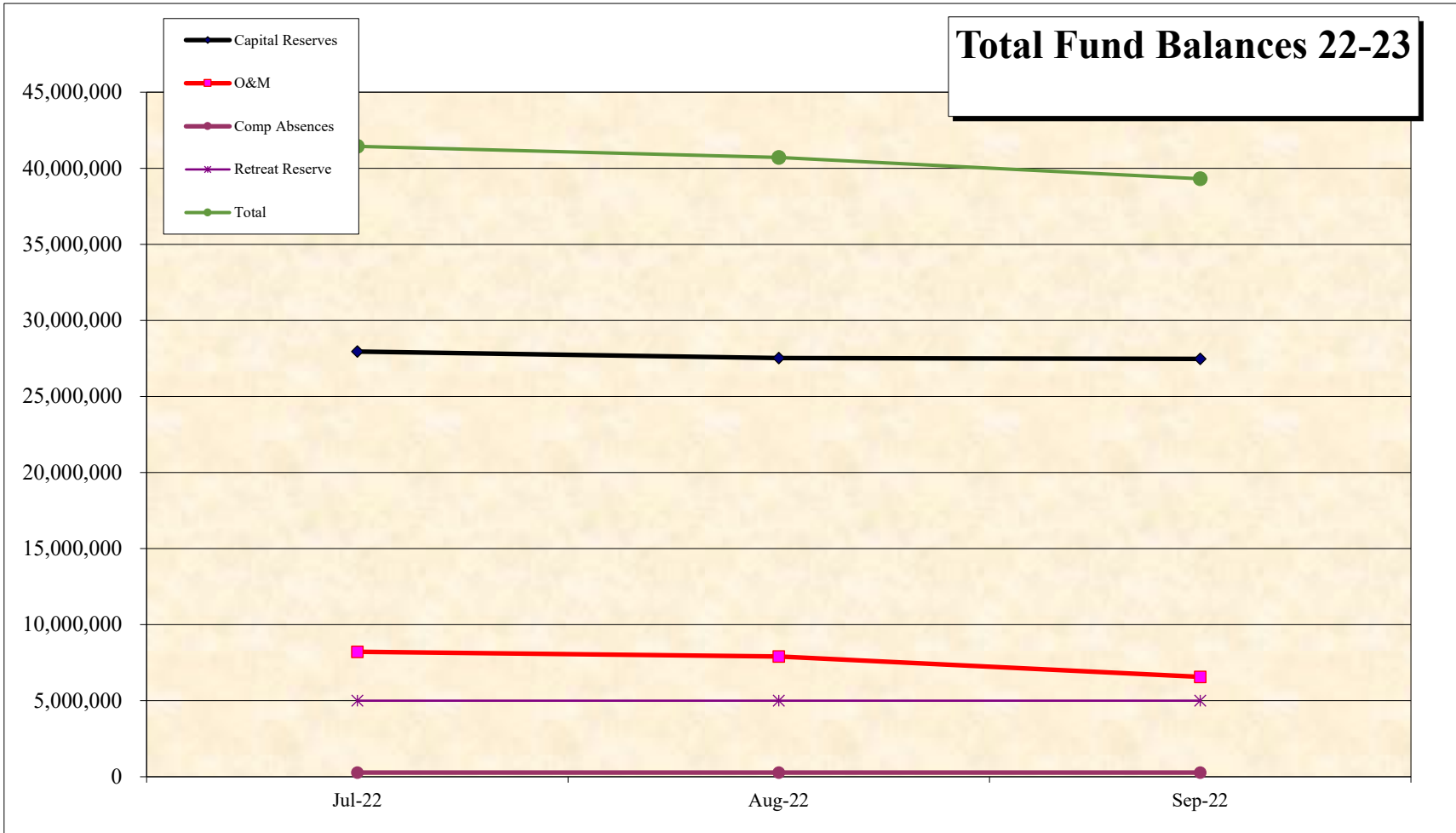
Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

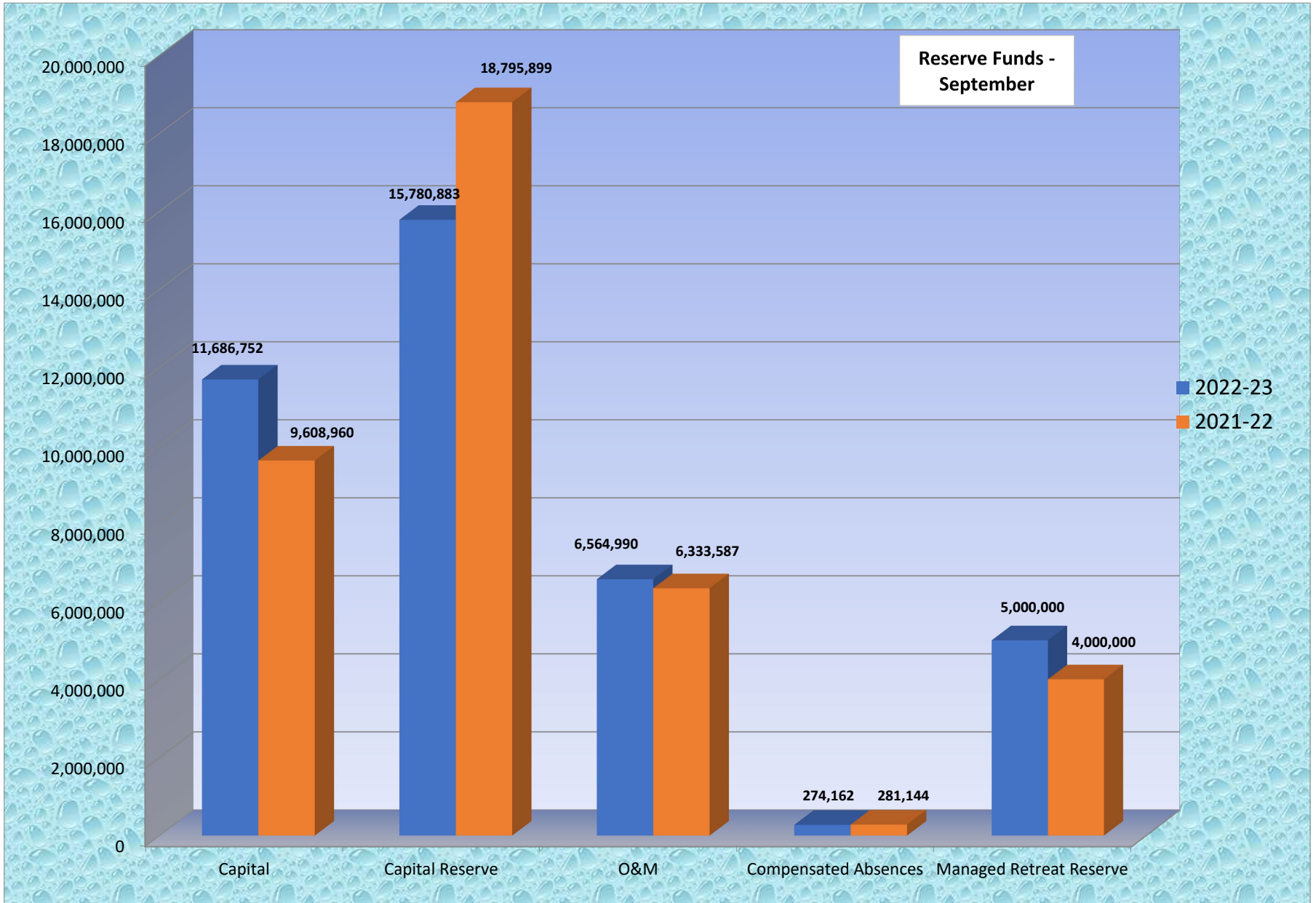


Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - SEPTEMBER 2022

	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	\$11,750,202	\$15,779,854	\$7,901,895	\$274,162	\$5,000,000	\$40,706,113	\$112,412	\$7,458	\$1,200,472
Receipts:									
User Fees							4,024		
Property Taxes		1,029							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							73,401		
Reclamation capital billing									
Permits							9,510		
PBCSD capital billing									
Other misc. revenue							6,150		
Interest income-JUNE 4Q int allocation									
Connection Fees									
CCLEAN receipts									
CRFree Project grant funds									
Sale of dump truck									
Hatton Canyon Grant Funds									
Void checks-replace lost check									
Total Receipts	0	1,029	0	0	0	1,029	208,085	0	0
Fund Transfers:									
Transfers to Chase Bank O&M	(63,450)		(1,136,550)				1,200,000		
Transfers to Chase Bank PR							(225,000)	225,000	
Transfer to Defend or Managed Retreat Fund									
Adjust compensated accruals at year end									
Rebalance Capital and O&M Reserves									
Total Transfers	(63,450)	0	(1,136,550)	0	0	(1,200,000)	975,000	225,000	0
Disbursements:									
Operations and capital							352,292		
Payroll & payroll taxes								224,419	
Employee Dental reimbursements							6,730		
CALPERS EFT							35,577		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							587		
Home Depot EFT							349		
US Bank EFT							19,370		
Deferred comp contributions EFT							11,980	0	
PEHP contributions EFT							3,313	0	
Bank/ADP fees							0	805	
Highlands Bond Debt Service Payment			200,355						
Annual County admin billing fee									
GASB 68 report-CALPERS									
CALPERS CEPPT #1 & #2									
Total Disbursements	0	0	200,355	0	0	200,355	430,197	225,223	0
BALANCE END OF MONTH	11,686,752	15,780,883	6,564,990	274,162	5,000,000	39,306,788	865,299	7,234	1,200,472



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



Carmel Area Wastewater District
Disbursements
Sep-22

Date	Check	Vendor	Description	Amount
09/01/22	3389	Amazon Capital Services	Batteries and employee rain gear	338.20
09/01/22	3390	American Fidelity Assurance Company	Flex accounts	163.55
09/01/22	3391	American Fidelity Assurance	Employee insurance premiums	586.16
09/01/22	3392	Andrew Millington	Dental	2,000.00
09/01/22	3393	AT&T Mobility	SCADA text modem	60.34
09/01/22	3394	AT&T CALNET 3	Admin alarm	35.41
09/01/22	3395	AT&T	Plant fiber router and IP card	718.97
09/01/22	3396	Avatour Technologies	Annual fee for license to show online tour of Plant and pump stations	19,050.50
09/01/22	3397	Christopher Foley	Dental	1,660.00
09/01/22	3398	Cintas Corporation #63D	Laundry service	788.66
09/01/22	3399	Culligan Water Conditioning	C&I exchange service for the lab	17.35
09/01/22	3400	Datco Services	Employee controlled substance test	54.50
09/01/22	3401	Delta Medical Supply Group	Plant and collections safety gloves	3,112.00
09/01/22	3402	Direct TV	Plant service	93.99
09/01/22	3403	Edges Electrical	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$1,036.04) and operating supplies	1,172.99
09/01/22	3404	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,587.99
09/01/22	3405	Exceedio	Server warranty renewal	436.60
09/01/22	3406	FGL Environmental	Sample analysis	60.00
09/01/22	3407	GLS US	Shipping charges for sample analysis	205.07
09/01/22	3408	Got.Net	Domain parking	4.20
09/01/22	3409	Grainger	Maintenance set, 2.5 ton 5" stroke tool	3,153.40
09/01/22	3410	Hach Company	Operating supplies	3,156.84
09/01/22	3411	Idexx Laboratories	Lab supplies	563.79
09/01/22	3412	Itpipes, LLC	Annual CCTV subscription	2,250.00
09/01/22	3413	Mark Napier	Reimbursement for Tri-State conference expenses	153.56
09/01/22	3414	McMaster-Carr	Operating supplies	90.34
09/01/22	3415	Monterey Tire Service	Sport trail tire	94.36
09/01/22	3416	Monterey Bay Air Resources District	Annual toxic permit fees	8,156.00
09/01/22	3417	Napa Auto Parts	Oil and filters	313.38
09/01/22	3418	Patelco Credit Union	Health savings accounts contributions	6,000.39
09/01/22	3419	Pacific Gas & Electric	Monthly expenses	3,672.05
09/01/22	3420	Raymond DeOcampo	Tri-State conference expenses and dental (\$430.00)	465.60
09/01/22	3421	Scarborough Lumber (ACE)	Operating supplies	34.51
09/01/22	3422	SRT Consultants	Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	3,410.00
09/01/22	3423	Terry Equipment	Collection jackshaft pump drive, pillow block, axle, reel-800 and labor	3,924.81

Carmel Area Wastewater District
Disbursements
Sep-22

Date	Check	Vendor	Description	Amount
09/01/22	3424	Toro Petroleum	Boiler oil	562.73
09/01/22	3425	Univar Solutions USA Inc.	Sodium hypochlorite	3,971.06
09/01/22	3426	Universal Staffing	Admin temp service	1,296.00
09/01/22	3427	Vision Service Plan	Vision insurance premium	595.35
09/01/22	3428	Weco Industries LLC	Sewer hose wooden reel and nozzle extension	3,409.61
09/15/22	3429	Amazon Capital Services	Operating and office supplies	1,136.37
09/15/22	3430	American Fidelity Assurance Company	Flex accounts	163.55
09/15/22	3431	AT&T Mobility	Cell service	673.31
09/15/22	3432	AT&T CALNET 3	Plant fiber	616.42
09/15/22	3433	AutomationDirect, Inc.	Operating supplies	620.64
09/15/22	3434	Beck's Shoes	Employee work boots	222.87
09/15/22	3435	Bestor Engineers	Sea level rise conservation easement engineering	5,880.00
09/15/22	3436	Beth Ingram	March to August HR services	41,935.00
09/15/22	3437	Biobot Analytics	Influent sample testing	1,400.00
09/15/22	3438	Cal-Am Water	Monthly service	830.43
09/15/22	3439	Carmel Pine Cone	Bid notice for biosolids hauling	156.00
09/15/22	3440	CAWD\PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	755.48
09/15/22	3441	Charlotte Townsend	Dental	189.00
09/15/22	3442	Christopher Dinner Heating	HVAC services around the Plant	1,318.16
09/15/22	3443	Cintas Corporation #63D	Laundry service	937.05
09/15/22	3444	Conte's Generator Service	Block heater	331.30
09/15/22	3445	Denise Duffy & Associates	Hatton Canyon revegetation maintenance	4,395.62
09/15/22	3446	Fanny Mui	Dental	451.00
09/15/22	3447	FedEx	Shipping charges for sample analysis	212.40
09/15/22	3448	Fisher Scientific	Lab supplies	913.71
09/15/22	3449	Flosource	120v electric actuator	1,932.37
09/15/22	3450	General Air Compressor North	Gas compressor service	1,550.00
09/15/22	3451	Greg D'Ambrosio	Dental	2,000.00
09/15/22	3452	Gregory Ange	Tri-State conference expenses	128.12
09/15/22	3453	Greeley and Hansen	Long Term Sea Level Rise Planning #22-01 engineering services	30,170.68
09/15/22	3454	ICON Cloud Solutions	Telephone service	597.57
09/15/22	3455	Idexx Laboratories	Lab supplies	875.27
09/15/22	3456	Justifacts Credential Verification	New employee report	64.00
09/15/22	3457	Kemira Water Solutions	PIX-311 bulk chemical	4,537.71
09/15/22	3458	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 and Potable Water & Gas Main Replacement Project #22-03 (CAPITAL)	22,059.80

Carmel Area Wastewater District
Disbursements
Sep-22

Date	Check	Vendor	Description	Amount
09/15/22	3459	Kevin Young	Annual CWEA membership	202.00
09/15/22	3460	Mainsaver Software	Annual renewal	4,455.00
09/15/22	3461	McMaster-Carr	Operating supplies	39.63
09/15/22	3462	MNS Engineers	Scenic Rd Pipe Bursting Project #20-08 and Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL)	14,369.15
09/15/22	3463	Motion Industries	Operating supplies	251.32
09/15/22	3464	Murphy Austin Adams Schoenfeld LLP	Legal services-Monterey County option agreement- CRFREE Mitigation Pipeline Undergrounding project #19-21	7,202.50
09/15/22	3465	Napa Auto Parts	Vehicle parts	454.08
09/15/22	3466	Peninsula Welding & Medical Supply	Non-liquid cylinder rent	116.10
09/15/22	3467	Pacific Gas & Electric	Monthly service	39,396.90
09/15/22	3468	Pure Water	Monthly service	169.40
09/15/22	3469	Quinn Company	Operating supplies	133.00
09/15/22	3470	SRT Consultants	Bay/Scenic Pump Station Rehab. Project #20-07 and Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	9,995.00
09/15/22	3471	State Water Resources Control Board	Operator in Training certificate application for new operator	125.00
09/15/22	3472	Star Sanitation LLC	Collections portable toilet rental	23.05
09/15/22	3473	Streamline	Website maintenance	400.00
09/15/22	3474	Synagro Technologies	Sludge hauling	6,538.62
09/15/22	3475	Teledyne Instruments	Teledyne 3700 Sampler repair and GLS inspection	2,705.60
09/15/22	3476	Univar Solutions USA Inc.	Sodium hypochlorite	3,924.71
09/15/22	3477	Universal Staffing	Admin temp service	576.00
09/15/22	3478	U.S. Postal Service	Annual PO box fee	312.00
09/15/22	3479	Weco Industries LLC	Warthog nozzle swivel assembly, 3000psi leader hose and manhole parts	8,842.26
09/15/22	3480	WM Corporate Services	Plant rolloffs and admin garbage	1,958.57
09/22/22	3481	Cal-Am Water	Monthly service	109.16
09/22/22	3482	Comcast	Pump station internet	537.00
09/22/22	3483	FGL Environmental	Sample analysis	779.00
09/22/22	3484	Fisher Scientific	Lab supplies	667.01
09/22/22	3485	Frisch Engineering	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	12,580.00
09/22/22	3486	Hayashi & Wayland Accounting	Bank reconciliation oversight	450.00
09/22/22	3487	Public Agency Coalition Enterprise	Health insurance	34,110.62
09/22/22	3488	State Water Resources Control Board	Annual ELAP lab fees	2,125.00
				359,021.77

CAWD/PBCSD Reclamation Project
Disbursements
Sep-22

Date	Check	Vendor	Description	Amount
09/01/22	714	Grainger	Maintenance set, 2.5 ton, 5" stroke	1,023.63
09/01/22	715	Hach Company	Turbidity meter and Spectrophotometer annual service	3,962.50
09/01/22	716	Harrington Industrial Plastics	Sulfuric Acid Tank Project #18-26 (CAPITAL)	927.48
09/01/22	717	Idexx Laboratories	Lab supplies	542.60
09/01/22	718	McMaster-Carr	Sulfuric Acid Tank Project #18-26 (CAPITAL)	195.41
09/01/22	719	Pacific Gas & Electric	Tertiary and MF/RO billing	43,737.65
09/15/22	720	Brenntag Pacific	Ammonium sulfate, ammonium hydroxide, sulfuric acid and brennfloc RE 5000	38,533.70
09/15/22	721	Buckles-Smith Electric	Surge suppressor	7,557.73
09/15/22	722	Cal-Am Water	Hydrant Meter K monthly service	2,785.53
09/15/22	723	Carmel Area Wastewater District	O&M reimbursement	70,462.67
09/15/22	724	Christopher Dinner Heating	HVAC service	146.46
09/15/22	725	Edges Electrical	Electrical supplies	978.39
09/15/22	726	Ferguson Enterprises	ARI air relief valve	1,049.57
09/15/22	727	Fisher Scientific	Lab supplies	1,548.41
09/15/22	728	Idexx Laboratories	Lab supplies	875.27
09/15/22	729	MANCO	Five Rosemount flowmeters	23,771.90
09/15/22	730	Pebble Beach Company	Bond principal and interest, past letter of credit and bond fees and project rep costs	278,373.79
09/15/22	731	Pebble Beach Community Services District	O&M reimbursement	76,329.00
09/15/22	732	PK Safety Supply	Ammonia calibration gas cylinder	734.27
09/15/22	733	SPC Science	Lab supplies	241.00
09/15/22	734	Thatcher Company of California	Sulfuric acid and tote returns	5,789.26
09/15/22	735	Thermo Electron North America	Lab supplies	2,883.39
09/22/22	736	Arbitrage Compliance Specialists	2017-22 arbitrage rebate calculation	3,000.00
09/22/22	737	Fisher Scientific	Lab supplies	695.93
09/22/22	738	Frisch Engineering	SCADA Migration Project #21-09 (CAPITAL)	5,485.00
09/22/22	739	Hach Company	Lab supplies	68.99

CAWD/PBCSD Reclamation Project
Disbursements
Sep-22

Date	Check	Vendor	Description	Amount
09/22/22	740	Monterey Peninsula Water Management Dist.	Annual O&M and User Fee billings	111,081.05
09/22/22	741	Pebble Beach Community Services District	August O&M	41,143.59
09/22/22	742	Pacific Gas & Electric	MF/RO billing	22,362.14
09/22/22	743	Sigma-Aldrich	Lab supplies	88.18
09/22/22	744	State Water Resources Control Board	Annual ELAP lab fees	2,125.00
				748,499.49



**Financial Statements
and
Supplementary Schedules**

September 2022

October 27, 2022

Carmel Area Wastewater District

Balance Sheet

September 2022

ASSETS			
Current Assets			
Cash			
Cash	41,474,174.82		
TOTAL Cash	41,474,174.82		
Other Current Assets			
Other Current Assets	1,491,747.20		
TOTAL Other Current Assets	1,491,747.20		
TOTAL Current Assets		42,965,922.02	
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76		
Treatment Structures			
Treatment Structures	70,377,201.24		
TOTAL Treatment Structures	70,377,201.24		
Treatment Equipment			
Treatment Equipment	8,864,043.57		
TOTAL Treatment Equipment	8,864,043.57		
Collection Structures			
Collection Structures	1,238,843.71		
TOTAL Collection Structures	1,238,843.71		
Collection Equipment			
Collection Equipment	1,509,600.36		
TOTAL Collection Equipment	1,509,600.36		
Sewers		15,496,819.42	
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities	1,643,890.85		
Other Fixed Assets			
Other Fixed Assets	4,515,627.21		
TOTAL Other Fixed Assets	4,515,627.21		
Capital Improvement Projects			
Capital Improvement Projects	6,399,903.83		
TOTAL Capital Improvement Projects	6,399,903.83		
Accumulated depreciation		(56,781,274.36)	
TOTAL Fixed Assets		53,572,715.59	
Other Assets			
Other Assets		3,169,925.12	
TOTAL Other Assets		3,169,925.12	
TOTAL ASSETS		99,708,562.73	

Carmel Area Wastewater District

Balance Sheet

September 2022

LIABILITIES			
Current Liabilities			
Current Liabilities		1,163,282.74	
TOTAL Current Liabilities		1,163,282.74	1,163,282.74
Long-Term Liabilities			
Long Term Liabilities		(1,157,813.71)	
TOTAL Long-Term Liabilities		(1,157,813.71)	(1,157,813.71)
TOTAL LIABILITIES			5,469.03
NET POSITION			
Net Assets		101,218,721.98	
Year-to-Date Earnings		(1,515,628.28)	
TOTAL NET POSITION		99,703,093.70	99,703,093.70
TOTAL LIABILITIES & NET POSITION			99,708,562.73

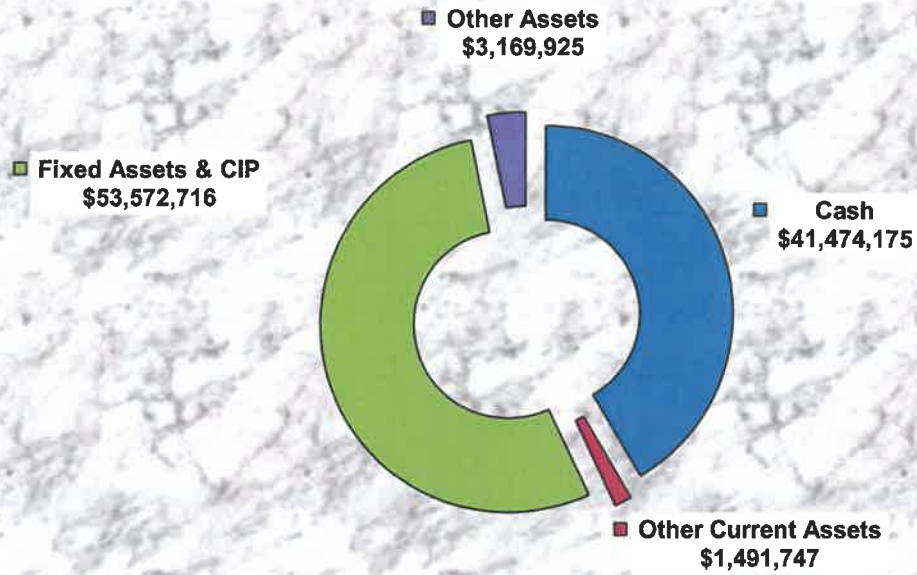
Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, September 2022 - current month, Consolidated by
account

	<i>3 Months Ended</i> <i>September 30, 2022</i>	<i>3 Months Ended</i> <i>September 30, 2022</i> <i>Budget</i>	<i>Variance</i> <i>Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	634,627.30	512,794.79	121,832.51	23.8 %
TOTAL Income	<u>634,627.30</u>	<u>512,794.79</u>	<u>121,832.51</u>	23.8 %
Adjustments				
Discounts	10.31	0.00	10.31	
TOTAL Adjustments	<u>10.31</u>	<u>0.00</u>	<u>10.31</u>	
*****	<u>634,637.61</u>	<u>512,794.79</u>	<u>121,842.82</u>	23.8 %
***** OPERATING INCOME	<u>634,637.61</u>	<u>512,794.79</u>	<u>121,842.82</u>	23.8 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	961,249.85	1,099,840.50	138,590.65	12.6 %
TOTAL Salaries and Payroll Taxes	<u>961,249.85</u>	<u>1,099,840.50</u>	<u>138,590.65</u>	12.6 %
Employee Benefits				
Employee Benefits	335,929.75	268,091.20	(67,838.55)	-25.3 %
TOTAL Employee Benefits	<u>335,929.75</u>	<u>268,091.20</u>	<u>(67,838.55)</u>	-25.3 %
Director's Expenses				
Director's Expenses	6,823.00	8,506.80	1,683.80	19.8 %
TOTAL Director's Expenses	<u>6,823.00</u>	<u>8,506.80</u>	<u>1,683.80</u>	19.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	22,072.39	29,505.76	7,433.37	25.2 %
TOTAL Truck and Auto Expenses	<u>22,072.39</u>	<u>29,505.76</u>	<u>7,433.37</u>	25.2 %
General and Administrative				
General and Administrative	263,232.72	269,534.01	6,301.29	2.3 %
TOTAL General and Administrative	<u>263,232.72</u>	<u>269,534.01</u>	<u>6,301.29</u>	2.3 %
Office Expense				
Office Expense	9,391.10	16,931.28	7,540.18	44.5 %
TOTAL Office Expense	<u>9,391.10</u>	<u>16,931.28</u>	<u>7,540.18</u>	44.5 %
Operating Supplies				
Operating Supplies	81,747.46	117,405.51	35,658.05	30.4 %
TOTAL Operating Supplies	<u>81,747.46</u>	<u>117,405.51</u>	<u>35,658.05</u>	30.4 %
Contract Services				
Contract Services	213,277.89	253,302.73	40,024.84	15.8 %
TOTAL Contract Services	<u>213,277.89</u>	<u>253,302.73</u>	<u>40,024.84</u>	15.8 %

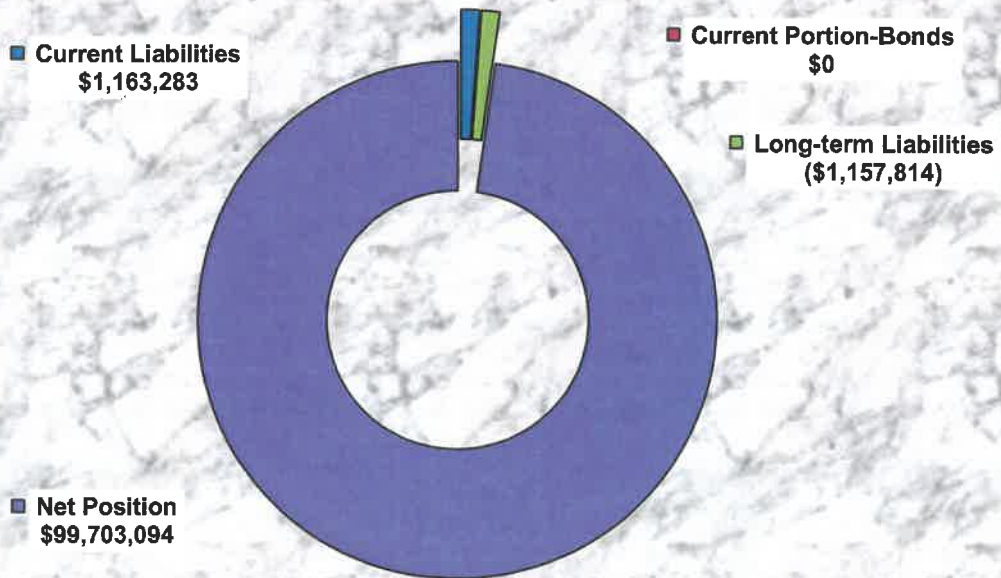
Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, September 2022 - current month, Consolidated by account

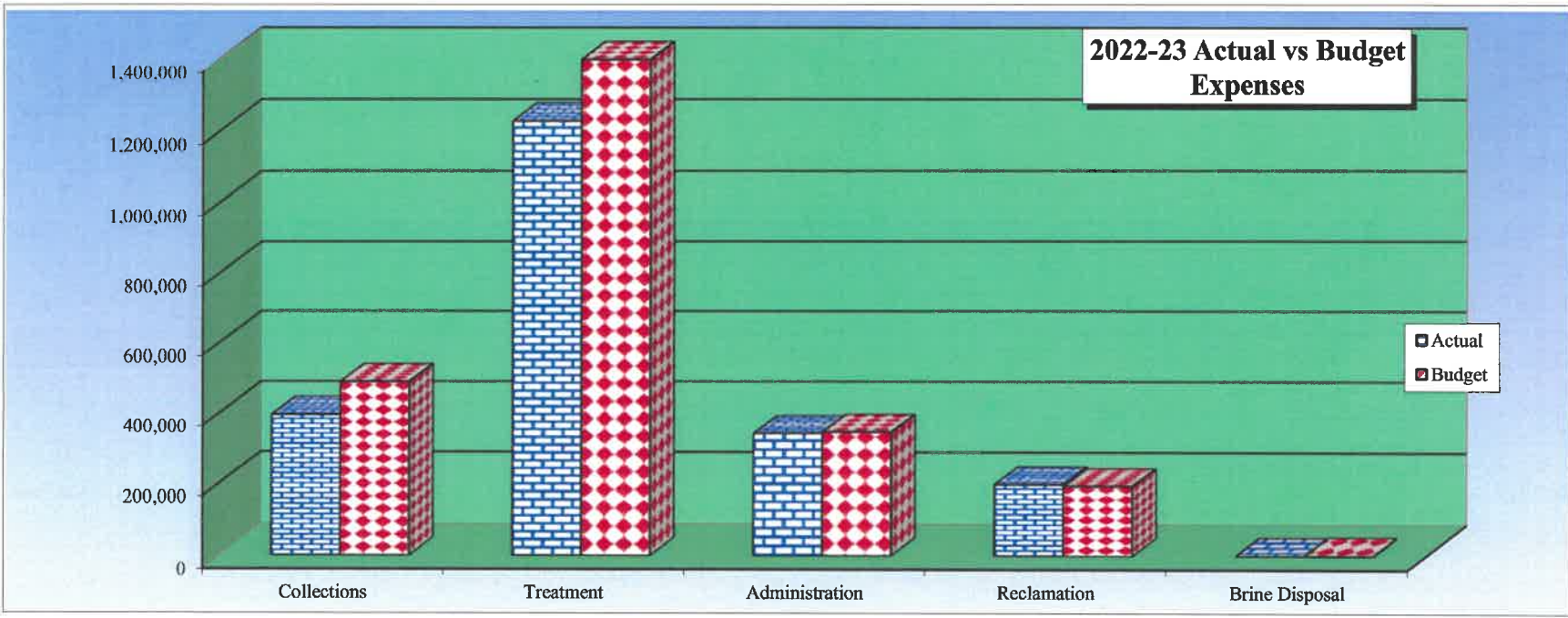
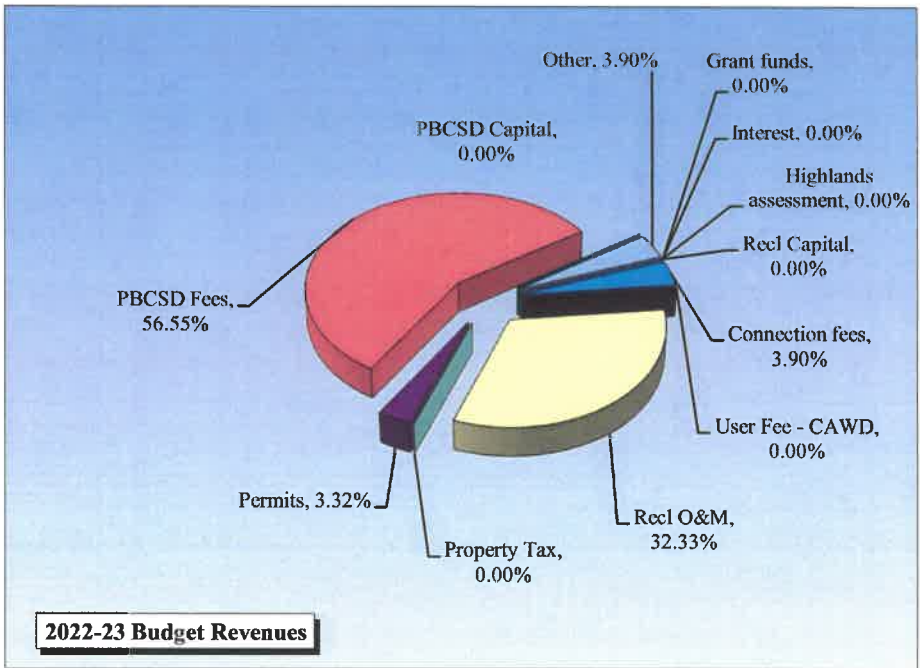
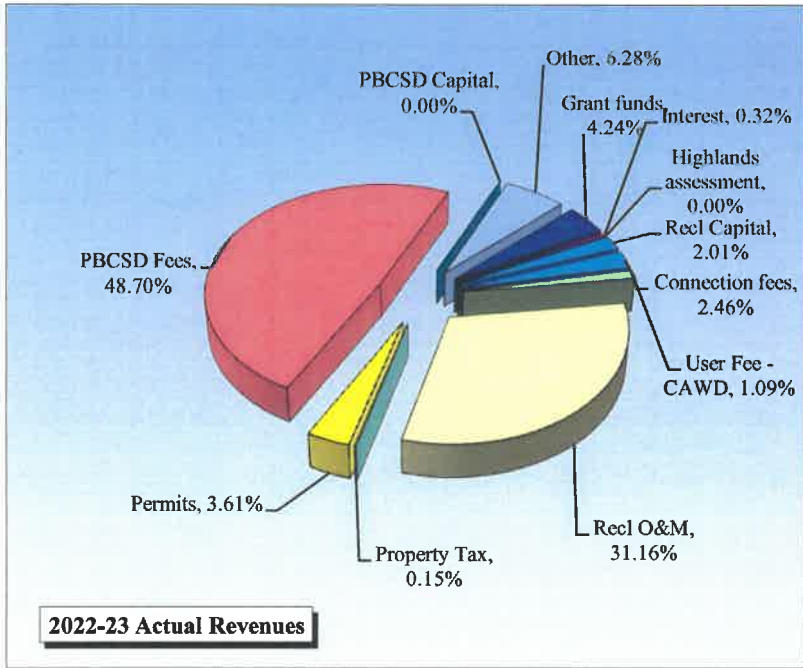
	<i>3 Months Ended September 30, 2022</i>	<i>3 Months Ended September 30, 2022 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	93,714.05	199,078.73	105,364.68	52.9 %
TOTAL Repairs and Maintenance	93,714.05	199,078.73	105,364.68	52.9 %
Utilities				
<i>Utilities</i>	101,702.02	95,508.51	(6,193.51)	-6.5 %
TOTAL Utilities	101,702.02	95,508.51	(6,193.51)	-6.5 %
Travel and Meetings				
<i>Travel and Meetings</i>	10,055.30	13,003.77	2,948.47	22.7 %
TOTAL Travel and Meetings	10,055.30	13,003.77	2,948.47	22.7 %
Permits and Fees				
<i>Permits and Fees</i>	33,831.00	34,238.00	407.00	1.2 %
TOTAL Permits and Fees	33,831.00	34,238.00	407.00	1.2 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	4,131.74	4,837.45	705.71	14.6 %
TOTAL Memberships and Subscriptions	4,131.74	4,837.45	705.71	14.6 %
Safety				
<i>Safety</i>	13,679.69	17,499.98	3,820.29	21.8 %
TOTAL Safety	13,679.69	17,499.98	3,820.29	21.8 %
Other Expenses				
<i>Other Expense</i>	9,558.69	3,525.01	(6,033.68)	-171.2 %
TOTAL Other Expenses	9,558.69	3,525.01	(6,033.68)	-171.2 %
TOTAL Operating Expenses	2,160,396.65	2,430,809.24	270,412.59	11.1 %
***** OPERATING INCOME (LOSS)	(1,525,759.04)	(1,918,014.45)	392,255.41	20.5 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	10,130.76	(7,678.00)	17,808.76	231.9 %
TOTAL Other Income or Gain	10,130.76	(7,678.00)	17,808.76	231.9 %
TOTAL Non-op Income, Expense, Gain or Loss	10,130.76	(7,678.00)	17,808.76	231.9 %
***** NET INCOME (LOSS)	(1,515,628.28)	(1,925,692.45)	410,064.17	21.3 %
***** NET INCOME (LOSS)	(1,515,628.28)	(1,925,692.45)	410,064.17	21.3 %

Assets - September 30, 2022

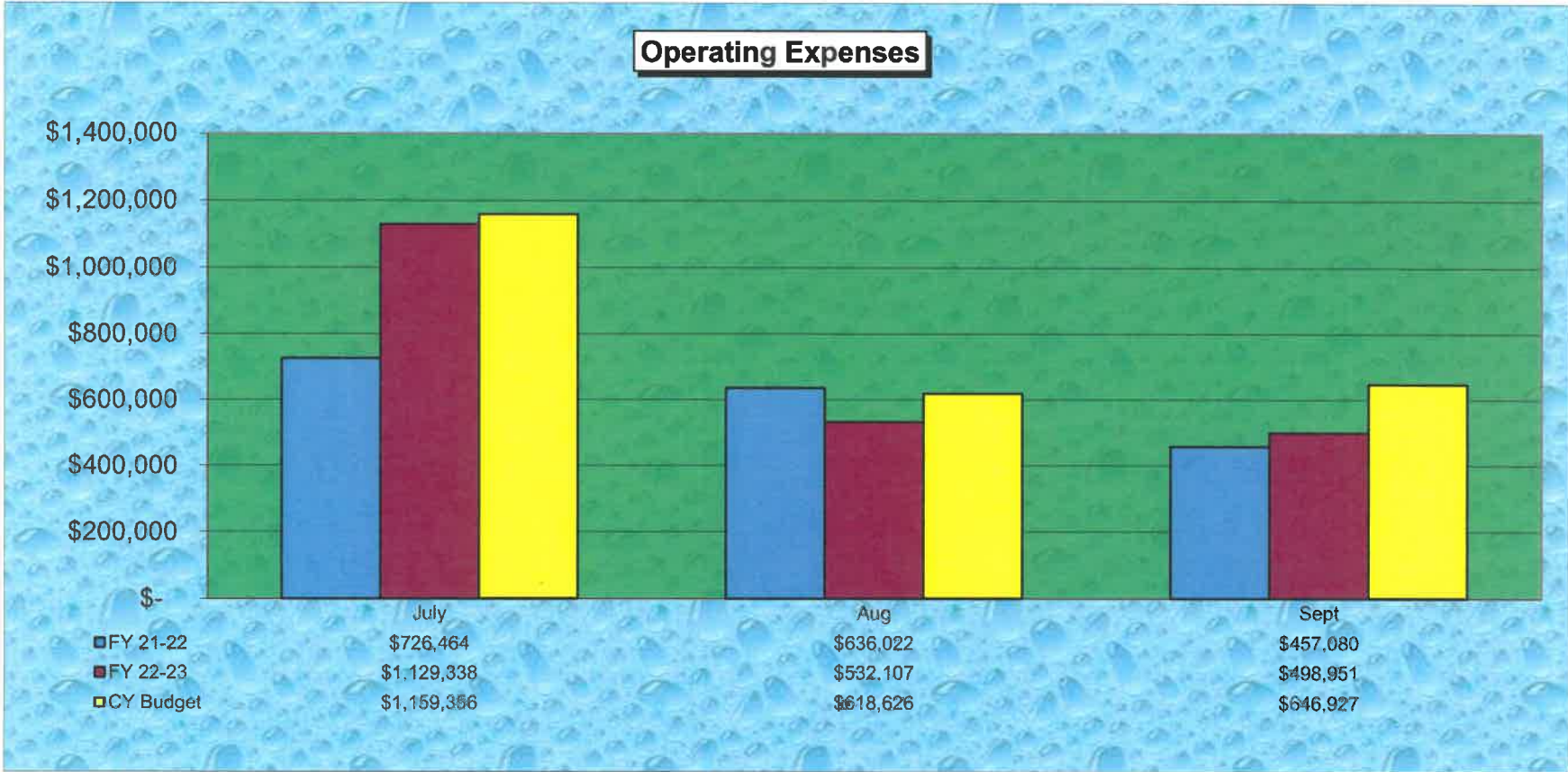


Liabilities - September 30, 2022





Operating Expenses



**Carmel Area Wastewater District
Capital Expenditures
2022-23**

	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>						
Jetter water pump hydraulic system- unbudgeted		0	11,575	11,575	0	NA
		0	0	0	0	NA
<u>Treatment</u>						
Eaton SVX9000 refurbished VFD for Reclamation- unbudgeted		0	14,208	14,208	0	NA
		0	0	0	0	NA
RECL share	0	0	(14,208)	(14,208)	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
		0	11,575	11,575	0	NA

**Carmel Area Wastewater District
Capital Expenditures
2022-23**

	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	474,359	0	19,175	493,534	2,000,000	0.96%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	231,786	3,661	12,221	244,008	3,500,000	0.35%
Bay/Scenic Pump Station Rehab	30,892	0	7,585	38,477	650,000	1.17%
Pescadero Creek Area Pipe Rehab	89,236	41,890	47,699	136,935	100,000	47.70%
<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 22-23</i>	826,453	45,551	86,680	913,133	6,250,000	1.39%

**Carmel Area Wastewater District
Capital Expenditures
2022-23**

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Perimeter Fence	0	16,054	16,054	16,054	275,000	5.84%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	4,321,103	373,628	1,093,436	5,414,539	4,820,750	22.68%
Aeration Basin Improvements-unbudgeted	17,332	0	0	17,332	0	NA
Potable Water & Gas Main Replacement	0	12,040	38,846	38,846	100,000	38.85%
RECL share	(116,670)	(10,088)	(29,523)	(146,193)	(130,160)	22.68%
PBCSD share (1/3 of cost)	(1,407,255)	(130,545)	(372,938)	(1,780,193)	(1,688,530)	22.09%
<i>Total Long Term CIP Projects 22-23</i>	2,814,510	261,089	745,875	3,560,385	3,377,060	22.09%
Total Capital (net of RECL and PBCSD)	3,640,963	306,641	844,130	4,485,093	9,627,060	8.77%

Carmel Area Wastewater District

Variance Analysis

2022-23

YTD Actual/
YTD Budget
Variance

Salaries and Payroll Taxes

Employee Benefits -25.30% Worker's compensation insurance underbudgeted.

Director's Expenses

Truck and Auto Expenses

General and Administrative

Office Expense

Operating Supplies

Contract Services

Repairs and Maintenance

Utilities -6.50% Secondary electricity slightly underbudgeted.

Travel and Meetings

Permits and Fees

Memberships and Subscriptions

Safety

Other Expense -171.20% Recruiting unbudgeted.

District Obligations:

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

**Carmel Area Wastewater District
2022-23 Resolutions Amending the Budget**

Resolution #	Description	Budgeted		Amendment		Spent To Date
		\$	-	\$	-	\$
	No budget amendments to date.					-
	Total To Date	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>-</u>

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: October 27, 2022
 SUBJECT: Monthly Report – September

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in September	25
Total Fees	\$5,170.00

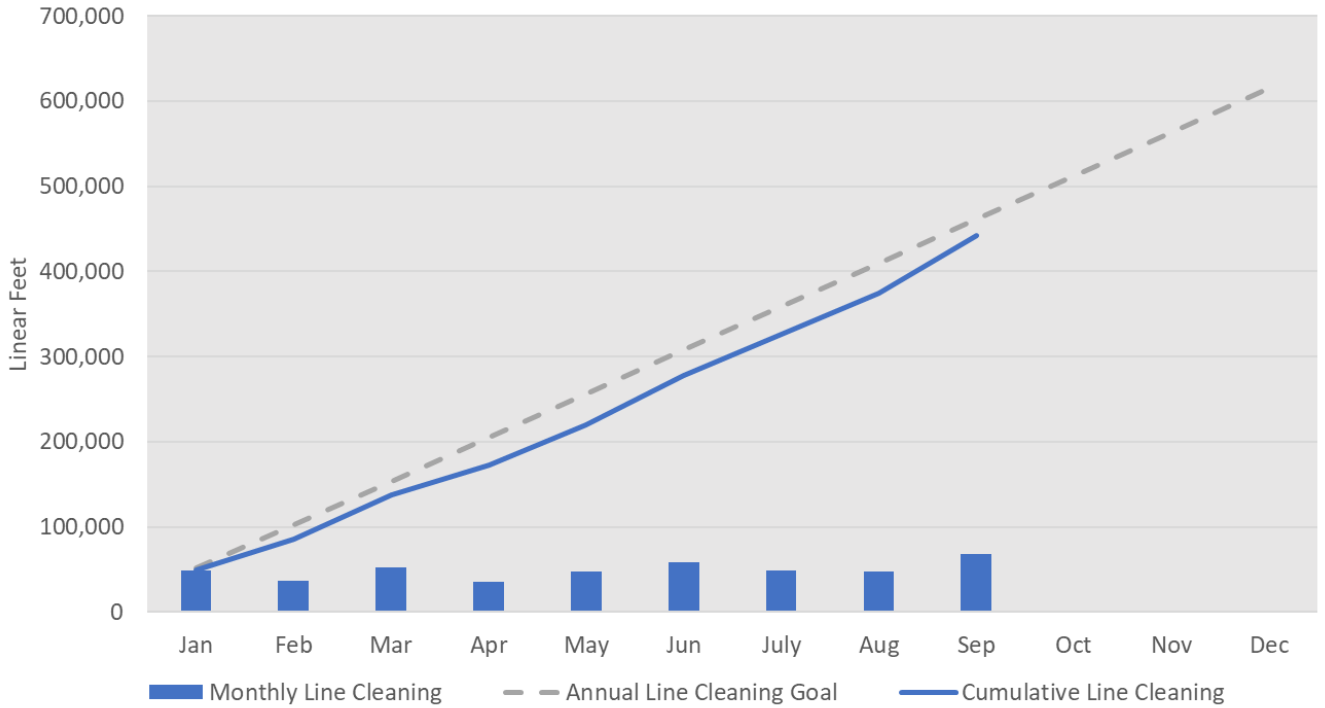
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 68,301 feet of sewer lines cleaned, and 1,572 feet of CCTV inspections completed during the month of September. All manhole inspections have been completed for the remainder of the year.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
September	68,301 ft.	16.61%	6 – 27 inches
August	47,488 ft.	11.55%	6 – 27 inches
July	48,567 ft.	11.81%	6 – 15 inches

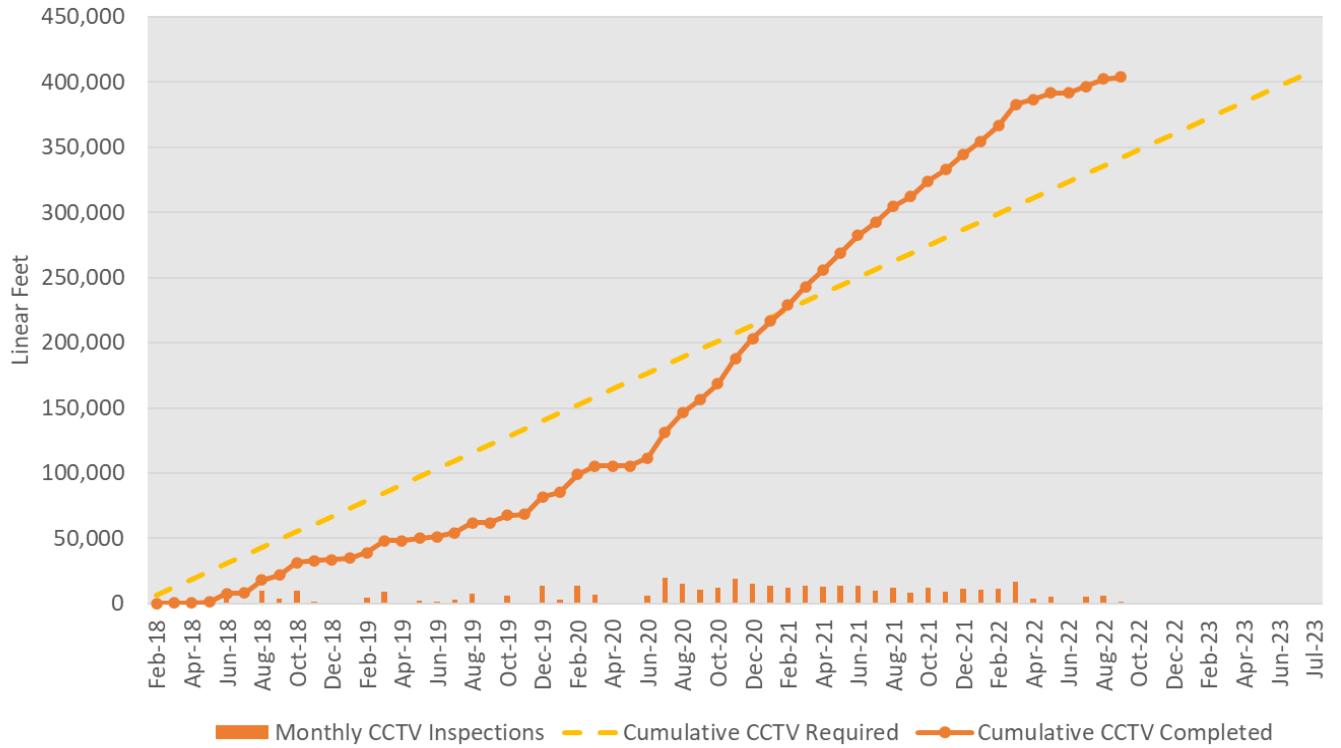
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	442,418	172,582

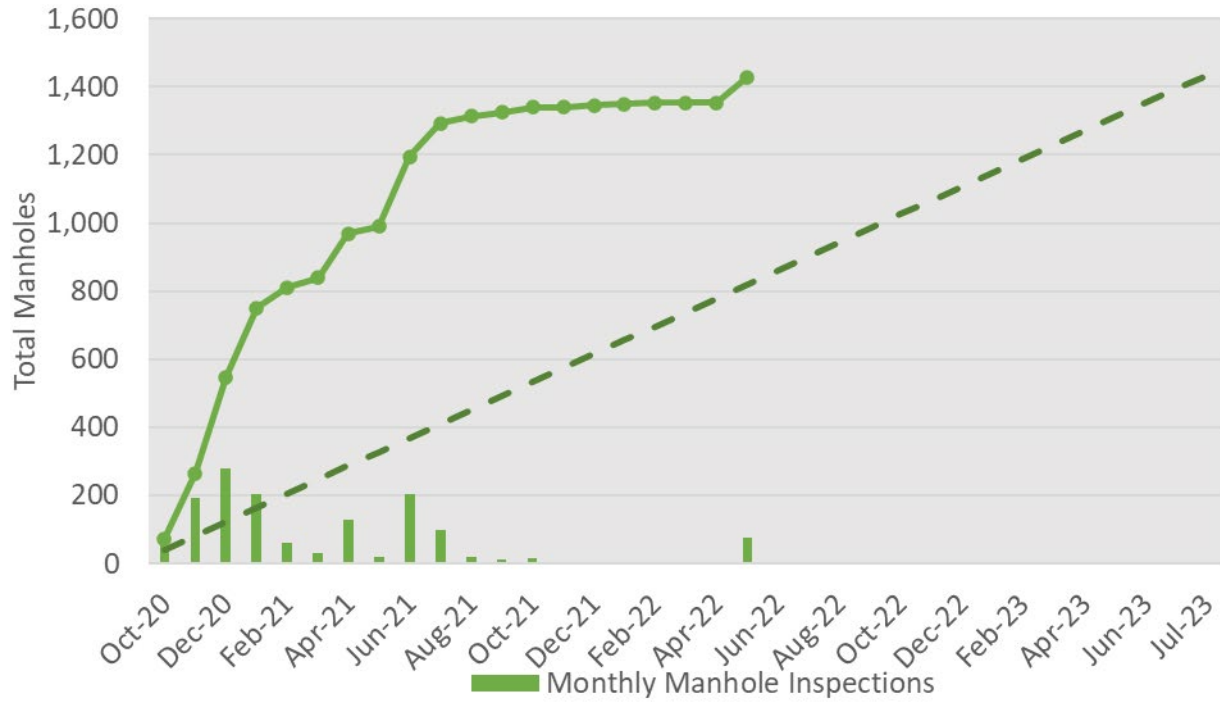
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	403,983	4,689

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 portion of the settlement. The Principal Engineer will use this data to schedule rehabilitation or replacement of damaged or deteriorated manholes.
- Once the CCTV inspections and Pumps Station evaluations are completed, the Principal Engineer will use the information for the final Collection System Asset Management Plan.

Construction Activities

- Project 21-06 Manhole Rehabilitation project will start construction in October.

Staff Development

- Staff completed several in-person tail gate trainings.
- Staff attended Hazwoper, Lock-Out Tag-Out, Fall Protection training and policy review in September.

General Comments

- N/A

Service calls responded to by crew

Date	Time	Callout	Resolution
9/7/2022	10:03 AM	Odor Complaint	Called by homeowner of odor emanating from a sewer main line. Staff cleaned the sewer line. Staff also installed an odor barrier in the manhole.
9/14/2022	2:24 PM	Drain Overflowing	Called by homeowner to what ended up as a storm drain that was blocked and running down the road. Staff informed the homeowner to call the County of Monterey for assistance.
9/19/2022	9:00 AM	Manhole Overflow	Called by homeowner for a manhole overflowing. Staff arrived on scene and did not find a manhole actively overflowing. However, staff checked the manhole and did find it to be holding water. Staff relieved the blockage. The blockage was caused by roots, which caused the 20 gallons Sanitary Sewer Overflow spill. See map for location.

USA Location Requests – 157

Plumbing permit inspections – 32

Private Sewer Lateral Compliance Certificates Issued – 28

FUNDING- N/A

September (Red)

68,301 feet

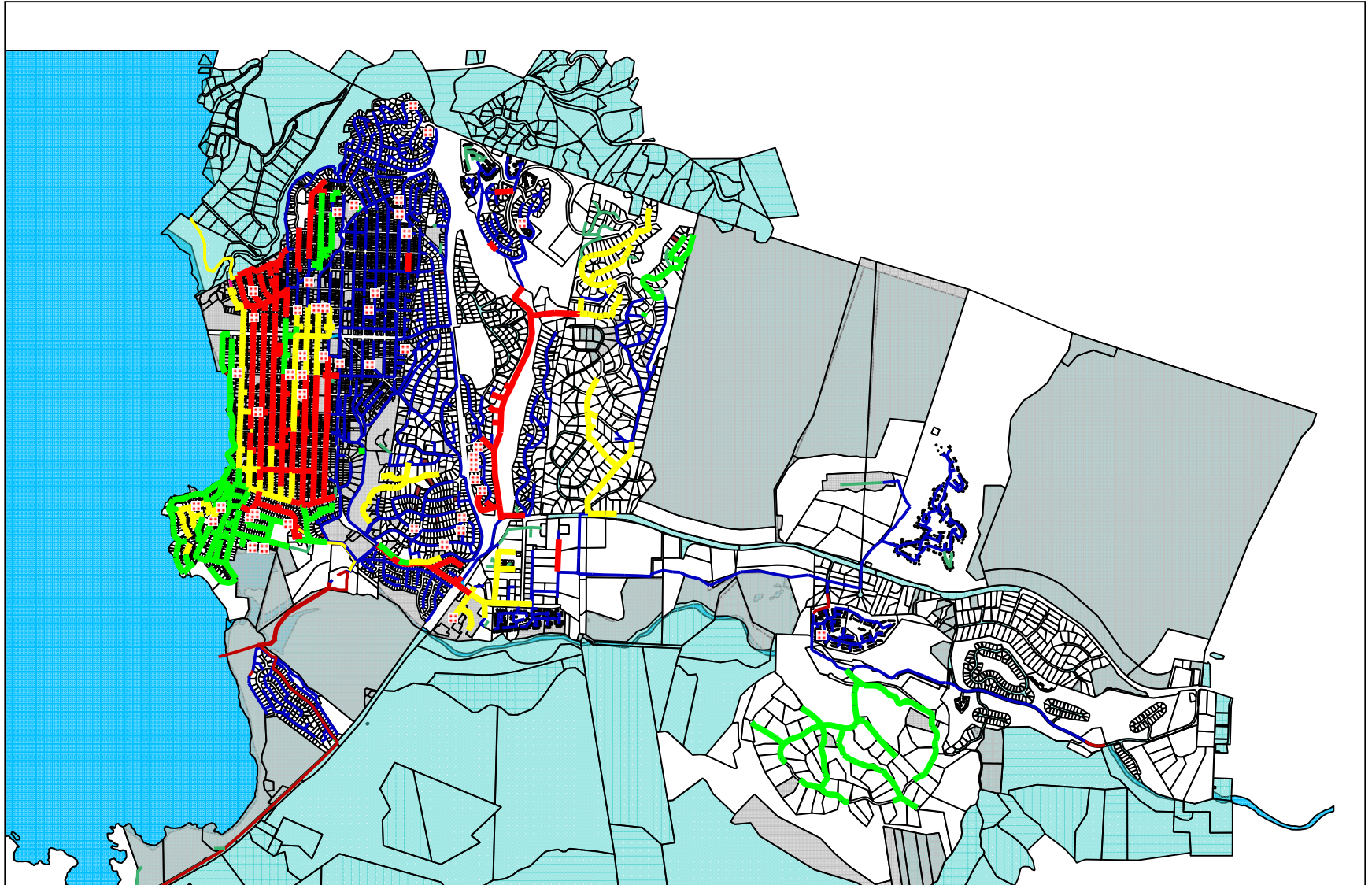
August (Yellow)

47,488 feet

July (Green)

48,567 feet

Monthly Cleaning Map



RedZone
ROBOTICS

10/6/2022



September (Red)

1,572 feet

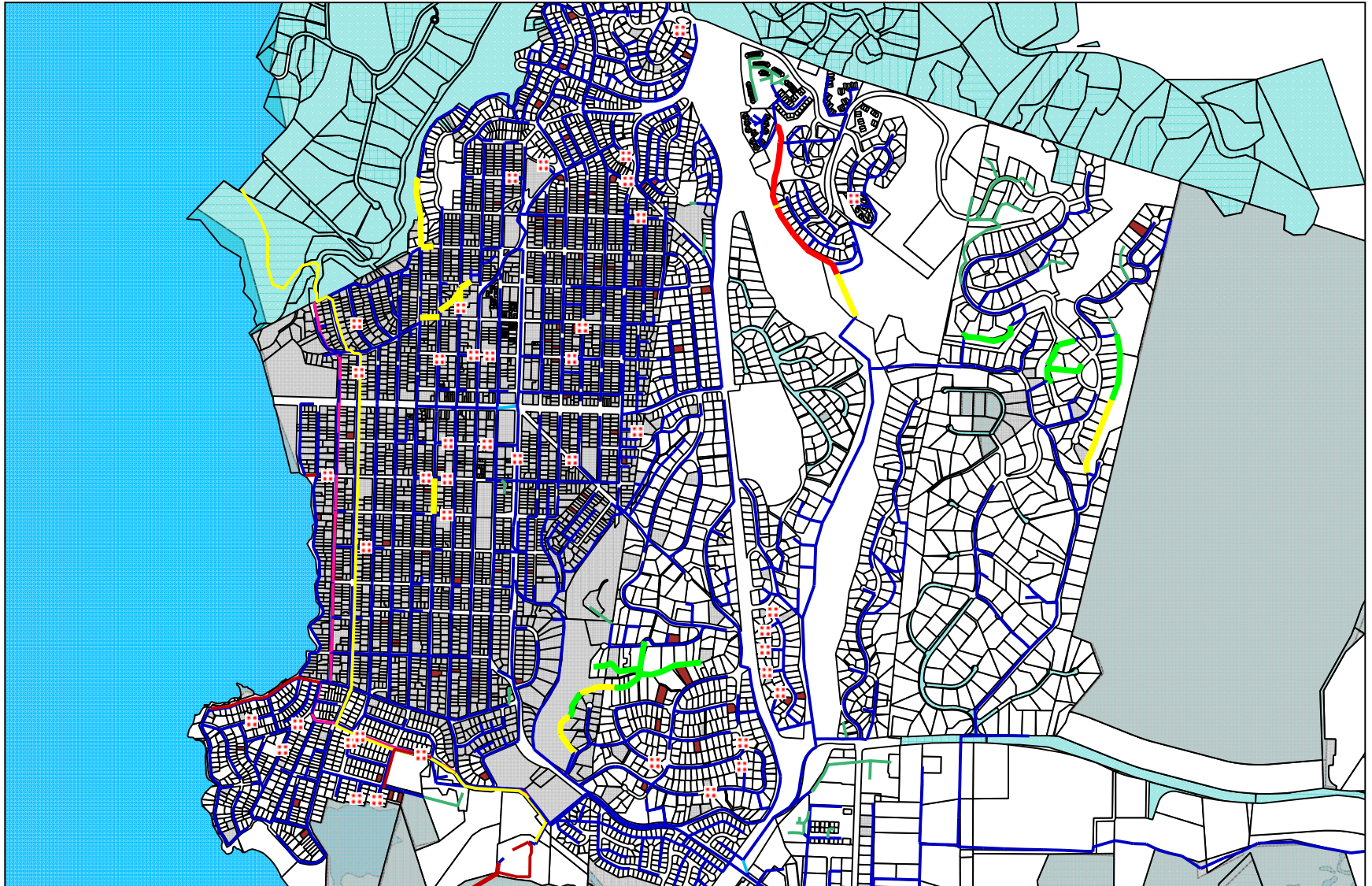
August (Yellow)

5,639 feet

July (Green)

5,043 feet

Monthly CCTV Map



RedZone[®]
ROBOTICS

10/6/2022

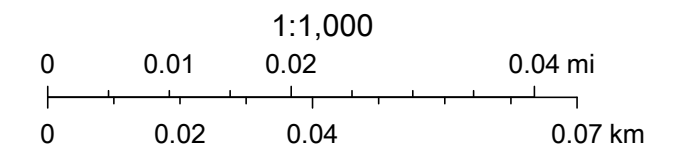


CAWD GIS Maps



10/6/2022, 8:47:57 AM

- CAWD Service Area ● CAWD (MH) — Streets
- Active Assets — Mains — APNs
- Flushing Inlet (FI) — CAWD



TIGEO

STAFF REPORT

To: Board of Directors

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

Date: October 27, 2022

Subject: Monthly Safety Report (for September 2022)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **Sept 7- Tailgate Training;** Cold and Flu Prevention. Fanny Mui, Lab Analyst, presented several tips on how to prevent colds and flu. She also promoted the upcoming free flu shot clinic, which was held at the plant on September 28. S/C Admin Dias added that because the symptoms of colds and flu overlap with COVID-19, any symptoms will trigger the need to stay home and take COVID tests for successive days to determine if it is a cold or COVID before returning to work. Until it is determined to be a cold, this also triggers the need to assess which coworkers the (presumptively) infected person was in close contact with two days before symptoms began. Therefore, avoiding colds/flu also avoids the issue of triggering COVID-19 protocols.
- **Sept 12-23- Annual Safety Weeks Training;** "Safety weeks" are a series of safety trainings held over a two-week period each September. Recurring trainings include: hazardous waste awareness and operations; hazardous waste incident response, confined space awareness, confined space rescue, fall hazards, Lock-Out-Tag-Out, and numerous District policies (Hearing, Blood Borne Pathogens, Spill Prevention, etc.). This year crane and hoisting training was also provided, which is required every three years.

- **Sept 28- COVID-19 Cal/OSHA update training;** S/C Admin Dias gave a detailed update on the latest COVID requirements as promulgated by state agencies. The presentation included the corresponding updates to the District's policy to match the updated state requirements. See Ongoing Safety Improvement section for details.

Ongoing Safety Improvements

During September, 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 during September included:

- **Updates to District COVID-19 policy and mandated training.** Beginning in 2020 California Occupational Health Administration (Cal/OSHA) developed a set of Emergency Temporary Standards intended to protect employees from contracting COVID-19 in the workplace. These Standards are not mere guidelines; they hold the same weight as any other Cal/OSHA law and must be implemented by employers. This required the development of an Exposure Control Plan (ECP), a lengthy and complicated set of procedures to reduce COVID hazards. Initially Cal/OSHA developed their own standards somewhat independently from the California Department of Public Health (CDPH) and the Centers for Disease Control (CDC). This created tension when CDPH and/or CDC would change their guidance, but employers were still held to the rigid (outdated) Cal/OSHA regulations. Since 2020 Cal/OSHA made several updates and the District's policies have been revised at least five times to match those updates. Beginning in May of this year, Cal/OSHA has incrementally relaxed the standards as the pandemic has stabilized. The Standards now incorporate flexible language that essentially says that Cal/OSHA standards will automatically change along with CDPH guidance. In September S/C Admin Dias consolidated those changes and updated the District's ECP and internal policies. On September 28, the updates were presented to staff along with ten Cal/OSHA required training topics. S/C Admin Dias is tracking any further changes and receives updates from CDPH on a weekly basis. The Cal/OSHA website currently states that their Emergency Temporary Standards will expire on December 31 of this year.

Tours and Outreach

- **Tours.** Tours remain on temporary hold while several areas of the plant are being impacted by Phase II construction activities. The first steps to developing virtual tours were taken including purchasing the hardware and receiving training. A recorded tour is the first milestone and is under development. Once a pre-recorded tour is developed, a live virtual tour will be the second goal and will be beta-tested with a local school.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no first aid injuries or workers comp cases in September. The most recent matrix is below.

	Work Related Injuries and Illnesses for 2022 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	1	116	1
OSHA Illnesses	0	4	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	4	0	0	0

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: September 2022	HYDRAULIC LOADINGS					2022 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.173	0.736	0.703	0.956	68.274	212.62	652.19
PBCSD Flow	10.768	0.359	0.318	0.547	31.726	103.59	317.75
Total Plant Flow	33.941	1.095	1.021	1.503	100.00	316.20	969.94
Tertiary Flow	29.721	0.991	0.725	1.228	87.567	255.43	783.52
Ocean Discharge	3.596	0.120	0.082	0.158	10.595	61.43	188.42
Potable Water	1.732	0.866	0.226	1.506	5.103	1.732	5.313

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2022)	255.43MG (783.52acre-ft.)
Total Lifetime Reclamation Production (94-22)	9.15 BG (28.09 K acre-ft.)
12 Month Rolling Total Reclamation Production	352.32 MG (1081.28 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Sep'22 kWh	Price per kWh	Sep'22	Aug'22	Jul'22	Jun'22
Secondary	91,377.00	\$ 0.235	\$ 21,517.93	\$ 24,363.59	\$ 27,495.20	\$ 25,587.76
Blowers	49,997.20	\$ 0.228	\$ 11,415.30	\$ 12,430.57	\$ 12,078.74	\$ 12,359.21
CAWD Total	141,374.20		\$ 32,933.23	\$ 36,794.16	\$ 39,573.94	\$ 37,946.97
Tertiary	91,511.64	\$ 0.229	\$ 20,917.38	\$ 20,649.74	\$ 21,993.08	\$ 19,375.78
MF/RO	84,439.00	\$ 0.246	\$ 20,763.27	\$ 22,362.14	\$ 23,087.91	\$ 22,109.29
Reclaim Total	175,950.64		\$ 41,680.65	\$ 43,011.88	\$ 45,080.99	\$ 41,485.07
Adjusted Monthly Totals (1)	CAWD Total		\$ 20,370.19	Reclamation Total		\$ 54,243.69

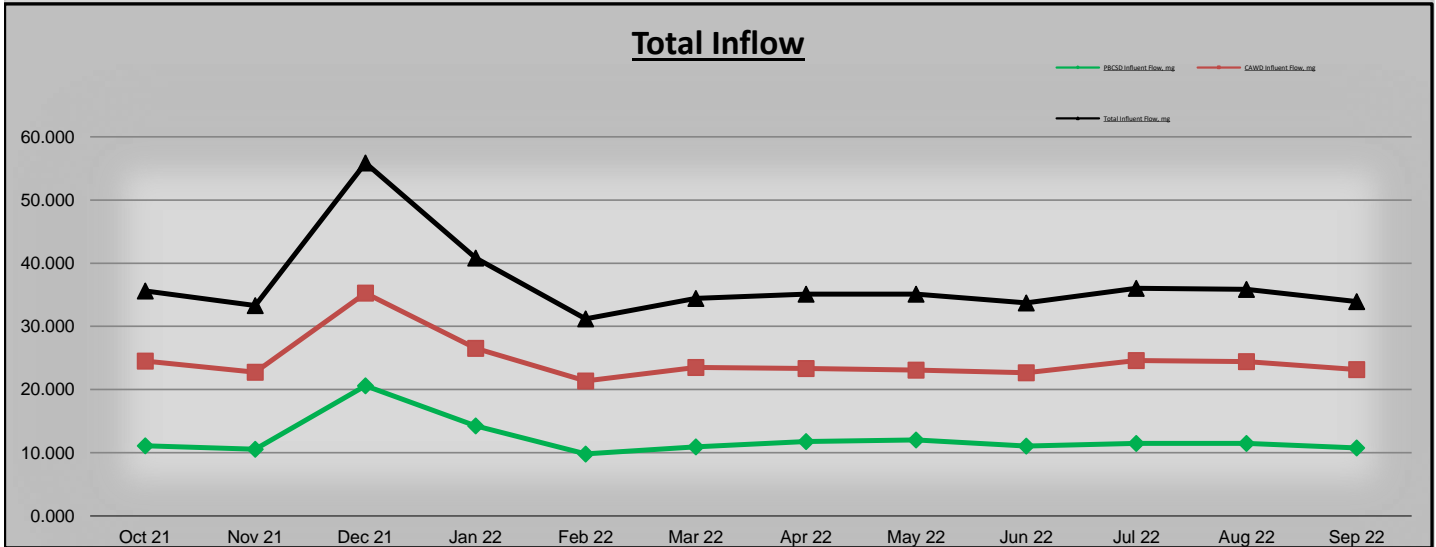
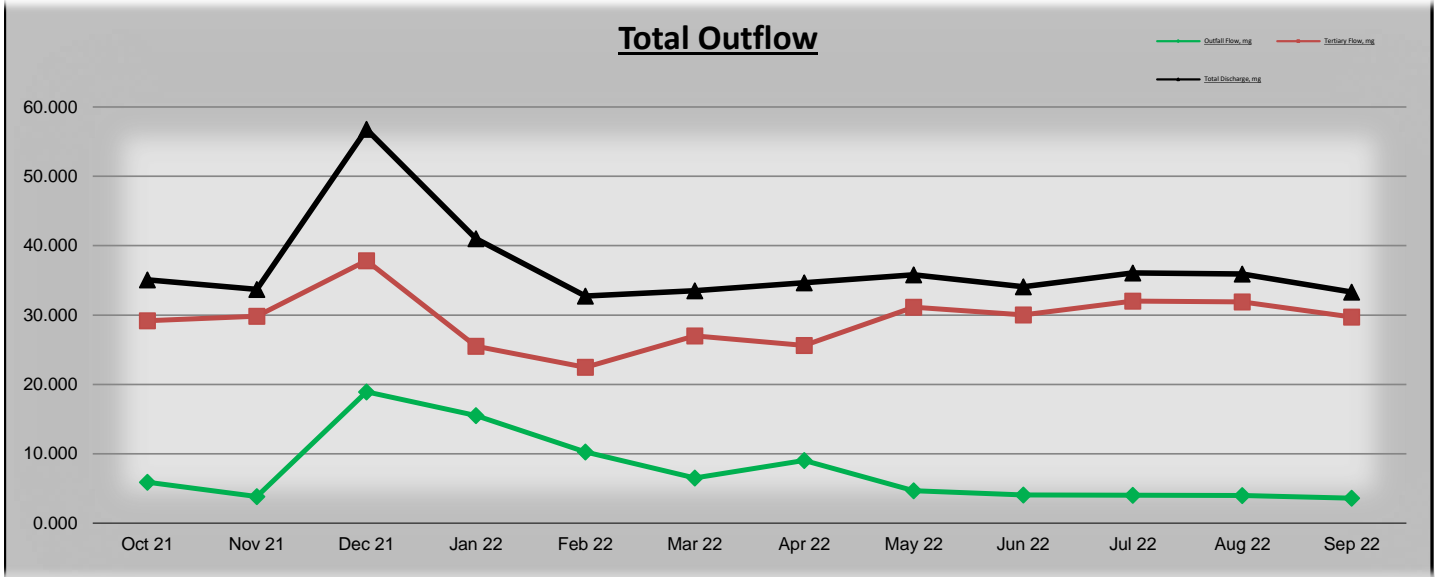
kW-h Per Acre Foot

	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	1409.48	1577.57	1448.51	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	2190.20	1984.97	1885.30	N/A

MICROTURBINE SUMMARY

Month	Sep '22 kW-h	Aug'22	Jul'22	Jun'22	Accumulated Totals
Production,kW-h	18,825	12,231	0	0	1,256,727.00

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



Wastewater Treatment Facility Operations Report

Report for: August 2022	HYDRAULIC LOADINGS					2022 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.412	0.787	0.737	0.836	68.036	189.44	581.11
PBCSD Flow	11.469	0.370	0.337	0.447	31.964	92.82	284.72
Total Plant Flow	35.881	1.157	1.074	1.283	100.00	282.26	865.83
Tertiary Flow	31.917	1.030	0.794	1.220	88.952	225.71	692.35
Ocean Discharge	3.992	0.129	0.104	0.189	11.126	57.83	177.39
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2022)	225.71MG (692.35acre-ft.)
Total Lifetime Reclamation Production (94-22)	9.12 BG (27.99 K acre-ft.)
12 Month Rolling Total Reclamation Production	350.75 MG (1076.44 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Aug'22 kWh	Price per kWh	Aug'22	Jul'22	Jun'22	May'22
Secondary	101,373.00	\$ 0.240	\$ 24,363.59	\$ 27,495.20	\$ 25,587.76	\$ 21,534.16
Blowers	53,788.64	\$ 0.231	\$ 12,430.57	\$ 12,078.74	\$ 12,359.21	\$ 10,568.58
CAWD Total	155,161.64		\$ 36,794.16	\$ 39,573.94	\$ 37,946.97	\$ 32,102.74
Tertiary	86,385.12	\$ 0.239	\$ 20,649.74	\$ 21,993.08	\$ 19,375.78	\$ 15,648.90
MF/RO	92,120.00	\$ 0.243	\$ 22,362.14	\$ 23,087.91	\$ 22,109.29	\$ 18,367.65
Reclaim Total	178,505.12		\$ 43,011.88	\$ 45,080.99	\$ 41,485.07	\$ 34,016.55
Adjusted Monthly Totals (1)	CAWD Total		\$ 22,609.61	Reclamation Total		\$ 57,196.43

kW-h Per Acre Foot

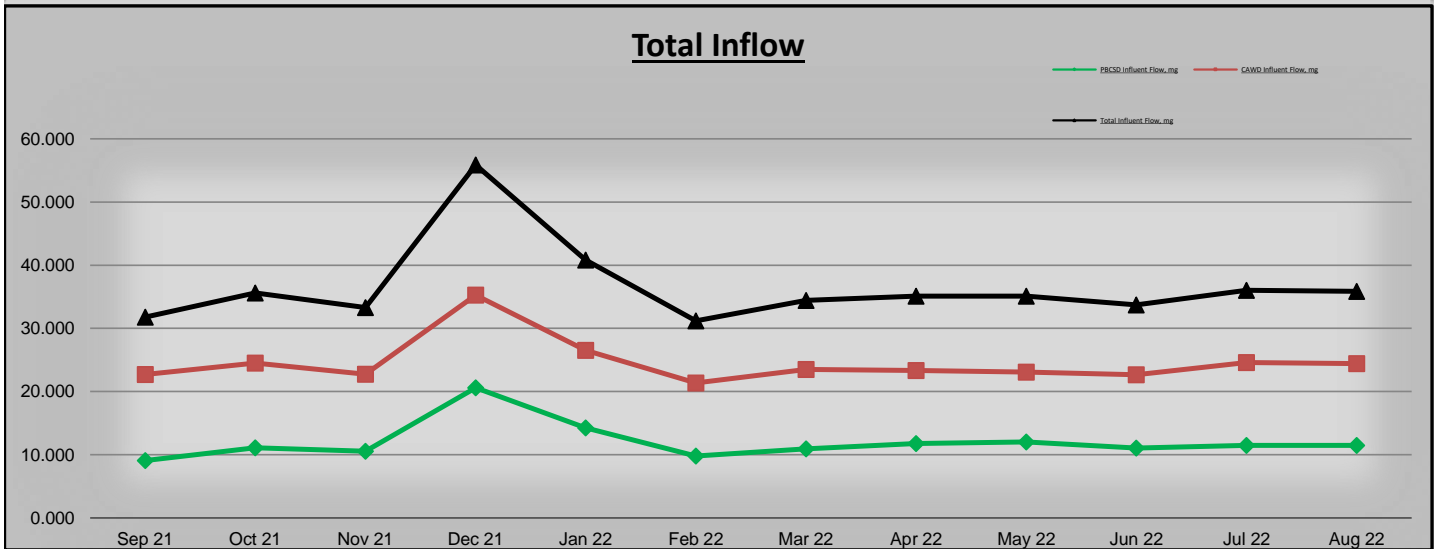
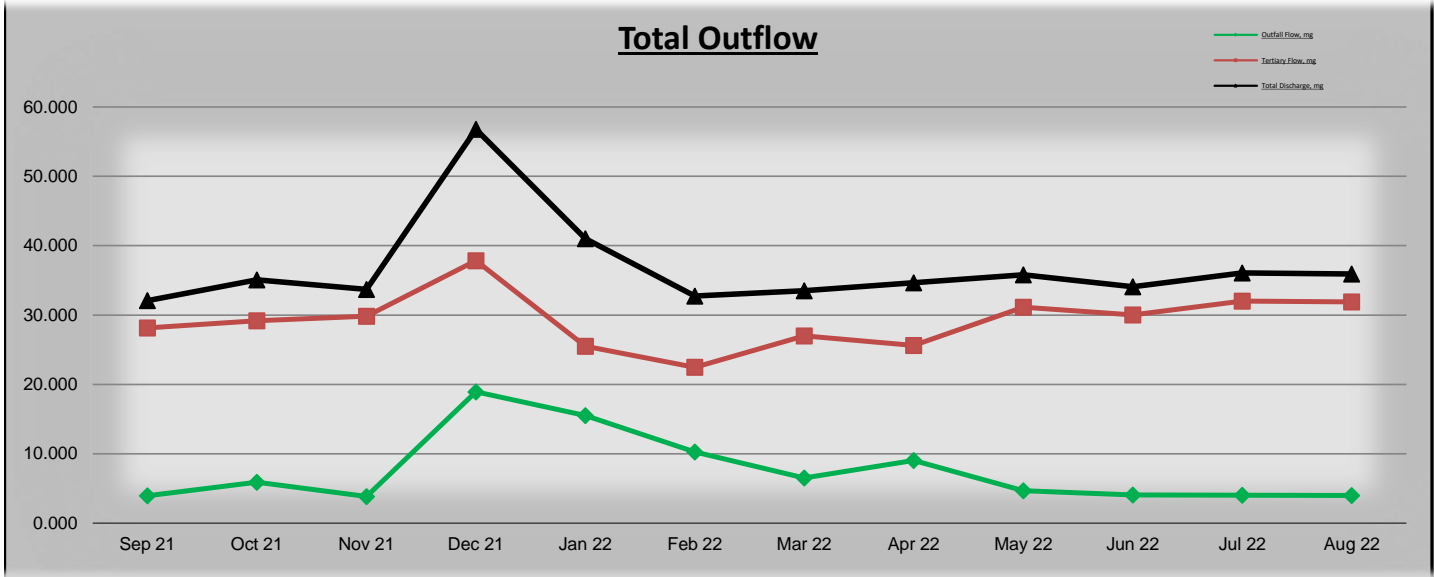
	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	1409.48	1577.57	N/A	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	2190.20	1984.97	N/A	N/A

MICROTURBINE SUMMARY

Month	Aug '22 kW-h	Jul'22	Jun'22	May'22	Accumulated Totals
Production, kW-h (2)	12,231	0	0	0	1,237,902.00

(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 back on-line on 8/18/2022



Wastewater Treatment Facility Operations Report

Report for: July 2022	HYDRAULIC LOADINGS					2022 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.579	0.793	0.746	0.820	68.194	165.03	506.23
PBCSD Flow	11.464	0.370	0.351	0.389	31.806	81.35	249.54
Total Plant Flow	36.043	1.163	1.097	1.209	100.00	246.38	755.77
Tertiary Flow	32.026	1.033	0.919	1.177	88.855	193.79	594.45
Ocean Discharge	4.033	0.130	0.115	0.213	11.189	53.84	165.14
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2022)	193.79MG (594.45acre-ft.)
Total Lifetime Reclamation Production (94-22)	9.09 BG (27.90 K acre-ft.)
12 Month Rolling Total Reclamation Production	351.16 MG (1077.72 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jul'22 kWh	Price per kWh	Jul'22	Jun'22	May'22	Apr'22
Secondary	120,951.00	\$ 0.227	\$ 27,495.20	\$ 25,587.76	\$ 21,534.16	\$ 22,586.54
Blowers	52,900.64	\$ 0.228	\$ 12,078.74	\$ 12,359.21	\$ 10,568.58	\$ 10,018.75
CAWD Total	173,851.64		\$ 39,573.94	\$ 37,946.97	\$ 32,102.74	\$ 32,605.29
Tertiary	92,222.48	\$ 0.238	\$ 21,993.08	\$ 19,375.78	\$ 16,106.49	\$ 15,648.90
MF/RO	94,992.00	\$ 0.243	\$ 23,087.91	\$ 22,109.29	\$ 22,997.64	\$ 18,367.65
Reclaim Total	187,214.48		\$ 45,080.99	\$ 41,485.07	\$ 39,104.13	\$ 34,016.55
Adjusted Monthly Totals (1)	CAWD Total		\$ 24,375.27	Reclamation Total		\$ 60,279.66

kW-h Per Acre Foot

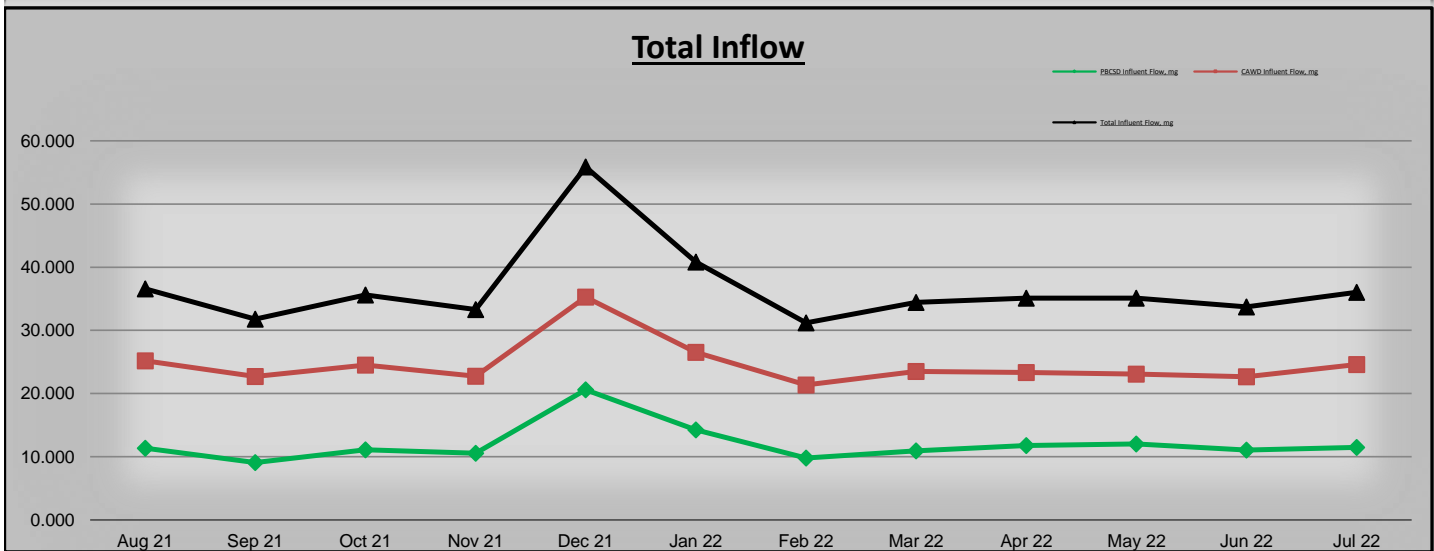
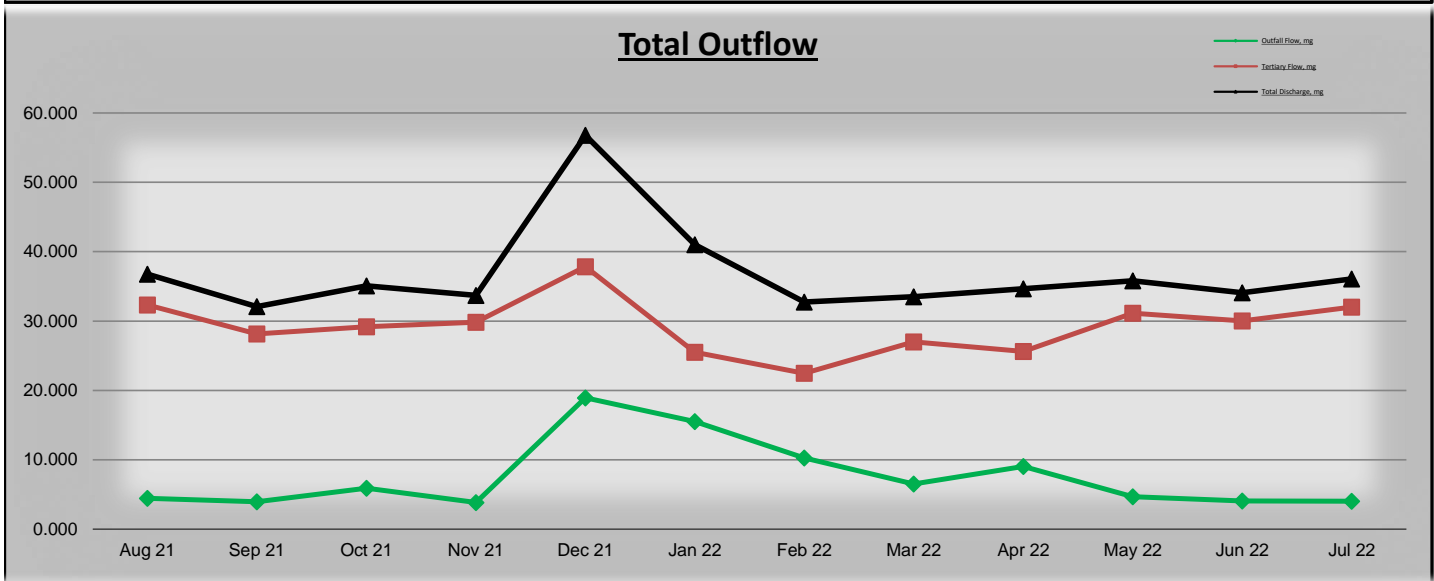
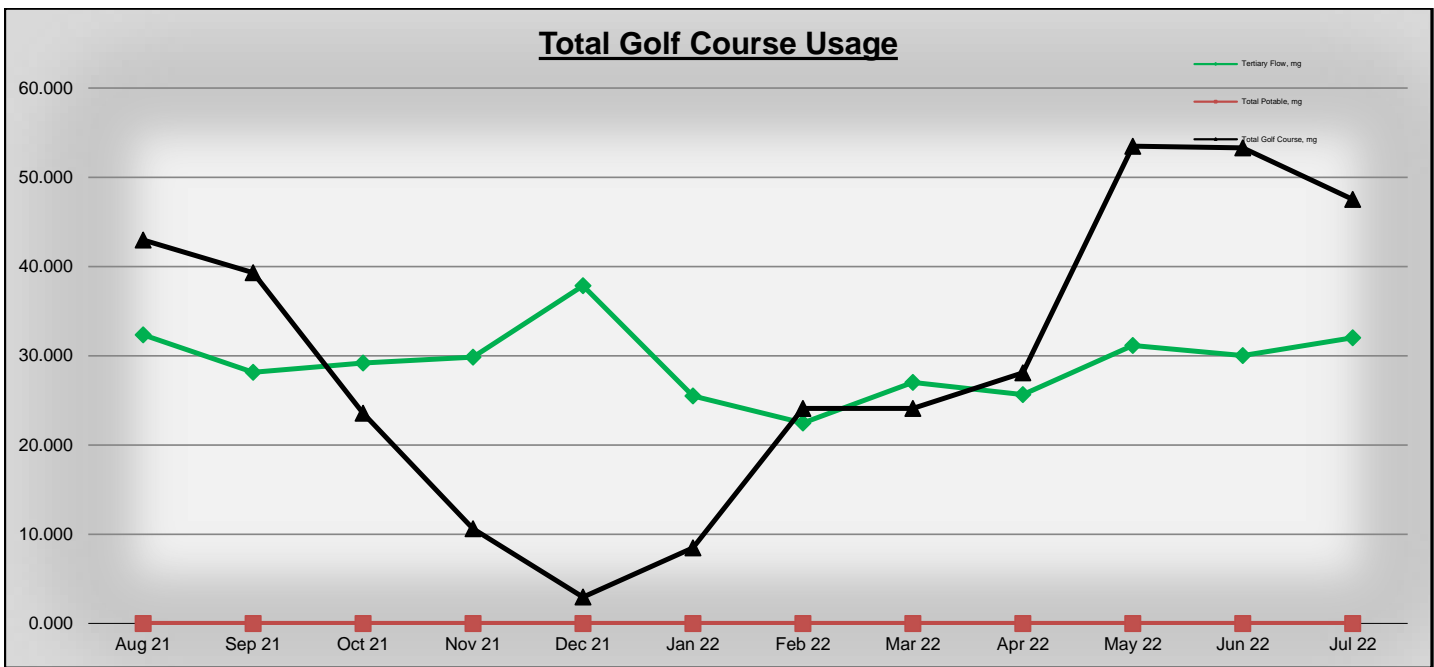
	2021				2022			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1453.87	1327.64	1298.73	1681.53	1409.48	1577.57	N/A	N/A
Reclamation	1984.84	1939.79	1682.65	1887.92	2190.20	1984.97	N/A	N/A

MICROTURBINE SUMMARY

Month	Jul '22 kW-h	Jun'22	May'22	Apr'22	Accumulated Totals
Production, kW-h (2)	0	0	0	0	1,225,671.00

(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 due to the gas compressor malfunction.



STAFF REPORT



To: Board of Directors
From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor
Date: October 27, 2022
Subject: Monthly Report – September 2022

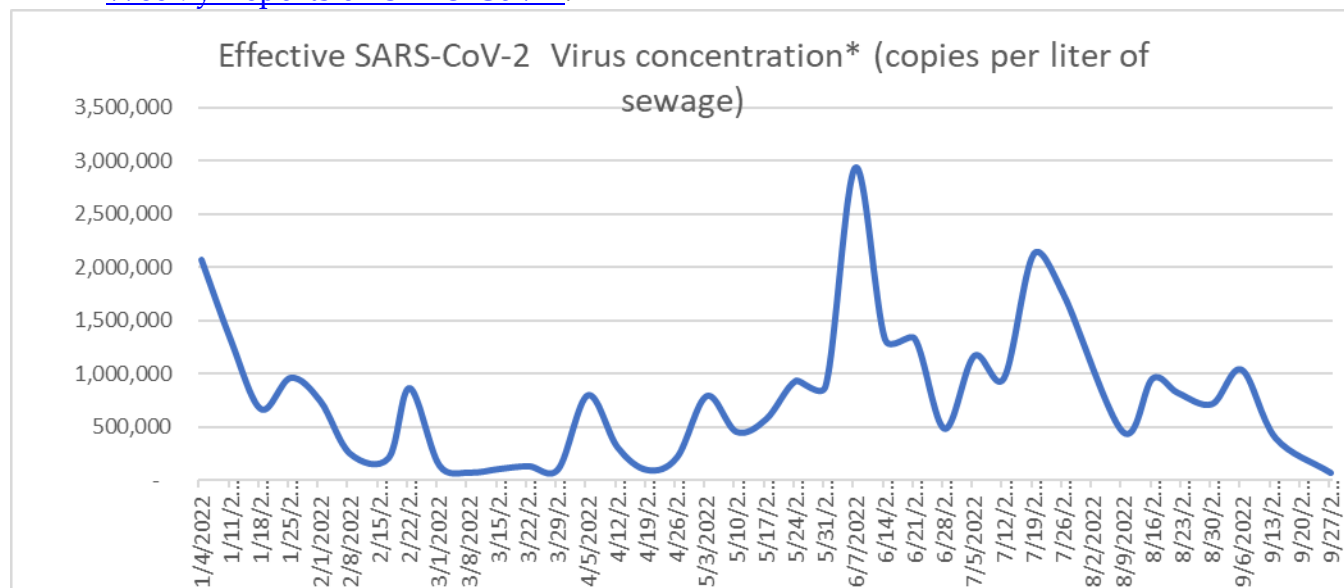
RECOMMENDATION

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](#).



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

- September 12, 2022, Central Coast Long-Term Assessment Network (CCLEAN) began analysis for dry season. The sampling scheduled is for a 30-day period or until a set sample volume is reached.

- September 12-23, 2022, Annual Safety Training occurred with all laboratory staff attending.
- September 19, 2022, laboratory staff collected the first sample of the stormwater season as outlined in California Storm Water Permit Program.
- September 27, 2022, the laboratory and operation's microscope had the annual preventative maintenance performed and completed with no repairs needed.

ENVIRONMENTAL COMPLIANCE REPORT

- Mr. De Ocampo is working on videoing the top twenty-five restaurants with high grease concentration in their lateral lines as highlighted on the engineer's list. Mr. De Ocampo has discovered that some restaurants do not have proper clean outs, or they are missing clean outs on their lateral pipes.
- Source Control staff have been reviewing annual discharge permit applications and performing restaurant inspections as listed below.
- Ms. Fanny Mui took her exam for the California Water Environment Association (CWEA) Environmental Compliance Inspector Grade II and passed.

Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
Cultura	Yes		
O'Callaghan's	Yes		
Carmel Burger Bar	Yes		
Mission Ranch	Yes		
Il Fornaio	Yes		

Grocery Store/Delicatessen Inspections

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
None			

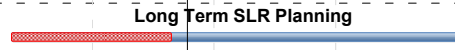
Compliance Register

% Compliance	Maintenance	Mechanical
July 2022*	NA	NA
August 2022	100	100
September 2022	100	100

**Note: July 2022 no inspections were performed*

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2021		2022		2023		2024	
									H1	H2	H1	H2	H1	H2	H1	H2
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	7/25/23	\$4,820,750	\$9,137,431	In Construction	Sludge Holding 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	11/29/24	\$0	\$0	Pending Funding	Carmel River FREE Mitigation							
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	6/30/22	\$0	\$17,332	On Hold	Aeration Basin Improvements							
19-18	1593.000	Perimeter Fencing	Treanor	7/1/22	6/29/23	\$275,000	\$275,000	Design Phase	Perimeter Fencing							
22-03	1639.000	WWTP Gas and Water Main Replacement	Treanor	5/2/22	6/28/24	\$100,000	\$300,000	In Study Phase	WWTP Gas and Water Main Replacement							
22-04	5500.006	CAWD Bridge and Trail Project	Treanor	3/1/21	2/29/28	\$0	\$550	Funding Strategy	CAWD Bridge and Trail Project							
22-06	1640.000	Vactor Receiving Station	Treanor	7/1/22	8/29/24	\$104,950	\$354,950	Design Phase	Vactor Receiving Station							
<u>Reclamation Capital Projects</u>																
18-26	14777	Sulfuric Acid and Citric Acid Storage and Feed Systems	Treanor	1/1/19	10/31/22	\$334,000	\$455,923	In Construction	Sulfuric Acid and Citric Acid Storage and Feed Systems							
21-09	14776	SCADA Migration	Foley	11/1/21	10/31/22	\$80,000	\$179,075	In Progress 90%	SCADA Migration							
22-05		Reclamation 15-Year CIP Master Plan	Treanor	8/2/22	12/29/23	\$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	Lather	8/1/19	1/19/23	\$2,000,000	\$2,471,949	In Design / Permitting	Carmel Meadows Sewer Replacement							
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	6/30/23	\$650,000	\$680,892	In Design	Bay/Scenic Pump Station Rehabilitation							
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Lather	2/5/21	6/30/23	\$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	6/30/23	\$100,000	\$1,689,236	In Design	Pescadero Sewer Relocation							
22-07		Emergency Lorca Lane Sewer Relocation	Lather	8/30/22	12/30/22	\$0	\$0	In Progress	Emergency Lorca Lane Sewer Relocation							
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							
21-06	6140.005	Manhole Rehabilitation	Lather	7/1/22	6/29/23	\$300,000	\$362,300	In Construction	Manhole Rehabilitation							
<u>Assessment Districts/Annexations</u>																
19-09	5500.005	2021 Sphere of Influence Amendment and Annexation Proposal	Lather	3/15/19	3/1/22	\$0	\$73,675	In process of obtaining CDP Ammendment for annexations in coastal zone	Sphere of Influence Amendment and Annexation Proposal							
18-21	1631.000/2505.000	Corona Road Assessment District	Lather	8/2/18	12/2/22	\$0	\$0	In Design / CEQA	Corona Road Assessment District							
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	6/30/22	\$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	Development Pending	September Ranch Subdivision							
		Rancho Cañada Village Subdivision	Lather	3/1/23	2/27/25	\$0	\$0	In Design by Property Owner	Rancho Cañada Village Subdivision							

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2021		2022		2023		2024	
									H1	H2	H1	H2	H1	H2	H1	H2
		<u>Other Non-Capital Projects</u>														
		Workforce Now	Foley			\$0	\$0	Implementation								
		Real Property Investigation	Buikema			\$75,000	\$75,000	Evaluation in Progress								
		Cyber Security	Foley			\$17,000	\$17,000	Ongoing								
		Lean Six Sigma	Buikema			\$0	\$0	Green Belt Level Training and Certification								
22-01	5500.006	Long Term SLR Planning	Buikema / Treanor	5/3/21	2/29/40	\$260,000	\$1,400,000	In Progress								



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:	Treanor	
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	\$5,414,539
Financial:	FY Budget:	FY Spent:
	\$4,820,750	\$1,093,436
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 FY21/22 into FY22/23 	
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:	Treanor	
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 2022; anticipate completion 06-30-26 	
Consultants:	Scott Hall Landscape Design	
Contractor:	TBD	



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

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	Pending 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: \$750,000	Cumulative Spent: \$618,569 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 2024 	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	TBD	



Photo: Existing air diffuser system

Project Number:	19-19	
Project Name:	WWTP – Aeration Basin Improvements	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	On Hold	
Project Description:	The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins.	
Department:	Treatment	
Financial:	Cumulative Budget: \$17,332 FY Budget: \$0	Cumulative Spent: \$17,332 FY Spent: \$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	Weather conditions and Scheduling	
Schedule:	<ul style="list-style-type: none"> Design is complete Materials ordered and received Construction anticipated for 2023 	
Consultants:	N/A	
Contractor:	N/A	



Photo: Existing Dilapidated Fence

Project Number:		19-18	
Project Name:		Perimeter Fencing	
Project Location:		Wastewater Treatment Plant	
Project Manager:		Treanor	
Status:		Design Phase	
Project Description:		Install a new fence around the perimeter of the WWTP.	
Department:		Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$275,000	\$16,054	
Financial:	FY Budget:	FY Spent:	
	\$275,000	\$16,054	
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 FY22-23 Construction in FY23-24 		
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 Study Phase	
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:	Cumulative Spent:	
	\$300,000	\$38,846	
Financial:	FY Budget:	FY Spent:	
	\$100,000	\$38,846	
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 FY22-23 Construction in FY23-24 		
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. Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$550	\$550
Financial:	FY Budget:	FY Spent:
	\$0	\$0
**No budget. Funding potential via Carmel River Settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining Funding and Community Support	
Schedule:	Currently working on video and marketing outreach effort	
Consultants:	TBD	
Contractor:	TBD	



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:	Cumulative Spent:
	\$354,950	\$0
Financial:	FY Budget:	FY Spent:
	\$104,950	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Coastal Developmental Permit (CDP) Notification	
Challenges:	Design for ultimate user satisfaction.	
Schedule:	Construction in FY23/24	
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:		Trearor	
Status:		In Construction	
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	\$125,468	
Financial:	FY Budget:	FY Spent:	
	\$334,000	\$0	
Reclamation Share:	100%		
Other Entities:	Reclamation Project		
Permits Required:	Coastal Commission Notification		
Challenges:	Hazardous Chemical Safety		
Schedule:	Anticipated Completion Late 2022		
Consultants:	Trussell Technologies, Inc		
Contractor:	Monterey Peninsula Engineering		

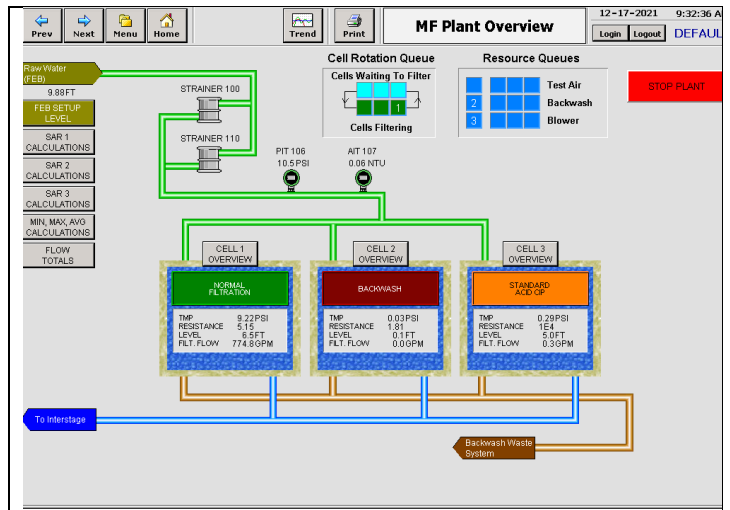


Photo: Microfiltration SCADA Overview

Project Number:		21-09	
Project Name:		Reclamation Supervisory Control and Data Acquisition (SCADA) Migration Project	
Project Location:		Reclamation Plant	
Project Manager:		Foley	
Status:		In Progress 90%	
Project Description:		Migration of reclamation legacy from RSVIEW32 SCADA screens, alarms and trending to Ignition SCADA platform utilized by the treatment plant and collections pump stations. The legacy system software is no longer supported and poses a cybersecurity risk. It has been in service for 14+ years and the hardware is past its useful life. The new system will be more secure and installed on modern reliable hardware.	
Department:		Reclamation	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$179,075	\$152,428	
Financial:	FY Budget:	FY Spent:	
	\$80,000	\$0	
Reclamation Share:	100%		
Other Entities:	Reclamation Project		
Permits Required:	None		
Challenges:	Structure of old Programming		
Schedule:	Work started in December 2021		
Consultants:	Frisch Engineering		



Photo: Exterior of Tertiary Building

Project Number:	22-05	
Project Name:	Reclamation MF/RO and Tertiary System 15-Year Construction In Progress (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: \$300,000	Cumulative Spent: \$0
	FY Budget: \$300,000	FY Spent: \$0
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	None	
Challenges:	Complexity	
Schedule:	Planning Process will extend into FY 23/24	
Consultants:	Kennedy Jenks Trussell Technologies, Inc	
Contractor:	N/A	

Collections Capital Project Summaries



Photo: View gravity pipe in Carmel easement

Project Number: 19-03		
Project Name: Carmel Meadows Sewer Replacement		
Project Location: Collection System		
Project Manager: Lather		
Status: In Design / Permitting		
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	\$493,534
Financial:	FY Budget:	FY Spent:
	\$2,000,000	\$19,175
Permits Required: Coastal Permit and Environmental Review		
Challenges: Redirecting the sewer to the pump station without requiring booster pumps for individual houses.		
Schedule: Design and Environmental Review completed 6/28/22. Construction to begin FY22/23.		
Consultants: SRT Consultants, WRA Environmental		
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		
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	\$38,477
Financial:	FY Budget:	FY Spent:
	\$650,000	\$7,585
Reclamation Share:		0%
Other Entities:		Carmel-by-the-Sea, Coastal Commission
Permits Required:		Exemptions from CEQA & Coastal Commission
Challenges:		Traffic Control
Schedule:		Design 2021, Construct 2022, completed by 06-23
Consultants:		SRT
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	\$244,008
Financial:	FY Budget:	FY Spent:
	\$3,500,000	\$12,221
Reclamation Share:		0%
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:		Design 2021-2022, Construct 2023, Completed 06-23
Consultants:		MNS, Rincon
Contractor:		Pending

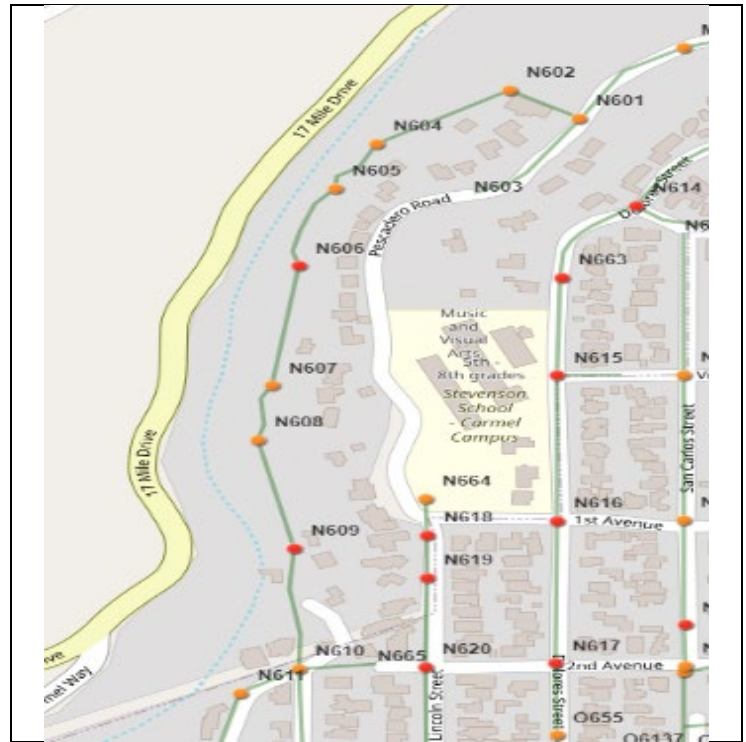


Photo: Sewer Line at Pescadero Creek

Project Number:		21-05
Project Name:		Pescadero Sewer Relocation
Project Location:		Collection System
Project Manager:		Lather
Status:		In Design
Project Description:		Relocate damaged pipe from creek slope to roadway
Department:		Collections
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,689,236	\$136,935
O&M	FY Budget:	FY Spent:
	\$100,000	\$47,699
Reclamation Share:		0%
Other Entities:		N/A
Permits Required:		Environmental Review
Challenges:		Narrow road, depth of manhole, houses to be placed on individual pumps
Schedule:		Start design, public outreach, & Environmental in Winter 2022/23.
Consultants:		MNS, Denise Duffy
Contractor:		TBD

Category	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
1 Capital (including Pipeline) Costs	\$1,000,000											\$1,000,000
2 Other (including Pipeline) Costs	\$2,000,000											\$2,000,000
3 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
4 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
5 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
6 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
7 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
8 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
9 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
10 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
11 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
12 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
13 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
14 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
15 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
16 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
17 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
18 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
19 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
20 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
21 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
22 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
23 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
24 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
25 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
26 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
27 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
28 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
29 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
30 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
31 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
32 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
33 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
34 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
35 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
36 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
37 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
38 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
39 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
40 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
41 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
42 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
43 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
44 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
45 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
46 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
47 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
48 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
49 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000
50 Other (including Pipeline) Costs	\$1,000,000											\$1,000,000

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:	Need all pipeline CCTV results to be completed to develop plan.	
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	

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 (FY).
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:	Closed caption television (CCTV) scheduling deadlines. The Board agreed to increase staffing by one full time equivalent (FTE) to assist in meeting the required schedule. Received 1 yr. extension from River Watch due to COVID-19.		
Schedule:	Due date June 2023		
Consultants:			
Contractor:	N/A		

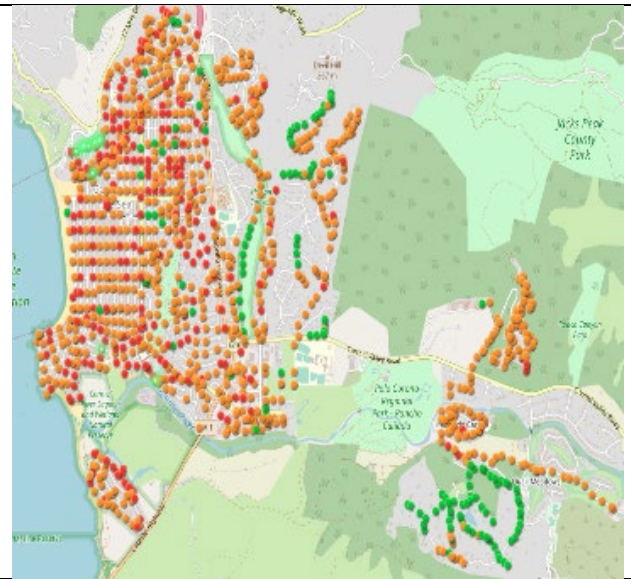


Photo: Manhole Inspection Map

Project Number:			21-06
Project Name:			Manhole Rehabilitation
Project Location:			Collection System
Project Manager:			Lather
Status:			In Construction
Project Description:			Line Manholes with a solvent-free rigid polyurethane material that seals surface and provides structural integrity & to prevent inflow/infiltration
Department:			Collections
Financial: O&M	Cumulative Budget:	Cumulative Spent:	
	\$362,300	\$0	
Financial: O&M	FY Budget:	FY Spent:	
	\$362,300	\$0	
Reclamation Share:	0%		
Other Entities:	N/A		
Permits Required:	none		
Challenges:	Traffic control		
Schedule:	Complete by 06-23		
Consultants:	none		
Contractor:	Express Sewer & Drain, Inc.		

Assessment Districts/Annexations

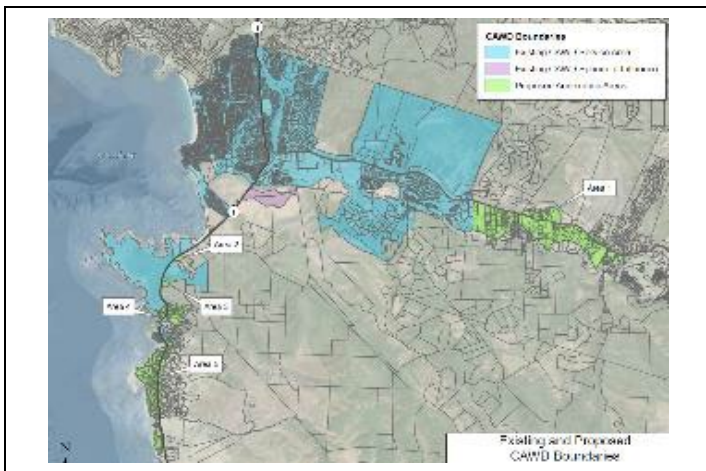


Photo: Areas of Potential Annexation

Project Number: 19-09		
Project Name: 2021 Sphere of Influence (SOI) Amendment & Annexation Proposal		
Project Location: Collection System		
Project Manager: Lather		
Status: In process of obtaining Coastal Development Permit Amendment for annexations in Coastal Zone		
Project Description: The project will provide access for homes and businesses currently on septic systems and add 350 new connections to the District at build-out.		
Department: Collections		
Financial:	Cumulative Budget: \$73,675	Cumulative Spent: \$73,675
	FY Budget: \$0	FY Spent: \$0
** No Budget included for Annexation b/c costs will be recouped through annexation fees.		
Permits Required:	Environmental Review, Local Agency Formation Commission (LAFCO) Annexation Approval	
Challenges:		
Schedule:	Waiting for State Board of Equalization	
Consultant:	Denise Duffy & Associates	

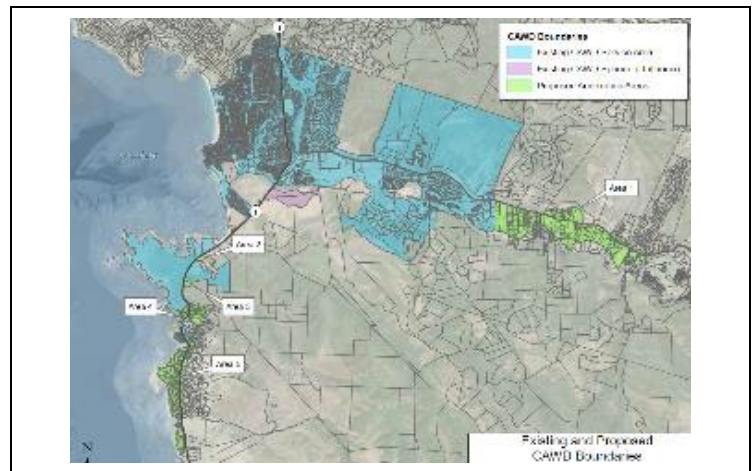


Photo: Areas of Potential Annexation

Project Number: 18-21		
Project Name: Corona Road Sewer Assessment District		
Project Location: Collection System		
Project Manager: Lather		
Status: In design phase by Assessment Engineer. Have made application for Septic to Sewer grant. Also organizing efforts for Special Assessment District.		
Project Description: The project will provide sewer facilities to the Corona Road neighborhood and parcels on the west side of Highway 1, across from Corona Road. #18-21 Corona Road (Deferred Revenue**)		
Department: Collections		
Financial:	Cumulative Budget: \$0	Cumulative Spent: \$0
	FY Budget: \$0	FY Spent: \$0
** No Budget included for project because the initial costs were funded by Corona Road residents.		
Permits Required:	Coastal Permit, CalTrans Encroachment permit, Environmental Review	
Challenges:	Assessment District process/approval and obtaining easements for pump station. Funds from homeowners in the amount of \$67K have been received by CAWD.	
Schedule:	Complete studies July/August 2022, Assessment District proceeding along with Septic to Sewer Grant Funding	
Consultant:	Denise Duffy & Associates and Monterey Bay Engineers	

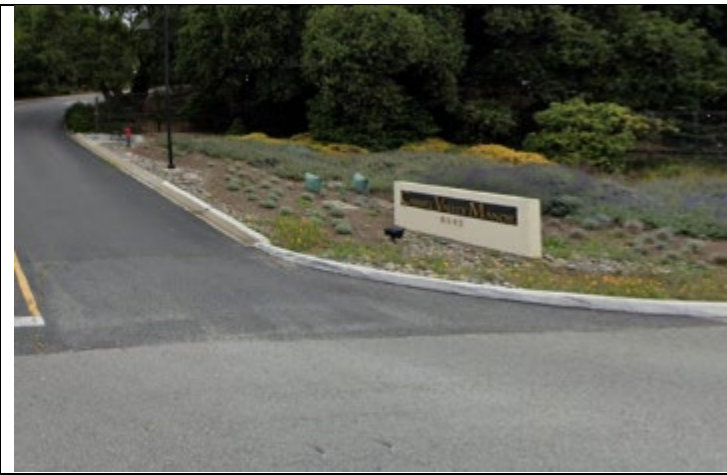


Photo: Entrance to Carmel Valley Manor

Project Number:	19-08	
Project Name:	Carmel Valley Manor Pipeline and Pump Station	
Project Location:	Collection System	
Project Manager:	Lather	
Status:	In Construction	
Project Description:	Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system. Riley Ranch, #19-08 Carmel Valley Manor (Deferred Revenue)	
Department:	Collections	
Financial: this is an unbudgeted item-under repayment agreement (no funds received)-	Cumulative Budget: \$0	Cumulative Spent: \$180
	FY Budget: \$0	FY Spent: \$180
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 LAFCO annexation	
Schedule:	Approved without protest at 3/22/21 LAFCO hearing.	
Consultants:	MNS and Rincon are working for Carmel Valley Manor to permit and design the project.	
Contractor:	N/A	

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:
	\$0	\$2,520 (annual fee)
Financial:	FY Budget:	FY Spent:
	\$0	\$2,520 (annual fee)
Challenges:	Technical issues need to be resolved & employee training. Implementation of advanced features for employee development and learning management.	
Schedule:	Anticipate implementation in Feb 2023. HCM Unlocked Consultant hired for specialize implementation services	
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:	Cumulative Spent:
	\$75,000	\$0
Financial:	FY Budget:	FY Spent:
	\$75,000	\$0
Permits Required:	None – at this time	
Challenges:	Limited land possibilities, regulatory hurdles, and zoning	
Schedule:	24 months	
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. Waiting on the receipt of the final report.	
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:	Lean Six Sigma	
Project Location:	Management staff	
Project Manager:	Barbara Buikema	
Status:	Green Belt Level Training & Certification	
Project Description:	Currently all managers have been assigned the task of earning a Green Belt certification. One staff member has completed the Black Belt training. One more staff member will be moving on to the Black Belt self-study course. Also, will investigate an in-person trainer for the implementation of a specific agreed upon project.	
Department:	Administration	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$2,000
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	None	
Challenges:	Implementation phase	
Schedule:	Ongoing	
Consultants:	Self-study online	
Trainer:	To be determined	



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:	In Progress	
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: \$100,261.55
	FY Budget: \$260,000	FY Spent: \$100,261.55
Permits Required:	In response to California Coastal Commission	
Challenges:	Establishing focus on long term objectives and committing to follow through items.	
Schedule:	WWTP Relocation Planning Alternatives on Sea Level Rise presented in May 2022	
Consultants:	Greeley & Hansen	

STAFF REPORT

To: Board of Directors
From: Ed Waggoner, Operations Superintendent
Date: October 27, 2022
Subject: Monthly Operations Report – September 2022



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of September. This included the implementation of the Operations Flood Preparation Standard Operating Procedures from the Plant Engineer.
- (Project #18-05) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA). Operations staff has been meeting and working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.
- On September 3, the Operations Superintendent and District Engineer staffed the Carmel Area Wastewater District's (CAWD) information booth at the Monterey County Fair Water Conservation Showcase.
- On September 6, the new Operations staff member Rommel Lopez started his wastewater career at CAWD.
- On September 6 & 8, Operations staff shut down tertiary and parts of the secondary facility for Enersponse Demand Response events to relieve the electrical load on the power grid. Each of these events lasted 2.25 hours during peak electrical times in the early evening from 4:00 pm. to 6:30 p.m.

Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration and Reverse Osmosis Systems.
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration (MF) Cells 1, 2 and 3. All cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).

Training:

- From September 12 through September 23, all staff members and Supervisors participated in the annual in-house Safety Training Program at CAWD.
- On September 15, the Operations Superintendent attended the Monterey Bay Water Works Association's Annual Training and Vender Showcase.
- On September 28, the Operations Superintendent attended Zoom training on Wires Down Response by CalFire.
- Staff continues to complete online training at the treatment facility from Target Solutions as Carmel Area Wastewater District (CAWD) implements its new safety policies for the Exposure Control Plan updates for the COVID-19 virus.
- Staff continues to participate in scheduled tailgate safety meetings in the digester building conference room.

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

- On September 1, held a Source Control meeting with the General Manager, District Engineer, Collections Superintendent, and Operations Superintendent to discuss the progress on videoing restaurant laterals by the Source Control team.
- On September 8, held a meeting with Human Resources and Management staff to review Employee Survey items.
- September 8, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County to review the Monterey Fair Water Conservation Showcase day.
- (Project #18-01) Weekly Teams Meetings 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 2022.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of August 2022.
-

FUNDING-N/A-Informational item only

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: October 27, 2022

Subject: Monthly Maintenance Report – September 2022

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- (Project 21-09) Update 4: New programming was added to the Reverse Osmosis (RO) Programmable Logic Controller (PLC). The update included specific alarms for the RO system that will simplify troubleshooting. Previously only a single common alarm existed which made identifying failures difficult. The programming also included process improvements to individual select RO recovery.
- Tesco Controls completed initial calibration of the treatment plant and reclamation flow meters. The Tesco technicians created backup files of all the level transducer configurations so that if a unit fails it can be replaced and the configuration easily applied.
- Update 1: (Still waiting on parts) Carmel Area Wastewater District is working with R.F. MacDonald Company on a cavitation issue with the microfiltration interstage pump. During the site visit some differences were discovered in the aftermarket pump volute that was purchased years ago and placed in service. The original pump volute was in storage and sent to R.F. MacDonald Company for reconditioning. Once the pump volute is reconditioned the pump will be placed back in service with the original components.
- The RO clean in place (CIP) recirculation pump failed. The spare was installed, and staff is working with the manufacturer on the application since the pump is only 3 years old. The process has changed, and the solution is now a lower pH than previously used. The goal going forward is to identify what failed and change the material.

Upcoming Maintenance Projects

- Greg Ange is updating the treatment plant Switchgear Standard Operator Procedures (SSOP) to reflect some changes. He will then be providing one-on-one training for on-call staff. This SSOP covers normal operation during a power outage as well as if a generator or both generators fail to start.
- Staff is contracting with Quinn to perform load testing on the treatment plant standby generators and portable collections generators before winter. This tests the generators operation under stress and compliments the normal testing under no load. Borderline failures can be identified before they become an issue with load testing.
- Automatic drain valves are on order for the low-pressure methane gas. Currently, staff must drain the manual valves multiple times per day to prevent moisture buildup to the flare and microturbine. The automatic valves will be on a timer.

Staff Development

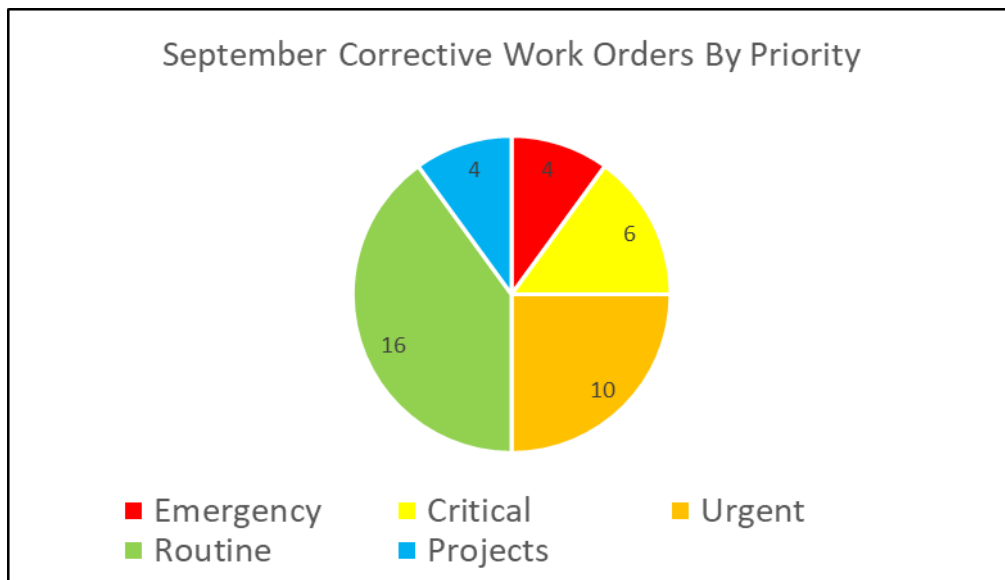
- Staff received startup training on the new grit collector from WesTech. Dan Deeth and Greg Ange are updating this asset in the Computerized Maintenance Management System to reflect both the required maintenance and documentation.

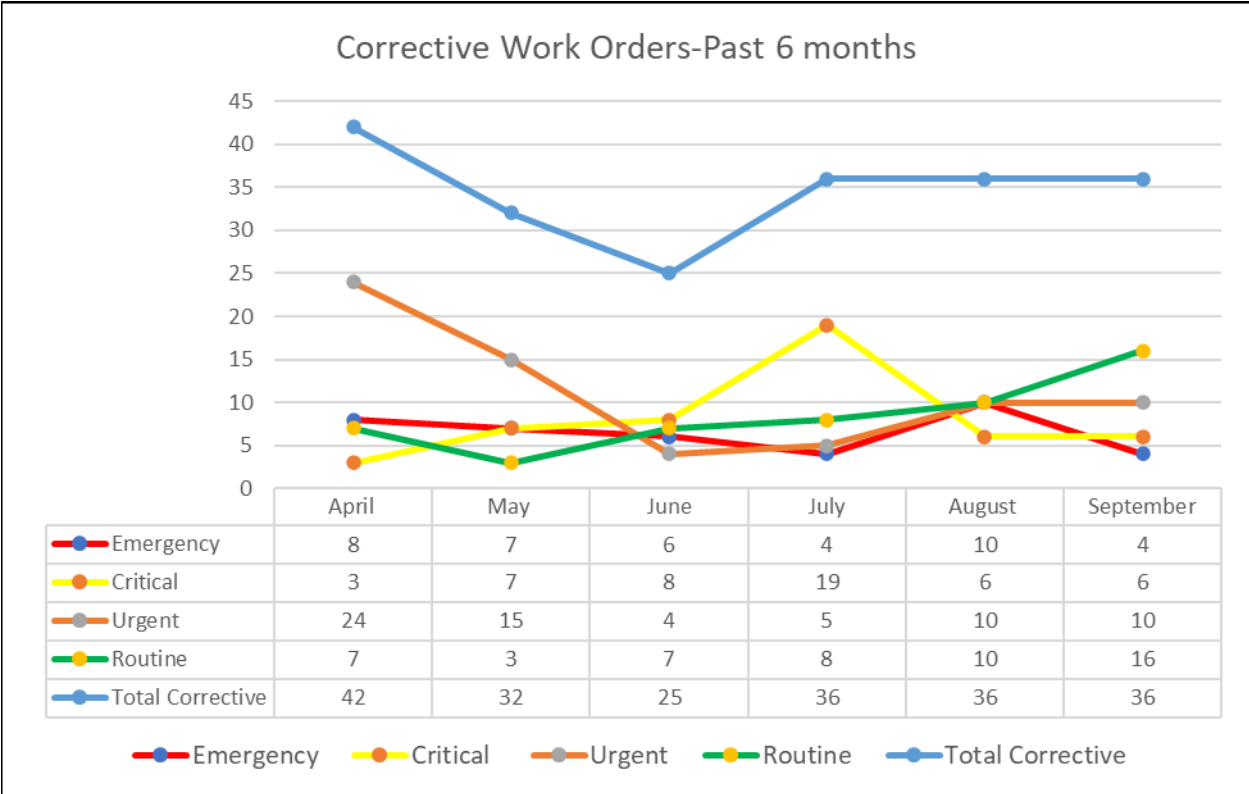
Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	398
Total Work Orders Closed/Done	366
Total Work Orders Still Open	32
Percentage of Work Orders Completed	91.96%

Corrective Maintenance





FUNDING-N/A- Informational item only

STAFF REPORT

To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: October 27, 2022
Subject: General Engineering



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report is provided to update the Board of the Carmel Area Wastewater District (District) on current engineering activities during the month of September 2022.

General Engineering

The Principal Engineer continues to work on projects related to the 2021 Annexation, including Yankee Point, Carmel Valley Manor, and Corona Road. The Corona Road project environmental work has begun and the State Revolving fund application for the “Septic to Sewer” grant program has been submitted.

Carmel Valley Manor (CVM) is continuing to work on their easement agreements in order to start the project to connect to the District. The preconstruction meeting with the project construction contractor, Monterey Peninsula Engineering, was held at the District’s Board Chamber on October 14, 2022. MNS Engineers are the construction manager for the project and requested that we host the meeting.

The September Ranch developer, Carmel Reserve, is ready to start construction of the subdivision. The draft Sewer Installation Agreement has been reviewed by them and the District’s counsel. Staff met with Carmel Reserve and worked out some details regarding easements. The easement agreement and final easement descriptions have not been received from Carmel Reserve at the time of writing this report.

FUNDING

N/A- Informational item only

Resolutions

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, GM

Date: October 27, 2022

Subject: Authorizing Continued Remote Teleconference Meetings Through November 30, 2022

RECOMMENDATION

It is recommended that the Board of Directors proclaim a local emergency and authorize remote teleconference meetings for the period November 1 through November 30, 2022.

DISCUSSION

Since March 2020, Governor Newsom has issued a series of Executive Orders (N-25-20, N-29-20, N-35-20) declaring the State of California has been under a State of Emergency aimed at containing COVID-19. The Executive Orders modified certain requirements created by the Ralph M. Brown Act (Brown Act) or the state's local agency public meetings law. The District has been successfully operating under these conditions since they went into effect.

On June 11, 2021, the Governor issued Executive Order N-08-21 which rescinds the modifications made to the Brown Act effective September 30, 2021. After that date, agencies are required to observe all the usual Brown Act requirements as they existed prior to issuance of the orders.

However, after discussions with the California Special District's Association (CSDA), the Governor's office, and other stakeholders, the Governor's office modified its approach and Assembly Bill (AB) 361 was introduced in February 2021 and provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor's Executive Orders. Specifically, AB 361 suspends the requirements located in Government Code, section 54953. In short this means that during a state of emergency, under specified circumstances, local agencies can meet pursuant to modified Brown Act requirements.

AB 361 extends public meeting teleconferencing until January 1, 2024. With the Omicron variant leading to a rise of cases in California, it allows local governments to continue to conduct virtual meetings as long as there is a state proclaimed state of emergency, but it will not be quite as flexible as it had been under the Executive Order. It requires local officials to find that meeting in person would present an imminent safety risk to attendees. The key difference between Executive Order N-29-20 and AB 361 is that AB 361 requires a public comment period where the public can address the legislative body directly. It prohibits the board from limiting public comments only to those submitted in advance and specifies that the board must provide an opportunity for the public to comment in real time.

Local governments must reconsider the exemption every 30 days to ensure that the state of emergency proceeds and that local circumstances maintain that a health/safety risk exists. Essentially, the continued exemption of the Brown Act is dependent on when the State COVID-19 state of emergency ends. Carmel Area Wastewater District (CAWD) has been open to the public for several months with a type of hybrid whereby the Board and legal counsel are in the board room and some staff members are remote.

Staff is asking the board to approve continuance of open in-person meetings for the Board and referral of the public to the ZOOM link. Please note that we have also found some participants prefer to use ZOOM rather than making the trip to our offices – it is very convenient to sign on from home. We may find that we continue offering ZOOM meetings well after the pandemic disappears to accommodate customers who desire to participate virtually.

Finally, the requirement is month-to-month renewal of the resolution. We will bring this item back to the Board monthly as long as the State of Emergency remains in force. Note that because of the District's holiday schedule, we will not be operating under this resolution during the December 2022 meeting.

FUNDING – No Impact

RESOLUTION NO. 2022-64

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARMEL AREA WASTEWATER DISTRICT (CAWD), PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR'S ORDER #N-25-20 DATED MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF CAWD FOR THE PERIOD NOVEMBER 1 THROUGH NOVEMBER 30, 2022, PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Carmel Area Wastewater District (District) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Carmel Area Wastewater District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a State of Emergency has been proclaimed – Governor's order #N-25-20 dated March 4, 2020; and

WHEREAS, a State of Emergency exists in California due to the threat of COVID-19 and despite sustained efforts, the virus remains a threat, and further efforts to control the spread of the virus to reduce and minimize the risk of infection are needed; and

WHEREAS, the Board of Directors does hereby find that due to threat from the COVID-19 virus, and, California Occupational Safety & Health Administration (Cal/OSHA) COVID-19 Prevention Standards, AND, the District's written COVID-19 Prevention Policy has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of Carmel Area Wastewater District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the District is holding public meetings but requires the public to use ZOOM for access.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF CARMEL AREA WASTEWATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and meeting in person with members of the public or staff would present a risk of infection to all present in a meeting.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager and legislative body of the Carmel Area Wastewater District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of November 30, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Carmel Area Wastewater District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Carmel Area Wastewater District, this day of October 27, 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

Domine Barringer, Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Edward Waggoner, Operations Superintendent

Date: October 27, 2022

Subject: Contract Award Recommendation – 2022-2025 Biosolids Hauling & Disposal Services

RECOMMENDATION

After review of the bid proposals, staff recommends that the Board of Directors:

- Adopt Resolution 2022-65 awarding the contract for the Biosolids Hauling and Disposal Services to the lowest qualified responsible bidder, Synagro West, LLC (Synagro) for three years at an initial rate of \$89.77/ton per year based off of an estimated 1,200 to 1,500 tons of Biosolids disposal per year. The tonnage is costed out using an average of 1,350 tons.
- All Agreement Prices shall be adjusted annually beginning on October 1, 2023, based on the Non-Seasonally Adjusted Consumer Price Index (CPI) for San Francisco Bay Area with the CPI immediately preceding the Commencement Date being the base index. The adjustment shall be based on formula as follows:

$$\text{Price Adjustment} = 1 + \frac{\text{Current CPI} - \text{Base CPI}}{\text{Base CPI}}$$
- All Agreement Prices shall be adjusted monthly for a fuel surcharge to reflect any increased change in diesel fuel prices, if the cost of retail on-highway diesel fuel is at or exceeds \$6.20 per gallon (base price).

Diesel Price \$/Gallon	Fuel Surcharge Adjustment %
< \$(Base Price)	None
Base Price to Base Price plus \$.099	0.5%
Base Price plus \$0.10 to Base Price plus \$0.199	1.0%
Base Price plus \$0.20 to Base Price plus \$0.299	1.5%

- Fuel Rate based on U.S. Energy Information Administration monthly retail on-highway diesel prices (CA – Ultra Low Sulfur (15 ppm and under)).
- Authorize the General Manager to sign and execute a contract with Synagro, which was the lowest responsive and responsible qualified bidder for Biosolids Hauling and Disposal Services.

DISCUSSION

The board approved Resolution No. 2022-45 on July 28, 2022, authorizing solicitation of bids for Biosolids Hauling & Disposal Services.

A mandatory pre-bid site visit occurred on September 6 and September 8, 2022, with representatives from two hauling and disposal solids companies in attendance.

Two sealed bids were opened at 2:00 p.m. on September 13, 2022, at the district office and the results are provided in the following table.

BIDDER	BID AMOUNT/TON	TOTAL COST
SYNAGRO	\$89.77/ton (1,200 – 1,500 tons)	\$121,189.50 (1 st Year) - (1,350 avg. tons)
Lystek (incomplete bid forms)	\$0.00	\$0.00

The lowest qualified responsible bidder was determined to be Synagro, with an average annual disposal tonnage of 1,350 for an amount of \$121,189.50 annually plus CPI and fuel surcharges for a period of three years. The bid by Lystek was disqualified by the Plant Engineer due to missing information. The Operations Superintendent’s Estimate was \$103,000.

FUNDING

The FY22/23 CAWD Operations Operating Expense Budget includes \$103,000 for Contractual Services of Sludge Hauling and Disposal. The difference between the bid and budget (estimated \$18,190) will need to come from reserves. Note: the actual price annually will depend on the number of tons hauled, the 1,350 tons figure is an average.

Bid for Wastewater Biosolids Hauling & Disposal Services

to the



Submitted on
September 13, 2022





SEPTEMBER 13, 2022

Carmel Area Wastewater District

3945 Rio Road
Carmel, CA 93922

Re: Bid for Wastewater Biosolids Hauling & Disposal Services

Ladies and Gentlemen:

Synagro West, LLC (Synagro) is pleased to respond to the Carmel Area Wastewater District's Notice Inviting Sealed Proposals for Wastewater Biosolids Hauling and Disposal Services. We have enclosed for your review our completed bid package.

Having been in business for over 40 years, Synagro is one of the largest residuals management companies in the country with over 650 municipal and industrial customers and operations in 33 states. We provide ongoing residuals management services to numerous water and wastewater treatment plants throughout California and have the personnel and resources in place to successfully complete this project for CAWD.

Synagro appreciates this opportunity. Should you have any questions regarding our submittal, please contact me at (650) 333-0729 or jpugliaresi@synagro.com. We look forward to hearing from you soon.

Warm regards,

John Pugliaresi

John Pugliaresi
Regional Sales Director

JP:kw

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Acknowledgement of Addenda

Synagro acknowledges receipt of Addendum 1, dated September 9, 2022.

ADDENDUM NO. 1

Date of Issue: 9 September 2022

To all prospective bidders of record on the Work titled: **WASTEWATER BIOSOLIDS HAULING & DISPOSAL SERVICES**

The Request for Services is modified as follows. This Addendum is part of the Request for Services and modifies the original documents.

Acknowledge receipt of this Addendum by submitting a signed copy of this addendum with the Bid. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of:

- 4 pages including this page, and
- A conformed copy of the "**AGREEMENT FOR CONTRACTOR AND/OR OTHER SERVICES**", incorporating the changes described in pages 2 thru 4 of this Addendum.



Signature Of Bidder To
Acknowledge Receipt Of Addendum

Emil Kneis, Sales Support Manager

CHANGES TO “AGREEMENT FOR CONTRACTOR AND/OR OTHER SERVICES”:

Item AD1-1 **REPLACE:** Paragraph 12 - FORCE MAJEURE in its entirety as follows:

“12. FORCE MAJEURE/UNCONTROLLABLE CIRCUMSTANCES

Neither Party shall be liable to the other Party for breach or for failure or delay in the performance of its obligations hereunder caused by any act or occurrence beyond its reasonable control, including, but not limited to: fires; floods; strikes (except any strikes involving a Party’s personnel); a change in Federal, State, or local law or ordinance; orders or judgments of any Federal, State or local court, administrative agency or governmental body; change in permit conditions or requirements; extreme weather conditions including, for example, hurricanes, tornadoes; acts of war, aggression or terrorism (foreign or domestic); equipment failure (other than due to the inadequate maintenance thereof); and acts of God. It is specifically understood that, without limitation, none of the following acts, events or circumstances shall constitute an act or occurrence beyond a Party’s reasonable control: (i) reasonably anticipated weather conditions normal for the region in which the work is performed or (ii) any failure to pay any sums in accordance with the terms of this Contract. Whenever the provisions of this Section are believed to apply, the Party relying thereon shall give prompt notice to the other Party of the circumstances, the basis for applicability of this Section and the time required to cure such breach or delay. Contractor shall promptly provide notice of the need, if any, for additional compensation or for renegotiation of terms in order to mitigate the effects of such event or to comply with a change in law, regulation, or interpretation thereof. Contractor shall be entitled to additional time and compensation if such event delays performance into a season different from that assumed when this Contract was executed. Contractor and District shall use reasonable best efforts to agree on appropriate mitigating actions under the circumstances.”

Item AD1-2 **REPLACE:** Paragraph 15 - TERMINATION in its entirety as follows:

“15. TERMINATION

Without limitation to such rights or remedies as the District shall otherwise have by law, the District shall also have the right to terminate this Agreement for any reason upon thirty (30) days' written notice to the contractor. This Agreement may also be terminated by either party upon sixty (60) days' written notice should the other party fail substantially to perform in accordance with this Agreement through no fault of the other or if the project

is stopped for a period of 60 days by conditions beyond the control of the District.

District and Contractor agree in advance that if the District exercises its discretionary right to terminate for convenience, the District will pay Contractor for expenses incurred because of early termination. These expenses include, but are not limited to, recovery of capital costs, percent of lost profits, demobilization, employee severance payments and costs to terminate subcontractors and equipment leases.”

Item AD1-3 **REPLACE:** Paragraph 21 – ATTORNEYS FEES in its entirety as follows:

“21. ATTORNEYS FEES

Should either party to this Agreement bring legal action against the other, (formal judicial proceeding, mediation, or arbitration), the case shall be handled in Monterey County, California, and the party prevailing in such action shall be entitled to a reasonable attorney's fee which shall be fixed by the judge, mediator or arbitrator hearing the case and such fee shall be included in the judgment, together with all costs.

Neither party shall be liable for consequential or punitive damages on any claims arising out of the performance or non-performance of obligations under the Contract.”

Item AD1-4 **REPLACE:** The last two paragraphs at the end of Exhibit A as follows:

“Project Schedule

The District and Contractor shall coordinate efforts to schedule the first date of pick-up of biosolids from the WWTF on or about December 1, 2022.

This agreement shall be in force for a period of three years, commencing on said first date of pick-up.”

Item AD1-5 **REPLACE:** Exhibit D Payment Schedule in its entirety as follows:

“**Exhibit D**

Payment Schedule

District shall pay the Contractor on a monthly basis for the quantity of biosolids transported and disposed at the unit rate of \$_____per ton. The unit rate includes all incidental costs including but not limited to taxes, permits and insurance. Invoices shall be sent to the District for the previous calendar month's quantities and the District will issue payment within 30 calendar days from receipt of the invoice.

Any invoice amount not paid in full within thirty (30) days after the date of said invoice shall bear interest at the rate of one and one-half percent (1.5%) per month on the unpaid balance thereof computed from the date of the invoice. If there are disputes regarding the contract, District agrees to promptly pay any undisputed amounts."

Quantities stated in the invoices shall be certified by the Contractor as being correct and documented by weigh tags from certified scales."

END OF ADDENDUM NO. 1

I. Proposal Form

Synagro's completed Proposal Form for biosolids hauling and disposal services is attached.

IX. PROPOSAL FORM

Cost per wet ton to pick up, transport and dispose of the Carmel Area Wastewater District's treatment plant biosolids, including the rental of containers

ITEM NO.	DESCRIPTION OF WORK	EST. QTY. IN TONS (annually)	UNIT PRICE (price per ton)	TOTAL COST
1	Preferred Method: Furnish all applicable labor, materials, equipment, disposal site, permits (if necessary), fees, regulatory reports, monthly disposal reports and other appurtenances of services to receive, transport and legally dispose of approximately 2,000 tons annually of wastewater biosolids at a permitted disposal site.	1,200 - 1,500	\$ 89.77	\$121,189.50
2	Alternate Method:	1,200 - 1,500	\$ No Bid	\$ No Bid
TOTAL BID				\$121,189.50

Item No.:

1. Preferred Method with replacement trailer on site at all times
 2. Alternate Method: "one trailer" with 2 hr maximum return time
- If Alternate Method is proposed state maximum turnaround time:
 N/A hrs

Additional Costs:

a. Surcharge for Holiday/Weekend pickup? Yes / No Amount: _____

Submitted on September 13, 2018 ~~22~~

By 
Proposer's Signature

By: Synagro West, LLC
Name of Firm/Company

By Emil Kneis
Name of Person Authorized to Sign

Title Sales Support Manager

Business Address 435 Williams Court, Suite 100
Baltimore, MD 21220

Phone No. 650-219-6380 Email jpugliaresi@synagro.com

X. Separate File to be emailed with the CAWD biosolids analytical report

October 20, 2021

Delegation of Authority

FROM: Matt Robertson, Chief Commercial Officer

TO: Emil Kneis, Sales Support Manager

In consideration of the continued closing of our corporate office in response to the COVID-19 pandemic and in anticipation of continued disruption in normal company procedures, I, Matt Robertson as Chief Commercial Officer of Synagro Technologies, Inc. and all its affiliates and subsidiaries, hereby delegate to you, Emil Kneis, authority to sign binding bids and awarded contracts as an officer or as an authorized person. Also, I delegate to you the authority to sign as an officer or authorized person on any business-related application and other agreements as necessary to provide uninterrupted service to current and new customers. Such authority does not alter our internal approval processes. This delegation of authority is valid from the date of this letter until revoked by me.



Matt Robertson

Chief Commercial Officer

Date 11/1/2021



2. Qualifications and Experience

Founded in 1986, Synagro's core business is the environmentally sound and economically viable management of municipal biosolids, including project development, operations and biosolids product distribution. Through this focus, Synagro has grown to be North America's leading provider of high-quality, cost-effective biosolids management and beneficial use solutions. We have been successfully meeting the biosolids management needs of hundreds of generators for more than 40 years. Synagro's experience in all areas of biosolids management is unparalleled.

Synagro annually manages more than 14 million tons of wastewater biosolids and other organic by-products. Synagro employs a team of 750+ professional engineers, soil scientists, agronomists, construction managers, financial managers and the largest, most diverse operational staff in the industry. Our team is dedicated to working with our clients to find the right solution to their organic residuals management challenges. Synagro, and its subsidiaries, are at the forefront of the environmental movement to safely process and market organic residual materials for beneficial uses.



Synagro owns no proprietary technology which enables us to offer nearly all commercially viable processing options and product marketing channels for biosolids and organic residuals and allows us to develop projects that fit a municipality's unique needs. Our breadth of experience developing, building, financing as necessary, and operating and maintaining the complete range of biosolids options listed below is unique to Synagro.

- Heat-drying and pelletization
- Composting
- Incineration
- Digestion
- Product marketing
- Dewatering (installation and operation)
- Mobile dewatering
- Land application and reclamation
- Lagoon and digester cleaning
- Alkaline stabilization
- Rail transportation

Synagro currently operates 12 heat-drying facilities (with two more facilities under construction), three thermal processing facilities serving multiple regional generators, six composting facilities; five of which provide an outlet for numerous generators, more than a dozen alkaline stabilization facilities, and in excess of 75 permanent and mobile dewatering facilities.

In addition, we provide final product distribution and marketing as a key component of many of these projects. Our Product Sales and Marketing team is responsible for successfully managing approximately 300,000 tons per year of AllGro[®] compost and 170,000 tons of Granulite[®] fertilizer pellets (heat-dried biosolids). We have unrivalled understanding of the markets for these products and continuously work to broaden the suite of outlets for these materials. As an example, Synagro pioneered the use of heat-dried biosolids as an alternative fuel resource in cement manufacturing. When Synagro operates a facility, we include product distribution services in our operation; however, we also work with municipally operated facilities to assist in managing their products.

In December 2020, Synagro was acquired by West Street Infrastructure Partners III, an infrastructure investment fund managed by Goldman Sachs Merchant Banking Division from EQT, a Swedish private equity firm. Founded in 1869, The Goldman Sachs Group, Inc. is a leading global investment banking, securities and investment management firm. Goldman Sachs Merchant Banking Division (MBD) is the primary center for the firm's long-term principal investing activity. MBD is one of the leading private capital investors in the world with investments across private equity, infrastructure, private debt, growth equity and real estate.

References

The following are a few of Synagro's municipal biosolids composting project references. Additional references can be provided upon request.

Orange County Sanitation District

10844 Ellis Avenue

Fountain Valley, CA 92708

Tom Meregillano, Regulatory Specialist; 714-593-7457; tmeregillano@ocsd.com

Years of service with customer: 31 years

Annual contract value (approx.): \$4,700,000

South Orange County Wastewater Authority

34156 Del Obispo St.

Dana Point, CA 92629

Jim Burror, Director of Operations; 949-234-5402; jburror@socwa.com

Years of service with customer: 19 years

Annual contract value (approx.): \$3,500,000

City of Fresno

5607 W. Jensen Avenue

Fresno, CA 93706

Ricky Staggs, Chief of Operations; (559) 621-5190; rick.staggs@fresno.gov

Years of service with customer: 15 years

Annual contract value (approx.): \$2,750,000

County Sanitation Districts of Los Angeles County

1955 Workman Mill Road

Whittier, CA 90601

Mr. Matt Bao; 562-908-4288; mbao@lacsdc.org

Years of service with customer: 15 years

Annual contract value (approx.): \$9,100,000

3. Compost Facility Options

Synagro Compost Facilities

In concert with the Carmel Area Wastewater District's (CAWD) goals, Synagro is proposing to beneficially use 100% of CAWDs biosolids through composting. We will compost biosolids at our Liberty Composting facility and utilize our SKIC and/or CVC facilities as backup options. Each facility has the permitted capacity to process the entire amount of CAWD's biosolids. Through this approach Synagro is offering both facility diversity and geographic diversity for composting.

As the leading provider of biosolids beneficial use service in California, as well as the United States, Synagro is *uniquely qualified* to provide biosolids management services for the CAWD. Synagro's mission and core business purpose is the management of municipal biosolids with a focus on providing beneficial use options. Biosolids is not part of our business, it is our business! We have been successfully meeting the biosolids management needs of generators for over 40 years. More than 600 government entities across the United States rely on Synagro as their biosolids management partner. Synagro has more than 700 dedicated employees, providing a deep talent base and understanding of our industry. Our customers are supported by this specialized pool of resources with unparalleled knowledge, skills, and ability in biosolids management.

In California, Synagro has four compost facilities, one heat drying and pelletization facility and tens of thousands of acres of farmland serving our customers. In addition, we have over 75 employees focused on in-state biosolids service. We have been providing service to over 150 customers in California including some of the largest municipalities such as Los Angeles County, Orange County, South Orange County Wastewater Authority, City of Los Angeles, Sacramento, East Bay MUD, City of San Francisco, City of Fresno, and many more. Synagro's compost facilities in workable proximity to the City, coupled with our sole focus on biosolids beneficial use, make us the *best qualified* firm to provide the City's biosolids management service.

Synagro's available composting facilities for management of this contract are highlighted below.

Liberty Composting

Facility Description and Operations Plan:

Liberty Composting, Inc. is a compost facility owned and operated by Synagro West, LLC as a result of its acquisition on July 18, 2022. Synagro receives from 150,000 to 200,000 tons per year of biosolids, manure, agricultural and food wastes at the site. The material is composted through either open windrow or aerated static pile (ASP) processing. Liberty's finished compost product is sold into the local agricultural market in bulk.

The facility is located in Lost Hills, California just west of Highway 5. It is permitted to receive up to 786,000 tons per year of feedstock which is far in excess of the current inbound of 150,000-200,000 tons per year.

Liberty Compost, as the current destination for the District's material, will be the primary location for receipt of material going forward. No changes to the existing operation are anticipated.

South Kern Compost Manufacturing Facility

Project Description:

Seated approximately 50 km southwest of Bakersfield, California, South Kern Compost Manufacturing Facility (SKIC) was commissioned in 2006 to alleviate Synagro's Los Angeles area customer's concerns about long-term viability of land application of Class B biosolids in Southern California. Beyond this objective, SKIC aimed to meet the highest standards in addressing air quality and odor control while expanding regional biosolids and organics recycling capacity.



South Kern Compost Manufacturing Facility. Synagro utilizes an enclosed biosolids receiving and mixing building along with biofiltration in its compost system that controls VOCs and odors for the surrounding area.

SKIC was originally designed to utilize a state-of-the-art Engineered Negative Aerated Static Pile composting technology to blend and compost up to 400,000 tons annually of treated biosolids in combination with up to 270,000 tons annually of wood wastes (i.e., agricultural and green material) and other available carbon-rich sources, into Class A - Exceptional Quality (EQ) composted soil amendment.

- The SKIC design includes an enclosed biosolids receiving and feedstock mixing building, along with the Engineered Negative Aerated Static Pile compost system, including Biofiltration to control Volatile Organic Compounds (VOC's) and odors by over 80%.
- In the first quarter of 2016 the facility has been converted from negative Aerated Static Pile (ASP) to positive ASP. The benefits of this conversion include:
 - o Reduced electric consumption and improved energy efficiency
 - o Lower equipment repair and maintenance costs due to less materials movement during the compost process
 - o More efficient biofilter utilization
 - o Less water handling which simplifies pond management
 - o Continued compliance and leadership with BACT

- We have also secured County approval to utilize pre-consumer food waste for a portion of our amendment needs. The benefits of this approval include:
 - o Lower amendment costs
 - o Solution for removal of organics from landfill

In addition, the compost facility has lined asphaltic concrete composting pads, a water collection system and lined retention basin to ensure that all process water and contact stormwater is collected and contained.

Central Valley Compost Facility

Project Description:

The Central Valley Composting was opened in the fall of 2005. The facility is located in Dos Palos, CA and serves the Central Valley of California. The facility processes 375 tons of biosolids and greenwaste per day, producing a beneficial soil amendment (or compost). The finished compost is used by farmers, horticulturalists, landscapers, nurseries, and product blenders who distribute and market composted products in retail stores.



Central Valley Compost Facility. At our Central Valley Compost facility, Synagro utilizes a mobile chip and grind operation for inbound feedstock size reduction.

The composting operation is conducted on a 32-acre lined compost operations area that includes 27.5 acres dedicated to composting and 2 acres for a storm water retention basin. A mobile chip and grind operation is used when necessary for inbound feedstock size reduction. The composting operation is conducted over a soil cement-lined operations area that slopes and drains to a contained storm water retention basin. Upon arrival, feedstock materials (biosolids & greenwaste) are mixed within the lined operations area and formed into windrows approximately 500 feet in length. Following windrow construction, the windrows are mixed and aerated using a windrow turner in order to meet pathogen reduction process requirements per California regulations. Once pathogen reduction has been achieved (up to 40 days after initial windrow formation and mixing), the compost may remain in the windrow for up to an additional 80 days, at which time the material will be screened and sold to agricultural customers.

Permit information for each of Synagro’s proposed compost facilities are attached as documentation that these facilities operate in accordance with all regulations and have the capacity to manage CAWD’s biosolids.

SB 1383 Procurement Compliance

Beginning January 1, 2022, SB 1383 requires cities and counties (i.e., “Jurisdictions”) to procure annually a quantity of recovered organic waste products. These procurement requirements will strengthen California’s green, self-sustaining economy. Demand for these products will drive infrastructure investment and create new green collar jobs in the state. CalRecycle will assign an annual procurement target to each jurisdiction based on its population. Jurisdictions can cost-effectively fulfill their SB 1383 procurement requirement through the use of Synagro’s STA Certified Class A Exceptional Quality compost.

Jurisdictions can use compost in a variety of applications, such as land used for agriculture, landscaping in city parks, golf courses, on center divides of roads and highways, public giveaways, and in community or school gardens. Additionally, compost can be used in civil engineering applications like erosion control along roadways. Compost also provides many direct and indirect benefits when used as a component of systems and treatments designed for:

- Carbon sequestration
- Soil water retention
- Fire remediation
- Storm water management

Local use of compost generated from local organics provides the public with an opportunity to see the benefit of recycling this material, while also helping replenish nutrients and carbon for healthy soils on the jurisdiction’s properties. Synagro stands ready with multiple distribution and discount options for AllGro® compost enabling the jurisdiction to be compliant with SB 1383’s procurement requirements and avoid mark-ups on future projects nutritive soil amendment and ground cover needs

SWIS Facility/Site Activity Details

Liberty Composting Inc. (15-AA-0287)

Summary	Details	Activities 1	Inspections 353	Enforcement Actions 1
Documents 137				

Activity

Composting Facility (Other)

Classification

Solid Waste Facility

Category

Composting

Operational Status

Active

Regulatory Status

Permitted

Inspection Frequency

Monthly

Max. Permitted Throughput

786,000

Volume Unit Type

Tons per year

Remaining Capacity

--

Remaining Capacity Date

--

Max. Permit Capacity

1,310,000

Capacity Unit Type

Cubic Yards

Total Acreage

163.00

Disposal Acreage

--

Permitted Elevation

--

Elevation Type

--

Permitted Depth

--

Depth Type

--

WDR Landfill Class

--

Waste Types

Sludge (BioSolids)

Manure

Green Materials

Food Wastes

Agricultural

CalRecycle Contact: [Christine Karl](#) (916) 341-6405

[← Back](#)

SWIS Facility/Site Activity Details

South Kern Industrial Center Compost Fa (15-AA-0381)

Summary	Details	Activities 1	Inspections 200	Enforcement Actions 0
Documents 108				

Activity

Composting Facility (Other)

Classification

Solid Waste Facility

Category

Composting

Operational Status

Active

Regulatory Status

Permitted

Inspection Frequency

Monthly

Max. Permitted Throughput

5,700

Volume Unit Type

Tons per day

Remaining Capacity

--

Remaining Capacity Date

--

Max. Permit Capacity

670,000

Capacity Unit Type

Tons per year

Total Acreage

744.00

Disposal Acreage

--

Permitted Elevation

--

Elevation Type

--

Permitted Depth

--

Depth Type

--

WDR Landfill Class

--

Waste Types

Sludge (BioSolids)

Manure

Green Materials

Agricultural

CalRecycle Contact: [Christine Karl](#) (916) 341-6405

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SWIS Facility/Site Activity Details

El Nido Composting Facility-Synagro West (24-AA-0011)

Summary	Details	Activities 1	Inspections 156	Enforcement Actions 0
Documents 67				

Activity

Sludge Composting Facility

Classification

Solid Waste Facility

Category

Composting

Operational Status

Active

Regulatory Status

Permitted

Inspection Frequency

Monthly

Max. Permitted Throughput

355

Volume Unit Type

Tons per day

Remaining Capacity

--

Remaining Capacity Date

--

Max. Permit Capacity

149,100

Capacity Unit Type

Cubic Yards per year

Total Acreage

35.00

Disposal Acreage

--

Permitted Elevation

--

Elevation Type

--

Permitted Depth

--

Depth Type

--

WDR Landfill Class

--

Waste Types

Sludge (BioSolids)

Manure

Agricultural

CalRecycle Contact: [Harprit Mattu](#) (916) 341-6119

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4. Biosolids Spill Control Plan

Synagro – West Region	
Subject: Biosolids Spill Response Plan	Effective Date: November 1, 2004
Approved by: EHS&T Manager; Technical Services Director	Last Review/Revision: 02/17/2017

A copy of this document shall be maintained at all times in all transport vehicles carrying biosolids on behalf of Synagro and/or its subsidiaries and be readily available in the event of a spill.

Biosolids are non-hazardous and non-toxic. If a spill occurs, there is no need for special equipment or emergency procedures beyond those outlined in this plan. Biosolids are processed solids, primarily organic, that are used for agricultural fertilizers and soil amendments. Biosolids are produced in water reclamation or wastewater treatment plants and transported to farms or to composting facilities.

Biosolids spilled onto pavement pose a potential road hazard because they can create wet, slick conditions for motor vehicles, and/or can obstruct traffic flow. If biosolids remain on the surface for a sufficient time they could be a source of potential contamination of nearby storm drains, waterways, or ground water. Biosolids should be thoroughly removed so that no significant residues remain to be washed into any storm drain or waterway by surface water (rain, runoff, etc.). All spilled biosolids must be returned to the trailer from which they spilled, or be loaded into another appropriate transport vehicle and delivered to an approved location.

GENERAL INFORMATION

- A. Biosolids characteristics are:
 - a. Solids content: 2% - 95%
 - b. Consistency: Moist to dry paste or mush up to about 40% solids: dirt-like when solids exceed 45%. Can also be in liquid form.
 - c. Volatile solids: 40% - 60+% (percentage of total solids)
 - d. pH: 5 – 10, most commonly about 7.5
 - e. Chemical character: NON-HAZARDOUS - Processed organic residual solids from domestic wastewater treatment facilities, containing nitrogen, phosphorous, trace metals, and some pathogenic organisms.
- B. Drivers should make sure they always have the following safety equipment in/on their vehicle at all times while transporting biosolids:
 - a. First Aid Kit
 - b. Reflective triangles
 - c. Fire Extinguisher
 - d. Push Broom (to sweep up debris and biosolids from roadway)
 - e. Shovel (use to prevent biosolids from draining into waterways / ditches)

- C. Personnel cleaning up a spill must follow basic personal hygiene procedures in handling biosolids.
- a. Wear gloves for shoveling, sweeping, or handling biosolids.
 - b. Wash hands (and, as necessary, arms, face, etc.) with waterless anti-bacterial hand cleaner or mild soap and water following spill clean-up and prior to eating or drinking.

QUICK REFERENCE GUIDE TO BIOSOLIDS SPILL CLEANUP PROCEDURES

- 1) **INFORMATION ABOUT BIOSOLIDS:** Biosolids are the non-hazardous organic material remaining from the wastewater treatment process. The material is highly treated, nutrient-rich, mud-like, black/brown in color, organic fertilizing material which is considered Non-hazardous material per EPA and state law.
- 2) **SAFE HANDLING PRECAUTIONS:** You may be exposed to biosolids during loading, unloading and spills through inhalation or ingestion. To prevent this, the following precautions are recommended:
 - Wear personal protective equipment (PPE)
 - Leather gloves
 - Boots (optional, but recommended during spill cleanup)
 - Liquid repellent coveralls (optional, but recommended during spill cleanup)
 - Wash hands with soap after handling biosolids
 - Disinfect and cover cuts
 - Don't eat, smoke, or chew around biosolids
- 3) **MANAGEMENT OF CLEAN UP ACTIVITIES: CALLS TO MAKE IMMEDIATELY AFTER SPILL-** Immediately notify your Supervisor. Independent carriers (IC) must also notify the appropriate Synagro Project Manager immediately. Then notify highway patrol (911) if spill occurred on public right-of-way. Give location and amount of spill to individual(s) contacted. If the spill occurs on State Highways or Interstates, the state DOT offices will most likely take the lead on providing equipment and crew to clean up the spill, however, check with your Supervisor. If possible, SYNAGRO labor and equipment are to be utilized. The Project Manager shall also communicate with the authorities and the public on the scene, answering questions and advising of the clean-up activities.

If hauling truck and trailer are not disabled -

1. Minimum of 2 laborers (more depending on size of spill).
2. Class B, rubber tire front-end loader (this may not be required if spill is 2 cubic yards or less).
3. Dump truck with sand
4. Shovels
5. Brooms
6. Traffic Cones

If hauling truck and/or trailer are disabled -

- Same as above, plus a hauling truck and/or trailer as required.

4) **HALT SOURCE OF SPILL:** Such as a ruptured container or damaged transport unit. The first SYNAGRO representative (whether IC, operator, or manager) at the scene will begin procedures to halt the spill and initiate clean-up activities.

5) **CONTAIN SPILL:** Form a barrier. Sufficient quantities of straw shall be used for such purposes. Earthen barriers may be constructed to augment the straw bale containment area. The Project Manager or the person in charge on the spill site will advise the clean-up personnel where to get the straw or other items necessary to complete the clean-up operation, i.e. local farmers, farm supply center, nursery, etc.

6) **CLEAN UP:** At the spill site, the driver and/or clean-up crew shall perform the _____

following clean-up procedures:

1. Park the hauling truck on the side of the road, if possible.
2. Administer emergency first aid, as appropriate, if personal injuries are encountered.
3. Place traffic cones, reflectors, and/or flares to divert traffic around the spill site.
4. Determine the extent of the spill and take photos of spill and final clean-up.
5. Spread sand over and around biosolids to absorb moisture and prevent movement into storm drains or other waterway inlets.
6. Move biosolids into a pile using shovels and brooms.
7. Using the front end loader, reload piled biosolids into the hauler's truck (if not disabled) or into another available truck (if the hauler's truck is disabled). If the trailer is disabled, transfer to new trailer. For very small spills (2 cubic yards or less) use of the front end loader may not be necessary; biosolids can be shoveled into a small truck for transport back to the plant.
8. Final clean-up is by means of shovels and brooms. At no time should any biosolids be hosed down into any storm drains. Do not wash off tools or trucks at the spill location.
9. Cooperate with law enforcement and/or fire department personnel responding to the spill. Inform them of the non-hazardous nature of the spilled material and actions to be carried out according to this plan.

7) **FINAL CLEAN UP:** Disposal of spilled biosolids following clean-up shall be as follows:

1. If not disabled, the hauler's truck may proceed to the original destination.
2. Any biosolids that have been loaded into a pick-up truck are to be returned to the Plant and loaded into the next available trailer or taken to the original destination.
3. Following clean-up and disposal of the spilled biosolids, all equipment used for spill response is to be returned to its originating location for cleaning.
4. The ultimate goal will be to restore the spill area to its original condition, if possible.

SPILL RESPONSE - NOTIFICATION & RESPONSIBILITIES

Driver - The following assumes the driver is unhurt and is able to contact the Facility's Spill Response Coordinator (see definition below).

1. The driver will park the truck on the side of the road if possible and place traffic cones and reflectors to divert traffic around the spill.
2. The driver will remain with the truck and spilled material, unless it is necessary to leave temporarily in order to contact the Facility Spill Response Coordinator.
3. The driver will contact the Facility Spill Response Coordinator immediately. The driver will also

complete the “Driver’s Vehicle Accident” report form and provide the Spill Response Coordinator with the information on the form to record details of the accident. Be sure to diagram and photograph and describe the accident or spill.

4. The driver will assist with traffic control and clean-up and will NOT leave the scene of any spill, not even a small one, until it is reported to the Spill Response Coordinator and cleaned up. Note: Call the Spill Response Coordinator first; then notify the Dispatcher and/or Project Manager; then call 911.

5. If the spill occurs on State Highways or Interstates, then the state DOT office will most likely take the lead on providing equipment and crew to clean up the spill. However, check with your Supervisor.
6. Do not move equipment if its position is helpful to traffic control or containment unless leaving it where it is will create a hazard.
7. While awaiting police and/or cleanup crew, help the other party (or parties), if safely able to do so.
8. Don’t give statements or sign anything other than bona fide papers presented by a law enforcement officer or public health officials.
9. In accidents involving a fatality, don’t talk or give any statements until you are represented by an attorney. You have this right by law.
10. Don’t admit responsibility or agree to pay for anything.
11. Don’t argue responsibility for the accident. Be courteous.
12. Contract Hauler Responsibilities - Hauler is required to notify Synagro immediately after a spill and upon completion of clean-up of all spills. Hauler is required to complete and forward a copy of the spill response form to Synagro.

Clean-Up Crew -The clean-up crew will perform the following clean-up procedures:

1. Place traffic cones, reflectors, and/or flares, as appropriate, to divert traffic around the spill site.
2. Spread sand around biosolids to absorb moisture and prevent movement into storm drains or other waterways. Place sandbags at storm drains and other waterway inlets. Clean un-weathered wheat or other small grain straw can also be used as an absorbent and temporary drain block.
3. Move biosolids into a pile using shovels and brooms.
4. Using the rubber-tired loader or equivalent, reload piled biosolids into the truck, if it isn’t disabled, or into a replacement truck for hauling to the appropriate destination. For small spills, use of the loader may not be necessary. Biosolids can be shoveled into a truck for transport to the reuse site.
5. Final clean-up is by means of shovels and brooms for small spills and a street sweeper for larger spills.

Pick up all accumulations of biosolids. Police the area and pick up all biosolids. Do not hose down or wash significant amounts of biosolids into any storm drain, drainage ditch, stream, or other waterway. Do not wash off tools or trucks at the spill location. Follow instructions from the local health official(s) on site at the spill location.

Spill Response Coordinator - The Spill Response Coordinator will normally be the Manager for the land application destination. He/she will notify the state police or local jurisdiction officials, the State Department of Transportation, or any other agencies as appropriate, as well as the customer. The Manager will also notify the project area Technical Services Manager who will, in turn will notify the County Health Department, EPA or other regulatory agencies.

The Spill Response Coordinator assumes complete responsibility for directing all activities associated with the clean-up of a spill. He/she will:

1. Designate and dispatch a clean-up crew plus necessary equipment to the spill site to clean-up the spill and notify the appropriate agencies.
2. Photograph the spill and final clean up.
3. Inform the producing facility's contact person of the spill, as well as the project area's Technical Services Manager and the EHS&T Director.
4. Load spilled biosolids back into the haul vehicle, if it is operable. If the vehicle is unable to complete the trip to the delivery destination, load the spilled material into an alternate vehicle.
5. Dispatch another truck and/or trailer to the spill location if the hauling truck and/or trailer is/are disabled.
6. Dispatch some or all of the following to the spill location:
 - a. Minimum of two-person clean-up crew (more personnel as needed; dependent on size of spill).
 - b. An appropriate rubber-tired loader or equivalent to pick up spilled material (may not be required for a small spill). Coordinator will have discretion to select the most efficient loading option based on equipment availability and spill size.
 - c. Sand and sandbags and/or fresh small-grain straw (e.g., wheat straw), or alternative absorbents and drain blocking material
 - d. Street sweeper
 - e. Additional shovels, brooms, traffic cones and/or flares
7. Oversee and coordinate retrieval of any damaged or disabled transportation equipment involved in the spill.
8. Contact the project area Technical Services Manager during the clean-up if any unusual situations arise, or if the Spill Response Coordinator requires special assistance.
9. Provide liaison and coordinate with agencies that may respond to the spill whether expressly notified by Synagro or not. Such agencies may include:
 - f. Highway Patrol or State Police
 - g. Local (municipal or county) law enforcement
 - h. Local fire department(s)
 - i. State Department of Transportation
 - j. State Department of Fish and Game
 - k. State Department of Forestry
 - l. Others as deemed required
10. After clean-up, transport spilled biosolids to the designated use or processing site, whether the original vehicle or a substitute truck / trailer is used.
11. Transport all equipment used for spill response to the wastewater plant or to the destination

site, whichever is nearer, for cleaning after completing clean-up and removal of the spilled biosolids. Truck beds and other equipment should be hosed down at the field or the processing site.

12. The ultimate goal will be to restore the spill area to its original condition, if possible.

FOLLOW UP NOTIFICATION AND REPORTS

Additional responsibilities of the Spill Response Coordinator require that he/she:

1. Notify the Area Director immediately following completion of the spill clean-up, and ensure the load data and spill response section of the “Driver’s Vehicle Accident Report” is completed.
2. Inspect the site after clean-up and attest to the adequacy of the clean-up. Take necessary photos.
3. Maintain a log of pertinent information about the biosolids spill.
4. Complete a descriptive incident report and forward copies to the Regional Vice President, EHS&T Manager, project area Technical Services Manager and the producing plant’s contact person within 24 hours of any spill.
5. Immediate Notification: Synagro must notify the affected Plant Superintendent in the event of a spill if 1) someone is seriously injured or killed, 2) if there is a public health concern, 3) if 2 tons or more is spilled or (4) if there is media coverage of the spill.
6. The project area Technical Services Manager will complete and transmit the required information to the appropriate regulatory agency, within five (5) days of spills involving entry of biosolids into storm drains (unless other requirements supersede this time-frame) and include the following additional information:
 - a. Waterways or ground water affected
 - b. Written confirmation of the previous telephone notifications

5. Proposed Surcharges

Synagro proposes the following adjustments to the service fees as follows:

CPI. All Agreement Prices shall be adjusted as follows:

All Agreement Prices shall be adjusted annually beginning on October 1, 2023 based on the Non-Seasonally Adjusted Consumer Price Index established by the United States Department of Commerce, Bureau of Labor Statistics, for San Francisco Bay Area with the CPI immediately preceding the Commencement Date being the base index. Said adjustment shall apply to all fees contained herein, and shall be based on the following formula:

New Price = (Price Adjustment) x First Year Agreement Price

Price Adjustment = $1 + \left(\frac{\text{Current CPI} - \text{Base CPI}}{\text{Base CPI}} \right)$

CPI = _____.

Base CPI = _____.

Once the CPI is available, the price adjustment shall take effect retroactively, where applicable, as of the dates specified above for price adjustments. No New Price shall ever be lower than any existing current Agreement Price in effect immediately before the annual adjustment.

Fuel Surcharge Adjustment

All Agreement Prices shall be adjusted monthly for a fuel surcharge (“Fuel Surcharge Adjustment”) to reflect any increased change in diesel fuel prices, in accordance with the table below, if the cost of retail on-highway diesel fuel (Department of Energy, Energy Information Administration – California - Ultra Low Sulfur (15 ppm and Under) is at, or exceeds, \$6.20 per gallon (Base Price).

The Fuel Surcharge Adjustment will be based on the following chart and the Retail On-Highway Diesel Price – California - Ultra Low Sulfur (15 ppm and Under) as published by the U.S. Department of Energy’s Energy Information Administration for September 5, 2022 and will be applied to the then current fixed or unit fee, as applicable. The Fuel Surcharge Adjustment will be no more than once a calendar month beginning with the second calendar month following the Commencement of Services and shall be adjusted as of the first day of each month. Fuel Surcharge Adjustment will then be applied as follows:

Diesel Price \$/Gallon - Note¹	Fuel Surcharge Adjustment %
< \$(Base Price)	None
Base Price to Base Price plus \$.099	0.5 %
Base Price plus \$0.10 to Base Price plus \$0.199	1.0 %
Base Price plus \$0.2 to Base Price plus \$.0299	1.5 %

For each \$0.10/gallon increase thereafter add 0.5%

EXAMPLE:

Base Price = \$6.20 / Gallon

Diesel Price \$/Gallon - Note¹	Fuel Surcharge Adjustment %
≤ \$6.20 (Base Price)	None
\$6.21 - \$6.299	0.5 %
\$6.30 - \$6.399	1. %
\$6.40 - \$6.499	1.5 %

Note 1 - Fuel Rate based on DOE EIA monthly retail on-highway diesel prices (California - Ultra Low Sulfur (15 ppm and Under))

RESOLUTION NO. 2022-65

RESOLUTION ACCEPTING THE LOWEST RESPONSIVE AND RESPONSIBLE BID FOR BIOSOLIDS HAULING & DISPOSAL SERVICES FOR THREE YEARS AND AWARDING THE CONTRACT TO SYNAGRO WEST, LLC AT AN INITIAL RATE OF \$89.77/TON AT AN ESTIMATED DISPOSAL OF BIOSOLIDS BETWEEN 1,200 TO 1,500 TONS. THE AVERAGE DISPOSAL TONNAGE OF 1,350 WOULD AMOUNT TO FEES OF \$121,189.50 AND 1,500 TONS WOULD AMOUNT TO FEES OF \$134,655

-oOo-

WHEREAS, the Board of Directors authorized solicitation for bids by adopting Resolution 2022-45 for the 2022 Biosolids Hauling & Disposal Services contract for three years on July 28, 2022; and

WHEREAS, there was one complete bid received at the bid opening on September 13, 2022 and the lowest responsive and responsible bid was determined to be Synagro with an initial rate of \$89.77/ton for a three year period.

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

1. That the Board accepts the bid of the lowest responsive and responsible bidder, Synagro West, LLC (Synagro), and awards the contract for the above-mentioned services to said bidder at the initial rate of \$89.77/ton.
2. The Board accepts that all Agreement Prices shall be adjusted annual beginning on October 1, 2023 based on the Non-Seasonally Adjusted Consumer Price Index for San Francisco Bay Area.
3. The Board accepts that all Agreement Prices shall be adjusted monthly for a fuel surcharge to reflect any increased change in diesel fuel prices if the cost of retail on-highway diesel fuel is at or exceeds \$6.20 per gallon (base price). Fuel Rate is based on the U.S. Energy Information Administration monthly retail on-highway diesel prices (CA – Ultra Low Sulfur (15 ppm and under)).
4. That the Board authorizes and directs the General Manager to execute a written contract with the successful bidder, Synagro, for an initial amount not to exceed \$89.77/ton, including fuel adjustments linking costs to U.S. Energy Information Administration Index; and Consumer Price Index (CPI) being adjusted annually beginning on October 1, 2023, based on the Non-Seasonally Adjusted CPI established by the United States Department of Commerce, Bureau of Labor Statics, for San Francisco Bay Area with the CPI immediately preceding the commencement date being the base index.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on October 27, 2022, 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

General Manager's Oral Report

Other Items Before the Board

STAFF REPORT



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: October 27, 2022

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 8, 2022.

DISCUSSION

The November Board meeting this year will fall on the Thanksgiving Day holiday.

Staff recommends that the November meeting be cancelled, and the December meeting moved to Thursday, December 8, 2022. The December meeting would normally be held on December 29, 2021. Because that falls in between the Christmas and New Year holiday it would be difficult for staff to produce a packet.

Holding the Board meeting on December 8th places it roughly midway between the October and January 2023 meeting and follows past practice for the holiday season.

FINANCIAL

None

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 27, 2022

Subject: Ad Hoc Committee Creation

RECOMMENDATION

Staff recommends that the Board authorize creation of and appoint membership for two ad hoc committees: (1) Codification Project, and (2) Ejector Pump Policy

DISCUSSION

Staff has reached the point on the Codification Project and the Ejector Pump Policy where we believe it is time to bring in Board committee members to comment. These two Ad Hoc committees will not be permanent standing committees and do not fall under the Brown Act rules.

The Codification Project was initiated to streamline the process of researching and compiling all authoritative board Ordinances/Resolutions in one place in a systematic and searchable manner. The project will help to deter the Board from enacting redundant or inconsistent new ordinances and lets the board view the body of law as a whole and note any gaps in coverage which may need legislation. Finally, this project will be posted on our website and provide a considerable degree of transparency to the public.

The Ejector Pump Policy is to provide a plan for two current projects (1) Carmel Meadows Pipeline, and (2) Pescadero Are Pipe Relocation with guidance on the usage of ejector pumps and the District's responsibility in servicing.

FUNDING

None, at this time

Information/Discussion Items

Carmel Area Wastewater District

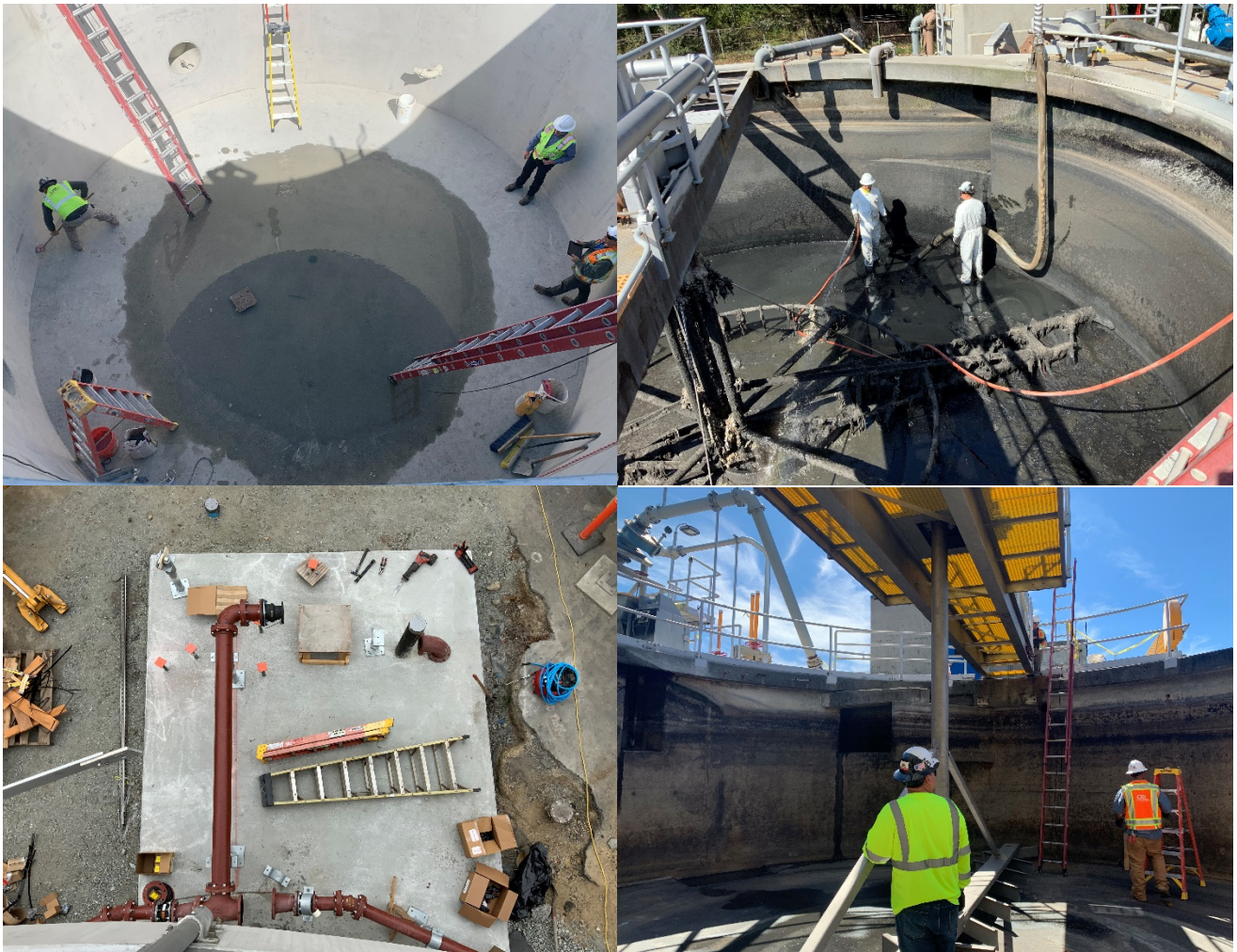
WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

Construction Progress Report

October 13th, 2022

Prepared by: Patrick Treanor, Plant Engineer

Contractor: Clark Bros Inc (CBI)



Section 1: Project Summary

Project Summary			
General Contractor		Clark Bros Inc	
Contract Value			
Contract Bid Amount		\$7,291,500	
Change Orders Issued to Date		1	
Value Added Change Order Cost ⁽¹⁾	% of Bid Amount	\$43,899.09	0.60%
Non Value Added Change Order Cost ⁽²⁾	% of Bid Amount	\$62,899.38	0.86%
Total Change Order Cost	% of Bid Amount	\$106,798.47	1.5%
Current Contract Value		\$7,367,539.54	
Open/Pending Potential Change Orders (PCO)		1	
Contract Time			
Notice To Proceed		September 7 th , 2021	
Original Contract Time		550 Calendar Days	
Calendar Days Elapsed		400 Days	
Weather Days: Accepted to Date		0 Days	
Contract Change Order(s) Time Extension		0 Days	
Current Contract Completion Date		March 11 th , 2023	
Contract Progress Summary			
Total Project Time Expended		73%	
Total Project Construction Cost Expended		51% (not including retention)	

Notes:

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

Section 2: Work Performed This Month

2.1 General

Work this month centered around completing the installation of the new Grit Tank collector, and also finish work and piping on the Sludge Tank. CAWD and Clark Bros are finding ways to continue progress on mechanical equipment installation as much as possible despite delays in Motor Control Center (MCC) equipment procurement (See Section 3).

2.1.1 Submittals

Submittals reviewed this month included equipment O&M Manuals, and equipment factory tests.

2.1.2 PLC Programming

PLC programming by Frisch Engineering is in progress.

2.2 Site Work

2.2.1 Potholing/Locating Existing Utilities

None.

2.3 Sludge Holding Tank Replacement

Work included concrete finishing and installation of above ground piping, and electrical conduits. The sludge mixing pump was delivered and is in the process of being installed.

2.4 Influent Pump Station Rehab

Clark Bros poured the concrete foundation pad for new Influent Pump #4. The new high flow Influent Pumps were delivered onsite. Further progression of work in this area is pending arrival of the MCC.

2.5 Headworks Rehab

The old Grit Tank collector was demolished, tank was cleaned, and the new Grit Tank collector mechanism and structure was installed. Bypass piping was setup by Clark Bros to facilitate taking the Grit Tank offline for several weeks during the construction of the new collector. The new collector is now online and working.

2.6 Chlorination Building Rehab/3W System Improvements

Clark Bros worked on piping for the 3W system bladder tank. They completed installation of new piping that was a “value-add” change order at the chlorination building waste sump.

2.7 Effluent Pump Station Rehab

No work observed.

Section 3: Project Issues

In March 2022, Clark Bros informed CAWD of delays in procurement of the Motor Control Center (MCC) equipment. The Clark Bros schedule provided soon after this notice showed MCC equipment arriving in mid-September, which had only a minor impact on the overall project completion schedule. The current estimates being provided by Clark Bros show first round of MCC deliveries arriving onsite in December 2022.

CAWD sent a notice to Clark Bros on September 7th, 2022 stating that CAWD will incur financial loss if the work is not completed in the Contract Time, and reaffirming that there hasn't been a change to the Contract Time stipulated in the Agreement.

Clark Bros is working diligently with the supplier in getting the MCC onsite without significant delay.

Section 4: RFI and Submittals Review Summary

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

	Total Number Processed	Number Received in Current Month
RFI/Clarifications	39	3
Submittals	153	3

Section 5: Change Order Summary

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

	Total Number Processed to Date	Open PCO Pending Quote/Approval	Number Generated in Current Month	Total Cost Approved to Date
Potential Change Orders (PCO)	8	1	0	NA
Change Orders	2	0	0	\$106,798.47

Section 6: Project Schedule and Budget

6.1 Schedule

The schedule is currently being revised in light of the new and changing information regarding delays in MCC equipment procurement. At this point the MCC deliveries have been a moving target.

6.2 Budget

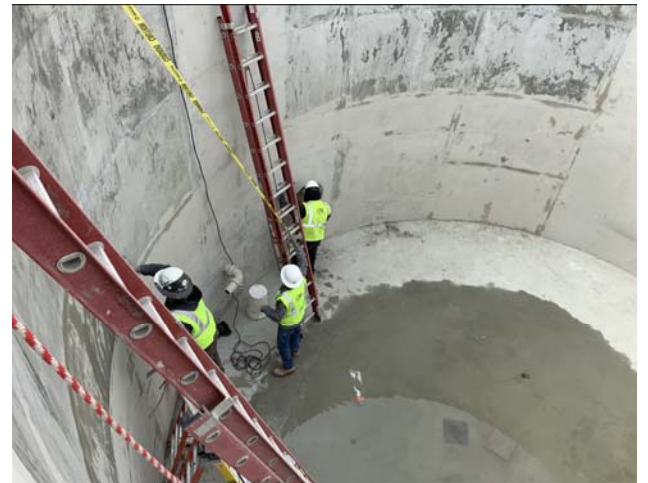
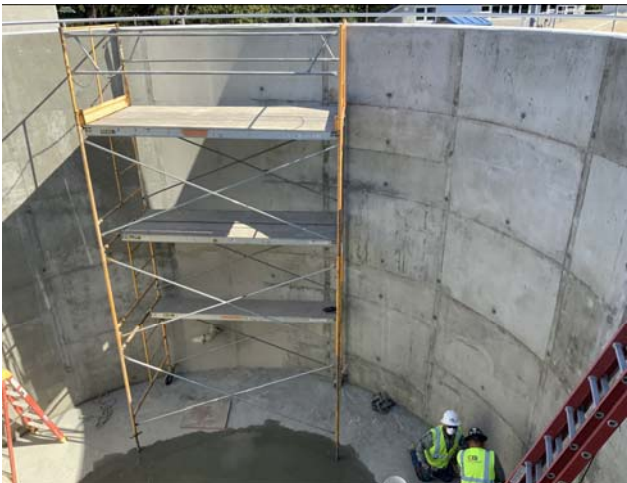
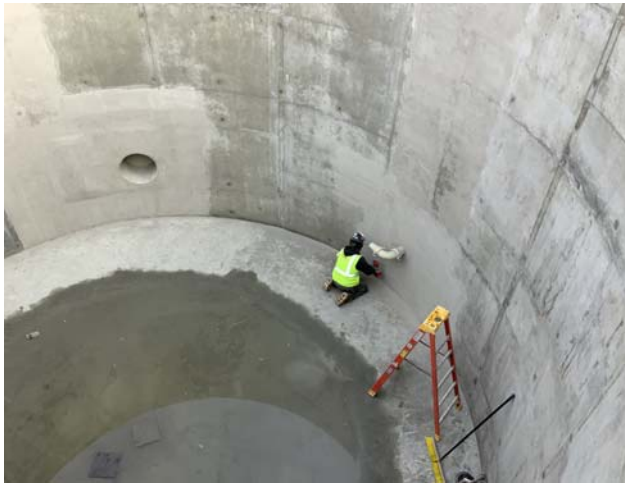
At this time the approved change orders amount to 1.5% of the project cost. The project management team is continually monitoring the costs of potential changes to manage costs.

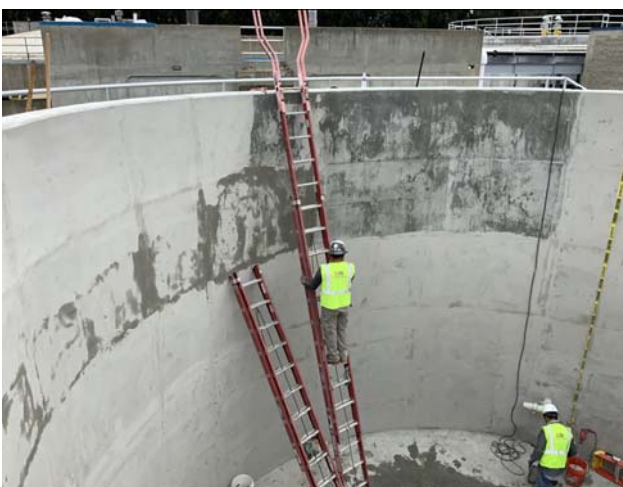
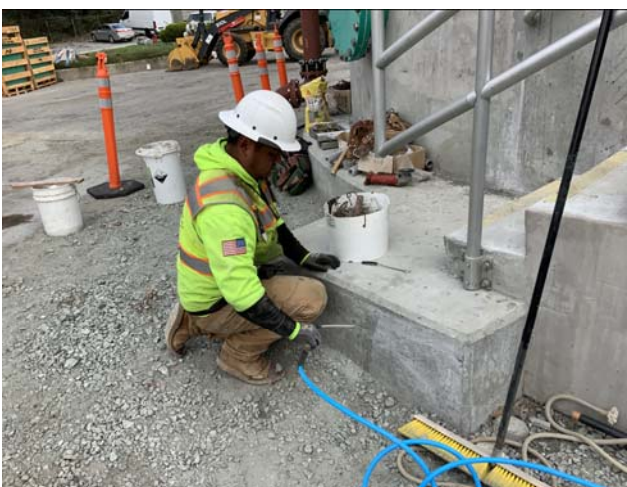
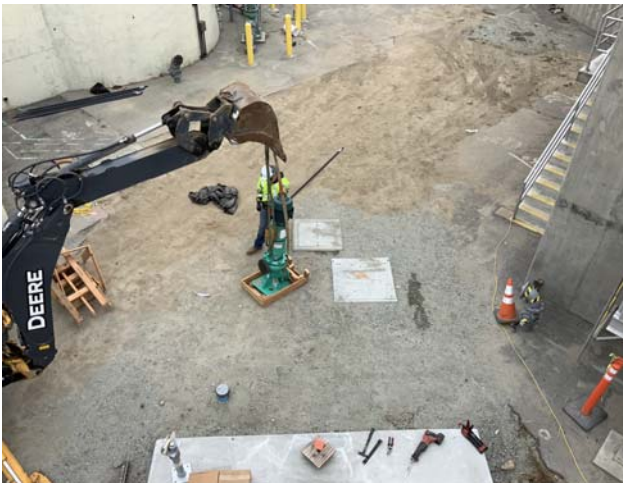
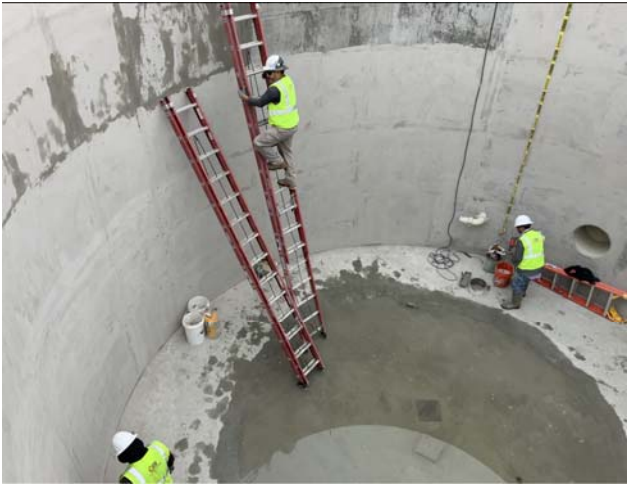
Currently the amount to be paid to CBI is 51% (not including retention) of the total approved budget (57% with retention).

Section 7: Photos

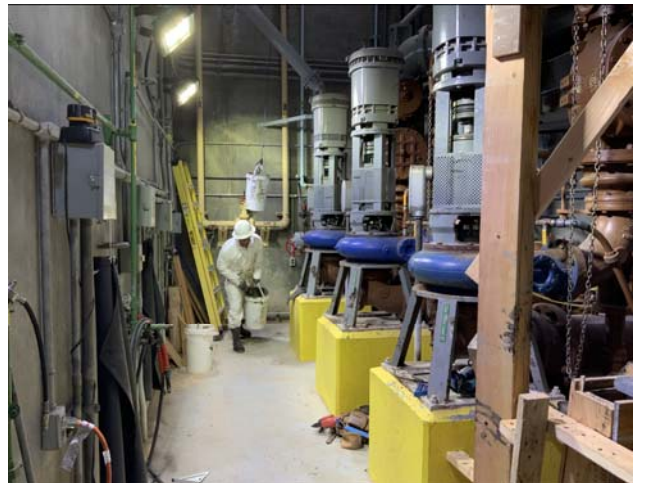
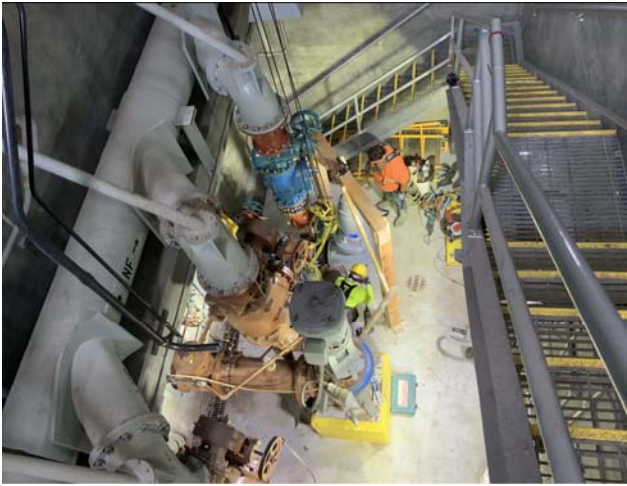
- Sludge Holding Tank Replacement
- Influent Pump Station Rehab
- Headworks Rehab
- Chlorination Building/3W System Improvements

Photos:
Sludge Holding Tank
Replacement



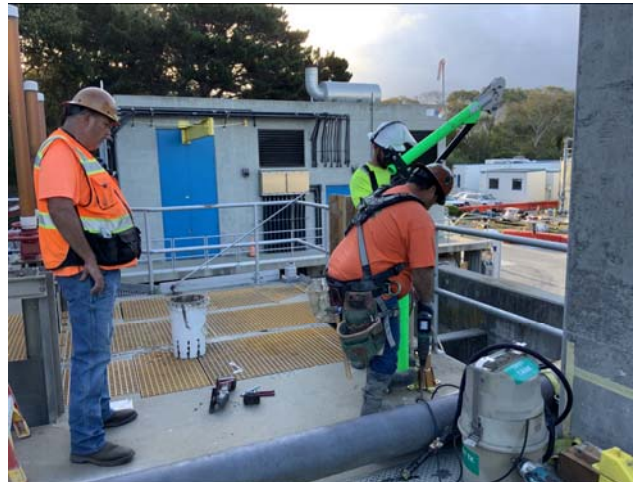
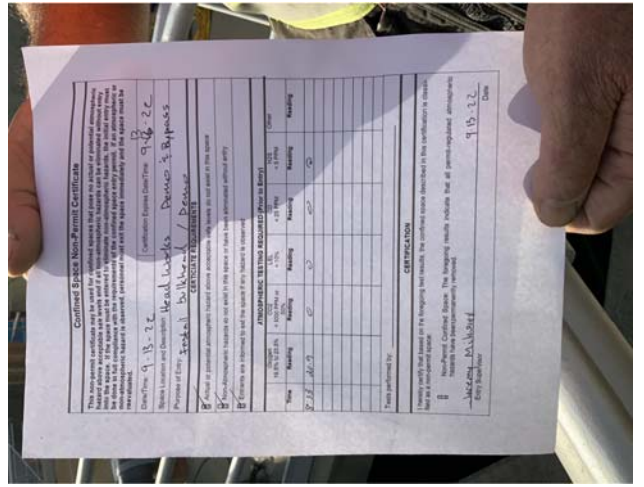


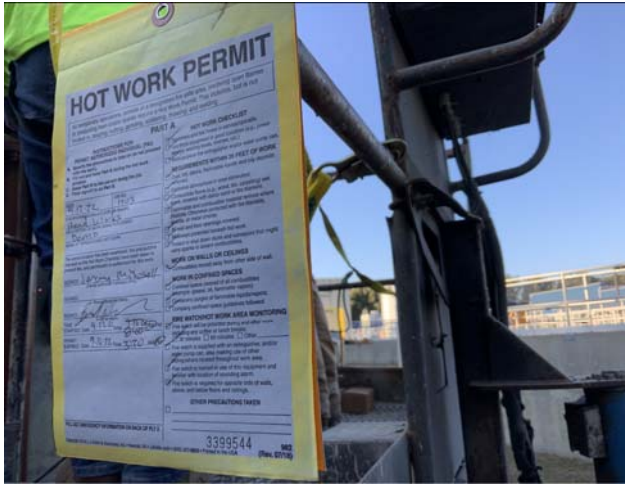
Photos:
Influent Pump Station Rehab





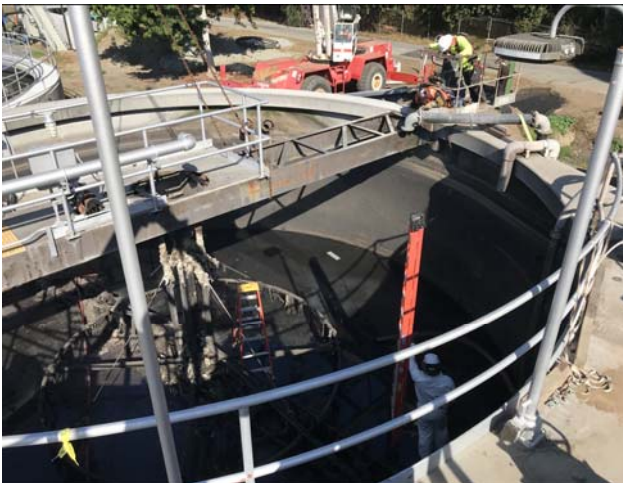
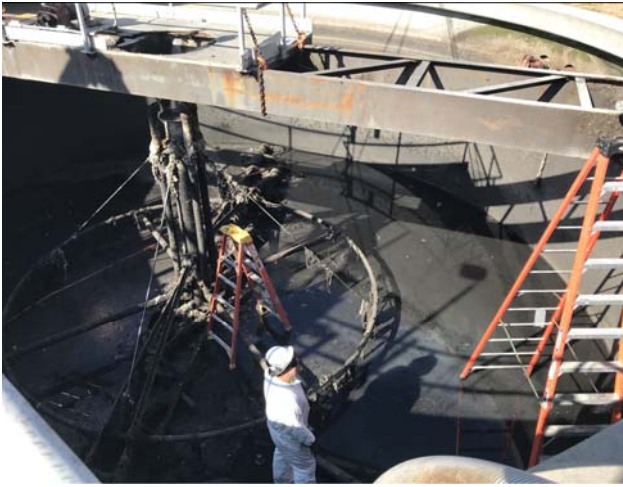
Photos:
Headworks Rehab

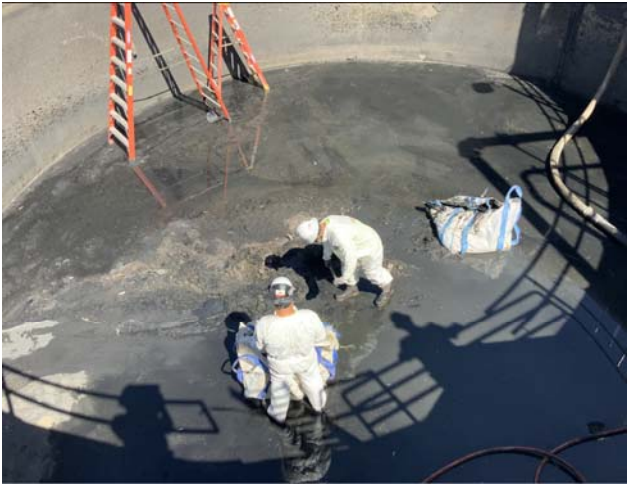


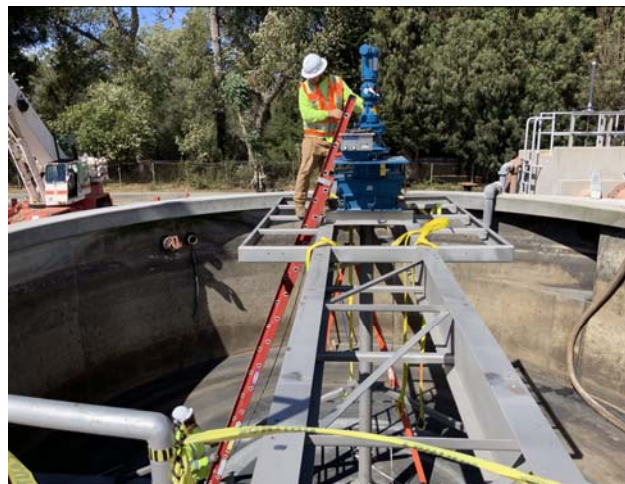
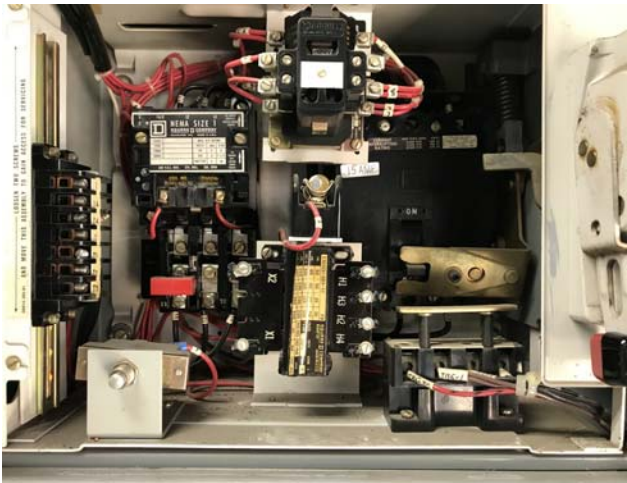






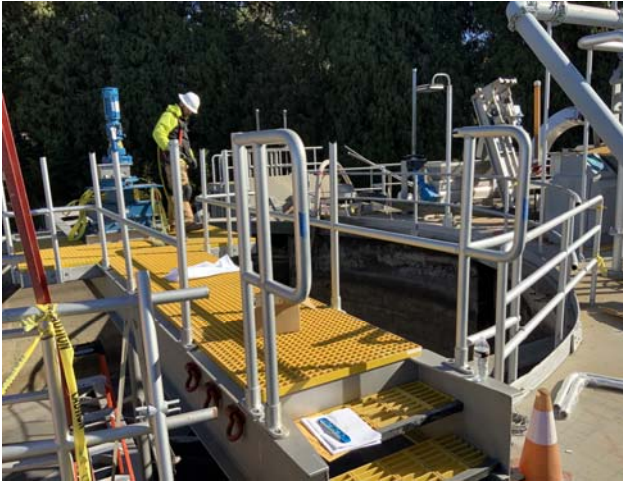


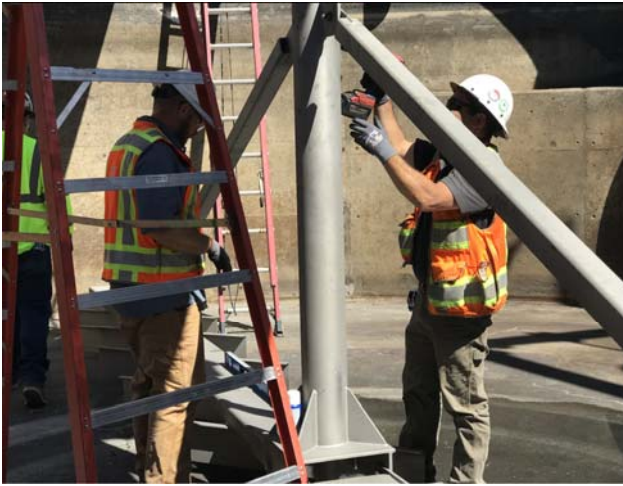




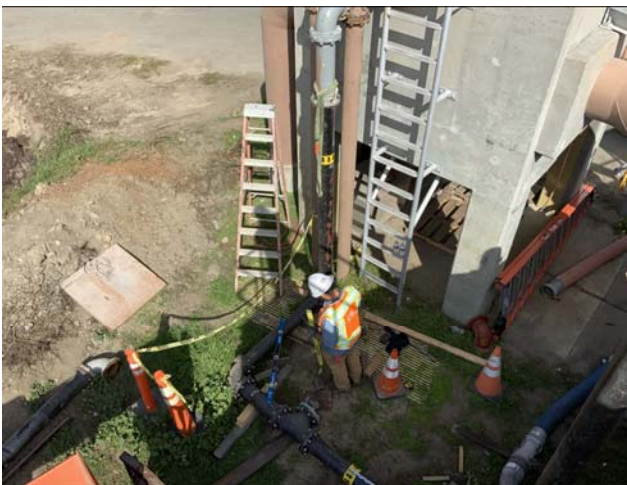














Photos:
Chlorination Building/3W System
Improvements





STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 27, 2022

Subject: Pebble Beach Community Services District (PBCSD) – Regular Board Meeting on September 30, 2022

DISCUSSION

Agenda items from the September 30, 2022, meeting that are of specific interest to this District:

- Total cash balance at the end of August 2022 was \$25.4M; of that amount \$19.3M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of District revenues with user fees making up 22% of total actual cost of wastewater operations.
- Total revenues through August 2022 in the cash based budget were \$0.04M of budget. Total expenditures were \$1.0M or 3% of budget.
- Staff provided a report on current CalPERS unfunded liability and PARS Trust. Their Classic plan funding ratio is 106.2% and the PEPRAs plan funding ratio is 107.3%. The PBCSD Classic plan formula is 2.5% at 55 and the PEPRAs plan is identical to CAWD's plan of 2.0% at 62. PBCSD established a post-employment benefits trust in 2018 with a current account value of \$1.8M.
- Average daily wastewater flow of 370,000 gallons per day (GPD) was measured in July & August at the PBCSD-Carmel gate. This represents 32% of the total flow at the Carmel Area Wastewater District (CAWD) treatment facility. The measured PBCSD flow was equal to the five-year average of 366,000 GPD for the month of August. The CAWD total flows were 4% below the five-year average of 1,200,000 GPD for August.
- Total irrigation water demand for the 2022 calendar year through August was 877-acre feet (AF). Total demand for the calendar year is 27% above the 5-year average of 690 AF through August. The 2022 irrigation demand to-date through August is 21% above the August 2021 total to-date demand of 726 AF. The month of July & August reflected a net storage decrease of approximately 33 MG.

- All six alternative source water projects were online and are producing a combined 67,000 GPD. Total production calendar year through mid-September was approximately 12.7 MG.
- The Board authorized procuring materials and entering into an agreement for design and construction services associated with Bird Rock Well No. 2 for an amount not to exceed \$250,000.
- The Board approved negotiations between PBCSD and CAWD to update the 1994 Agreement between the two districts.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July – 22	36.043	24.579	11.464	31.806%
Aug – 22	35.881	24.412	11.469	31.964%
Total	71.924	48.991	22.933	31.88%

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

CLOSED SESSION

ADJOURNMENT