



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

March 25, 2021
Thursday
9:00AM



Carmel Area Wastewater District

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

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

Board of Directors
Gregory D'Ambrosio
Michael K. Rachel
Robert Siegfried
Charlotte F. Townsend
Ken White

COVID-19 Public Meeting Procedures

As per the Governor's Executive Order #N-29-20 (March 17, 2020) the following will be in effect until rescinded.

- CAWD will not make a physical location available from which members of the public may observe and offer public comment.
- All CAWD public meetings shall take place via teleconferencing and shall be posted on the District website (www.cawd.org) and allow members of the public to attend and address the meeting electronically.
- The District will give advance notice of all teleconference meeting as prescribed by the Brown Act
- The public may listen to the meeting by logging on to the District website and clicking on the Virtual Webinar.
- Public comment may be submitted 24 hours prior to the meeting by clicking on the "Public Comment Form" listed directly beneath the Virtual Webinar on our website. If received within 24 hours of the meeting we will ensure that a response is given at the meeting. All participants have access during the meeting to be recognized and utilize the platform to speak. Please use the virtual "raised hand" to be acknowledged.
- The District is requesting that the public submit comments at least 24 hours in advance of the scheduled meeting to enable staff to post all comment on the District web site. Any comment received after this time will be posted after the Board meeting.
- The teleconference Board meeting will require that all voting is done by roll call
- The teleconference Board meeting will require that speakers identify themselves prior to addressing other attendees in order to facilitate the flow of the meeting and minimize confusion.
- The District advises that the public refer to our website periodically for updates regarding the District and Board activity.



STAFF REPORT

To: Board of Directors

From: Rachél Lather, Principal Engineer

Subject: Reimbursement Fees Ordinance

Date: March 25, 2021

RECOMMENDATION

It is recommended that the Board of Directors approve Ordinance No. 2021-01, entitled Implement regulations governing reimbursement for required sewer capacity exceeding the needs attributable to a project, as well as approving the policy statement, findings, and declaration of purpose listed under document titled Reimbursement Fees Excess Sewer Capacity Policy

DISCUSSION

This ordinance would adopt a process for receiving and acting on reimbursement fee applications from entities that construct, at their cost, oversized public sewage facilities (PSF) that will become the property of the District once completed. Included are provisions for determining the following: the number of potential connectors, the calculation of the fair and equitable share of the PSF fee to be paid by connecting users, the creation of accounts for the collection and distribution to constructing entity, and the reimbursement agreements. As required by law, an ordinance will establish of the reimbursement fees and states that all District costs to administer this ordinance are to be covered via a portion of fees collected through such reimbursement. Payment of the reimbursement fees are not payable until an identified potential connector applies to connect.

Carmel Valley Manor (CVM) will likely be the first to utilize this ordinance. CVM will incur the costs of constructing the collection line from CVM property to the District's sewer located on Valley Greens Drive. CVM, is currently shepherding a number of other matters, which are required for the approval of the collection line. Once this ordinance is in place, CVM will make an application pursuant to it.

The approval of this ordinance will provide applicants, such as CVM, to be governed by an established process for excess sewer capacity infrastructure.

FUNDING

Funding is available in the 2020-2021 Collections Operations budgets for printing, advertising, copying, and mailing notices.

REIMBURSEMENT FEES
EXCESS SEWER CAPACITY POLICY

1. Policy statement, findings, declaration of purpose and definitions.

A. It is the policy of the District that as to a Public Sewage Facilities (PSF) be designed and installed at the expense of the owner of the property first served, to provide wastewater utility service to the District treatment plant, the costs for such facilities be fairly and equitably distributed among those customers who will use the facilities.

B. The Board of Directors finds:

- i. That it is in the public interest for the District to require Installers to design and construct PSFs having capacity that exceeds the need attributable to and reasonably related to development of their property to avoid replacement of existing, or construction of additional parallel, PcSF to serve properties not provided capacity when the PSF are first constructed, as such replacement or additional construction results in:
 - a. Increased District capital, additional expense for operations and maintenance staff;
 - b. Public inconvenience;
 - c. Reduction in the efficiency of collection system operations; and
 - d. Potential public health hazards.
- ii. That construction of PSF that are sized and designed to provide wastewater utility service to properties other than those owned or to be developed by the Installer is necessary for orderly and proper extension of wastewater utility service to all such properties which could reasonably be served.
- iii. That it is therefore necessary to require installers to design and construct PSF having capacity that exceeds the need attributable to and reasonably related to development of their property.

- iv. That the cost of PSF should be fairly and equitably distributed among those customers that will ultimately use the facilities, so that the incremental costs to properly size and design such facilities does not prevent the installation of proper PS consistent with the policies, findings and purpose stated in this Section 1.

- C. The purpose of this chapter is to require that PSF have adequate capacity and are configured to handle the sewage flow from the property that could reasonably be served by the facilities, and to provide for fair and equitable distribution of the costs of such facilities through a reimbursement program to the District. The rules and procedures for establishment of reimbursements, and the collection and disbursement of reimbursement funds are governed by this Chapter and District Ordinances 44, and 2018-02,

- D. The following definitions apply to this chapter:
 - i. “Public Sewage Facility” (herein sometimes PSF or plural PSFs) means public main, local street and collector sewers, public trunk sewers, interceptor sewers, pumping stations, that require ordinary, special and/or unconventional installation techniques and/or appurtenances, such as manholes and rodding inlets, tunnels, creek or channel crossings requiring bridges, trestles, culverts and/or channel modifications.

 - ii “Installer” means a property owner or developer that is financially responsible for installation of PSF, the capacity of which exceeds the need attributable to and reasonably related to development of his or her property.

1. Eligibility to establish reimbursement accounts.

- A. The Installer of a PSF may apply to establish a reimbursement account for the facility by making the post-construction submittals set out in this Ordinance. Alternatively, the Installer may apply for early reimbursement of a reimbursement account by completing all of the pre-construction submittals set out in this Ordinance, including without limitation estimates of the costs of engineering, right-of-way, construction, completion bonds, and labor and materials bonds acceptable to the General Manager. In the case of such early establishing the Installer shall also complete post-construction submittal of contracts and receipts set out in this Ordinance documenting to the satisfaction of the General Manager the actual costs of engineering, right-of-way, construction and bonds for the PSF required by this Ordinance, no later than six months after the District's acceptance of a PSF, to remain eligible to receive reimbursements under this chapter.
- B. The General Manager will determine whether establishing a reimbursement account is justified by evaluating submittals from the Installer. If the General Manager determines that properties other than those owned or to be developed by the Installer could reasonably be physically connected directly to or reasonably served by the PSF, the Installer shall be eligible to establish a reimbursement account.

In addition, the Installer of a PSF shall be eligible to establish a reimbursement account prior to construction when properties that could reasonably be served by the PSF in the future receive interim service through use of temporary facilities.

2. Installer submittals.

- A. Pre-construction Submittals.. To provide for evaluation and approval of reimbursements for a PSF prior to construction, Installer shall submit all of the following to the General Manager.
 - i. Reimbursement account application;
 - ii. Appropriate account setup fees;
 - iii. An engineer's report providing the analysis used to determine proposed reimbursement fees.

- iv. A scale map delineating the PSF, as well as a list of all parcels that could reasonably be served by the PSF, including each owner's name, address, county assessor parcel number and current zoning.
- v. A statement disclosing any agreements regarding the sharing of the PSF costs that exist between the Installer and any other party or parties;
- vi. Estimates satisfactory to the General Manager of the costs of engineering, right-of-way, construction and bonds for the PSF

A copy of the agreement with the engineering firm providing construction management and inspection services that is acceptable to the General Manager, for inspection services to be conducted during construction of the PSF.

B. Post-Construction Submittals. No later than six months after the District's acceptance of a PSF, the Installer shall submit all of the following to the General Manager:

- i. A copy of approved job plans;
- ii. Reimbursement account application;
- iii. Appropriate account setup fees;
- iv. A statement disclosing any agreements regarding the sharing of the standard facility costs which exist between the Installer and any other party or parties.
- v. Contracts and receipts documenting to the satisfaction of the General Manager the actual costs of engineering, right-of-way, construction and bonds for the PSF.
- vi. Copies of the maps, parcel lists and statement regarding existing agreements for the sharing of the PSF submitted pursuant to pre-construction submittal requirements, updated to show any changes.

- vii. Copies of the construction inspection report and construction as-built plans demonstrating that the PSF was constructed in accordance with the approved plans and specifications.
- viii. Additional information requested by the General Manager required to satisfy requirements of this Ordinance.

3. Reimbursement fees and agreements.

A. All reimbursements for Installers pursuant to this Ordinance shall be set forth in a written agreement between the Installer and the District. Such agreements shall be signed by the Installer at or about the time of the creation of a reimbursement account. Reimbursement fees will be calculated by dividing the sum of all allowable costs of the PSF by the total number of connections or residential unit equivalents that could reasonably be physically connected directly to the PSF or could reasonably be served by the PSF. Reimbursement fees will be determined based on consideration of the following:

- i. Costs that are allowable to include in the calculation of reimbursement fees are those which are directly related to the planning, design and construction of the PSF, including payments to contractors and engineers, security bonds, and acquiring right-of-way for the project. Ineligible costs include, but are not limited to, attorneys' fees, financing costs, and the Installer's overhead and office expenses related to the coordination and supervision of contractors engaged to perform project work.
- ii. The total number of connections or residential unit equivalents that could reasonably be physically connected directly to the PSF or could reasonably be served by the PSF will be determined considering zoning regulations of the agency having jurisdiction for determining land use policy in the area to be served, the configuration of the District's existing sewage facilities, the character of development adjacent to the reimbursement area, and site topography

B. The Board of Directors recognizes that the above listed factors may not be the only basis for determining reimbursement fees in every case, and therefore authorizes the General Manager to exercise his or her judgment in determining the actual reimbursement fee that applies when, in his or her opinion, modifications are justified.

4. Adoption of reimbursement fees by ordinance.

The District Board of Directors shall adopt reimbursement fees for individual PSFs from time to time, by ordinance upon a two-thirds vote, after having conducted a properly noticed public hearing, at which oral or written presentations can be made, as part of a regularly scheduled meeting.

5. Notice to affected property owners.

At least fourteen days prior to the public hearing to receive comments regarding the adoption of reimbursement fees, the District shall notify (1) anyone filing a request for notice, and (2) the property owner or owners of record of the properties to which such reimbursement fees will be applicable, as identified on the last equalized assessment roll, by U.S. mail of the time and place of the public hearing. The notice shall include a general description of the District's reimbursement fee program, a description of the PSF installed or to be installed which give rise to the particular reimbursement fee proposed, and the initial amount of the proposed fee. At least ten days prior to the public hearing, District shall make available to the public the cost, or estimated cost required to provide the service for which the fees are charged and all revenue sources anticipated to provide the service, including the General Fund.

6. Effective date of reimbursement fees.

The reimbursement fees for a particular PSF shall become effective as provided in the ordinance adopting the fees.

7. Collection of reimbursement fee deposits.

To ensure that all property owners pay their fair and equitable share of the cost of PSFs, the General Manager may establish reimbursement fee deposit accounts, determine reimbursement fee deposit amounts, and collect such reimbursement fee deposits from property owners that apply to connect their property directly to a PSF, prior to adoption of a reimbursement fee for the PSF.

The amount of the reimbursement fee deposit shall be determined by the General Manager by the method at Section 4 hereof, substituting estimates of the costs of engineering, right-of-way, construction and bonds for the PSF in place of the actual costs therefore, when the reimbursement fee applicable to the PSF is adopted by the Board of Directors, the reimbursement fee deposit shall be used to pay the reimbursement fee applicable to the property. Any portion of the deposit, including interest calculated in accordance with California Government Code Section 53079, remaining after payment of the applicable reimbursement fee shall be returned to the

property owner. If the applicable reimbursement fee exceeds the deposit, the property owner shall be invoiced by U.S. mail for the difference, and shall pay such amount to the District within sixty days of receipt of such invoice. If no applicable reimbursement fee is adopted within one year of the date of the district's acceptance of the PSF, the deposit, including interest calculated in accordance with California Government Code Section 53079, shall be returned to the property owner.

8. Administration charges.

The Board may from time to time adopt reimbursement program administration charges payable to District, including but not limited to personnel and other charges for the creation of reimbursement accounts and transaction fees and other fees for tasks related to this Ordinance.

9. Apportionment of reimbursement funds when more than one Installer.

Where there is more than one Installer of a PSF, reimbursement funds collected shall be disbursed as set forth in the agreement between the Installer and the District.

10. Funds and accounts.

Funds collected by the District under this Ordinance shall be placed in segregated accounts for each project for which reimbursement fees or deposits are established. When funds are collected, the District shall send a written notice to the Installer's last known address. The District shall disburse funds only upon written request of the Installer.

Regardless of whether funds are collected, the District will annually review such account and send an account statement to the last known address of the Installer.

If a request or claim for disbursement of funds is not received from the Installer within three years, after reasonable efforts by the District to provide notice of the existence of such funds, the funds shall become the property of the District in accordance with general law. The District will close the reimbursement account and deposit said funds in the District's sewer construction fund. Said notice and deposit dissolves any and all claims the Installer may have had to the reimbursement funds, and the District's collection of reimbursement fees for the PSF shall cease.

12. Adjustment of reimbursement fees.

A. If at any time, the General Manager determines that the allowable costs or the total number of connections or residential unit equivalents which could reasonably be physically connected or reasonably served by a PSF the determinations used in calculating the reimbursement fees deviate from determinations/calculations

regarding amount of fees in place, the General Manager may recalculate the reimbursement fees to be collected from future connectors. If reimbursement fees are recalculated, future connectors may pay a reimbursement fee different from that paid by earlier connectors. In the case of such recalculation, the District will not be responsible for collecting additional reimbursement fees from or refunding excess reimbursement fees to previous connectors.

- B. The General Manager shall review reimbursement fees from time to time by considering the increase or decrease in the value of a PSF over time. The Engineering News Record Construction Cost Index shall be the basis for any adjustment and no other interest component will be considered.
- C. District shall also apply a straight-line depreciation adjustment for depreciation based on the useful life of a PSF. The useful life of standard or special facilities for purposes of this adjustment shall be seventy-five years for sewers and forty years for pumping stations.

13 Timing for payment of reimbursement fees and deposits.

Payment of applicable reimbursement fees and deposits shall be made prior to the time of the District's issuance of a contractor's or homeowner's permit to connect to a public sewer.

14 Expiration of reimbursement fees.

Each reimbursement fee adopted pursuant to this Ordinance shall automatically expire on the twentieth anniversary of the date of the District's acceptance of the PSF for which the reimbursement fee was established. The District's collection of reimbursement fees shall cease on the expiration date. Any funds remaining in an account as of the fee's expiration shall be processed pursuant to Section 11 hereof, and the reimbursement account shall be closed.

15 District not liable.

The District provides this reimbursement program as a convenience for Installers and shall not be liable to any person for failure to establish or collect reimbursements.

16. Effect of this Ordinance.

This Ordinance or any action taken pursuant hereto does not create any right, title or interest in real or personal property. The Board may change or repeal any portion of this Ordinance at any time. No property right becomes vested by operation of this Ordinance and the District is not liable for damage of any kind related to any change or repeal of any portion of this Ordinance.

17. Schedule of reimbursement fees.

All properties subject to reimbursement fees enacted pursuant to this Ordinance shall be kept on file with the District Secretary. Reimbursement fee application materials providing the basis for the fee calculation shall be maintained at the District's offices for review for so long as reimbursement fees are being imposed and collected for a particular project, and for a period following as may be required by law.

18. Customer reimbursement of District installation costs.

In certain cases, the public interest and public safety may require the District itself to design and construct a PSF for an existing or proposed development. In order to comply with applicable law concerning use of District revenues, the District shall adopt a reimbursement fee structure to provide for full reimbursement of any and all costs associated with installation of local street sewers. Reimbursement fees to reimburse the District for other PSFs may also be imposed. Reimbursement fees for District costs shall be calculated in the same or similar manner set forth in this chapter for Installers in order to provide for full recapture of strict costs. Such costs shall be placed in reimbursement accounts, pursuant to the same provisions required for Installers.

ORDINANCE NO. 2021-01

AN ORDINANCE TO IMPLEMENT REGULATIONS GOVERNING
REIMBURSEMENT FOR REQUIRED SEWER CAPACITY EXCEEDING THE NEEDS
ATTRIBUTABLE TO A PROJECT

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THE BOARD OF DIRECTORS OF THE CARMEL AREA WASTEWATER DISTRICT
DOES ORDAIN AS FOLLOWS:

1. Approval. The attached text, entitled "REIMBURSEMENT FEES, EXCESS SEWER CAPACITY" consisting of nine (9) pages, is hereby approved and adopted to govern reimbursement requirements and procedures for required sewer capacity exceeding the needs attributable to a sewer facilities installation.

2. Publication. Following adoption, this ordinance shall be published once in a newspaper of general circulation published in the District, and posted to the District website.

3. Effective Date. This ordinance shall take effect and be in force one (1) week following the date it is published in the newspaper, or fourteen (14) days following the date of its passage and adoption next below, whichever is later.

4. Not a Project as Defined in California Environmental Quality Act (CEQA). Approval of this Ordinance does not involve any activity included in the definition of "Project" in the (CEQA), and therefore is not subject to review under CEQA.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 25, 2021, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

Page intentional left blank - End
of Public Hearing on on
Ordinance 21-01



**CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
*Thursday, 9:00 a.m., February 25, 2021***

Teleconference Webinar
(See California Executive Order N-29-20 during Covid-19 Pandemic)

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:02 a.m.

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

Absent: None

A quorum was present.

Others: Via Zoom

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)

Rachél Lather, District Engineer, CAWD

Patrick Treanor, Plant Engineer, CAWD

Ed Waggoner, Plant Superintendent, CAWD

Chris Foley, Maintenance Superintendent, CAWD

Daryl Lauer, Collections Superintendent, CAWD

Domine Barringer, Administrative Assistant/Board Clerk, CAWD

Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD

Rob Wellington, Wellington Law Offices, CAWD Legal Counsel

Dick Verbanec, Director, Pebble Beach Community Services District (PBCSD)

Nick Becher, District Engineer, PBCSD

Sarah Hardgrave, The office of Supervisor Mary Adams of Monterey County

Darren McBain, LAFCO

Various members of the public via Zoom and telephone

Later in the meeting Mr. Roger Van Horn joined, Environmental Health Department of Monterey County

1. Public Comments:

No Public Comment

2. Agenda Changes:

Removal of Item #16 from the agenda **Resolution No. 2021-09**; A Resolution Accepting the Lowest Responsible Bid for the "Upper Rancho Cañada Pipe Relocation Project #19-13."

3. Announcement of Award:

CWEA Collection System of the Year (Monterey Bay Section) was awarded to CAWD's Collection department.

4. 2021 Annexation Project Presentation:

There was a modification of the original Power Point presentation that was provided with the Board packet and the new presentation was made available to the Board and public just before the meeting (via email, the CAWD website and physical copies).

OPEN PUBLIC HEARING AT 9:19 a.m.

Comment by Darren Mc Bain of LAFCO stated the Commission will have a public hearing for this project on March 22, 2021 at 4:00 p.m. Mr. Mc Bain will continue to work with staff and consultants to approve and move this project forward.

Michael Wisner, Vice President of the Carmel Highlands Association, spoke in support of the project and had some questions for CAWD's engineer.

Sarah Hardgrave of Supervisor Mary Adams office also spoke of support of the project and requested notification of any road construction associated with this project in District 5 (Mary Adams' District).

Gwyn De Amaral, resident of the proposed annexation area, had questions regarding non-conforming lots in the annexation area and what is necessary to maintain drainage of some properties while constructing sewer systems in the annexation area.

CLOSE PUBLIC HEARING AT 9:30 a.m.

Roger Van Horn from Environmental Health of Monterey County was unable to connect during the public hearing and was later asked to speak following item #22 of the Agenda at about 9:44 a.m. Mr. Van Horn relayed that the County is in support of this annexation into the CAWD sewer system. Mr. Van Horn also offered his phone number for contact if anyone has questions, 831-755-4763.

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

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

Board Action

After brief discussion, a motion to receive and approve was made by Director Townsend and seconded by Director Rachel. After a Roll Call vote, the Board unanimously received and approved the Meeting Minutes and the following Consent Calendar/Agenda items:

- 5.** January 28, 2021 Regular Board Meeting Minutes
- February 3, 2021 Budget Committee Meeting Minutes
- February 8, 2021 Budget Committee Meeting Minutes
- February 11, 2021 Budget Committee Meeting Minutes
- February 17, 2021 Budget Committee Meeting Minutes

February 22, 2021 Budget Committee Meeting Minutes

6. Bank Statement Review by Hayashi Wayland – January 2021
7. Schedule of Cash Receipts & Disbursements – January 2021
8. Register of Disbursements - Carmel Area Wastewater District – January 2021
9. Register of Disbursements – CAWD/PBCSD Reclamation Project – January 2021
10. Financial Statements and Supplementary Schedules – January 2021
11. Collection System Superintendent’s Report – (January 2021 – 2020 December, November)
12. Safety and Regulatory Compliance Report – January 2021
13. Treatment Facility Operations Report – (January 2021- 2020 December, November)
14. Laboratory/Environmental Compliance Report – January 2021
15. Capital Projects Report/Implementation Plan
16. Project Summaries
17. Plant Operations Report – January 2021
18. Maintenance Projects Report – January 2021
19. Principal Engineer Monthly Report General Engineering – January 2021

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

20. **Resolution No. 2021-10**; Report by Principal Engineer, Rachél Lather

Board Action

A motion to approve the resolution was made by Director D’Ambrosio and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-10, authorizing an amendment to the annexation services contract with SRT Consultants for the Carmel Meadows Sewer Replacement Project #19-03.

21. **Resolution No. 2021-11**; Report by Principal Engineer, Rachél Lather

Board Action

A motion to approve the resolution was made by Director Townsend and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-11, authorizing the General Manager to enter a contract with MNS Engineers for design services for the Scenic Road Pipe Bursting-Ocean to Bay Project #20-08.

22. **Resolution No. 2021-12**; Report by General Manager, Barbara Buikema

Board Action

A motion to approve the resolution was made by President White and seconded by Director Townsend. Following a Roll Call vote, the Board passed Resolution 2021-12, with Director Siegfried abstaining from the vote, authorizing an amendment to Carmel Area Wastewater District Employees’ Pension Trust (Plan).

COMMUNICATIONS

- 23.** General Manager Report - oral report
- A. Insurance claim against Monterey County - The County has offered to pay 50% of the entire cost of \$16,000 (\$8,000). The Board requested that the General Manager send a letter to the Monterey County Board of Supervisors advising them of the County's offer to not pay the full amount of the damage they caused.

INFORMATION/DISCUSSION ITEMS

* These are informational only items, and no action was taken.

- 24.** Update on the proposed Mr. Larsen sewer connection in Carmel Highland as reported by Collections Superintendent, Daryl Lauer
- 25.** PBCSD January 26, 2020 Board Meeting – Report by General Manager, Barbara Buikema
- 26.** Monterey County Investment Report 12-31-20 – Report by General Manager, Barbara Buikema
- 27.** Reclamation Meeting February 9, 2020, – Report by General Manager, Barbara Buikema
- 28.** Announcements on subjects of interest to the Board made by members of the Board or Staff
- Director White is scheduled to attend the February 26, 2021 PBCSD Board Meeting. Director D'Ambrosio is scheduled to attend the March 26, 2021 PBCSD Board Meeting.
 - Director Townsend is scheduled to attend the April 20, 2021 Special Districts Association of Monterey County meeting.
 - President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on May 11, 2021.

29. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:03 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, March 25, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@kawd.org.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



**CARMEL AREA WASTEWATER DISTRICT (CAWD)
BUDGET COMMITTEE MEETING MINUTES**

March 8, 2021 at 1:00 p.m.
Via "ZOOM"

CALL TO ORDER - ROLL CALL The meeting commenced at 1:02 p.m.

Present: Director Greg D'Ambrosio, Committee member
 Director Robert Siegfried, Committee member
 General Manager, Barbara Buikema
 Maintenance Superintendent, Chris Foley

Absent: None

Others: Nick Becker, PBCSD District Engineer

AGENDA ITEMS:

1. The Committee discussed the budget document and finalized items for presentation to the Board of Directors.

ADJOURNMENT: *There being no further business to come before the Committee, the meeting concluded at 1:33 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 25, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

Barbara Buikema, General Manager

APPROVED:

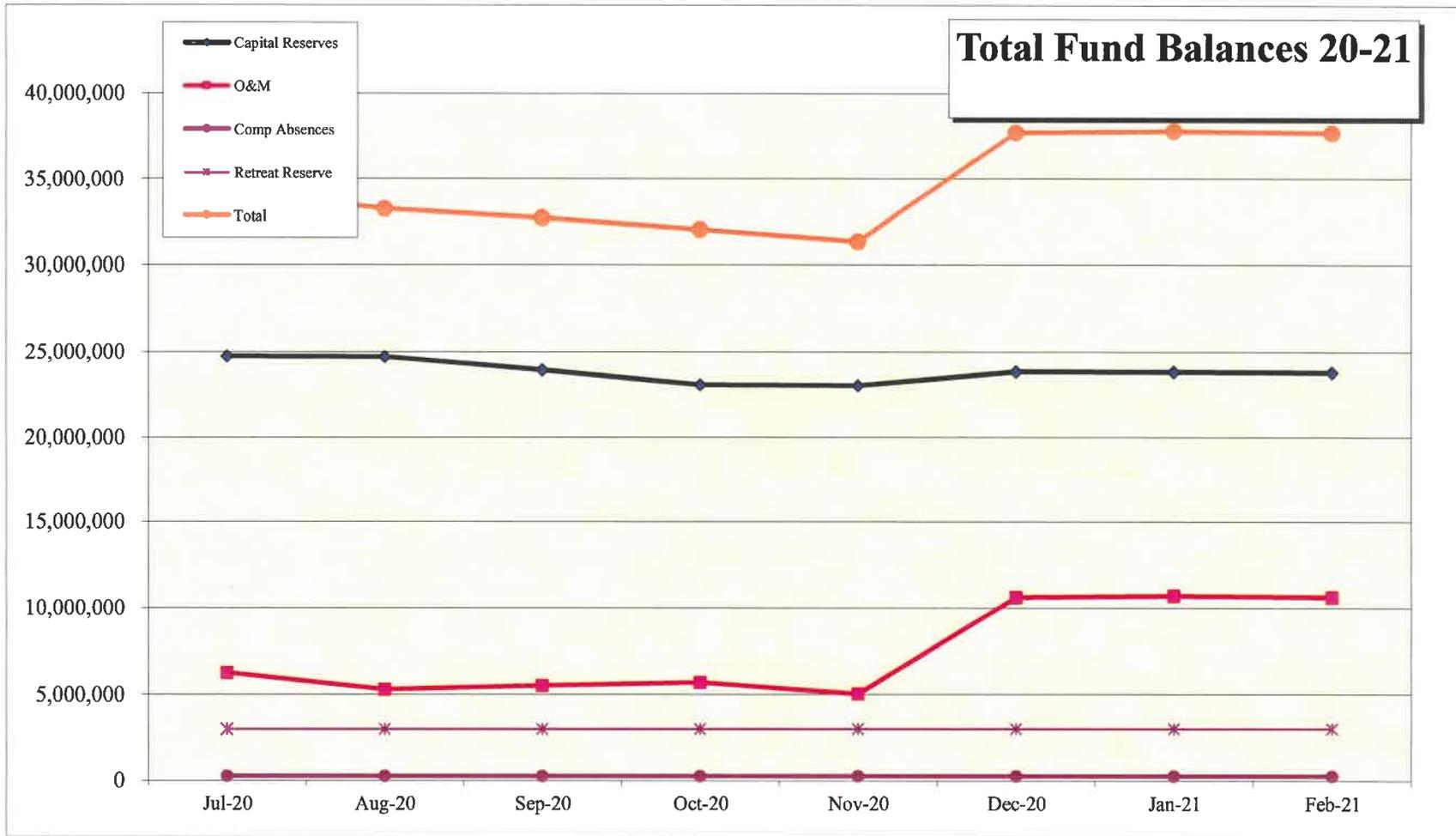
Ken White, President

H & W Report Not Available At The
Time Of The Board Packet Build

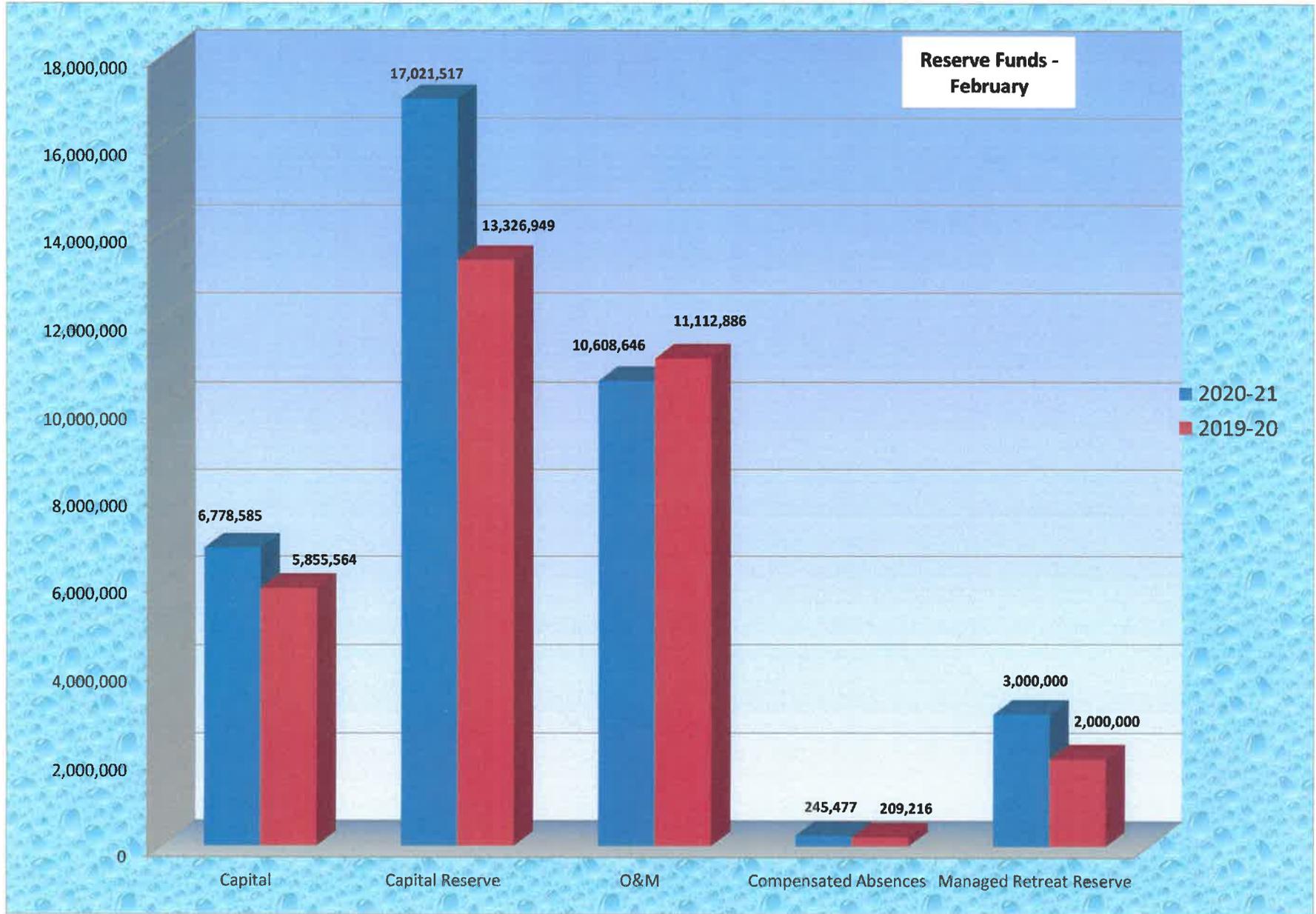
H & W Report Not Available At The Time Of The Board Packet Build

Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - FEBRUARY 2021

	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	\$6,855,542	\$16,970,417	\$10,687,649	\$245,477	\$3,000,000	\$37,759,086	\$367,984	\$8,219	\$1,193,588
Receipts:									
User Fees			350,123				3,796		
Property Taxes		51,099							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							72,228		
Reclamation capital billing									
Permits							3,635		
PBCSD capital billing									
Other misc. revenue							3,617		
Interest income			93,916						
Connection Fees							2,365		
CCLEAN receipts							82,774		
Covid wage credit								2,112	
CSRMA worker's comp dividend							7,181		
Yankee Point Study deposit							47,000		
Void checks-replace lost check								462	
Total Receipts	0	51,099	444,039	0	0	495,139	337,596	2,573	0
Fund Transfers:									
Transfers to Chase Bank O&M	(76,957)		(523,043)				600,000		
Transfers to Chase Bank PR							(225,000)	225,000	
Transfer from Chase Bank Defined Benefit									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(76,957)	0	(523,043)	0	0	(600,000)	375,000	225,000	0
Disbursements:									
Operations and capital							366,928		
Payroll & payroll taxes								222,129	
Employee Dental reimbursements							2,255		
CALPERS EFT							35,297		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							587		
Home Depot EFT							407		
US Bank EFT							13,255		
Deferred comp contributions EFT							11,850	0	
PEHP contributions EFT							3,149	0	
Bank/ADP fees							426	1,264	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Unfunded CALPERS liability									
GASB 68 report fee & SSA 218 fee									
Total Disbursements	0	0	0	0	0	0	434,154	223,393	0
BALANCE END OF MONTH	6,778,585	17,021,517	10,608,646	245,477	3,000,000	37,654,224	646,426	12,400	1,193,588



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



Carmel Area Wastewater District
Disbursements
Feb-21

Date	Check	Vendor	Description	Amount
02/01/21	1156	American Fidelity Assurance Company	Flex accounts	111.53
02/01/21	1157	American Fidelity Assurance	Employee insurance premiums	586.16
02/01/21	1158	AT&T CALNET 3-VOID		0.00
02/01/21	1159	Bryan Mailey Electric	Various Plant and pump station projects	8,300.00
02/01/21	1160	Cintas Corporation	Laundry service	348.31
02/01/21	1161	Culligan Water	C&I Exchange service for lab	18.35
02/01/21	1162	Edges Electrical	Electrical supplies	107.40
02/01/21	1163	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,610.93
02/01/21	1164	First Alarm	Quarterly service at the Plant	407.64
02/01/21	1165	GLS US	Shipping costs for samples	59.56
02/01/21	1166	Johnson Marigot Consulting	CRFREE Mitigation Pipeline Undergrounding project #19-21	28,268.00
02/01/21	1167	Karla Cristi	Reimbursement for dental (\$340.00) and COVID test	495.00
02/01/21	1168	Monterey Auto Supply	Lights for vehicles	41.49
02/01/21	1169	Patelco Credit Union	Health savings accounts contributions	5,203.69
02/01/21	1170	Potter's Electronics	Battery and connections	151.86
02/01/21	1171	Quill LLC	Office supplies	295.77
02/01/21	1172	Scarborough Lumber & Building	Collections supplies	72.55
02/01/21	1173	Sierra Instruments	Natural gas flow meter for boiler	5,741.83
02/01/21	1174	Vision Service Plan	Vision insurance premium	594.00
02/03/21	1175	Robert Bowman	Vacation buy back	1,523.49
02/04/21	1176	Monterey County Clerk	Notice of determination for the Elec/Mech Rehab & Sludge Holdg Tank Project #18-01 (CAPITAL)	2,530.25
02/04/21	1177	Rain LLC	Refund of excess 2020-21 user fee calculation error	24,762.64
02/11/21	1178	A and R Plumbing	New admin toilet	636.78
02/11/21	1179	Allied Fluid Products	Flanges and camlocks	279.84
02/11/21	1180	Andrew Millington	Reimburse for vaccon diesel fuel	211.98
02/11/21	1181	AT&T CALNET 3	Fiber line	714.64
02/11/21	1182	AT&T	Admin alarm	44.63
02/11/21	1183	AT&T	Plant fiber line	2,987.06
02/11/21	1184	Barbara Buikema	Dental	234.00
02/11/21	1185	Biobot Analytics	Influent sample testing	1,750.00
02/11/21	1186	Break Away Concrete Cutting	Drill microturbine exhaust holes for the Microturbine/Gas Conditioning System Project #18-11 (CAPITAL)	500.00
02/11/21	1187	Carmel Marina Corporation	Admin garbage and Plant rolloffs	1,027.56
02/11/21	1188	Carmel Pine Cone	Legal ad regarding the Plant tree trimming	180.00
02/11/21	1189	Carmel Print & Copy	Envelopes	837.16
02/11/21	1190	CAWD/PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	497.34
02/11/21	1191	Cintas Corporation	Laundry service, new jackets and gloves	1,568.95
02/11/21	1192	Clark Pest Control	Plant service	273.00
02/11/21	1193	Comcast	Pump stations internet	214.94
02/11/21	1194	DKF Solutions Group	Update of the exposure control plan	1,000.00
02/11/21	1195	Edges Electrical	Electrical supplies	235.37
02/11/21	1196	Ferguson Enterprises	Urinal flow valve	174.30
02/11/21	1197	FGL Environmental	Sample analysis	78.00
02/11/21	1198	Gregory Ange	CWEA membership	192.00

**Carmel Area Wastewater District
Disbursements
Feb-21**

Date	Check	Vendor	Description	Amount
02/11/21	1199	Green Infrastructure Design	Manhole mapping and FOG program	2,080.00
02/11/21	1200	Harrington Industrial Plastics	Ferric chloride metering pump and operating supplies	999.42
02/11/21	1201	Hayashi & Wayland Accounting	Bank reconciliation oversight	375.00
02/11/21	1202	ICON Cloud Solutions	Monthly telephone service	594.67
02/11/21	1203	Image Source	Plant copier billing	76.17
02/11/21	1204	Liberty Composting	Sludge hauling	4,339.92
02/11/21	1205	Liberty Process Equipment	NBR Stators and parts	1,819.02
02/11/21	1206	McMaster-Carr	Operating supplies	100.67
02/11/21	1207	Michael Rachel	Dental	972.00
02/11/21	1208	Miele, Inc.	Lab supplies	381.00
02/11/21	1209	MNS Engineers	Hatton Canyon Pipeline Bursting Project #18-17, Upper Rancho Canada Pipe Relocation Project #19-13 and Sewer System Extension Feasibility Study (CAPITAL \$7,117.50)	8,990.00
02/11/21	1210	Monterey Auto Supply	Battery	198.12
02/11/21	1211	Murphy Austin Adams Schoenfeld LLP	Legal services-Monterey County option agreement-CRFREE Mitigation Pipeline Undergrounding project #19-21	801.74
02/11/21	1212	Nicolay Consulting Group	GASB 68 reports for the audit and benefit statements for the SAM pension plan	3,362.50
02/11/21	1213	Peninsula Welding & Medical Supply	Non-liquid cylinders rent	103.20
02/11/21	1214	P S O M A S	Hatton Canyon Pipeline Bursting Project #18-17(CAPITAL)	2,385.00
02/11/21	1215	Pure Water	Monthly service	115.75
02/11/21	1216	Quill LLC	Office supplies	144.34
02/11/21	1217	Quinn Company	New generator bid dispute payment for sales tax (CAPITAL)	11,197.20
02/11/21	1218	Raymond DeOcampo	Certificate renewal	91.00
02/11/21	1219	Rockwell Engineering and Equipment	Operating supplies	370.38
02/11/21	1220	Smitty's Janitorial	Plant service	900.00
02/11/21	1221	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design (CAPITAL)	3,367.25
02/11/21	1222	Streamline	Website maintenance	400.00
02/11/21	1223	Toro Petroleum	Gasoline and diesel	6,553.74
02/11/21	1224	Town & Country Gardening	Monthly service	610.00
02/11/21	1225	Univar USA Inc.	Sodium bisulfate and hypochlorite	10,561.11
02/11/21	1226	USA Blue Book	Submersible trash pump, bib overalls and fireman boots	1,316.38
02/11/21	1227	Wellington Law Offices	District legal services	6,295.00
02/17/21	1228	3T Equipment Company	Nozzles, ball valves and swivels	815.38
02/17/21	1229	American Fidelity Assurance Company	Flex accounts	111.53
02/17/21	1230	Bryan Mailey Electric	Set up new generator, repair lighting and wiring at CDC and LED lights (CAPITAL \$2,450.00)	5,714.63
02/17/21	1231	Buckles-Smith Electric	Conduit	322.50
02/17/21	1232	Cal-Am Water	Monthly service	1,001.47
02/17/21	1233	GHA Technologies	Outdoor bullet camera and dome camera	3,908.13
02/17/21	1234	Grainger	Hydrogen sulfide detector tubes	513.31
02/17/21	1235	James Grover	Dental	150.00
02/17/21	1236	McMaster-Carr	Operating supplies	151.41
02/17/21	1237	Monterey Bay Air Resources District	Permit for new generator (CAPITAL)	1,618.00
02/17/21	1238	Pacific Gas & Electric	Monthly service	31,198.26
02/17/21	1239	Quinn Company	New generator retention and start up (CAPITAL)	31,056.00
02/17/21	1240	Raymond DeOcampo	Dental	154.00

**Carmel Area Wastewater District
Disbursements
Feb-21**

Date	Check	Vendor	Description	Amount
02/17/21	1241	Shape Incorporated	Impeller kit	3,034.09
02/17/21	1242	Solenis LLC	Praestol K 144 L-NA polymer	8,596.09
02/17/21	1243	Toro Petroleum	Diesel fuel and oil	1,919.51
02/23/21	1244	Applied Marine Sciences	January CCLEAN expenses	21,349.12
02/23/21	1245	AT&T Mobility	Cell service	1,262.95
02/23/21	1246	Bay Area Barricade Service	Marking paint and signs	565.49
02/23/21	1247	Central Coast VNA and Hospice, Inc.	Flu shots	450.00
02/23/21	1248	Cintas Corporation	Laundry service	731.88
02/23/21	1249	Comcast	Service at the Admin. Building	233.94
02/23/21	1250	Comcast	Pump stations internet	322.41
02/23/21	1251	Comcast	Pump stations internet	88.54
02/23/21	1252	Culligan Water	C&I Exchange service for lab	25.00
02/23/21	1253	Del Monte Gardeners	Clearing easements at Pescadero and Carmel Knolls	1,000.00
02/23/21	1254	DKF Solutions Group-VOID	Notes from the Field for the collection crew-VOID, PAID WITH CREDIT CARD	0.00
02/23/21	1255	Ferguson Enterprises LLC	Plumbing part	7.36
02/23/21	1256	Frisch Engineering	SCADA and PLC engineering	12,495.00
02/23/21	1257	Grainger	N95 masks	349.05
02/23/21	1258	Harrington Industrial Plastics	Tuthill pump service kits	13,409.37
02/23/21	1259	Kevin Young	Certificate renewal	91.00
02/23/21	1260	Liberty Process Equipment	Seepex pump parts	932.02
02/23/21	1261	Mandell Municipal Counseling	Legal advice regarding rate rebates and programs	290.00
02/23/21	1262	McDonald Refrigeration	Refrigeration BOD compressor	571.18
02/23/21	1263	MNS Engineers	Sewer System Extension Feasibility Study	1,432.50
02/23/21	1264	Monterey Auto Supply	Oil, fuel and air filters, V-belts	88.63
02/23/21	1265	Pacific Gas & Electric	January co-gen billing	338.58
02/23/21	1266	Precision Combustion	High temp ducting for the Microturbine/Gas Conditioning System Project #18-11 (CAPITAL)	14,735.80
02/23/21	1267	Public Agency Coalition Enterprise	Health insurance premium	33,068.22
02/23/21	1268	Toyota Material Handling	Replace hoses to stabilizer shocks on the lift	1,195.20
02/23/21	1269	Trevor Weidner-Holland	Dental	405.00
02/23/21	1270	Univar USA Inc.	Sodium bisulfate	6,775.27
02/23/21	1271	Urban Futures	Annual agent fee for the bonds	1,050.00
02/23/21	1272	USA Blue Book	Opti-pro polymer	286.38
				<u>369,182.78</u>

CAWD/PBCSD Reclamation Project
Disbursements
Feb-21

Date	Check	Vendor	Description	Amount
02/11/21	199	Brenntag Pacific	Ammonium hydroxide	3,600.79
02/11/21	200	Grainger	Spill tray for sulfuric acid	74.86
02/11/21	201	Hach Company	PEEK salt bridge	1,437.66
02/11/21	202	MANCO	Pressure transmitter	1,818.98
02/11/21	203	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	258,136.94
02/11/21	204	Pebble Beach Community Services District	O&M reimbursement	13,596.77
02/17/21	205	Atlas Copco	Smartbox GX5	800.71
02/17/21	206	Bryan Mailey Electric	Fix receptacle tripping for ph probe and sampler at pump	505.06
02/17/21	207	Cal-Am Water	Monthly service	2,728.38
02/17/21	208	Carmel Area Wastewater District	O&M, aeration and secondary PG&E reimbursements	72,228.45
02/17/21	209	Pacific Gas & Electric	Tertiary and MF/RO	27,587.20
02/17/21	210	Solenis LLC	Praestol K 144 L-NA polymer	4,298.04
02/23/21	211	McDonald Refrigeration	Refrigeration BOD compressor	571.18
02/23/21	212	Monterey Bay Analytical Services	RO panel sample analysis	1,332.00
02/23/21	213	USA Blue Book	Cleaner Pro polymer	217.47
				388,934.49



**Financial Statements
and
Supplementary Schedules**

February 2021

March 25, 2021

Carmel Area Wastewater District

Balance Sheet

February 2021

ASSETS			
Current Assets			
Cash			
Cash	39,506,637.94		
TOTAL Cash	39,506,637.94		39,506,637.94
Other Current Assets			
Other Current Assets	265,387.88		
TOTAL Other Current Assets	265,387.88		265,387.88
TOTAL Current Assets		39,772,025.82	39,772,025.82
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76		308,059.76
Treatment Structures			
Treatment Structures	70,358,452.24		
TOTAL Treatment Structures	70,358,452.24		70,358,452.24
Treatment Equipment			
Treatment Equipment	8,627,433.42		
TOTAL Treatment Equipment	8,627,433.42		8,627,433.42
Collection Structures			
Collection Structures	1,238,843.71		
TOTAL Collection Structures	1,238,843.71		1,238,843.71
Collection Equipment			
Collection Equipment	949,252.97		
TOTAL Collection Equipment	949,252.97		949,252.97
Sewers			11,119,419.83
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities	1,643,890.85		1,643,890.85
Other Fixed Assets			
Other Fixed Assets	4,396,881.02		
TOTAL Other Fixed Assets	4,396,881.02		4,396,881.02
Capital Improvement Projects			
Capital Improvement Projects	4,067,259.79		
TOTAL Capital Improvement Projects	4,067,259.79		4,067,259.79
Accumulated depreciation		(51,069,397.63)	
TOTAL Fixed Assets		51,640,095.96	51,640,095.96
Other Assets			
Other Assets		954,948.07	
TOTAL Other Assets		954,948.07	954,948.07
TOTAL ASSETS		92,367,069.85	92,367,069.85

Carmel Area Wastewater District

Balance Sheet

February 2021

LIABILITIES	
Current Liabilities	
Current Liabilities	295,196.38
TOTAL Current Liabilities	295,196.38
Long-Term Liabilities	
Long Term Liabilities	874,654.69
TOTAL Long-Term Liabilities	874,654.69
TOTAL LIABILITIES	1,169,851.07
NET POSITION	
Net Assets	87,268,148.73
Year-to-Date Earnings	3,929,070.05
TOTAL NET POSITION	91,197,218.78
TOTAL LIABILITIES & NET POSITION	92,367,069.85

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, February 2021 - current month, Consolidated by account

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	7,040,811.64	6,281,550.28	759,261.36	12.1 %
TOTAL Income	<u>7,040,811.64</u>	<u>6,281,550.28</u>	<u>759,261.36</u>	12.1 %
Adjustments				
Discounts	148.31	0.00	148.31	
TOTAL Adjustments	<u>148.31</u>	<u>0.00</u>	<u>148.31</u>	
*****	<u>7,040,959.95</u>	<u>6,281,550.28</u>	<u>759,409.67</u>	12.1 %
***** OPERATING INCOME	<u>7,040,959.95</u>	<u>6,281,550.28</u>	<u>759,409.67</u>	12.1 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,398,782.28	2,368,165.86	(30,616.42)	-1.3 %
TOTAL Salaries and Payroll Taxes	<u>2,398,782.28</u>	<u>2,368,165.86</u>	<u>(30,616.42)</u>	-1.3 %
Employee Benefits				
Employee Benefits	1,263,198.80	572,183.80	(691,015.00)	-120.8 %
TOTAL Employee Benefits	<u>1,263,198.80</u>	<u>572,183.80</u>	<u>(691,015.00)</u>	-120.8 %
Director's Expenses				
Director's Expenses	14,436.00	24,283.28	9,847.28	40.6 %
TOTAL Director's Expenses	<u>14,436.00</u>	<u>24,283.28</u>	<u>9,847.28</u>	40.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	49,410.65	59,886.92	10,476.27	17.5 %
TOTAL Truck and Auto Expenses	<u>49,410.65</u>	<u>59,886.92</u>	<u>10,476.27</u>	17.5 %
General and Administrative				
General and Administrative	308,190.41	577,516.00	269,325.59	46.6 %
TOTAL General and Administrative	<u>308,190.41</u>	<u>577,516.00</u>	<u>269,325.59</u>	46.6 %
Office Expense				
Office Expense	23,161.25	39,733.36	16,572.11	41.7 %
TOTAL Office Expense	<u>23,161.25</u>	<u>39,733.36</u>	<u>16,572.11</u>	41.7 %
Operating Supplies				
Operating Supplies	233,375.07	279,987.92	46,612.85	16.6 %
TOTAL Operating Supplies	<u>233,375.07</u>	<u>279,987.92</u>	<u>46,612.85</u>	16.6 %
Contract Services				
Contract Services	577,025.68	944,451.80	367,426.12	38.9 %
TOTAL Contract Services	<u>577,025.68</u>	<u>944,451.80</u>	<u>367,426.12</u>	38.9 %

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, February 2021 - current month, Consolidated by account

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	226,414.30	392,600.00	166,185.70	42.3 %
TOTAL Repairs and Maintenance	226,414.30	392,600.00	166,185.70	42.3 %
Utilities				
Utilities	255,604.54	327,181.20	71,576.66	21.9 %
TOTAL Utilities	255,604.54	327,181.20	71,576.66	21.9 %
Travel and Meetings				
Travel and Meetings	4,846.44	53,133.20	48,286.76	90.9 %
TOTAL Travel and Meetings	4,846.44	53,133.20	48,286.76	90.9 %
Permits and Fees				
Permits and Fees	48,445.50	83,812.00	35,366.50	42.2 %
TOTAL Permits and Fees	48,445.50	83,812.00	35,366.50	42.2 %
Memberships and Subscriptions				
Memberships and Subscriptions	31,730.40	46,190.72	14,460.32	31.3 %
TOTAL Memberships and Subscriptions	31,730.40	46,190.72	14,460.32	31.3 %
Safety				
Safety	90,715.23	138,143.44	47,428.21	34.3 %
TOTAL Safety	90,715.23	138,143.44	47,428.21	34.3 %
Other Expenses				
Other Expense	15,804.16	16,466.72	662.56	4.0 %
TOTAL Other Expenses	15,804.16	16,466.72	662.56	4.0 %
TOTAL Operating Expenses	5,541,140.71	5,923,736.22	382,595.51	6.5 %
***** OPERATING INCOME (LOSS)	1,499,819.24	357,814.06	1,142,005.18	319.2 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	2,429,250.81	1,289,724.75	1,139,526.06	88.4 %
TOTAL Other Income or Gain	2,429,250.81	1,289,724.75	1,139,526.06	88.4 %
TOTAL Non-op Income, Expense, Gain or Loss	2,429,250.81	1,289,724.75	1,139,526.06	88.4 %
***** NET INCOME (LOSS)	3,929,070.05	1,647,538.81	2,281,531.24	138.5 %
***** NET INCOME (LOSS)	3,929,070.05	1,647,538.81	2,281,531.24	138.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
*Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 4*

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	324,182.10	396,045.00	71,862.90	18.1 %
TOTAL Salaries and Payroll Taxes	324,182.10	396,045.00	71,862.90	18.1 %
Employee Benefits				
<i>Employee Benefits</i>	234,732.60	114,108.66	(120,623.94)	-105.7 %
TOTAL Employee Benefits	234,732.60	114,108.66	(120,623.94)	-105.7 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	2,094.23	18,446.72	16,352.49	88.6 %
TOTAL Truck and Auto Expenses	2,094.23	18,446.72	16,352.49	88.6 %
General and Administrative				
<i>General and Administrative</i>	16,703.07	50,000.00	33,296.93	66.6 %
TOTAL General and Administrative	16,703.07	50,000.00	33,296.93	66.6 %
Office Expense				
<i>Office Expense</i>	1,389.60	4,166.64	2,777.04	66.6 %
TOTAL Office Expense	1,389.60	4,166.64	2,777.04	66.6 %
Operating Supplies				
<i>Operating Supplies</i>	34,554.09	34,066.72	(487.37)	-1.4 %
TOTAL Operating Supplies	34,554.09	34,066.72	(487.37)	-1.4 %
Contract Services				
<i>Contract Services</i>	240,600.09	483,800.08	243,199.99	50.3 %
TOTAL Contract Services	240,600.09	483,800.08	243,199.99	50.3 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	135,411.94	202,600.00	67,188.06	33.2 %
TOTAL Repairs and Maintenance	135,411.94	202,600.00	67,188.06	33.2 %
Utilities				
<i>Utilities</i>	3,704.69	3,066.64	(638.05)	-20.8 %
TOTAL Utilities	3,704.69	3,066.64	(638.05)	-20.8 %
Travel and Meetings				
<i>Travel and Meetings</i>	624.62	6,266.64	5,642.02	90.0 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 4

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	624.62	6,266.64	5,642.02	90.0 %
Permits and Fees				
<i>Permits and Fees</i>	4,444.00	6,500.00	2,056.00	31.6 %
TOTAL Permits and Fees	4,444.00	6,500.00	2,056.00	31.6 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	3,179.30	3,600.00	420.70	11.7 %
TOTAL Memberships and Subscriptions	3,179.30	3,600.00	420.70	11.7 %
Safety				
<i>Safety</i>	27,130.50	60,566.72	33,436.22	55.2 %
TOTAL Safety	27,130.50	60,566.72	33,436.22	55.2 %
Other Expenses				
<i>Other Expense</i>	1,667.00	0.00	(1,667.00)	
TOTAL Other Expenses	1,667.00	0.00	(1,667.00)	
TOTAL Operating Expenses	1,030,417.83	1,383,233.82	352,815.99	25.5 %
***** OPERATING INCOME (LOSS)	(1,030,417.83)	(1,383,233.82)	352,815.99	25.5 %
***** NET INCOME (LOSS)	(1,030,417.83)	(1,383,233.82)	352,815.99	25.5 %
***** NET INCOME (LOSS)	(1,030,417.83)	(1,383,233.82)	352,815.99	25.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
*Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 5*

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	421,372.71	419,237.96	(2,134.75)	-0.5 %
TOTAL Salaries and Payroll Taxes	421,372.71	419,237.96	(2,134.75)	-0.5 %
Employee Benefits				
<i>Employee Benefits</i>	294,367.02	127,739.06	(166,627.96)	-130.4 %
TOTAL Employee Benefits	294,367.02	127,739.06	(166,627.96)	-130.4 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	45,516.18	39,768.28	(5,747.90)	-14.5 %
TOTAL Truck and Auto Expenses	45,516.18	39,768.28	(5,747.90)	-14.5 %
General and Administrative				
<i>General and Administrative</i>	76,421.58	32,666.64	(43,754.94)	-133.9 %
TOTAL General and Administrative	76,421.58	32,666.64	(43,754.94)	-133.9 %
Office Expense				
<i>Office Expense</i>	3,155.36	6,066.72	2,911.36	48.0 %
TOTAL Office Expense	3,155.36	6,066.72	2,911.36	48.0 %
Operating Supplies				
<i>Operating Supplies</i>	16,276.75	20,666.64	4,389.89	21.2 %
TOTAL Operating Supplies	16,276.75	20,666.64	4,389.89	21.2 %
Contract Services				
<i>Contract Services</i>	124,344.65	135,887.50	11,542.85	8.5 %
TOTAL Contract Services	124,344.65	135,887.50	11,542.85	8.5 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	46,810.61	132,166.72	85,356.11	64.6 %
TOTAL Repairs and Maintenance	46,810.61	132,166.72	85,356.11	64.6 %
Utilities				
<i>Utilities</i>	26,503.12	26,433.36	(69.76)	-0.3 %
TOTAL Utilities	26,503.12	26,433.36	(69.76)	-0.3 %
Travel and Meetings				
<i>Travel and Meetings</i>	924.23	12,769.92	11,845.69	92.8 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 5

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	924.23	12,769.92	11,845.69	92.8 %
Permits and Fees				
<i>Permits and Fees</i>	6,038.00	5,950.00	(88.00)	-1.5 %
TOTAL Permits and Fees	6,038.00	5,950.00	(88.00)	-1.5 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	2,391.89	1,433.36	(958.53)	-66.9 %
TOTAL Memberships and Subscriptions	2,391.89	1,433.36	(958.53)	-66.9 %
Safety				
<i>Safety</i>	11,112.12	42,290.08	31,177.96	73.7 %
TOTAL Safety	11,112.12	42,290.08	31,177.96	73.7 %
Other Expenses				
<i>Other Expense</i>	3,404.60	133.36	(3,271.24)	-2452.9 %
TOTAL Other Expenses	3,404.60	133.36	(3,271.24)	-2452.9 %
TOTAL Operating Expenses	1,078,638.82	1,003,209.60	(75,429.22)	-7.5 %
***** OPERATING INCOME (LOSS)	(1,078,638.82)	(1,003,209.60)	(75,429.22)	-7.5 %
***** NET INCOME (LOSS)	(1,078,638.82)	(1,003,209.60)	(75,429.22)	-7.5 %
***** NET INCOME (LOSS)	(1,078,638.82)	(1,003,209.60)	(75,429.22)	-7.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
*Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 6*

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	797,391.74	775,793.78	(21,597.96)	-2.8 %
TOTAL Salaries and Payroll Taxes	797,391.74	775,793.78	(21,597.96)	-2.8 %
Employee Benefits				
<i>Employee Benefits</i>	493,152.46	233,575.56	(259,576.90)	-111.1 %
TOTAL Employee Benefits	493,152.46	233,575.56	(259,576.90)	-111.1 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,459.26	442.00	(1,017.26)	-230.1 %
TOTAL Truck and Auto Expenses	1,459.26	442.00	(1,017.26)	-230.1 %
General and Administrative				
<i>General and Administrative</i>	122,935.78	303,582.72	180,646.94	59.5 %
TOTAL General and Administrative	122,935.78	303,582.72	180,646.94	59.5 %
Office Expense				
<i>Office Expense</i>	8,596.95	16,866.64	8,269.69	49.0 %
TOTAL Office Expense	8,596.95	16,866.64	8,269.69	49.0 %
Operating Supplies				
<i>Operating Supplies</i>	175,690.61	215,721.28	40,030.67	18.6 %
TOTAL Operating Supplies	175,690.61	215,721.28	40,030.67	18.6 %
Contract Services				
<i>Contract Services</i>	158,416.16	266,264.14	107,847.98	40.5 %
TOTAL Contract Services	158,416.16	266,264.14	107,847.98	40.5 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	23,961.77	46,299.92	22,338.15	48.2 %
TOTAL Repairs and Maintenance	23,961.77	46,299.92	22,338.15	48.2 %
Utilities				
<i>Utilities</i>	174,057.51	283,137.92	109,080.41	38.5 %
TOTAL Utilities	174,057.51	283,137.92	109,080.41	38.5 %
Travel and Meetings				
<i>Travel and Meetings</i>	2,144.07	19,630.00	17,485.93	89.1 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 6

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	2,144.07	19,630.00	17,485.93	89.1 %
Permits and Fees				
<i>Permits and Fees</i>	30,863.50	37,162.00	6,298.50	16.9 %
TOTAL Permits and Fees	30,863.50	37,162.00	6,298.50	16.9 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	2,454.03	4,900.00	2,445.97	49.9 %
TOTAL Memberships and Subscriptions	2,454.03	4,900.00	2,445.97	49.9 %
Safety				
<i>Safety</i>	51,322.59	33,333.36	(17,989.23)	-54.0 %
TOTAL Safety	51,322.59	33,333.36	(17,989.23)	-54.0 %
Other Expenses				
<i>Other Expense</i>	0.00	1,333.36	1,333.36	100.0 %
TOTAL Other Expenses	0.00	1,333.36	1,333.36	100.0 %
TOTAL Operating Expenses	2,042,446.43	2,238,042.68	195,596.25	8.7 %
***** OPERATING INCOME (LOSS)	(2,042,446.43)	(2,238,042.68)	195,596.25	8.7 %
***** NET INCOME (LOSS)	(2,042,446.43)	(2,238,042.68)	195,596.25	8.7 %
***** NET INCOME (LOSS)	(2,042,446.43)	(2,238,042.68)	195,596.25	8.7 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
*Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 7*

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	452,430.58	407,505.44	(44,925.14)	-11.0 %
TOTAL Salaries and Payroll Taxes	452,430.58	407,505.44	(44,925.14)	-11.0 %
Employee Benefits				
<i>Employee Benefits</i>	240,946.72	96,760.52	(144,186.20)	-149.0 %
TOTAL Employee Benefits	240,946.72	96,760.52	(144,186.20)	-149.0 %
Director's Expenses				
<i>Director's Expenses</i>	14,036.00	23,933.28	9,897.28	41.4 %
TOTAL Director's Expenses	14,036.00	23,933.28	9,897.28	41.4 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	340.98	1,229.92	888.94	72.3 %
TOTAL Truck and Auto Expenses	340.98	1,229.92	888.94	72.3 %
General and Administrative				
<i>General and Administrative</i>	76,767.93	191,266.64	114,498.71	59.9 %
TOTAL General and Administrative	76,767.93	191,266.64	114,498.71	59.9 %
Office Expense				
<i>Office Expense</i>	10,019.34	12,633.36	2,614.02	20.7 %
TOTAL Office Expense	10,019.34	12,633.36	2,614.02	20.7 %
Operating Supplies				
<i>Operating Supplies</i>	166.62	1,200.00	1,033.38	86.1 %
TOTAL Operating Supplies	166.62	1,200.00	1,033.38	86.1 %
Contract Services				
<i>Contract Services</i>	47,615.49	58,500.08	10,884.59	18.6 %
TOTAL Contract Services	47,615.49	58,500.08	10,884.59	18.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	9,259.37	3,333.36	(5,926.01)	-177.8 %
TOTAL Repairs and Maintenance	9,259.37	3,333.36	(5,926.01)	-177.8 %
Utilities				
<i>Utilities</i>	13,348.61	14,543.28	1,194.67	8.2 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 7

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	13,348.61	14,543.28	1,194.67	8.2 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,153.52	14,466.64	13,313.12	92.0 %
TOTAL Travel and Meetings	1,153.52	14,466.64	13,313.12	92.0 %
Permits and Fees				
<i>Permits and Fees</i>	0.00	22,000.00	22,000.00	100.0 %
TOTAL Permits and Fees	0.00	22,000.00	22,000.00	100.0 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	23,705.18	36,257.36	12,552.18	34.6 %
TOTAL Memberships and Subscriptions	23,705.18	36,257.36	12,552.18	34.6 %
Safety				
<i>Safety</i>	1,150.02	1,286.64	136.62	10.6 %
TOTAL Safety	1,150.02	1,286.64	136.62	10.6 %
Other Expenses				
<i>Other Expense</i>	10,732.56	15,000.00	4,267.44	28.4 %
TOTAL Other Expenses	10,732.56	15,000.00	4,267.44	28.4 %
TOTAL Operating Expenses	901,672.92	899,916.52	(1,756.40)	-0.2 %
***** OPERATING INCOME (LOSS)	(901,672.92)	(899,916.52)	(1,756.40)	-0.2 %
***** NET INCOME (LOSS)	(901,672.92)	(899,916.52)	(1,756.40)	-0.2 %
***** NET INCOME (LOSS)	(901,672.92)	(899,916.52)	(1,756.40)	-0.2 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
*Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 8*

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	400,824.32	364,738.96	(36,085.36)	-9.9 %
TOTAL Salaries and Payroll Taxes	400,824.32	364,738.96	(36,085.36)	-9.9 %
Director's Expenses				
<i>Director's Expenses</i>	400.00	350.00	(50.00)	-14.3 %
TOTAL Director's Expenses	400.00	350.00	(50.00)	-14.3 %
General and Administrative				
<i>General and Administrative</i>	15,362.05	0.00	(15,362.05)	
TOTAL General and Administrative	15,362.05	0.00	(15,362.05)	
Operating Supplies				
<i>Operating Supplies</i>	6,687.00	5,666.64	(1,020.36)	-18.0 %
TOTAL Operating Supplies	6,687.00	5,666.64	(1,020.36)	-18.0 %
Contract Services				
<i>Contract Services</i>	4,899.29	0.00	(4,899.29)	
TOTAL Contract Services	4,899.29	0.00	(4,899.29)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	5,812.11	2,866.64	(2,945.47)	-102.7 %
TOTAL Repairs and Maintenance	5,812.11	2,866.64	(2,945.47)	-102.7 %
Utilities				
<i>Utilities</i>	37,990.61	0.00	(37,990.61)	
TOTAL Utilities	37,990.61	0.00	(37,990.61)	
Safety				
<i>Safety</i>	0.00	666.64	666.64	100.0 %
TOTAL Safety	0.00	666.64	666.64	100.0 %
TOTAL Operating Expenses	471,975.38	374,288.88	(97,686.50)	-26.1 %
***** OPERATING INCOME (LOSS)	(471,975.38)	(374,288.88)	(97,686.50)	-26.1 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
*Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 8*

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
***** NET INCOME (LOSS)	(471,975.38)	(374,288.88)	(97,686.50)	-26.1 %
***** NET INCOME (LOSS)	(471,975.38)	(374,288.88)	(97,686.50)	-26.1 %

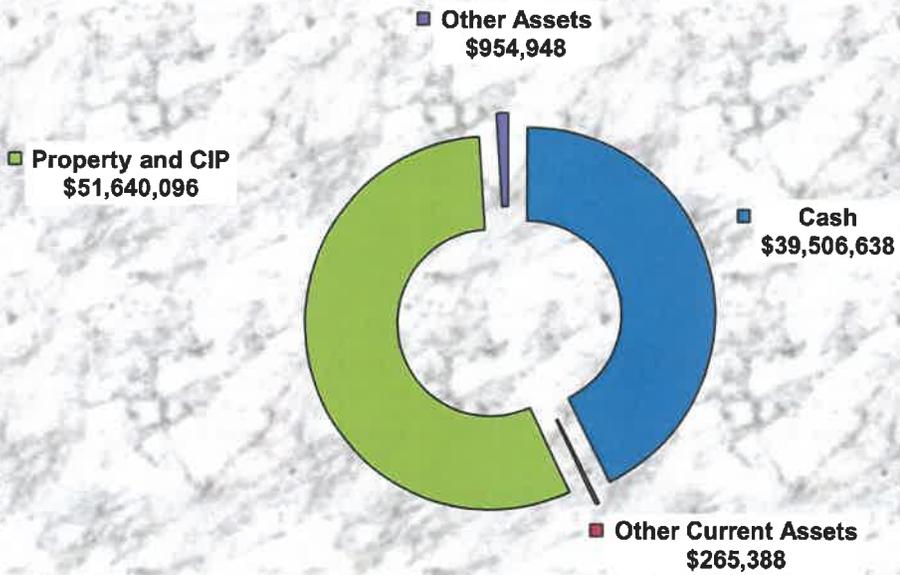
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 9

	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	3,752.95	5,666.64	(1,913.69)	-33.8 %
TOTAL Income	<u>3,752.95</u>	<u>5,666.64</u>	<u>(1,913.69)</u>	-33.8 %
*****	<u>3,752.95</u>	<u>5,666.64</u>	<u>(1,913.69)</u>	-33.8 %
***** OPERATING INCOME	<u>3,752.95</u>	<u>5,666.64</u>	<u>(1,913.69)</u>	-33.8 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,662.18	3,588.72	1,926.54	53.7 %
TOTAL Salaries and Payroll Taxes	<u>1,662.18</u>	<u>3,588.72</u>	<u>1,926.54</u>	53.7 %
Operating Supplies				
Operating Supplies	0.00	1,666.64	1,666.64	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>1,666.64</u>	<u>1,666.64</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	4,158.25	2,333.36	(1,824.89)	-78.2 %
TOTAL Repairs and Maintenance	<u>4,158.25</u>	<u>2,333.36</u>	<u>(1,824.89)</u>	-78.2 %
Permits and Fees				
Permits and Fees	7,100.00	12,200.00	5,100.00	41.8 %
TOTAL Permits and Fees	<u>7,100.00</u>	<u>12,200.00</u>	<u>5,100.00</u>	41.8 %
TOTAL Operating Expenses	<u>12,920.43</u>	<u>19,788.72</u>	<u>6,868.29</u>	34.7 %
***** OPERATING INCOME (LOSS)	<u>(9,167.48)</u>	<u>(14,122.08)</u>	<u>4,954.60</u>	35.1 %
***** NET INCOME (LOSS)	<u>(9,167.48)</u>	<u>(14,122.08)</u>	<u>4,954.60</u>	35.1 %
***** NET INCOME (LOSS)	<u>(9,167.48)</u>	<u>(14,122.08)</u>	<u>4,954.60</u>	35.1 %

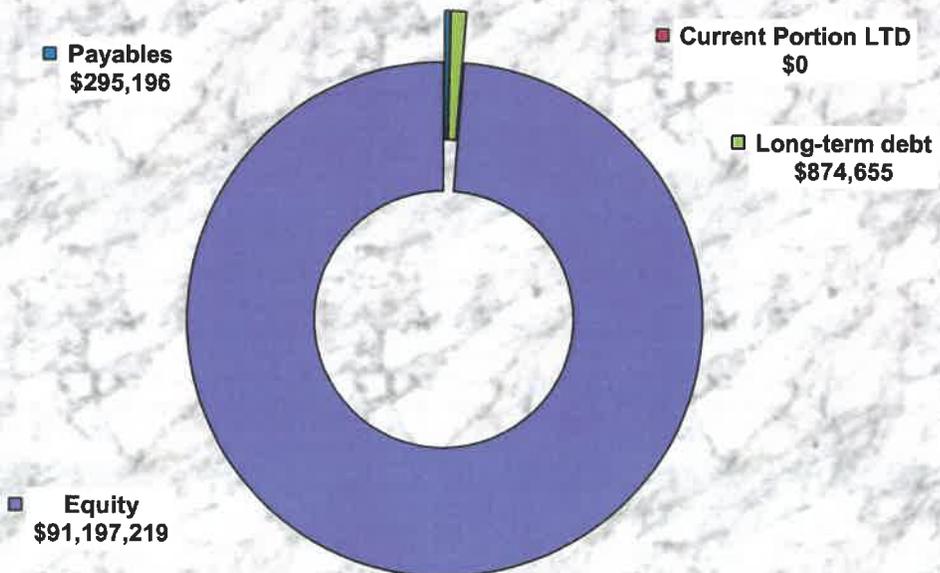
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
Year-to-Date Variance, February 2021 - current month, Consolidated by
account, Department 10

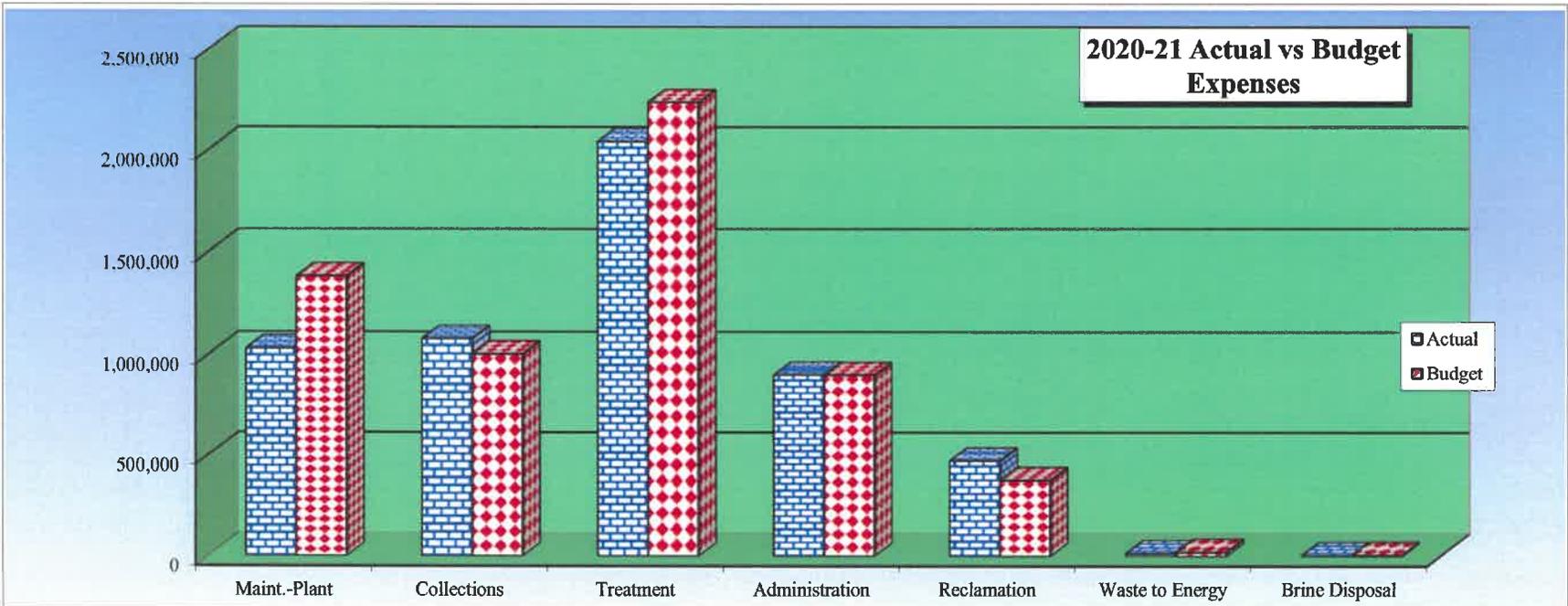
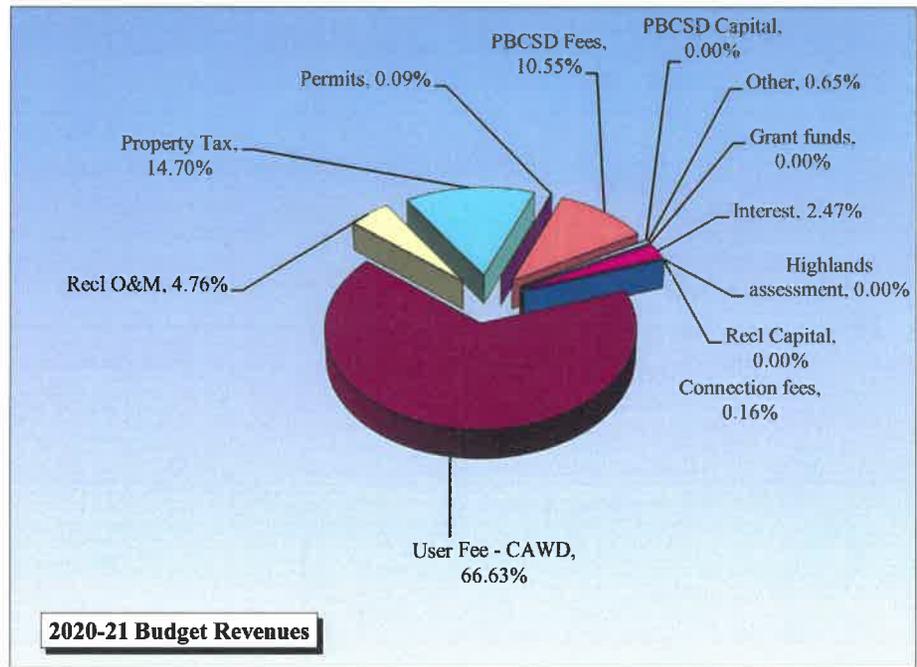
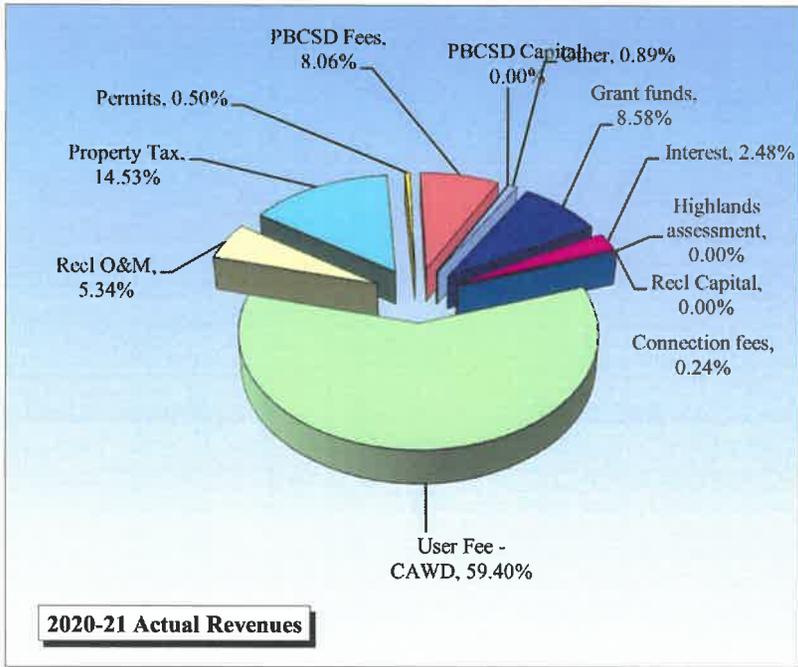
	<i>8 Months Ended February 28, 2021</i>	<i>8 Months Ended February 28, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	62,172.85	43,333.36	18,839.49	43.5 %
TOTAL Income	<u>62,172.85</u>	<u>43,333.36</u>	<u>18,839.49</u>	43.5 %
*****	<u>62,172.85</u>	<u>43,333.36</u>	<u>18,839.49</u>	43.5 %
***** OPERATING INCOME	<u>62,172.85</u>	<u>43,333.36</u>	<u>18,839.49</u>	43.5 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	918.65	1,256.00	337.35	26.9 %
TOTAL Salaries and Payroll Taxes	<u>918.65</u>	<u>1,256.00</u>	<u>337.35</u>	26.9 %
Operating Supplies				
Operating Supplies	0.00	1,000.00	1,000.00	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	100.0 %
Contract Services				
Contract Services	1,150.00	0.00	(1,150.00)	
TOTAL Contract Services	<u>1,150.00</u>	<u>0.00</u>	<u>(1,150.00)</u>	
Repairs and Maintenance				
Repairs and Maintenance	1,000.25	3,000.00	1,999.75	66.7 %
TOTAL Repairs and Maintenance	<u>1,000.25</u>	<u>3,000.00</u>	<u>1,999.75</u>	66.7 %
TOTAL Operating Expenses	<u>3,068.90</u>	<u>5,256.00</u>	<u>2,187.10</u>	41.6 %
***** OPERATING INCOME (LOSS)	<u>59,103.95</u>	<u>38,077.36</u>	<u>21,026.59</u>	55.2 %
***** NET INCOME (LOSS)	<u>59,103.95</u>	<u>38,077.36</u>	<u>21,026.59</u>	55.2 %
***** NET INCOME (LOSS)	<u>59,103.95</u>	<u>38,077.36</u>	<u>21,026.59</u>	55.2 %

Assets - February 28, 2021

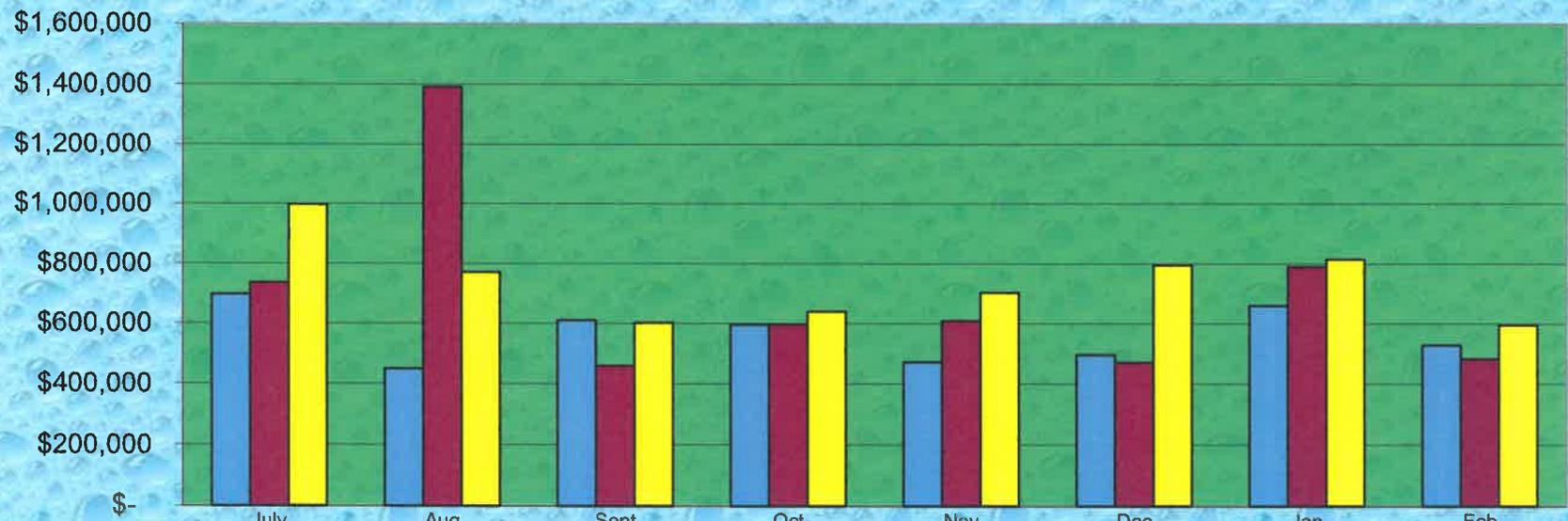


Liabilities - February 28, 2021





Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
■ FY 19-20	\$697,777	\$450,055	\$610,781	\$596,377	\$472,541	\$486,491	\$660,547	\$529,803
■ FY 20-21	\$736,364	\$1,391,166	\$459,665	\$597,145	\$609,524	\$472,000	\$790,837	\$484,440
■ CY Budget	\$997,134	\$771,376	\$601,855	\$640,410	\$705,305	\$795,767	\$815,635	\$596,255

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	FEB	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>						
New Camera Head-unbudgeted		0	10,386	10,386	0	NA
Jet Truck Water Pump-unbudgeted		0	30,145	30,145	0	NA
<u>Treatment</u>						
2013 Keystone trailer-unbudgeted		0	18,371	18,371	0	NA
500 kw Portable Generator		43,871	301,789	301,789	450,000	67.06%
Cyclo Reducer-Screwpress-unbudgeted		0	11,460	11,460	0	NA
Effluent 75hp VFD-unbudgeted		10,365	10,365	10,365	0	NA
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		(18,079)	(113,995)	(113,995)	(150,000)	NA
<i>Total Capital Purchases 20-21</i>		36,158	268,522	268,522	300,000	NA

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	FEB	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
Admin. Building Modifications-COVID-19	0	1,482	40,092	40,092	75,000	53.46%
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	226,536	0	75,529	302,065	185,445	40.73%
Hatton Canyon Pipeline Bursting	271,186	2,270	1,000,992	1,272,179	1,450,000	NA
Pump Stations-SCADA	456,569	0	5,230	461,799	0	NA
Upper Rancho Canada Pipe Relocation	62,991	3,795	81,159	144,150	1,760,000	4.61%
Rio Road CIPP Lining Project	129,163	0	680,268	809,431	1,340,000	50.77%
Carmel Valley Manor Sewer-unbudgeted	0	0	180	180	0	NA
<u>Treatment</u>						
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		0	0	0	0	NA
<i>Total CIP Projects 20-21</i>	1,146,445	7,547	1,883,450	3,029,895	4,810,445	39.15%

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	FEB	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>LONG TERM CIP PROJECTS</u>						
<u>Treatment</u>						
Microturbine/Gas Conditioning System	20,781	14,736	29,755	50,535	45,000	66.12%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 4%)	869,871	2,530	11,417	881,288	906,000	1.26%
WWTP Perimeter Tree Planting	2,897	0	0	2,897	27,000	NA
Standby Power Reliability Project	19,202	4,233	53,163	72,365	35,000	151.89%
Critical Process Flood Adaptations (RECL 15%)	21,788	0	0	21,788	20,000	NA
Aeration Basin Improvements	0	568	8,492	8,492	87,000	9.76%
RECL share		(101)	(457)	(457)	(36,240)	1.26%
PBCSD share (1/3 of cost)		(7,322)	(34,123)	(34,123)	(361,253)	9.45%
<i>Total Long Term CIP Projects 20-21</i>	934,539	14,644	68,246	1,002,785	722,507	9.45%
Total Capital (net of RECL and PBCSD)	2,080,984	58,348	2,220,218	4,301,202	5,832,952	38.06%

**Carmel Area Wastewater District
Variance Analysis
2020-21**

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

Employee Benefits	-105.70%	CALPERS unfunded liability payments unbudgeted.
Utilities	-20.80%	Cell service underbudgeted.
Other Expense	NA	Recruiting unbudgeted.

Collections

Employee Benefits	-130.40%	CALPERS unfunded liability payments unbudgeted.
Truck and Auto Expenses	-14.50%	Gasoline and vehicle accessories underbudgeted.
General and Administrative	-133.90%	Insurance and engineering underbudgeted.
Memberships and Subscriptions	-66.90%	Publications and reference works underbudgeted, small dollar amounts.
Other Expense	-2452.90%	Recruiting unbudgeted, small dollar amounts.

Treatment

Employee Benefits	-111.10%	CALPERS unfunded liability payments unbudgeted.
Truck and Auto Expenses	-230.10%	Insurance underbudgeted, small dollar amounts.
Safety	-54.00%	Timing difference, virus supplies.

Administration

Salaries and Payroll Taxes	-11.00%	Underbudgeted.
Employee Benefits	-149.00%	CALPERS unfunded liability payments unbudgeted.
Repairs and Maintenance	-177.80%	General repairs unbudgeted, small dollar amounts.

Waste to Energy

Repairs and Maintenance	-78.20%	Underbudgeted, small dollar amounts.
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Brine Disposal

Contract Services	NA	Lab analysis unbudgeted, small dollar amounts.
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District Obligations:

1) 2004 Highlands Project Bond Proceeds \$3,057,165 -- Balance \$760,000

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: March 25, 2021
 SUBJECT: Monthly Report – February

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in February	26
Total Fees	\$4,070.00

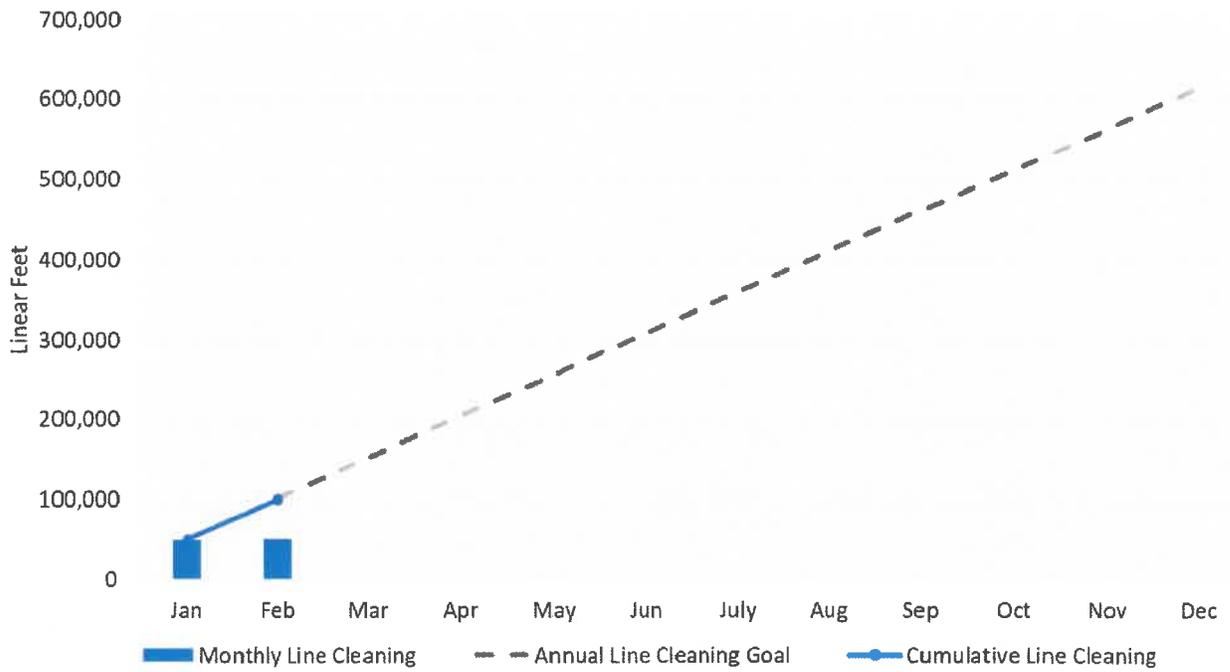
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 50,669 feet of sewer lines cleaned, 12,199 feet of (CCTV) inspections, and 60 manhole inspections were performed during the month of February.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
February	50,669 ft.	12.32%	6 – 12 inches
January	50,188 ft.	12.20%	6 - 15 inches
December	80,282 ft.	19.52%	6 – 15 inches

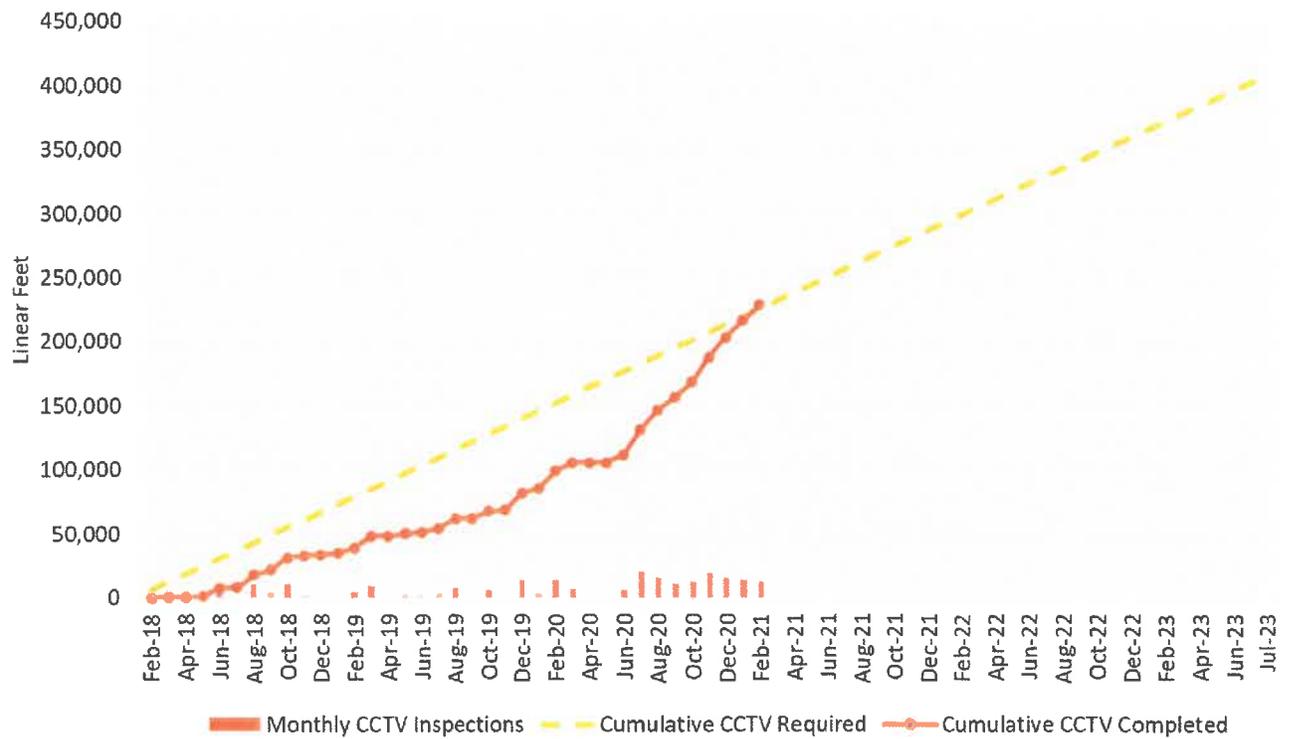
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000 (in 2021)	100,857	514,143

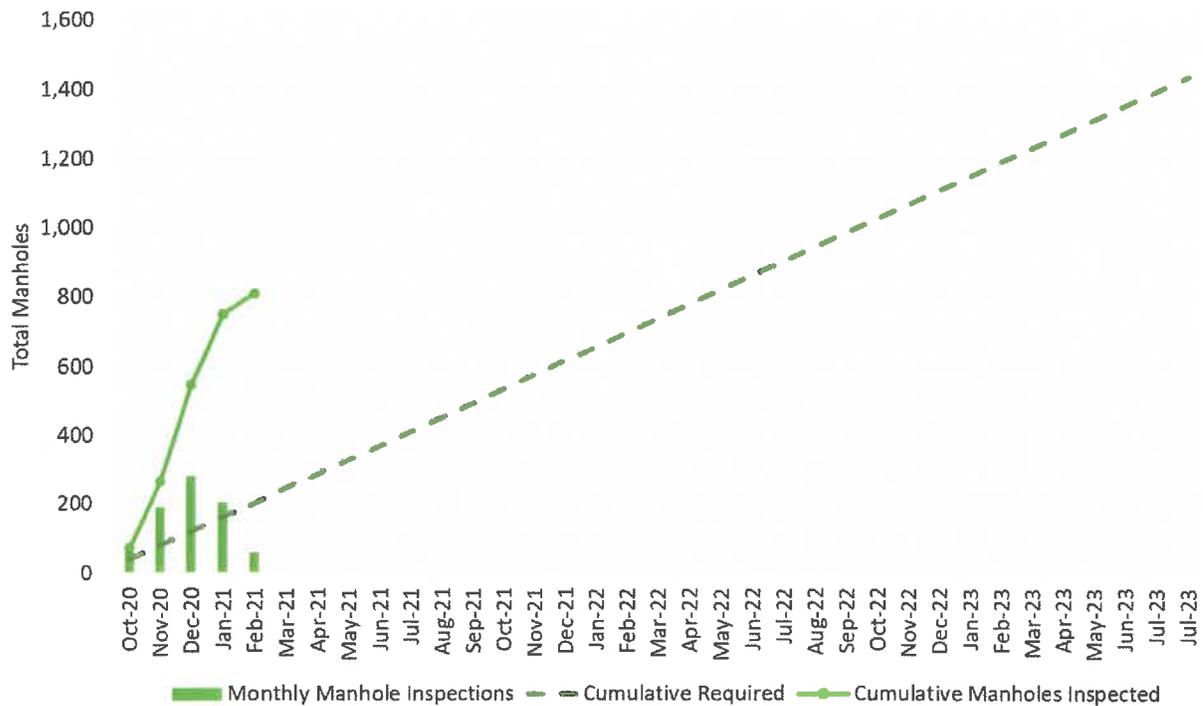
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	228,868	179,804

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

Total Required Amount (Manholes)	Actual Complete (Manholes)	Remaining (Manholes)
1,434	811	623

Construction activities

- N/A

Staff Development

- Staff completed several online safety trainings and in person tail gate training.

General comments

- During the last week of March staff cleaned the four Storm Interceptors for the City of Carmel.
- Staff continues to practice social distancing with other staff and contractors, driving to locations throughout the District in separate vehicles. Staff is educated on the best practices of PPE and personal hygiene. Staff has been cleaning and sanitizing buildings, equipment, and vehicles daily as part of their routine duties.

Service calls responded to by crew

Date	Time	Callout	Resolution
2/1/2021	9:19 AM	Odor Complaint	Call by resident for an odor coming from the surrounding neighborhood. Staff opened manholes in the area and found no smell. Staff found nearby lateral overflowing. Staff informed the resident to call a plumber of their choice to clear the blockage.
2/4/2021	1:30 PM	Power Fail	Power outage at Hacienda pump station. Staff monitored station until power was restored.
2/5/2021	12:06 PM	Odor Complaint	Call by resident for an odor coming from the guest house on property. Staff opened manholes in the area and found no smell and District line was flowing. All lateral cleanouts were in working order. Odor was coming from inside guest house. Staff informed homeowner to call a plumber to inspect roof vents and p-traps of the guest house.
2/6/2021	12:55 PM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned District main line and found no problems in District's line. Staff informed homeowner to call a plumber of their choice.

Date	Time	Callout	Resolution
2/7/2021	10:46 AM	Power Fail	Power outage at Hacienda pump station. Staff monitored station until power was restored.
2/19/2021	11:34 AM	Locate cleanout	Staff was called to resident to help locate lateral cleanout. Staff was not able to locate lateral cleanout. Informed homeowner to call a plumber of their choice to locate.
2/19/2021	5:44 PM	Power Fail	Power outage at Bay & Scenic pump station. Staff monitored station until power was restored.

USA Location Requests – 93

Plumbing permit inspections – 27

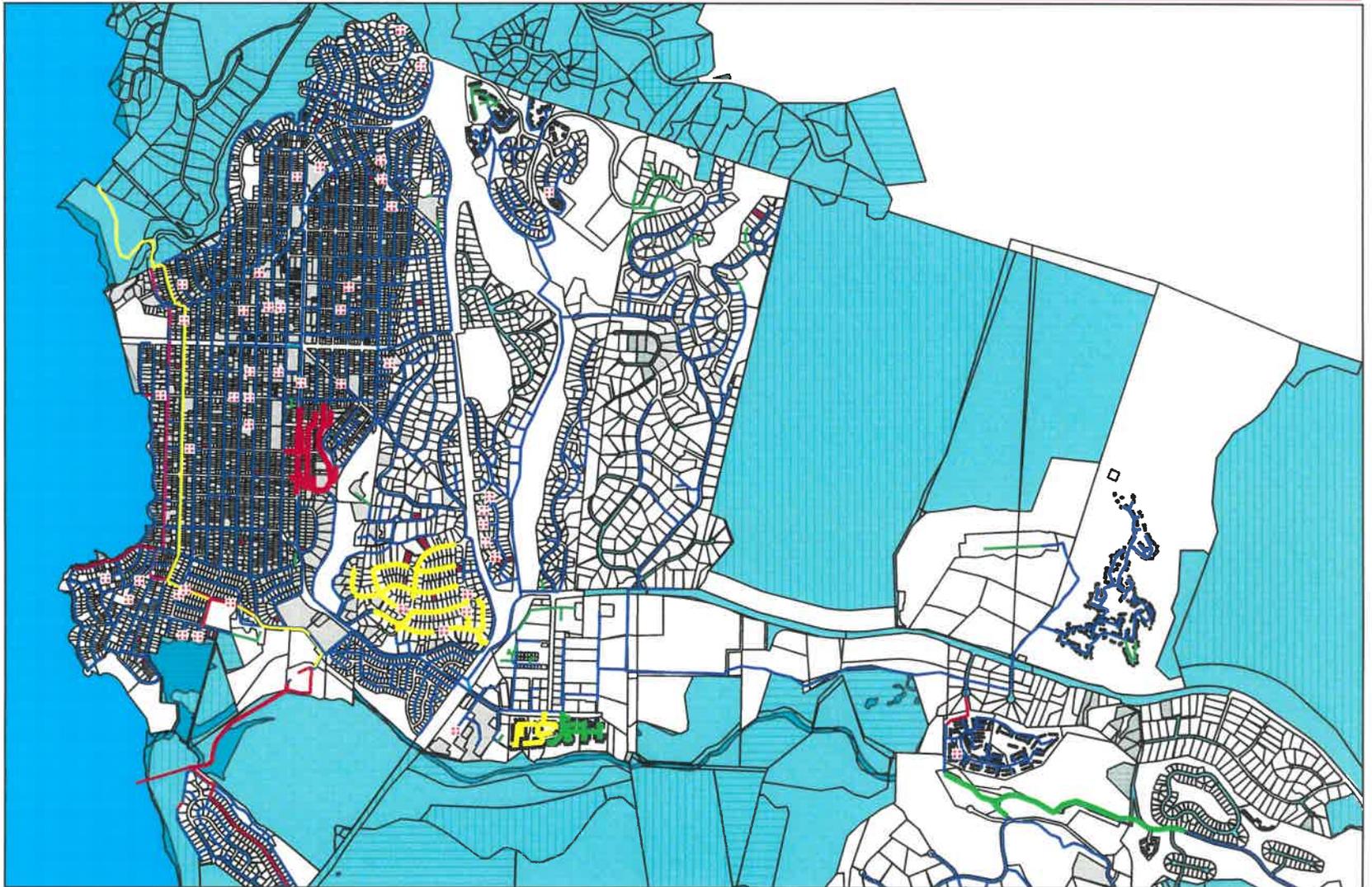
Private Sewer Lateral Compliance Certificates Issued – 33

FUNDING

N/A

February (Red) 12,199 feet
January (Yellow) 13,426 feet
December (Green) 19,265 feet

Monthly CCTV Map



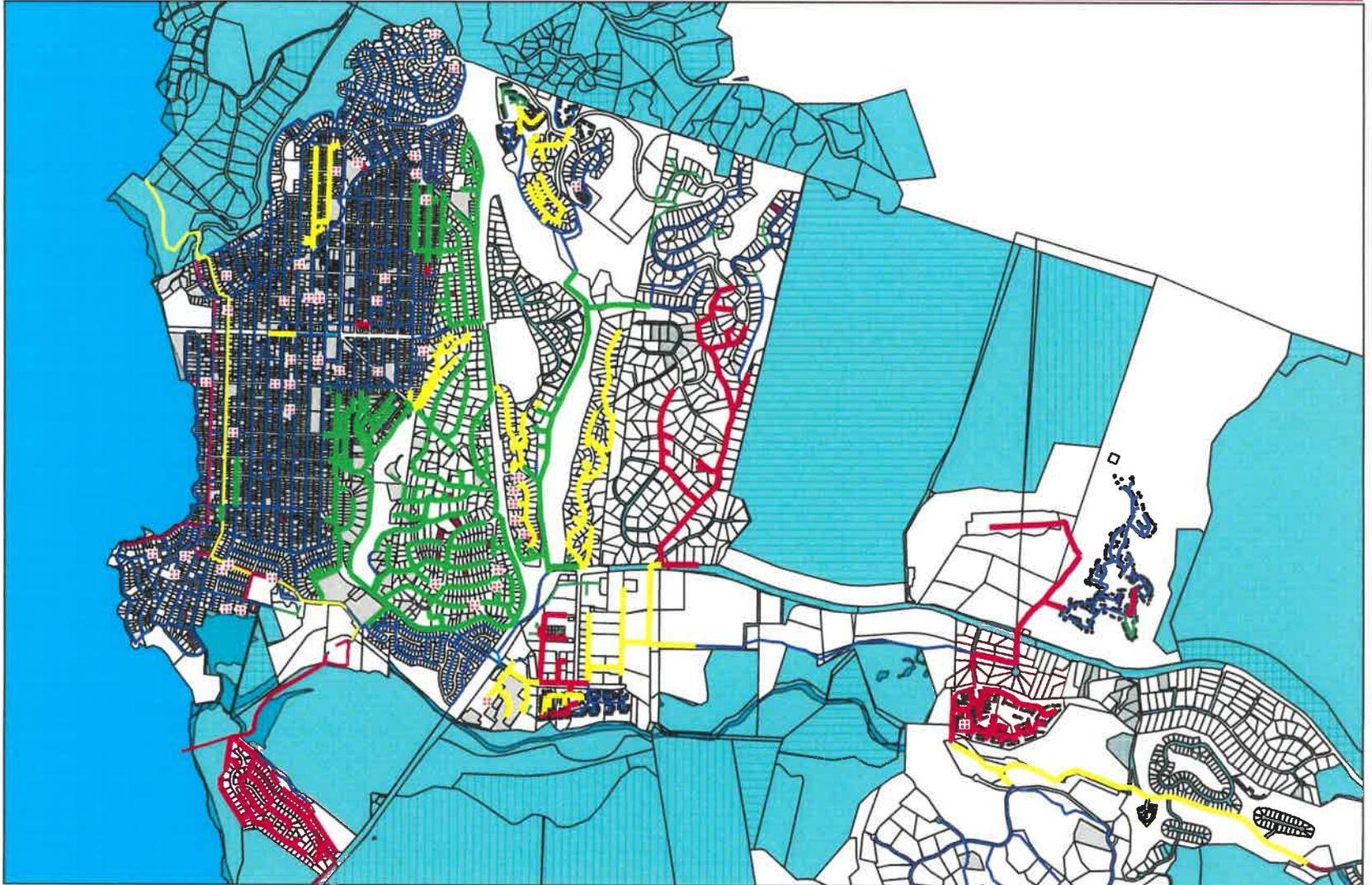
RedZone
ROBOTICS

3/2/2021



February (Red) 50,669 feet
January (Yellow) 50,188 feet
December (Green) 80,282 feet

Monthly Cleaning Map



RedZone
ROBOTICS

3/2/2021



STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator

Date: March 25, 2021

Subject: Monthly Safety Report (for February 2021)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **February 10- COVID 19 Benefits and Response Protocol Training.** In response to the pandemic, a number of Federal and State laws were passed, which specifies what employers must do and cannot do if an employee becomes ill. As part of the new California Occupational Safety and Health Administration (Cal/OSHA) regulations, employees must be informed of the benefits available to them if they were to contract the disease. Beth Ingram, Human Resources Consultant, prepared a handout which described the benefits and how they would be implemented. Ms. Ingram reviewed the handout with the employees and each employee was emailed a copy of the materials. If an employee were to contract COVID-19 they would be given the materials again.
- **February 25- COVID 19 Disinfection Practices.** Mark Dias, Safety and Compliance Administrator (S/C Admin Dias), reemphasized the ongoing daily disinfection protocols. While reducing COVID transmission is an obvious benefit of disinfection, S/C Admin Dias emphasized that there are over 200 different viruses that cause the common cold. Because the symptoms of a cold overlap with COVID, if an employee developed symptoms they would have to be treated like it was a potential COVID case until proven otherwise.

Further, any coworkers who were exposed would need to be tracked and quarantined as well. Therefore, maintaining simple disinfection habits can prevent disproportionate impacts to the team and coworkers.

Ongoing Safety Improvements

During February, Maintenance Superintendent Foley and S/C Admin Dias continued to implement safety improvements and seek input from the operations crew and the Safety Committee. Activities during February included:

- **Sulfuric Acid Handling Improvements and Standard Operating Procedure (SOP).** Operations uses 95% sulfuric acid to reduce the pH of various reclamation processing and treatment streams. This is a very strong acid with a pH of less than 1 and exposure would cause skin burning and severe eye damage. It is odorless and colorless and can be confused with water. It is also reactive with water and other chemicals on the Pad. Routine processes, such as ongoing pH balancing, are automated and do not require human interaction. However, descaling the microfiltration filters and the reverse osmosis membranes is not automated. This requires operators to manually fill a container, carry it up stairs and pour it into the tanks. Because this occurs approximately 20 times per month it could subconsciously become a “routine” task. To increase safety, specialized carboys were put into service that are designed for safer filling, transport, and pouring. More importantly an SOP was developed, which breaks down the process into seven steps and describes the safety precautions for each step. The SOP was reviewed with all operations staff with an emphasis on turning a “routine” task into a careful step-by-step process.

Tours and Outreach

- **Tours.** All tours remain on hold per current health orders and school closures.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no first aid injuries in February. There was a potential Workers Compensation claim where an operator experienced rib pain while unplugging an electrical cord. Sedgwick, the Districts Workers Compensation provider, will determine if the potential injury is work related. The updated tracking matrix for 2021 is below.

Work Related Injuries and Illnesses for 2021 Reporting Year					
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	1	1	0	0	0
First Aid (non-OSHA)	0	0	0	0	0

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: February 2021	HYDRAULIC LOADINGS					2021 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.536	0.841	0.696	0.976	64.239	50.07	153.60
PBCSD Flow	13.102	0.468	0.318	0.608	35.761	24.35	74.68
Total Plant Flow	36.638	1.309	1.014	1.584	100.00	74.42	228.28
Tertiary Flow	30.843	1.102	0.871	1.191	84.183	58.30	178.83
Ocean Discharge	6.569	0.235	0.108	0.567	17.929	17.79	54.56
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	58.30MG (178.84acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.60 BG (26.39 K acre-ft.)
12 Month Rolling Total Reclamation Production	323.34 MG (992.33 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Feb '21 kWh	Price per kWh	Feb'21	Jan'21	Dec'20	Nov'20
Secondary	96,112.00	\$ 0.157	\$ 15,090.53	\$ 18,806.56	\$ 16,496.43	\$ 17,253.78
Blowers	56,129.36	\$ 0.142	\$ 7,945.21	\$ 7,150.70	\$ 7,445.03	\$ 7,671.12
CAWD Total	152,241.36		\$ 23,035.74	\$ 25,957.26	\$ 23,941.46	\$ 24,924.90
Tertiary	96,020.08	\$ 0.150	\$ 14,362.85	\$ 12,382.80	\$ 13,365.15	\$ 12,688.58
MF/RO	88,260.00	\$ 0.175	\$ 15,433.92	\$ 15,204.40	\$ 16,305.46	\$ 17,314.64
Reclaim Total	184,280.08		\$ 29,796.77	\$ 27,587.20	\$ 29,670.61	\$ 30,003.22
Adjusted Monthly Totals (1)	CAWD Total		\$ 14,212.95	Reclamation Total		\$ 38,619.56

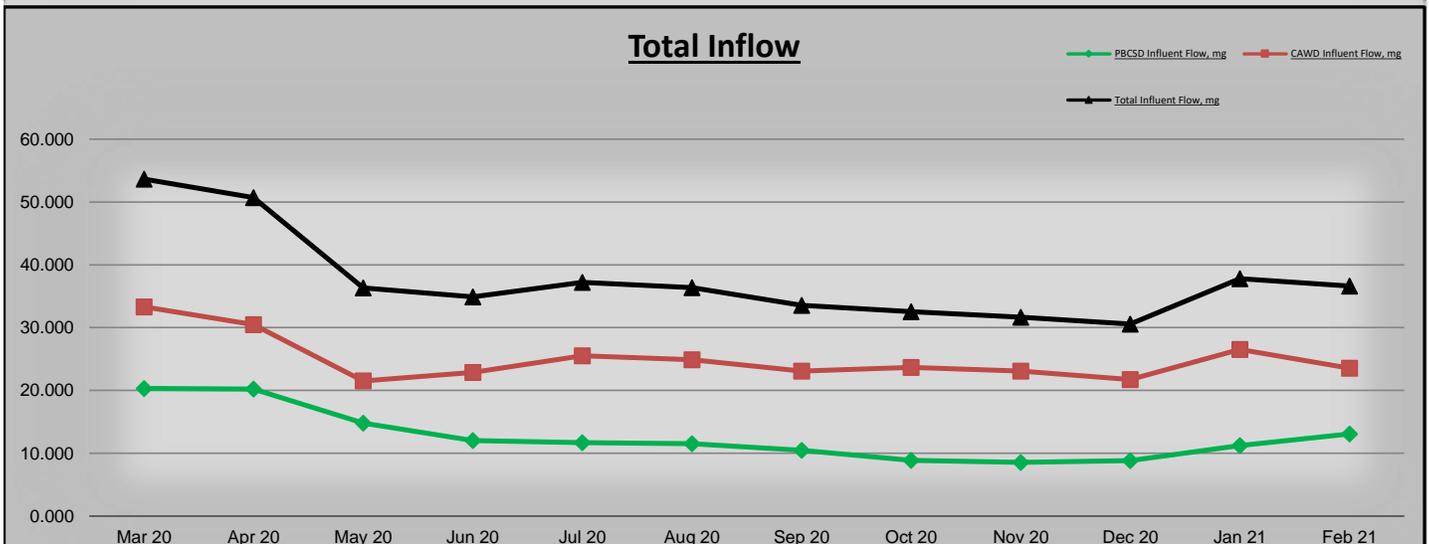
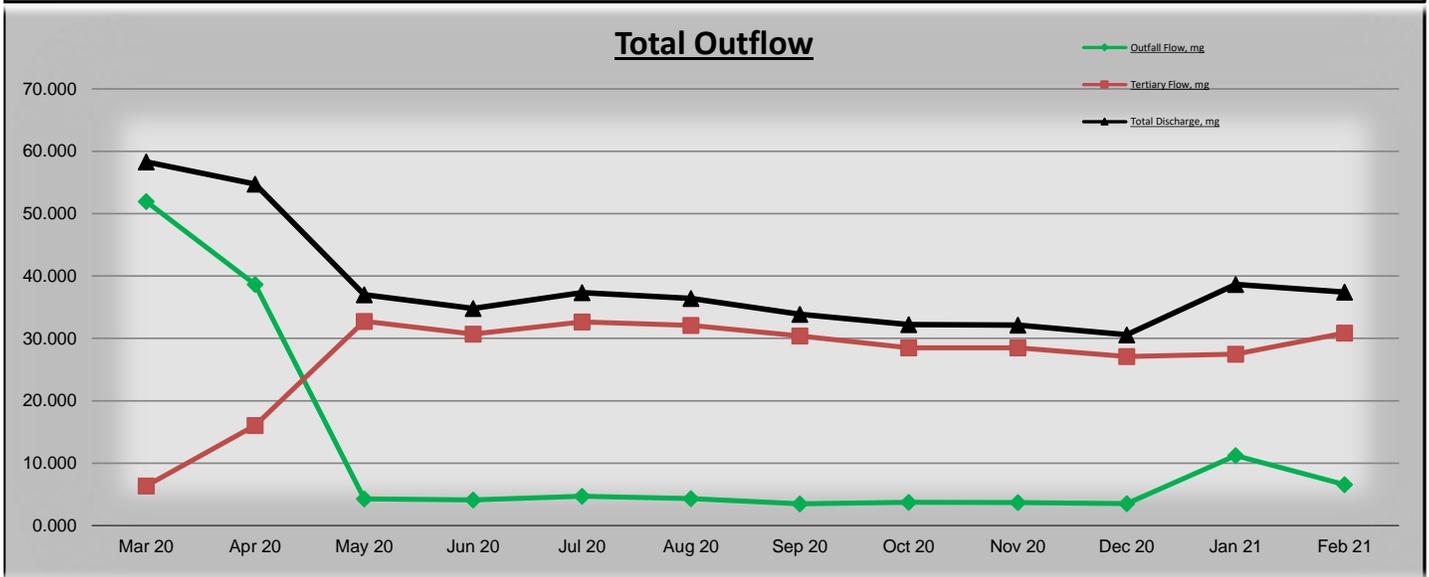
kW-h Per Acre Foot

	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	N/A	N/A	N/A	N/A
Reclamation	1920.96	1852.00	1878.67	1943.44	N/A	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	Feb '21 kW-h	Jan '21	Dec '20	Nov '20	Accumulated Totals
Production, kW-h	22,833	21,019	24,832	25,327	948,840.00

(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: January 2021	HYDRAULIC LOADINGS					2021 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.537	0.856	0.627	2.556	70.239	26.54	81.40
PBCSD Flow	11.244	0.363	0.221	1.317	29.761	11.24	34.49
Total Plant Flow	37.781	1.219	0.848	3.873	100.00	37.78	115.89
Tertiary Flow	27.456	0.886	0.718	1.220	72.671	27.46	84.22
Ocean Discharge	11.216	0.362	0.012	3.172	29.687	11.22	34.40
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	27.46MG (84.22acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.57 BG (26.29 K acre-ft.)
12 Month Rolling Total Reclamation Production	307.62 MG (944.10 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jan '21 kWh	Price per kWh	Jan'21	Dec'20	Nov'20	Oct'20
Secondary	118,216.00	\$ 0.159	\$ 18,806.56	\$ 16,496.43	\$ 17,253.78	\$ 20,991.81
Blowers	48,855.44	\$ 0.146	\$ 7,150.70	\$ 7,445.03	\$ 7,671.12	\$ 8,664.63
CAWD Total	167,071.44		\$ 25,957.26	\$ 23,941.46	\$ 24,924.90	\$ 29,656.44
Tertiary	78,279.96	\$ 0.158	\$ 12,382.80	\$ 13,365.15	\$ 12,688.58	\$ 18,497.83
MF/RO	82,333.00	\$ 0.185	\$ 15,204.40	\$ 16,305.46	\$ 17,314.64	\$ 18,941.85
Reclaim Total	160,612.96		\$ 27,587.20	\$ 29,670.61	\$ 30,003.22	\$ 37,439.68
Adjusted Monthly Totals (1)	CAWD Total		\$ 15,978.28	Reclamation Total		\$ 37,566.18

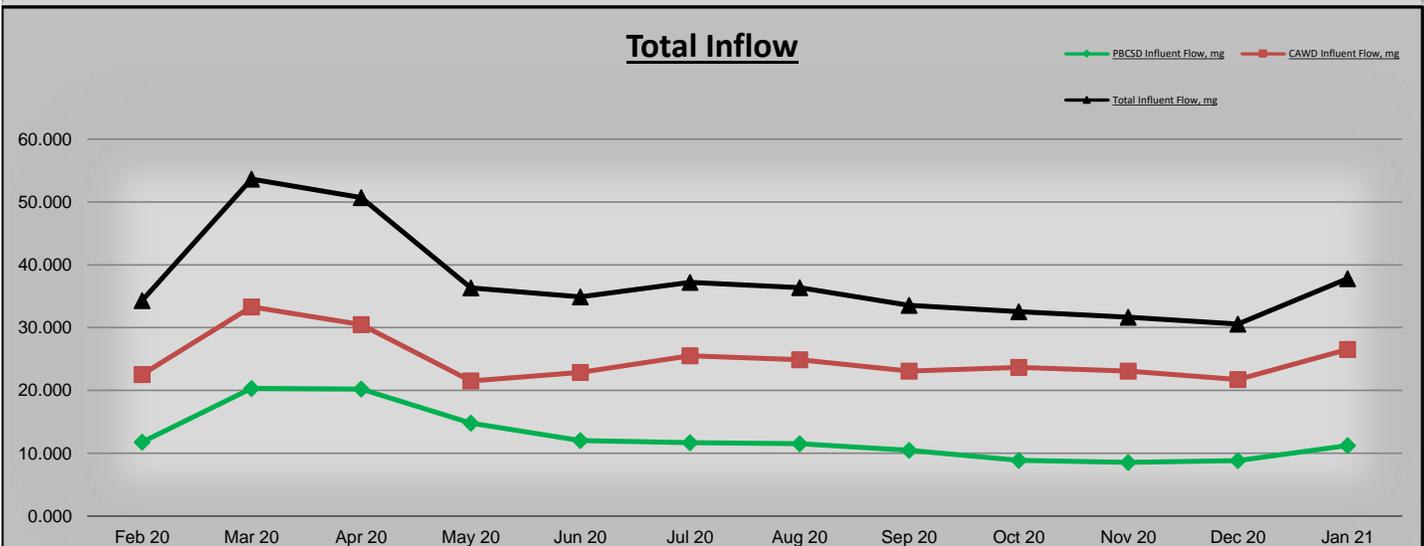
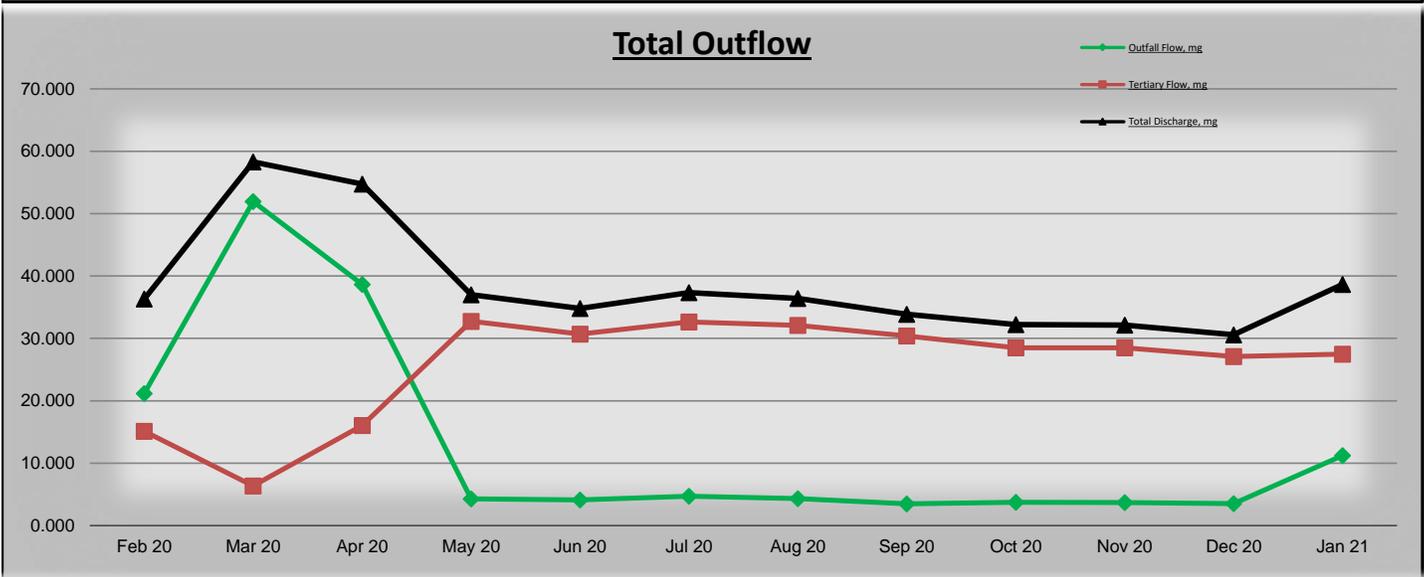
kW-h Per Acre Foot

	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	N/A	N/A	N/A	N/A
Reclamation	1920.96	1852.00	1878.67	1943.44	N/A	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	Jan '21 kW-h	Dec '20	Nov '20	Oct '20	Accumulated Totals
Production, kW-h	21,019	24,832	25,327	28,722	926,007.00

(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: December 2020	HYDRAULIC LOADINGS					2020 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	21.732	0.701	0.633	0.789	71.085	299.59	918.99
PBCSD Flow	8.840	0.285	0.245	0.389	28.915	155.43	476.78
Total Plant Flow	30.572	0.986	0.878	1.178	100.00	455.02	1395.76
Tertiary Flow	27.085	0.874	0.668	1.035	88.594	306.02	938.72
Ocean Discharge	3.502	0.113	0.081	0.143	11.455	162.95	499.85
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2020)	306.02MG (938.72acre-ft.)
Total Lifetime Reclamation Production (94-20)	8.54 BG (26.21 K acre-ft.)
12 Month Rolling Total Reclamation Production	306.02 MG (939.18 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Dec '20 kWh	Price per kWh	Dec'20	Nov'20	Oct'20	Sep'20
Secondary	104,185.00	\$ 0.158	\$ 16,496.43	\$ 17,253.78	\$ 20,991.81	\$ 22,009.50
Blowers	50,624.96	\$ 0.147	\$ 7,445.03	\$ 7,671.12	\$ 8,664.63	\$ 9,766.61
CAWD Total	154,809.96		\$ 23,941.46	\$ 24,924.90	\$ 29,656.44	\$ 31,776.11
Tertiary	77,714.84	\$ 0.172	\$ 13,365.15	\$ 12,688.58	\$ 18,497.83	\$ 21,738.85
MF/RO	88,196.00	\$ 0.185	\$ 16,305.46	\$ 17,314.64	\$ 18,941.85	\$ 21,382.63
Reclaim Total	165,910.84		\$ 29,670.61	\$ 30,003.22	\$ 37,439.68	\$ 43,121.48
Adjusted Monthly Totals (1)	CAWD Total		\$ 14,766.69	Reclamation Total		\$ 38,845.38

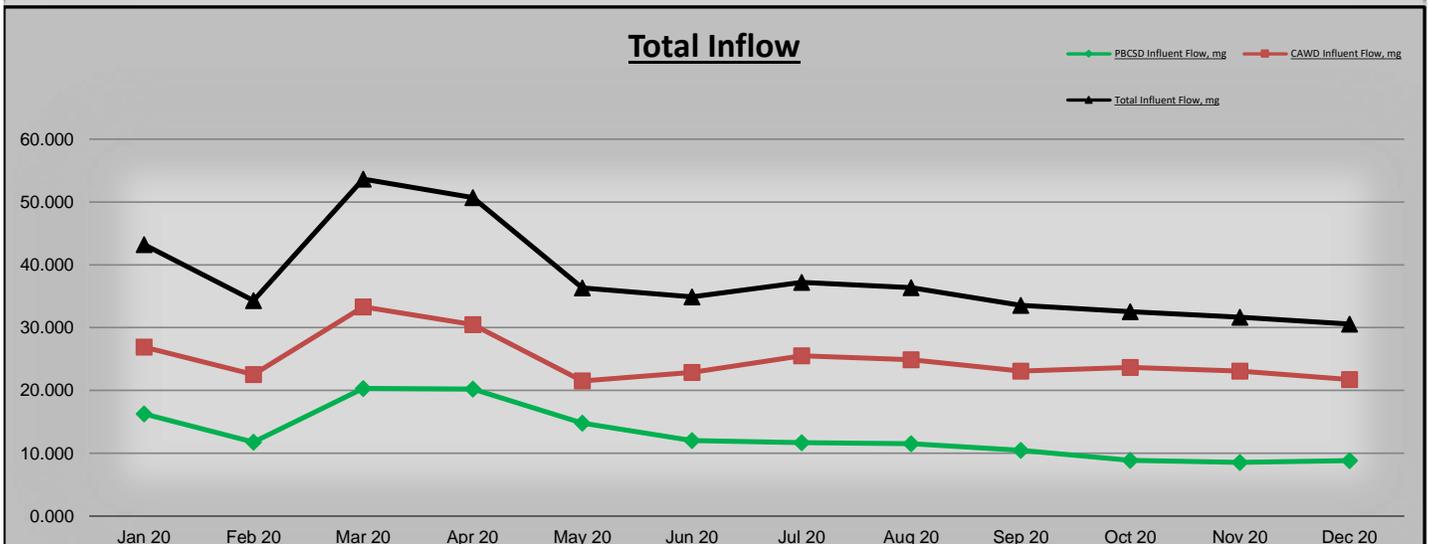
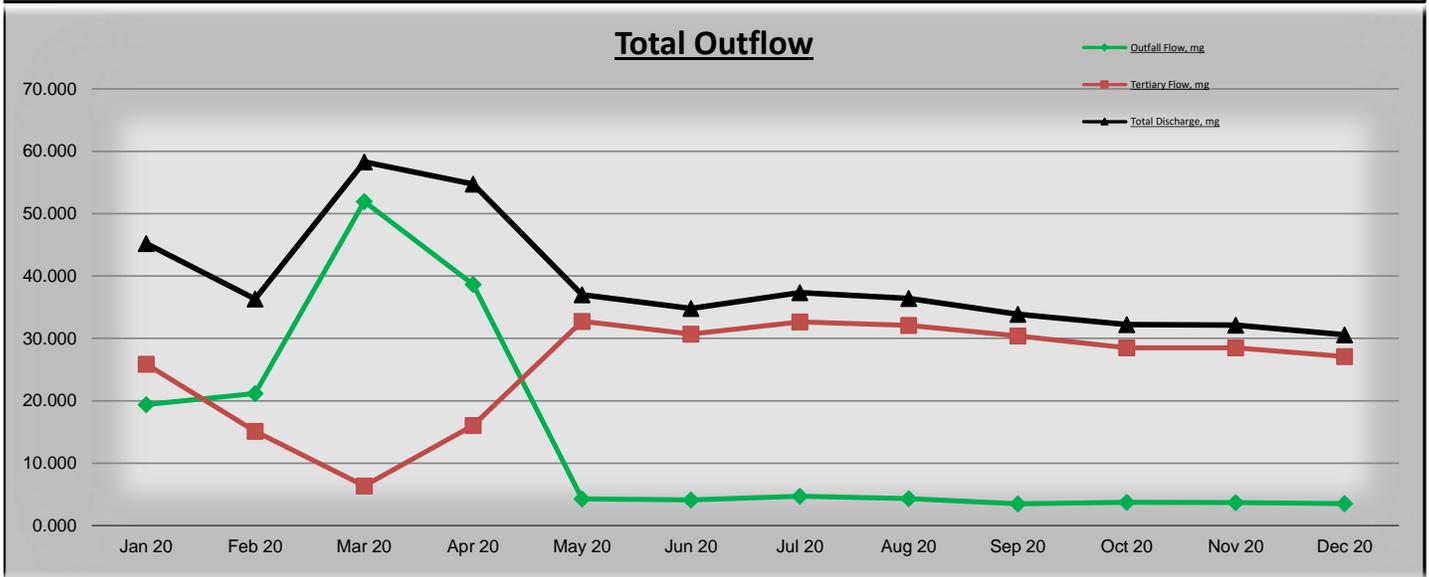
kW-h Per Acre Foot

	2019				2020			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1174.96	1568.27	1725.97	1553.08	2064.85	1445.00	1434.66	1583.65
Reclamation	2344.93	2255.78	2283.22	1924.16	1920.96	1852.00	1878.67	1943.44

MICROTURBINE SUMMARY

Month	Dec '20 kW-h	Nov '20	Oct '20	Sep '20	Accumulated Totals
Production, kW-h	24,832	25,327	28,722	30,072	904,988.00

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



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: March 25, 2021

Subject: Monthly Report – February 2021

RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for CAWD composite samples from the Influent Pump Station. Biobot testing results are available upon request and can also be viewed on the CAWD website: https://www.cawd.org/biobot-analytics-weekly-reports-of-concentration-levels-sars-cov-2#/body_file-e72defec-6488-4185-b5f3-ab45b2fe531e.
- On February 8, 2021, Final Effluent Semi-Annual samples were collected and sent to Fruit Growers Laboratory (FGL) for analysis. The results will come in next month.
- Per-Polyfluoroalkly Substances (PFAS) sampling was collected on February 9, 2021, per the State Order WQ-2020-0015-DWQ. The samples were picked up on February 24, 2021 by Central Coastal Long-Term Environmental Assessment Network (CCLEAN) staff, which manages the sampling and analysis. The reports will be available in the near future.
- Required stormwater samples continued to be collected to avoid possible Industrial General Permit (IGP) violations. At this time CAWD and Kennedy-Jenks are finishing the update for the current Storm Water Pollution Prevention Plan (SWPPP) under the California Statewide Water Industrial General Permit (IGP) Order 2014-00570DWQ, which was amended in 2019. Those stormwater samples were collected on February 2nd and 12th, 2021. The sampling which occurred in January and February completed the requirement for 2020-2021 guidelines. The laboratory will be preparing for the next sampling in 2021-2022.

- On February 23, 2021, Wine Country Balance was at the laboratory to complete the annual calibration and service of all balances in the laboratory. This ensures that the balances meet the Environmental Laboratory Accreditation Program (ELAP) requirements for equipment to be calibrated and certified.

ENVIRONMENTAL COMPLIANCE REPORT

- Grease trap and City of Carmel Stormwater inspections have restarted, which includes scheduling appointments with local businesses.
- Affina will be replacing their grease trap, as there were some mechanical issues related to the old unit. The old grease trap was compliant on the day of inspection.

Restaurant Inspection Table

Restaurant	Compliant	Reason for Non-Compliance	Comments
Toro	Yes		
Little Swiss Café	Yes		
Affina	Yes		
Village Corner	Yes		
Flaherty's Fish House and Grill	Yes		
Il Foranio	Yes		
Pangea Grill	Yes		
L'Auberge Carmel	Yes		
Cantinetta de Luca	Yes		

Grocery Store/Delicatessen Inspection Table

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
No Inspections			

Restaurant Compliance Table

% Compliance	Maintenance	Mechanical
December 2020	100	100
January 2021	100	100
February 2021	100	99

FUNDING – N/A – Informational item only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
		Projects Implementation Plan Schedule												
		Treatment Plant Projects												
18-01	1620.000	Mech/Elec Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	6/30/23	\$2,905,000	\$10,616,000	Pending Coastal Commission	Mech/Elec Rehab and Sludge Holding Tank Replacement Project					
18-05	5858.004	PLC/SCADA Programming	Foley	10/8/18	6/30/21	\$240,000	\$364,715	SCADA Screens 50% Complete	DA Programming					
18-08	1629.000	Standby Power Reliability Project	Treanor/Foley	10/8/18	12/23/20	\$450,000	\$469,202	Generator Work Complete - Staff Adding Uninterruptible Power Supply in Server Room	Reliability Project					
18-11	1611.000	Microturbine Integration Project	Treanor/Foley	6/4/19	6/30/21	\$100,000	\$676,000	Construction of 30 kW Exhaust	Microturbine Integration Project					
19-01	1630.000	Onsite Flood Mitigations (PARTIAL RECLAMATION)	Waggoner	7/1/19	6/29/21	\$65,000	\$86,000	Minor Work Proceeding	Flood Mitigations (PARTIAL RECLAMATION)					
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$0	\$213,000	Determining Tree Types / Final Landscape Plan for Interior	Perimeter Tree Plan and Implementation					
21-01	5982.004	WWTP Eucalyptus Pruning	Treanor	7/1/20	2/1/22	\$0	\$180,000	CEQA	WWTP Eucalyptus Pruning					
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	11/30/22	\$0	\$0	Design/CEQA/ Developing Funding Agreement	Carmel River FREE Mitigation					
		Cathodic Protection Testing	Treanor	7/1/20	6/29/21	\$30,000	\$30,000	Soliciting Consultant Proposals	Cathodic Protection Testing					
		Cart Charging and Parking	Foley	7/1/20	6/1/22	\$25,000	\$50,000	Inactive	Cart Charging and Parking					
19-19	Pending GL	Aeration Basin Improvements	Waggoner	7/1/20	6/30/21	\$40,000	\$127,000	Materials Onsite Pending Installation in Spring	Aeration Basin Improvements					
20-03	6799.006	Treatment COVID Improvements	Foley	7/1/20	6/30/21	\$50,000	\$50,000	Implementation	Treatment COVID Improvements					
		Treatment Plant Studies & O&M Manuals	Treanor	5/1/20	5/2/22				Treatment Plant Studies & O&M Manuals					
20-02	5500.006	WWTP Stormwater Pollution Prevention Plan Update	Treanor	6/1/20	4/30/21	\$35,000	\$35,000	In Study Phase	WWTP Stormwater Pollution Prevention Plan Update					
	5500.006	Coastal Hazards Monitoring Plan	Treanor	5/1/20	4/30/21	\$150,000	\$1,200,000	Draft In Development	Coastal Hazards Monitoring Plan					
	5500.006	Long Term SLR Planning	Treanor	5/3/21	5/2/22	\$150,000	\$1,550,000	Inactive	Long Term SLR Planning					
		Reclamation Projects												
18-26	14777	RO Pretreatment Acid Tanks and Containment	Treanor	1/1/19	6/1/22	\$290,000	\$358,506	On Hold	RO Pretreatment Acid Tanks and Containment					
		Reclamation Line Cathodic Protection Testing	Treanor	1/1/21	6/3/21	\$0	\$40,000	Inactive	Reclamation Line Cathodic Protection Testing					
		Painting Project	Treanor	7/1/21	12/1/21	\$0	\$75,000	Inactive	Painting Project					
		Reclamation Studies	Treanor	7/2/18	6/1/22				Reclamation Studies					
	69200	Trussell MF/RO Performance Review	Treanor	7/2/18	6/30/21	\$30,000	\$115,000	In Study Phase	Performance Review					
		Reclamation 15-Year Asset Management Assessment	Treanor	7/1/21	6/1/22	\$0	\$35,000	Inactive	Reclamation 15-Year Asset Management Assessment					
		Collections Projects												
19-02		Pretreatment Ordinance	Lather	11/15/19	5/14/21	\$0	\$0	Committee Review in April	Pretreatment Ordinance					
19-03	1586.000	Carmel Meadows Sewer Replacement	Lather	8/1/19	1/19/23	\$185,445	\$1,259,102	In Design / CEQA	Carmel Meadows Sewer Replacement					

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
19-13	1625.000	Upper Rancho Canada Pipe Relocation	Lather	7/1/19	10/29/21	\$1,760,000	\$1,822,991	Negotiating Easement	Upper Rancho Canada Pipe Relocation					
20-04	6799.005	Collections COVID Improvemen	Foley	7/1/20	6/30/21	\$50,000	\$50,000	Implementation	Collections COVID Improvements					
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	12/10/21	\$0	\$0	Design by Owner Construction Planned Upon Completion of 19-09	Manor Pipeline and Pump Station					
20-07		Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	7/7/23	\$100,000	\$600,000	Soliciting Consultant Proposals	Bay/Scenic Pump Station Rehabilitation					
20-08		Scenic Rd Pipe Bursting - Ocean to Bay	Lather	2/5/21	6/30/22	\$200,000	\$1,400,000	In Design	Scenic Rd Pipe Bursting - Ocean to Bay					
21-02		2021 Pipe Spot Repair	Lather	2/10/21	2/10/22	\$55,000	\$55,000	Design In House	2021 Pipe Spot Repair					
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress	River Watch Agreement					
20-06		Collections 20-Year CIP	Lather	7/1/20	7/1/40	\$0	\$29,489,616	Work In Progress	Collections 20-Year CIP					
		Assessment Districts/Annexations	Lather	8/2/18	3/1/23				Assessment Districts/Annexations					
19-09	5500.005	2020 Sphere of Influence Amendment and Annexation Proposal	Lather	3/15/19	5/3/21	\$0	\$50,000	LAFCO Public Hearing March 26th	2020 Sphere of Influence Amendment and Annexation Proposal					
18-21	1631.000	Corona Road Assessment District	Lather	8/2/18	9/2/21	\$0	\$0	78% Signed Petition / Pending Funding	Assessment District					
19-05		Riley Ranch Annexation/Connection	Lather	8/2/18	9/2/21	\$0	\$0	Pending Annexation	Annexation/Connection					
19-04		Carmel Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove	Lather	3/11/21	3/1/23	\$0	\$55,000	In Study Phase	Carmel Highlands Sewer Collection System Expansion – Yankee Point					
Administration Projects														
20-01	1633.000	Administration Building COVID Control Improvements	Treanor/Foley	6/9/20	12/22/20	\$75,000	\$75,000	HVAC Complete / Entry Doors Installation in March	Administration Building COVID Control Improvements					

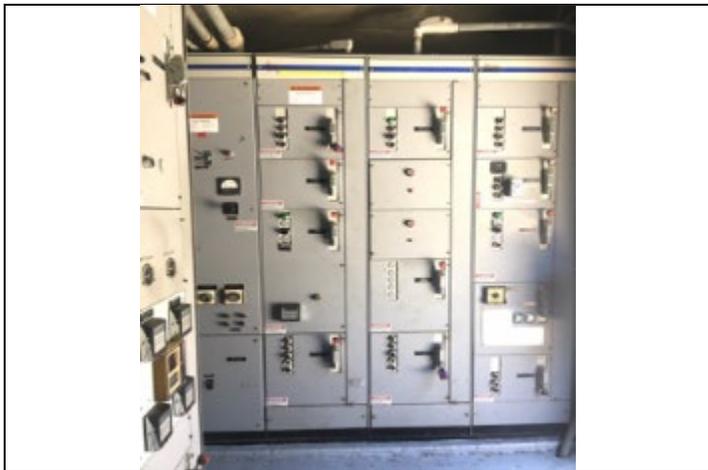


Photo: Existing Headworks Motor Control Center to Be Replaced in Project

Project Number:	18-01	
Project Name:	WWTP - Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Pending Coastal Commission	
Project Description:	The WWTP Rehabilitation Phase II 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:
	\$10,616,000	\$881,288
Financial:	FY Budget:	FY Spent:
	\$2,905,000	\$11,416
Reclamation Share:	Estimated at 4% of project cost. Actual share TBD based on Construction Costs.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Cutover Coordination	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for 2020 through 2021 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: TBD	
Contractor:	TBD	

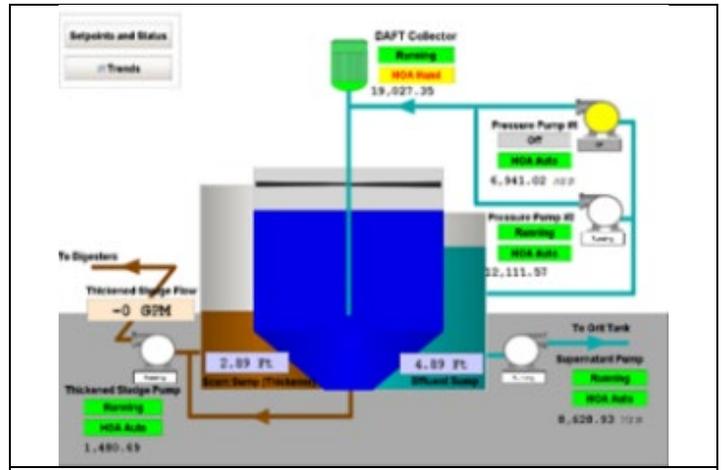


Photo: DAFT SCADA Overview

Project Number:	18-05	
Project Name:	Programmable Logic Controller (PLC) and Supervisory Control and Data Acquisition (SCADA) Programming Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Foley	
Status:	SCADA Screens 50% complete	
Project Description:	During the Phase 1 project a new SCADA software package from Inductive Automation was installed to parallel the existing system. This project includes the migration of the remaining SCADA screens from the legacy system to the new system. The PLC code is also being updated to the CAWD standards that are being developed during this project. This project is necessary to replace obsolete software and hardware so that the automated controls, alarms, and reporting remain accurate and reliable.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$364,715	\$169,856
Financial:	FY Budget:	FY Spent:
	\$240,000	\$66,285
Reclamation Share:	Partial Reclamation	
Schedule:	<ul style="list-style-type: none"> Existing SCADA to be migrated in FY20/21. 	
Consultants:	Frisch Engineering	



Photo: New Standby Generator

Project Number:	18-08								
Project Name:	Standby Power Reliability Project								
Project Location:	Wastewater Treatment Plant								
Project Manager:	Treanor/Foley								
Status:	Generator Work Complete - Staff Adding Uninterruptible Power Supply in Server Room								
Project Description:	This project involves purchasing a trailer mounted 500kW generator to serve as a full back up to the existing standby system in case the existing 750kW generator were to fail. The Main Switchgear would be reprogrammed to run off one generator with a standby (instead of the current split bus system). This would allow removal of the existing 450kW generator (which has obsolete controls and only powers half the main Switchgear).								
Department:	Treatment								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>\$469,202</td> <td>Cumulative Spent:</td> <td>\$301,789</td> </tr> <tr> <td>FY Budget:</td> <td>\$450,000</td> <td>FY Spent:</td> <td>\$301,789</td> </tr> </table>	Cumulative Budget:	\$469,202	Cumulative Spent:	\$301,789	FY Budget:	\$450,000	FY Spent:	\$301,789
Cumulative Budget:	\$469,202	Cumulative Spent:	\$301,789						
FY Budget:	\$450,000	FY Spent:	\$301,789						
Reclamation Share:	N/A								
Other Entities:	N/A								
Permits Required:	Air Board Permit								
Challenges:	N/A								
Schedule:	<ul style="list-style-type: none"> Design to be completed in 2019 Construction anticipated for 2020 								
Consultants:	Beecher Engineering								
Contractor:	Quinn Power Systems								



Photo: Existing Gas Conditioning System

Project Number:	18-11									
Project Name:	Microturbine Integration Project									
Project Location:	Wastewater Treatment Plant									
Project Manager:	Treanor/Foley									
Status:	Construction of 30kW Exhaust									
Project Description:	Overhaul of existing gas conditioning system and controls for the microturbines. The existing gas conditioning system has been having repeated mechanical failures which reduces the amount of time the Microturbines are in service. Significant overhaul of controls are needed to integrate the new 65kW turbine. CAWD is looking into a new gas conditioning system in case the existing system is not sufficient to treat the gas after the larger 65kW turbine is placed in service.									
Department:	Treatment									
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>\$676,000</td> <td>Cumulative Spent:</td> <td>\$50,535</td> </tr> <tr> <td>FY Budget:</td> <td>\$100,000</td> <td>FY Spent:</td> <td>\$29,754</td> </tr> </table>	Cumulative Budget:	\$676,000	Cumulative Spent:	\$50,535	FY Budget:	\$100,000	FY Spent:	\$29,754	
Cumulative Budget:	\$676,000	Cumulative Spent:	\$50,535							
FY Budget:	\$100,000	FY Spent:	\$29,754							
Reclamation Share:	N/A									
Other Entities:	N/A									
Permits Required:	Air Board Permit									
Challenges:	Complexity of System									
Schedule:	<ul style="list-style-type: none"> Pre-Design to be completed in 2019/2020 Final Design to be completed in 2020/2021-Construction anticipated for 2021 									
Consultants:	Frisch Engineering (programming)									
Contractor:	TBD									

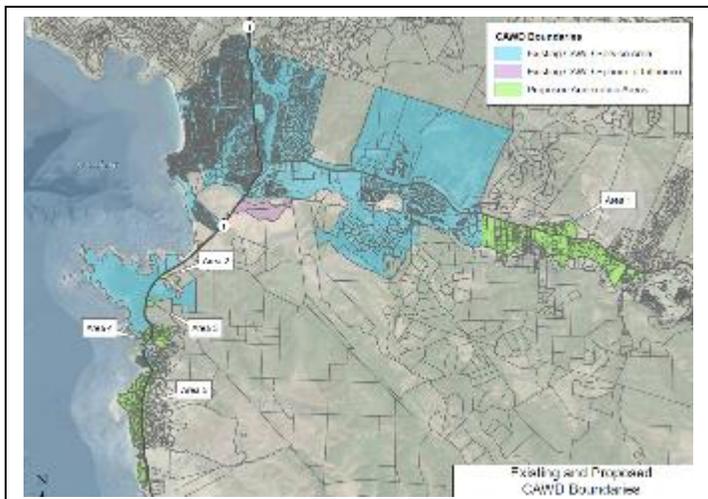


Photo: Areas of Potential Annexation

Project Number:	18-21, 19-04, 19-05, 19-09	
Project Name:	2020 CAWD Sphere of Influence (SOI) Amendment & Annexation Proposal	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	LAFCO Public Hearing March 26th	
Project Description:	The project will provide access for homes and businesses currently on septic systems and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point & Otter Cove.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$105,000 (55K+50K)	\$51,767
Financial:	FY Budget:	FY Spent:
	\$0	\$26,527
** No Budget included for Annexations b/c costs will be recouped through annexation fees.		
Permits Required:	Environmental Review, LAFCO Annexation Approval	
Challenges:	#18-21 Getting homeowner groups to form a Corona Road Assessment District to pay for infrastructure that is needed to connect to our sewer system.	
Schedule:	Applied for LAFCO Annexation in August 2020. #19-09 LAFCO annexation hearing on 3-22-21.	
Consultant:	Denise Duffy & Associates	



Photo: Existing totes used for Sulfuric Acid storage and Feed

Project Number:	18-26	
Project Name:	RO Pretreatment Acid Tanks and Containment	
Project Location:	Reclamation – MF/RO	
Project Manager:	Treanor	
Status:	On Hold	
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:
	\$358,506	\$68,506
Financial:	FY Budget:	FY Spent:
	\$290,000	\$0
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	N/A	
Schedule:	<ul style="list-style-type: none"> • Bid second half of 2020 • Construction 2021 	
Consultants:	Trussell Technologies, Inc	
Contractor:	TBD	



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:		Determining Tree Types / Final Landscape Plan for Interior
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 different type of tree screening. Purpose is to improve security around plant perimeter.
Department:		Treatment
Financial:	Cumulative Budget:	Cumulative Spent:
	\$213,000	\$2,897
Financial:	FY Budget:	FY Spent:
	\$0	\$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 to occur in 2021
Consultants:		Scott Hall Landscape Design
Contractor:		TBD



Photo: Old Flood Door in Headworks Basement

Project Number:		19-01
Project Name:		Critical Process Onsite Flood Adaptations
Project Location:		Wastewater Treatment Plant
Project Manager:		Waggoner
Status:		Minor Work Proceeding
Project Description:		There are a few areas of the WWTP that may be vulnerable to inundation during a 100-year river flooding event. Although the actual impact to the process in the event of inundation of these areas may be minor, it would be prudent to mitigate any possible impacts of flooding on the treatment process. The areas that could be further adapted to avoid flooding inundation are: Headworks Basement Flood Door, Influent Access Hatch, Secondary Effluent Diversion Structure Hatches, Chlorine Contact Channel Hatches, Waste Gas Burner Operations.
Department:		Treatment
Financial:	Cumulative Budget:	Cumulative Spent:
	\$86,000	\$21,788
Financial:	FY Budget:	FY Spent:
	\$65,000	\$0
Reclamation Share:		15% Reclamation
Other Entities:		Reclamation Project
Permits Required:		Coastal Commission Notification
Challenges:		N/A
Schedule:		<ul style="list-style-type: none"> Planning performed in 2019 Modifications in 2021
Consultants:		N/A
Contractor:		TBD

PRE-TREATMENT ORDINANCE
2020-XX



CARMEL AREA WASTEWATER DISTRICT

Project Number: 19-02		
Project Name: Update Pretreatment Ordinance		
Project Location: Pretreatment/Collections		
Project Manager: Lathér/De Ocampo/Waggoner		
Status: Committee Review in April 2021		
Project Description: Prepare a Pre-Treatment Ordinance that is in compliance with the current standard of practice and the State Water Resources requirements.		
Department: Treatment		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	None	
Schedule:	<ul style="list-style-type: none"> Committee review of Ordinance in April 2021 	
Consultants:	None	
Contractor:	None	



Photo: View gravity pipe in Carmel easement

Project Number: 19-03		
Project Name: Carmel Meadows Gravity Sewer Improvements		
Project Location: Collection System		
Project Manager: Lathér		
Status: In Design / CEQA		
Project Description: The project will replace 1300 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:
	\$1,259,102	\$302,065
Financial:	FY Budget:	FY Spent:
	\$185,445	\$75,527
Permits Required:	Coastal Permit and Environmental Review	
Challenges:	Redirecting the sewer to the pump station without requiring booster pumps for individual houses.	
Schedule:	Design FY20/21. Construct FY21/22.	
Consultants:	SRT Consultants	
Contractor:	TBD	



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:	Lathér	
Status:	Design by Owner – Construction Planned upon Completion of Annexation	
Project Description:	Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD’s sewer system.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent: \$180
	FY Budget:	FY Spent: \$180
Reclamation Share:	0%	
Other Entities:		
Permits Required:	County Encroachment Permit, Environmental Review in process	
Challenges:	Funding, Repayment Agreement, LAFCO annexation	
Schedule:	3-22-21 LAFCO Annexation hearing	
Consultants:	MNS and Rincon are working for Carmel Valley Manor to permit and design the project.	
Contractor:	N/A	



Photo: View of proposed sewer line realignment

Project Number:	19-13	
Project Name:	Upper Rancho Cañada Pipe Realignment	
Project Location:	Collection System	
Project Manager:	Lathér	
Status:	Negotiating Easement	
Project Description:	This project relocates an existing sewer trunk line that serves the eastern most assets of the District and is located within the proposed County Park at Rancho Cañada. The trunk line varies in size from a 12-inch to 8-inch diameter and is made of Truss pipe material that was installed in the early 1970's. The pipe is damaged in many locations, has capacity issues, and was identified as a priority in the Asset Management Plan.	
Department:	Collection	
Financial:	Cumulative Budget:	Cumulative Spent: \$144,149
	FY Budget:	FY Spent: \$81,159
Other Entities:	Monterey Regional Park District	
Permits Required:	Environmental Review	
Challenges:	Providing a design that allows CAWD access to assets and is acceptable to the Park District.	
Schedule:	Design FY 19/20. Construct FY 20/21.	
Consultants:	MNS Engineering Rincon Environmental	



Photo: Admin Building Permit Desk

Project Number: 20-01		
Project Name: Administration Building COVID Control Improvements		
Project Location: Administration Building		
Project Manager: Treanor/Foley		
Status: HVAC Complete / Entry Doors Installation in March		
Project Description: HVAC Improvements to control airborne viruses, enclosure of permit desk to eliminate contact between staff and visitors.		
Department: Administration		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$75,000	\$40,092
Financial:	FY Budget:	FY Spent:
	\$75,000	\$40,092
Reclamation Share:	0%	
Other Entities:	None	
Permits Required:	Building Permits	
Challenges:	Emerging science around COVID-19	
Schedule:	<ul style="list-style-type: none"> Design June and July 2020 Construction anticipated in April 2021 	
Consultants:	Design: Davner Engineering	
Contractor:	Coast Counties Glass	



Photo: WWTP Stormwater Pump Station

Project Number: 20-02		
Project Name: WWTP Stormwater Pollution Prevention Plan Update		
Project Location: Treatment Plant		
Project Manager: Treanor/Dias		
Status: In Study Phase		
Project Description: Update to the existing CAWD WWTP Stormwater Pollution Prevention Plan as required by the National Pollution Discharge Elimination System (NPDES) General Stormwater Permit		
Department: Treatment		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$35,000	\$18,854
Financial:	FY Budget:	FY Spent:
	\$35,000	\$18,854
Reclamation Share:	0%	
Other Entities:	None	
Permits Required:	Part of General Stormwater Permit	
Challenges:	None	
Schedule:	<ul style="list-style-type: none"> Plan Development in 2021 	
Consultants:	Kennedy Jenks Consultants	
Contractor:	N/A	



Photo: River Watch logo

Project Number: 20-05		
Project Name: River Watch Agreement		
Project Location: Collection System		
Project Manager: Lathér		
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.		
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:	CCTV Schedule. The Board agreed to increase staffing by 1 FTE to assist us in meeting the required schedule. New employee started 11-20-20. Received 1 yr. extension from River Watch due to COVID-19.	
Schedule:	Due date June 2023	
Consultants:		
Contractor:	N/A	

LAWD Collections Dept - CIP		FY 2021/21 thru 2024/21											
Project #	PROJECT	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
1	Canal Mainline Pipeline (Cane Creek)	\$165,415	\$1,000,000										
2	Malibu Canyon Pipeline Pipe Bursting	\$1,426,000											
3	Pipe Bursting - Canoga Pipe Replacement	\$1,760,000											
4	New Sewer PS Rehabilitation	\$180,000	\$150,000	\$150,000									
5	Sanborn Pipe Bursting - Orange to San	\$240,000	\$900,000	\$600,000									
6	Providence Creek from Pipe Repair	\$225,000	\$1,250,000										
7	Theoretical Upgrade of Thousand Oaks Station	\$140,000											
8	Yosemite Valley PS and Sewers - South of Sierra Canyon		\$150,000	\$150,000	\$1,500,000	\$200,000							
9	17th St. Surgeon to San Diego		\$150,000	\$150,000	\$1,500,000	\$2,000,000							
10	Canoga Waste Sewer Rehabilitation				\$400,000	\$2,000,000							
11	Canoga La Cumbre PS Rehabilitation				\$1,000,000	\$1,500,000	\$800,000						
12	Alhambra & San Gabriel - Orange to San		\$125,000										
13	Alhambra Station Pipe Bursting and LID							\$10,000	\$60,000				
14	Malibu PS area sewer upgrade							\$200,000	\$1,000,000	\$1,000,000			
15	Leucadia Street Pipe Bursting 4th to 10th							\$150,000					\$500,000
16	Open Area and Discharge Pipe Bursting - Orange to Santa										\$100,000	\$1,700,000	
17	Canoga Road 1000-1000, 1st & Wilbur Avenue										\$100,000	\$1,000,000	\$1,000,000
18	Providence Interceptors			\$150,000				\$700,000	\$400,000	\$300,000			\$500,000
19	Paint Bayview @ Canyon Interceptors												
20	Leucadia Street Sewer Rehabilitation												
21	San Gabriel Interceptors - 17th St. to 10th St.												
22	Downing Hill at Thousand Oaks (20% Contingency)	\$1,695,415	\$2,100,000	\$2,100,000	\$2,100,000	\$2,250,000	\$2,800,000	\$2,250,000	\$2,410,000	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000
Collections 2024/21		\$683,070	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2023/21		\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000	\$2,250,000	\$2,800,000	\$2,250,000	\$2,410,000	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000

Photo: LT Capital Schedule

Project Number: 20-06		
Project Name: Collections 20-Year CIP		
Project Location: Collection System		
Project Manager: Lathér		
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-20Yr	Construction Costs:	Administration Costs:
\$60,000,000	\$50,000,000	\$10,000,000 (20% engineering, legal, admin)
Financial:	Cumulative 15YR Budget:	Cumulative Spent:
	N/A EST \$30M	N/A MNS
Financial:	FY Budget:	FY Spent:
	N/A	N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:		
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	



Photo: Looking at Pump Station Exterior

Project Number: 20-07		
Project Name: Bay/Scenic Pump Station Rehabilitation		
Project Location: Collection System		
Project Manager: Lathér		
Status: Soliciting Consultant Proposals		
Project Description: Remodel the interior of the pump station and update SCADA panel to remove from areas prone to flooding.		
Department: Collections		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$600,000	\$0
Financial:	FY Budget:	FY Spent:
	\$100,000	\$0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal	
Permits Required:	Exemptions from CEQA & Coastal	
Challenges:	Traffic Control	
Schedule:	Design 2021, Construct 2022	
Consultants:	Pending	
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: Lathér		
Status: In Design		
Project Description: Replace approximately 4,950 LF feet of existing 6-inch clay pipe with a new 8-inch (HDPE) Includes manhole rehabilitation.		
Department: Collections		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,400,000	\$0
Financial:	FY Budget:	FY Spent:
	\$200,000	\$0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal	
Permits Required:	Exemptions from CEQA & Coastal	
Challenges:	Traffic Control	
Schedule:	Design 2021, Construct 2022	
Consultants:	Pending	
Contractor:	Pending MNS	



Photo: WWTP Aerial Showing Eucalyptus Trees Around Perimeter

Project Number:			21-01
Project Name:			WWTP Eucalyptus Tree Pruning
Project Location:			Wastewater Treatment Plant
Project Manager:			Treanor
Status:			CEQA
Project Description:			Trim Eucalyptus Trees around WWTP to control overgrowth of trees and mitigate spread of non-native tree.
Department:			Treatment
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$180,000	\$0	
Financial:	FY Budget:	FY Spent:	
	\$180,000	\$0	
Reclamation Share:			0%
Other Entities:			N/A
Permits Required:			Coastal Commission Notification, County Tree Cutting Permit
Challenges:			
Schedule:			Tree Trimming anticipated during non-nesting season (fall-winter 21/22)
Consultants:			Burleson Consulting (Environmental Monitoring) Frank Ono (Arborist)
Contractor:			TBD



Photo: Sewer Line Repair

Project Number:			21-02
Project Name:			Pipe Spot Repair
Project Location:			Collection System
Project Manager:			Lathér
Status:			In Design
Project Description:			Repairs to damaged sections of pipe in various locations throughout the District as noted in sewer video inspections
Department:			Collections
Financial:	Cumulative Budget:	Cumulative Spent:	
	N/A55,000	N/A	
Financial:	FY Budget:	FY Spent:	
	55,000	N/A	
Reclamation Share:			0%
Other Entities:			N/A
Permits Required:			none
Challenges:			Traffic control in area of town, depth of repair .
Schedule:			Complete by June 2021
Consultants:			N/a
Contractor:			N/A

STAFF REPORT

To: Board of Directors

From: Ed Waggoner
Operations Superintendent

Date: March 25, 2021

Subject: Monthly Operations Report – February 2021



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has continued finishing up projects and concentrating on Preventative Maintenance Work Orders during the month of February. This includes the implementation of the Operations Flood Preparation Standard Operating Procedures from the Plant Engineer.
- Staff completed removing the wooden toe guards around the Primary Clarifier #1. These wooden toe guards have been replaced with aluminum toe guards on the Primary Clarifier #1 walkways and work areas.
- (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.

Reclamation:

- Staff has continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Micro Filtration and Reverse Osmosis Systems.
- Staff completed Clean-in-Place (CIP) on Micro Filtration Cells 1, 2 and 3. All cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 3.7 to 5.2 pounds per square inch (psi).

Training:

- Staff is continuing to complete online training at the treatment facility from Target Solutions as Carmel Area Wastewater District implements its new safety policies for the Exposure Control Plan Updates for the COVID-19 virus.
- Staff continues to participate in a scheduled tailgate safety meeting with Collections leading the way by holding the meetings in the truck bays so social distancing can be practiced. COVID-19 training occurred on February 18 and Vehicle Disinfection and Sulfuric Acid Training occurred on February 25.

Capital Improvement:

- Staff continues working with Plant Engineer, Patrick Treanor (CAWD), 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

- Technical Advisory committee Meeting for the Reclamation Project through Zoom on February 2, 2021.
- Wastewater Reclamation Project Management Committee Meeting by Zoom on February 9, 2021.
- CAWD Luncheon for staff members on February 17, 2021.
- Capital Improvement meeting to review Project #18-01.

Discharge Permit Violations

- There were no Reclamation Permit 93-72 discharge violations for the month of February 2021.
- Submitted Reclamation Permit 93-72, 2020 Fourth Quarter Report with no violations for the reporting period on February 18, 2021.
- There were no Violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of January 2021.
- Staff has received no feedback from Central Coast Regional Water Quality Control Board on the submitted Toxicity Reduction Evaluation (TRE) Work Plan for Order No. RCA0047996 as set forth in Section V.2.a. Toxic Reduction Requirements on November 11, 2020. This plan is currently under review by the Central Coast Executive Officer to be certified for future use if needed.

FUNDING

N/A-Informational item only

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: March 25, 2021

Subject: Monthly Maintenance Report – February 2020

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- A minor leak was discovered on an 8" pipe connection during the spot coating maintenance in the contact channel basement pipe gallery. Staff applied a temporary patch and the plant engineer recommended pipe wrapping as a permanent solution. Staff is working with a vendor on quantity of material for permanent pipe wrap solution.
- (Project 18-11) The exhaust parts arrived for the 30-kilowatt microturbine and the final pieces are in the process of being installed. The last piece will be installed on 3/16/21. The unit will then be ready for startup and testing with updated control system.
- A team of maintenance staff was assembled to improve the server room Uninterruptible Power Supply system and equipment identification so that multiple staff members can work with our Internet Technology (IT) Consultant to resolve power and network issues. Improvements will include the addition of extended runtime battery modules, network monitoring of the backup battery units and color coding of network cables. The system prevents damage to equipment from electrical grid power surges and prevents network/server outages during the transfer to the standby generator.
- The replacement of the secondary clarifier #2 skimming arms is in progress. This is an in-house project that consists of staff from Maintenance, Operations and Collections.

The work involves a crane and specialized boom lift that can reach below grade into the basin. Work is scheduled to be complete the week of March 15, 2021.

- The portable generator connection for Calle La Cruz pump station was completed. Further electrical upgrades for the pump stations include a portable generator connection at the 8th & Scenic station and the Highlands station. This will provide staff with a quick connection to the portable generator if the stationary generator fails during a power outage or is down for maintenance.
- A software bug was identified in the Programmable Logic Controller (PLC) firmware and was confirmed by the manufacturer. The bug would fault the device and fail over to the backup float system and send an alarm until the software was reloaded. The PLC firmware was updated, and the bug was eliminated.

Upcoming Maintenance Projects

- Two low pressure water traps were ordered for the digester gas system. One is a replacement for the iron sponge that requires a rebuild and the other will be added to the elbow before the iron sponge so that moisture can be easily drained from the system. Staff has experienced moisture buildup in the elbow which impedes gas flow to the microturbines. Update: A custom flange was ordered to connect the drip trap and will be installed in March.
- A replacement flow meter was ordered for the natural gas line to the digester boiler. Once installed it will be integrated into the Supervisory Control and Data Acquisition System (SCADA) system and provide real time flow values when the boiler is consuming natural gas. Update: Electrical connection was installed to new flow meter location and staff will schedule a certified welder to install the flanges on the gas piping so the install can be completed.
- Staff is working with our Systems Integrator and IT Consultant to further harden the SCADA from Cyber Security threats. Multiple strategies have already been implemented and upgrades will be ongoing.

Staff Development

- Maintenance staff has signed up for online electrical and instrumentation courses through Training-Performance-Compliance (TPC) Training. These classes will count toward continuing education units.

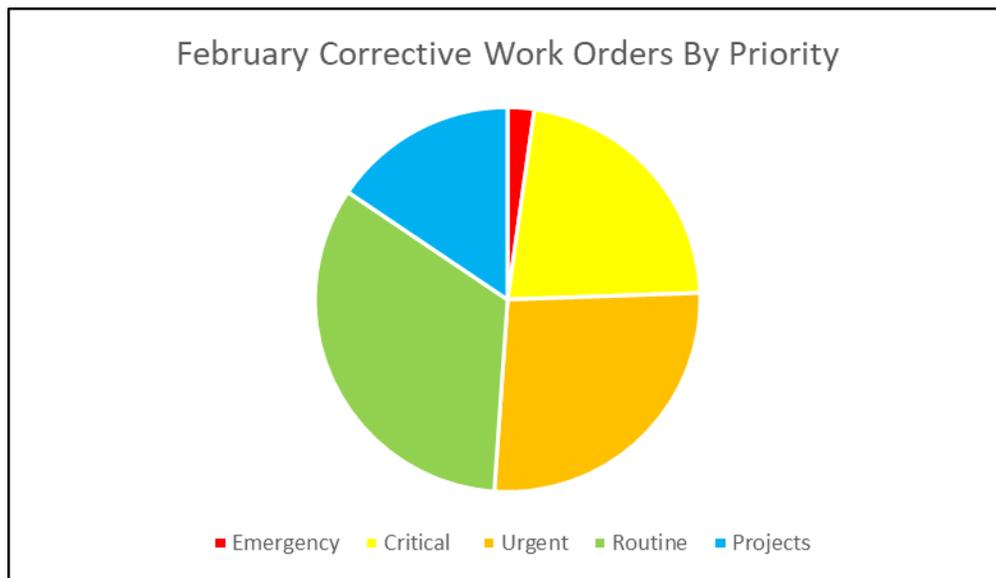
- Update: Software is installed and awaiting onboarding by TPC so training modules can be deployed. Staff is really excited about this new platform since it is a virtual training platform that provides actual work-order based interactive troubleshooting scenarios. This is an improvement over the traditional online training that use a workbook with multiple choice testing.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	309
Total Work Orders Closed/Done	281
Total Work Orders Still Open	28
Percentage of Work Orders Completed	90.94%

Corrective Maintenance



Emergency	1
Critical	10
Urgent	12
Routine	15
Projects	7

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: March 25, 2021
Subject: General Engineering

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report is provided to update the Board on current engineering activities during the month of February 2021.

General Engineering

The Principal Engineer continues to work on projects related to the 2021 Annexation, including Carmel Valley Manor and Corona Road. Carmel Valley Manor (CVM) is continuing to work on their project to connect to the District and plan to construct in 2021. They have submitted 100% plans and specifications for review by staff. On March 18, 2021 CVM and CAWD staff are planning to participate in a Carmel Valley Road Committee meeting to discuss concerns.

Corona Road residents are working to get initial funding for the project reports and will come to the Board in the near future to request that CAWD manage the contracts in anticipation of forming an Assessment District.

The Local Agency Formation Commission (LAFCO) has scheduled the hearing regarding the annexation for March 26, 2021 at 2 p.m. There have been dozens of calls regarding the annexation since our last board meeting and all of them have been positive. We are hopeful that there will be no appeals regarding the annexation but if there are appeals, the hearing will be set for April 23, 2021.

The Yankee Point/Spindrift agreement has been signed and the engineering contract is signed. The project kickoff meeting was completed on March 3, 2021.

The Pretreatment Ordinance has been provided to the Ordinance Committee for review and the Principal Engineer will be working with the members of the committee to select a date for meeting in April/May to discuss the ordinance.

FUNDING

N/A- Informational item only

Resolutions

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Date: March 25, 2021

Subject: Bay/Scenic Pump Station Rehabilitation Project
Project #20-07

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the General Manager to enter into a contract with SRT Consultants to provide engineering design services for \$291,890.

DISCUSSION

The Bay & Scenic Lift Station serves homes within Carmel-by-the Sea. The station is located below Scenic Road on the coastline. The lift station was originally constructed in the late 1930's and has been upgraded several times since then. It consists of a wet well and a dry pit that houses two 10-horsepower constant-speed Flygt pumps. Both pumps are set to run based on the water level measured by pressure transducers in the wet well. The existing pumps were installed in 2001 and are approaching the end of their useful lives. The station control panel is located in the dry pit and configured similar to the other CAWD lift stations.

The lift station is susceptible to sea level rise and flooding due to its proximity to the ocean. In addition, most of its equipment has passed its expected useful life and needs replacement and/or significant rehabilitation.

The SRT Consultants proposal is attached to this staff report.

FUNDING

The proposal to do the work of \$291,890 will be funded by the Collections Capital Improvement budget of \$300,000 over the next two fiscal years (2020/21 and 2021/22). Construction is planned for fiscal year 2022/23.



Service Responsiveness Teamwork

792 Bay Street
San Francisco, CA 94109
415 776 5800 tel
415 776 5200 fax
www.SRTconsultants.com

February 25, 2021

Rachél Lather, MS, PE
Principal Engineer
Carmel Area Wastewater District
3945 Rio Road
Carmel-By-The-Sea, CA 93922

Subject: Bay & Scenic Lift Station Renovation Project Design – SRT Consultants’ Proposal

Dear Rachél,

SRT Consultants (SRT) is pleased to present this proposal to the Carmel Area Wastewater District (CAWD) for design of the Bay & Scenic Lift Station Renovation Project (Project). Our understanding of the project was gained from our site visits, discussions with CAWD staff, and review of documents provided by CAWD.

Project Understanding

The Bay & Scenic Lift Station serves part of the coastal area in CAWD’s service area. The lift station was originally constructed in the late 1930’s and has been upgraded several times since. The station is located below Scenic Road on the coastline. It consists of a wet well and a dry pit that houses two 10-horsepower constant-speed Flygt pumps. Both pumps are set to run based on the water level measured by pressure transducer in the wet well. The existing pumps were installed in 2001 and are approaching the end of their useful lives. The station control panel is located in the dry pit and configured similar to the other CAWD lift stations. Communications with CAWD’s SCADA system are provided by the internet and radio signal. The station has a connection for a backup engine-driven portable generator and an automatic transfer switch.

The lift station is susceptible to sea level rise and flooding due to its proximity to the ocean. In addition, most of its equipment has passed its useful life and needs replacement and/or significant rehabilitation. CAWD seeks to renovate the lift station to improve its reliability by converting it to a submersible pump station. The dry pit will be filled with concrete and converted into a valve vault accessible through a new traffic-rated double-leaf hatch in the road. The control cabinet, incoming power, PG&E meter, auto-transfer switch (ATS), and emergency generator hookup would be relocated into what is now the stairwell and is accessible from the road. The ocean side wall of the stairwell will be raised to the height of the

inboard wall and receive a stone finish similar to the rest of the structure. The erosion control sprayed concrete protecting the ocean face of the lift station will also be repaired as part of this work.

This proposal outlines the scope of work, schedule, project team, and fee estimate for developing the engineering design for the lift station renovation. The goal of this project is to develop the final design suitable for presentation to the various permitting agencies and for construction bidding when the time comes.

Scope of Services

SRT proposes to provide engineering services to complete the renovation design under the following tasks.

Task 1 Project Management

Task 1 includes design team coordination and project management, coordination with CAWD staff, budget and schedule control, monthly progress reports and invoicing, and quality assurance/quality control (QA/QC) review of deliverables. QA/QC review will be performed by a senior engineer that is not directly involved in the project and able to scrutinize the design documents more effectively. This review will be performed at the 50-percent and 95-percent design stage. The project management task is estimated based on a 9-month project duration starting in April 2021.

Assumptions

- Internal and external agency coordination support to CAWD;
- CAWD will apply for and secure all necessary permits for the project.

Deliverables

- Design team coordination/project management, including monthly schedule and budget reporting for 9-month duration of the project;
- Meeting agenda and notes.

Task 2 – Field Reconnaissance and Conceptual Engineering

Under Task 2, the project team (SRT and its subconsultants TJC and Associates (TJCAA) and Quiet River Land Services) will perform field reconnaissance to document existing conditions that will inform the structural, mechanical and electrical design required for renovation of the lift station. Topographic survey and utility location will be performed by Quiet River Land Services. Geotechnical services are not required for this project. Following the field work, SRT will consolidate the findings and prepare a conceptual engineering technical memorandum (TM) for the lift station renovation. The TM will also include findings and observations from field reconnaissance, design criteria, and exhibits of conceptual design of the renovated lift station that will become the basis of the final design.

Assumptions:

- CAWD will aid SRT and its subconsultants with the project site access;
- SRT will hold one coordination meeting with CAWD prior to starting field reconnaissance work;
- The coordination meeting will be held virtually over video-conferencing platform.

Deliverables:

- Meeting agenda and notes;
- TM and conceptual design sketches/exhibits of the renovated lift station; draft and final;

- Topographic survey.

Task 3 – Environmental Permitting Support to CAWD

Under Task 3, SRT will prepare plans and documents required for permit applications that will be prepared by CAWD. Biological studies and associated permitting are not anticipated for the mechanical and structural work at the station, however, the work may trigger a Coastal Commission and/or the County of Monterey General Plan permits and conformance requirements. Work on the shoreline to repair/harden the base of the lift station may trigger other permits. CAWD will use the design documents and pursue these permits in parallel or subsequent to the design completion and serve as Lead Agency for CEQA. This scope of work excludes the following: preparation a Biological Resource Assessment (BRA), jurisdictional wetlands delineation, and/or an Initial Study/Mitigation Negative Declaration (IS/MND).

SRT will provide support to CAWD for obtaining a Coastal Development Permit Exemption (CDX) for the project. If an exemption cannot be granted, SRT will provide services to assist CAWD in obtaining a Coastal Development Permit (CDP) and to fulfill the CDP “Conditions of Approval”.

Assumptions:

- CAWD will be responsible for filing permit application with applicable agencies;
- BRA, jurisdiction delineation, IS/MND are excluded from this SOW as the need is not anticipated.

Deliverables:

- Design plans and documents that are suitable for the purposes of permit applications.

Task 4 – Final Design

Final design will be initiated in parallel with Task 3. Under this task, SRT will develop detailed design drawings and technical specifications and submit them for review by CAWD at the 50-percent, 95-percent, and 100-percent design levels. An engineer's opinion of probable construction cost will also be prepared as part of the 50-percent, 95-percent, and final design packages. After each design submittal, SRT will hold a meeting with CAWD staff to review the design documents and address questions. Following the 100-percent submittal SRT will prepare and submit specifications and drawings suitable for public bidding.

TJCAA will provide structural, electrical, instrumentation, controls, and telemetry design for the lift station renovation. Electrical, instrumentation, and controls design is intended to be similar to other CAWD lift stations.

The following is a list of specification sections that are anticipated will be developed under this task.

- 02 41 00 – Demolition
- 03 10 00 – Concrete Forms and Accessories
- 03 20 00 – Concrete Reinforcement
- 03 30 00 – Cast in Place Concrete
- 03 60 00 – Grout
- 03 92 00 – Modifications and Repair to Concrete
- 08 31 00 – Floor Access Doors
- 09 97 13 – Paintings and Coatings
- 32 11 23 – Aggregate Base Course
- 32 12 16.01 – Pavement Restoration and Rehabilitation
- 32 12 16 – Asphaltic Concrete

33 01 30 – Sewage handling During Construction
33 12 00 – Wastewater Utility Distribution Equipment
33 12 01 – Basic Mechanical Materials and Methods
33 31 00 – Basic Piping Materials and Methods
33 31 13 – Piping and Fittings
33 31 14 – Valves
33 31 15 – Piping System Testing
16 00 01 - General Electrical and Instrumentation

The following is a preliminary list of drawings that SRT anticipates developing as part of the final design effort. The sheet count may vary slightly to serve the needs of the design and construction contract. Should additional scope or currently unforeseen changes necessitate a significant increase in the number of design drawings, the associated additional engineering fee increase will be requested at that time.

Title Sheet

1. G-1 Drawing Index and Location Map
2. G-2 General Notes, Standard Symbols, Legend, and Abbreviations
3. D-1 Demolition Plan
4. C-1 Lift Station Plan and Details
5. C-2 Lift Station Sections and details
6. C-3 Civil Details
7. GS-1 General Structural Notes
8. GS-2 General Structural Notes & Special Inspections
9. GS-3 Standard Details – Concrete I
10. GS-4 Standard Details – Concrete II
11. GS-5 Standard Details – Concrete Modifications
12. S-1 Lift Station Floor Plan, Sections & Details
13. S-2 Lift Station Access Hatch Plan Sections & Details
14. S-3 Lift Station Stairwell Modifications
15. M-1 Lift Station Mechanical Plan and Sections
16. M-2 Lift Station Mechanical Details
17. GE-1 Electrical Legend and Abbreviations
18. GE-2 Electrical Standard Details
19. E-1 Electrical 1-Line, Elevation, and Grounding Schematic
20. E-2 Electrical Site Plan
21. E-3 Electrical Schedules: Panelboard, Conduit, Fixtures
22. E-4 Electrical Control Schematics

Assumptions and Limitations:

- Design documents will include up to 22 drawings, technical specifications as outlined above, and engineer's opinion of probable construction cost; a significant increase in the sheet count may necessitate a budget increase;
- CAWD will consolidate review comments into a single document and meet with SRT to discuss after each submittal within two weeks;
- All design submittals will be submitted electronically;

- Depending on COVID-19 conditions, the design review meetings might be held over video conference platform;
- One set of camera-ready construction documents will be delivered in full-size format;
- CAWD will furnish front-end documents and general conditions including advertising and bidding templates;
- SRT’s 2017 AutoCAD version and drawing standards will be utilized for the design work;
- SRT’s standard technical specifications will be used and accompanied by CAWD’s standard front-end documents;
- Programming work associated with the District’s central SCADA HMI will be performed by the District (or District representative) and is not included in the design documents, except for Contractor support of District SCADA HMI testing efforts;
- Design will be in accordance with applicable County requirements, National Electric Code standards, and California Building Code.

Deliverables:

- Technical specifications and design progress drawings at 50-, 95-, 100-percent, and bid-ready
- Modified CAWD front-end documents to suit the project
- Meeting agenda and notes

At CAWD’s request, additional engineering services will be negotiated after submission of the bid-ready documents. These services may include bid period support such as advertisement, responses to RFIs, pre-bid meeting attendance, bid opening and bid review support, and recommendation for award. Additional services negotiated at this time may also include PG&E service coordination and engineering services during construction, including: pre-construction and periodic progress meetings, shop drawing review and approval, change order review and negotiation, periodic pay estimate review and approval, record drawings prepared in AutoCAD from contractor’s red-line/as-built drawings, and project closeout.

Schedule

The design and CEQA review are estimated to be completed approximately 9 months following an NTP from CAWD. The project schedule shown in Table 1 assumes an NTP is issued in July 2021. This schedule assumes design engineering services will close out at the end of March 2022 with advertisement for bids to follow later in early 2022 (permitting dependent).

Table 1. Proposed Project Schedule

Task	Duration/Deliverable Date
1 Project Management	April 2021– January 2022
2 Field Reconnaissance and Conceptual Engineering	April 2021 – June 2021
3 Environmental Permitting Support to CAWD*	June 2021 – January 2022
4 Final Design	July 2021 – January 2022

*Led by CAWD with technical assistance provided by SRT. Actual completion time will depend on the type of required CEQA Compliance (Categorical Exemption or Initial Study/ Negative Declaration); CatEx is assumed here.

Project Team

SRT will serve as prime consultant on this project and provide the following services:

- Project management and design team coordination
- Permitting support and coordination
- Engineering design

Tim Monahan, PE will serve as Project Manager and will coordinate the efforts of subconsultants and SRT technical staff. Nina Mao, PE will serve as Project Engineer and will oversee the final design development including preparation of drawings, specifications, and construction cost estimate. Tanya Yurovsky, PE will serve as Principal-in-Charge and QA/CQ Manager and will commit SRT's resources to complete this engineering design project as described herein. SRT's staff engineers will support the effort of the core design team as necessary. The design team will include TJC and Associates for structural and electrical engineering, instrumentation, and SCADA interface design services.

Fee Estimate

SRT's proposed fee for the project work described in this proposal will be on a time and material basis with a not-to-exceed amount of \$291,890 as summarized in Table 2. This fee estimate includes an allowance for PG&E service coordination provided by TJCAA.

Table 2. Proposed Not-To-Exceed Fee Estimate

Task	Fee (\$)
1 Project Management	23,800
2 Field Reconnaissance and Conceptual Engineering	27,240
3 Environmental Permitting Support to CAWD	15,960
4 Final Design	96,620
Subconsultant fees	127,270
Other Direct Charges (ODCs – mileage, printing, etc.)	1,000
Fee Total	291,890

SRT will invoice CAWD monthly for the hours spent by SRT staff and the subconsultants during the previous month.

We look forward to continuing to serve CAWD on this interesting project. Please contact me at 415-231-5768 or Tim Monahan at 415-314-7604 if you have any questions or require additional information. Thank you for considering SRT Consultants.

Sincerely,



Tatyana T. Yurovsky, P.E.
Principal
SRT Consultants



Timothy J. Monahan, P.E.
Project Manager
SRT Consultants

RESOLUTION 2021-13

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A
CONTRACT WITH SRT CONSULTANTS TO PROVIDE DESIGN SERVICES
FOR THE BAY/SCENIC PUMP STATION REHABILITATION PROJECT #20-07
IN THE AMOUNT of \$291,890

~O~

WHEREAS, the District approved the 2020/2021 budget that included funding for the Bay/Scenic Pump Station Rehabilitation Project consulting work;

WHEREAS, the District received a proposal from SRT Consultants for professional engineering services to prepare the final design documents for the Bay/Scenic Pump Station Rehabilitation Project; and

WHEREAS, in order to proceed with design of the project, the District must execute a contract with SRT Consultants to prepare plans and specifications for the project as summarized in their proposal dated February 25, 2021 for a not to exceed amount of \$291,890.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with SRT Consultants to prepare plans and specifications for the rehabilitation of the pump station Bay/Scenic in Carmel.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 25, 2021.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Subject: #19-21 – CRFREE Mitigation Pipeline Undergrounding Project - Budget Amendment for Regulatory and Environmental Consulting Services

Date: March 25, 2021

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution to authorize a budget amendment for additional regulatory and environmental consulting services by Johnson Marigot Consulting for the CRFREE Mitigation Pipeline Undergrounding Project in the amount of \$59,800.

DISCUSSION

Project #19-21 is near the 60% design stage and permit applications are in review by the Army Corps of Engineers, and Regional Water Quality Control Board. Submittal of a Coastal Development Permit application to the Coastal Commission is pending, and circulation of a California Environmental Quality Act (CEQA) Mitigated Negative Declaration is also pending.

The Army Corps permit review process includes feedback from multiple regulatory agencies including: National Marine Fisheries Service (NMFS), State Historic Preservation Office (SHPO), and California Department of Fish and Wildlife (CDFW). Additional work has been identified, beyond Johnson Marigot’s original scope, to submit further details to the SHPO for their review of minimization and mitigation measures addressing potential impacts to cultural resources at the coastal bluffs (i.e., shell mound/midden). Furthermore, additional ongoing regulatory support for CEQA and obtaining final permits is necessary.

FUNDING

This work is being funded by the California Coastal Conservancy grant for undergrounding the lagoon crossing (grant amount is \$750,000). The additional budget can be covered by the approved grant amount. It is not anticipated that this will cause the project work to exceed the grant amount of \$750,000. The Johnson Marigot fee for regulatory and environmental services was originally \$168,815 and this \$59,800 amendment brings their total contract amount to \$228,615.

Mr. Patrick Treanor
Plant Engineer
Carmel Area Wastewater District
P.O. Box 221428
Carmel, California 93922

February 18, 2021

**Regarding: CRFREE Mitigation Pipeline Undergrounding Project (2020-002)
Contract Change Order No. 1 for Environmental Consulting Services –
Supplemental Project Entitlement Budget**

Dear Mr. Treanor:

Thank you for the opportunity for Johnson Marigot Consulting, LLC (JMC) to provide additional environmental consulting service for Carmel Area Wastewater District's (CAWD's) Carmel River Floodplain Restoration and Enhancement Project (CRFREE) Mitigation Pipeline Undergrounding Project (project). I have enclosed a change order request for additional budget in support of project entitlement. This change order request includes a task list and budget status, the executed consulting agreement, rate sheet, and a new statement of work for the following existing and new tasks:

1. Regulatory Support (existing task)
3. Special Status Plant Survey and Report (existing task)
4. Native Tree Survey Report (existing task)
- 6.2. Cultural Resource Treatment Plan (new task)
11. 401 Certification Application – Section 401 of CWA (existing task)
12. Section 1602 Streambed Alteration Agreement Application (existing task)

I am available to meet with you, or with other members of your team to discuss any details or questions you may have. Please contact me at (415) 500-1231 at your earliest convenience.

Respectfully,

A handwritten signature in black ink, appearing to read "Lauren Bingham". The signature is fluid and cursive, with the first name "Lauren" written in a larger, more prominent script than the last name "Bingham".

Lauren Bingham
Johnson Marigot Consulting, LLC

Enclosure 1. Budget Status

Enclosure 2: Contract Change Order No. 1

ENCLOSURE 1

Budget Status

CRFREE Mitigation Pipeline Budget Status

Task Number	Task Name	Original Contract Task Budget	Billable	Remaining	Completed	Status	CC01 Additional Budget Requested
1	Regulatory Support - JMC	\$20,000.00	\$28,392.50	-\$8,392.50	142%	ONGOING	40,000.00
2	Wetland Delineation - JMC	\$7,425.00	\$11,229.65	-\$3,804.65	151%	COMPLETE	
3	Special Status Plant Survey – Kramer Botanical	\$8,250.00	\$1,450.00	\$6,800.00	18%	ONGOING	\$1,600.00
4	Native Tree Survey Report - LSA	\$6,600.00	\$127.50	\$6,472.50	2%	ONGOING	\$700.00
5	CEQA MND - Grasseti Environmental	\$26,290.00	\$3,256.00	\$23,034.00	12%	ONGOING	
6.1	Cultural Report - Pacific Legacy	\$20,500.00	\$17,461.19	\$3,038.81	85%	ONGOING	
6.2	Cultural Treatment Plan – Pacific Legacy	N/A	N/A	N/A	N/A	NEW	\$13,000.00
7	CEQA Biological Resource Analysis - JMC	\$9,000.00	\$21,002.50	-\$12,002.50	233%	COMPLETE	
8	Hydrology and WQ Support - ENGEO	\$11,000.00	\$12,862.90	-\$1,862.90	117%	COMPLETE	
9	USACE Pre-construction Notification - JMC	\$10,000.00	\$14,030.00	-\$4,030.00	140%	COMPLETE	
10	USFWS/NMFS Biological Assessment - JMC	\$10,000.00	\$16,441.25	-\$6,441.25	164%	COMPLETE	
11	RWQCB 401 WQ Certification - JMC	\$8,250.00	\$8,372.50	-\$122.50	101%	ONGOING	\$3,000.00
12	CDFW Streambed Alteration Agreement - JMC	\$8,250.00	\$6,892.50	\$1,357.50	84%	ONGOING	\$1,500.00
13	Coastal Zone Development Permit - JMC	\$8,250.00	--	\$8,250.00	--	ONGOING	
14	Revegetation Plan- JMC	\$15,000.00	--	\$15,000.00	--	ONGOING	
OVERALL TOTALS		\$168,815.00	\$141,518.49	\$27,296.51	84%		\$59,800.00

ENCLOSURE 2

Contract Change Order No. 1



CONTRACT CHANGER ORDER NO. 1

CONSULTANT: Johnson Marigot Consulting, LLC
CLIENT: Carmel Area Wastewater District
PROJECT: CRFREE Mitigation Pipeline Undergrounding Project (2020-002)
DATE OF CHANGE ORDER: February 18, 2021
CHANGER ORDER NO.: 1 (One)

This Change Order No. 1 to "Consulting Agreement" dated July 1, 2020 between Johnson Marigot Consulting, LLC (JMC), a California Limited Liability Company (hereinafter referred to as "CONSULTANT") and Carmel Area Wastewater District (hereinafter referred to as "CLIENT").

1. All services, labor, material, and conditions of performance involved in this Change Order shall be in accordance with the provisions of the Consulting Agreement executed between the Consultant and CLIENT dated July 1, 2020.
2. Requested Services: Change Order scope per the attached proposal from Consultant (Exhibit A).
3. Compensation: Services performed hereunder on the following basis: time (based on the hourly rate(s) set forth on Exhibit B) and reimbursable expenses (also as set forth on Exhibit B) not to exceed \$59,800.00 in the aggregate.

JMC FINANCIAL & ACCOUNTING INFORMATION			
JMC Project Number & Task Code	(Original, CO#, etc.)	Scope	Value
2020-002	Original	As-needed Environmental Services: 1. <i>Regulatory Support</i> 2. <i>Wetland Delineation</i> 3. <i>Special Status Plant Survey and Report</i> 4. <i>Native Tree Survey Report</i> 5. <i>Mitigated Negative Declaration</i> 6.1 <i>Cultural Resource Consultation and Report</i> 7. <i>Biological Resource Report</i> 8. <i>Hydrology and Rater Quality Support (Optional Task)</i> 9. <i>Pre-Construction Notification – Section 404 of Clean Water Act (CWA)</i> 10. <i>Biological Assessment</i> 11. <i>401 Certification Application – Section 401 of CWA</i> 12. <i>Section 1602 Streambed Alteration Agreement Application</i> 13. <i>Coastal Zone Development Permit Application</i> 14. <i>Revegetation Plan</i>	\$168,815.00
2020-002	CO1	As-needed Environmental Services: 1. <i>Regulatory Support</i> 3. <i>Special Status Plant Survey and Report</i> 4. <i>Native Tree Survey Report</i> 6.2. <i>Cultural Resource Treatment Plan</i> 11. <i>401 Certification Application – Section 401 of CWA</i> 12. <i>Section 1602 Streambed Alteration Agreement Application</i>	\$59,800.00

CLIENT:
Carmel Area Wastewater District

CONSULTANT:
Johnson Marigot Consulting, LLC



Lauren Bingham
February 18, 2021

DATE:

EXHIBIT A

Contract Change Order No. 1 Statement of Work

Statement of Work: AS- NEEDED Environmental Services

Services provided below are to be conducted on an hourly-rate basis and at the direction of CAWD (Client). Estimates for each of the below tasks assumes project engineering support to be provided by the Client. Electronic copies for each report will be provided to the Client upon completion. Hard or electronic copies of each report will be provided to relevant agencies, based on individual agency requirements. Each task estimate is based on an average rate for Johnson Marigot Consulting, LLC (Company) staff of \$165/hour.

Description of Services

1. Regulatory Support

This is an ongoing task needing supplemental budget to address agency information requests and mapping needs for project entitlement. Service may include the following: management of California Environmental Quality Act (CEQA) document revisions and response to comments; managing project Clean Water Act (CWA) and Rivers and Harbors Act (RHA) permitting and associated consultations and permitting under the National Historic Preservation Act (NHPA), Endangered Species Act (ESA), and Coastal Zone Management Act (CZMA); coordination with federal (U.S. Army Corps of Engineers (USACE), U.S. Fish and Wildlife Service (USFWS), National Marine Fisheries Service (NMFS)) and state (California Department of Fish and Wildlife (CDFW), Regional Water Quality Control Board (RWQCB), California Coastal Commission (CCC)) natural resource regulatory agencies to obtain project authorizations; coordination with project stakeholders, including, but not limited to, Caltrans, California State Parks, Monterey County, and the State Lands Commission. Mapping in support of botanical surveys and agency information requests. Supplemental agency coordination, including attendance of agency meetings (including minutes) and supplemental written documents and/or memorandums.

Previously Approved: \$20,000
Cost Estimate (Additional Funds): \$ 40,000
+ Expenses

3. Special Status Plant Survey and Report (estimate provided by Kramer Botanical)

This is an ongoing task needing supplemental budget per sub-consultant proposal. As the project boundary has changed, to address CEQA requirements and anticipated requests from the USFWS and the CDFW, special-status (rare) plant surveys will be conducted. Specifically, 4 appropriately timed site visits will be completed and a report documenting the findings will be prepared. Estimate includes 4 site visits (including reference site visits, per survey protocols) and report preparation and analyses.

Company will review and manage all subcontractor deliverables to ensure they are consistent with project design, construction methods, the CEQA Mitigated Negative Declaration (MND), and applicable natural resource laws and regulations.

Deliverable: Botanical Resources Letter Report summarizing the results of protocol level surveys special-status plant species.

Previously Approved: \$8,250
Cost Estimate (Additional Funds): \$1,600.00
+ Expenses

4. Native Tree Survey Report (estimate provided by LSA)

This is an ongoing task needing supplemental budget per sub-consultant proposal. As the project boundary has changed, the LSA September 2018 Arborist Letter Report would be updated. Consistent with the previous work the report will include a description of the methods, a tree map, tables summarizing species observed, a discussion of alternative methods that could reduce impacts to protected trees, and project specific mitigation measures. Estimate assumes 1 site visit and 30 hours of report preparation.

Company will review and manage all subcontractor deliverables to ensure they are consistent with project design, construction methods, the CEQA MND, and applicable natural resource laws and regulations.

Deliverable: Updated Arborist Letter Report.

Previously Approved: \$6,600.00
Cost Estimate (Additional Funds): \$700.00
+ Expenses

6.2 Cultural Resource Consultation and Report (estimate provided by Pacific Legacy)

This is a new task that has been added per feedback from State Parks and the USACE that measures must be undertaken to protect the historic shellmound within the project area during project implementation. Task is for preparation of a Historic Properties Treatment Plan (HPTP) for the project as one historic property, P-27-000150, lies within the area of potential effect (APE) and will be subject to ground disturbing activities. It is possible that USACE may require just a Monitoring Plan depending on their assessment of effects. Regardless, the Plan would outline a course of action for the treatment of the historic property which has been determined eligible for the National Register of Historic Places (NRHP).

Company will review and manage all subcontractor deliverables to ensure they are consistent with project design, construction methods, the CEQA MND, and applicable natural resource laws and regulations.

Deliverable: Historic Properties Treatment Plan.

Not to exceed: \$13,000.00
+ Expenses

5. 401 Certification Application – Section 401 of CWA

This is an ongoing task needing supplemental budget per RWQCB’s new procedures requiring a multi-phased application submittal process. Additional funds would support finalization of the draft CWA Section 401 Water Quality Certification (401 Cert) application that was submitted to the RWQCB on February 4, 2021. Please note, there will be a fee associated with submittal of the final application (not included in estimate).

Deliverable: Final 401 Cert application.

Previously Approved: \$8,250.00
Cost Estimate (Additional Funds): \$3,000.00

6. Section 1602 Streambed Alteration Agreement Application

This is an ongoing task needing supplemental budget to address CDFW’s information requests regarding the application materials submitted on February 5, 2021.

Previously Approved: \$8,250.00
Cost Estimate (Additional Funds): \$1,500.00

Total for all Tasks: \$59,800.00

Compensation

This cost estimate is provided is valid for a term of 60 days. In the event that this agreement is not executed by both parties prior to 60 days, the cost estimate may Change. The work described above is partially advisory in nature, and therefore some work products are produced based on information that is outside of the control of the Company; for this reason, the cost estimate is intended to provide a general estimate of the expected costs, based on hourly rates, and is not intended to provide a guarantee of actual costs. Invoices will be provided on a monthly basis and will reflect actual hours worked during the billing cycle. Invoices are to be paid within 30-days of receipt by Client.

Expenses will be invoiced to Client at actual incurred costs and may include expenses such as document production and reproduction, vehicle mileage (calculated at IRS standard), GPS unit rental, and other consumables related to field evaluations.

Signatures

the "Company"

Johnson Marigot Consulting, LLC



By: _____
Lauren Bingham, Project Manager

Date: February 18, 2021

Address:

433 Visitacion Ave
Brisbane, CA 94005
(415) 500-1231

"Client"

Carmel Area Wastewater District

By: _____
Signature

Date: _____

Address:

P.O. Box 221428
Carmel, California 93922

RESOLUTION NO. 2021-14

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDED CONTRACT WITH JOHNSON MARIGOT CONSULTING IN AN AMOUNT NOT TO EXCEED \$59,800 TO PROVIDE ADDITIONAL REGULATORY SUPPORT SERVICES FOR THE “CARMEL RIVER FLOODPLAIN RESTORATION AND ENVIRONMENTAL ENHANCEMENT PROJECT (CRFREE) MITIGATION PIPELINE UNDERGROUNDING PROJECT” #19-21

-oOo-

WHEREAS, the District requires additional professional services from Johnson Marigot Consulting for the CRFREE Mitigation Pipeline Undergrounding Project; and

WHEREAS, Johnson Marigot has performed adequately under the existing contract previously authorized by the Board and has demonstrated expertise in the field of services required;

WHEREAS, the funding source for this work is the Coastal Conservancy Grant and sufficient funds are available in the grant to cover the additional work;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into an amended professional services agreement to increase the prior contract amount by \$59,800, with Johnson Marigot Consulting for additional services for the “CRFREE Mitigation Pipeline Undergrounding Project”, which brings the total contract amount to \$228,615.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 25, 2021, by the following vote:

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

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Rachél Lather, Principal Engineer

Subject: Contract Award Recommendation –
Upper Rancho Cañada Pipe Relocation Project # 19-13

Date: March 25, 2021

RECOMMENDATION

After review of the bid proposals, staff recommends that the Board of Directors adopt a resolution ratifying the contract to be signed by the General Manager with the lowest qualified responsive and responsible bidder once a construction easement agreement has been signed by Monterey Peninsula Regional Park District General Manager, and authorizing the General Manager to negotiate and sign a construction easement agreement with the Monterey Peninsula Regional Park District, and the Santa Lucia Conservancy to allow construction to commence. In addition, the resolution authorizes the General Manager to reject all bids if a construction easement agreement is not signed by April 23, 2021.

DISCUSSION

The Board approved Resolution No. 2020-75 on December 10, 2020, authorizing solicitation of bids for construction of the Upper Rancho Cañada Pipe Relocation Project. Ten bids were opened on January 26, 2021 at the District office. The Engineer’s Estimate was \$1,640,000. The bid tabulation is provided below.

TABLE 1 – RANCHO CAÑADA PIPELINE REPLACEMENT PROJECT BID SUMMARY

Bidder	Bid Amount
Graniterock	\$1,069,069
D’Arcy & Harty	\$1,597,340
KJ WOODS Construction	\$1,528,000
Specialty Construction	\$1,398,645
Monterey Peninsula Engineering	\$1,360,000
Anderson Pacific	\$1,435,750
Pacific Underground Construction	\$1,650,575
Don Chapin Company, Inc.	\$1,176,000
Westland Contractors, Inc.	\$1,127,030
California Trenchless	\$1,584,275

TABLE 2 – GRANITEROCK BID

Item No.	Description	Quantity	Unit	Unit Cost, dollars	Cost, dollars
1	Mobilization, Demobilization, Bonds, Insurance	LS	1	\$ 50,000	\$ 50,000
2	Utility Potholing	LS	1	\$ 14,000	\$ 14,000
3	Environmental Protections (Water, Noise, Air)	LS	1	\$ 60,000	\$ 60,000
4	Dewater and Sustain Adequately Sized Bypass System	LS	1	\$ 20,000	\$ 20,000
5	Sheeting, Shoring, Bracing, and Excavation Safety	LS	1	\$ 15,000	\$ 15,000
6	Abandon 10" PVC Truss Gravity Sewer	LFt	3,000	\$ 15.5	\$ 46,500
7	Abandon Manhole	Each	7	\$ 2,200	\$ 15,400
8	Remove Manhole	Each	6	\$ 3,270	\$ 19,620
9	15" PVC SDR 35 Gravity Sewer, 3'-15' Cover, Open Trench	LFt	1,640	\$ 135	\$ 221,400
10	15" PVC SDR 35 Gravity Sewer, 2'-3' Cover, Open Trench, 1-sack Slurry Backfill	LFt	920	\$ 110	\$ 101,200
11	15" PVC SDR 35 Gravity Sewer, 0'-2' Cover, Open Trench, Concrete Encasement	LFt	425	\$ 130	\$ 55,250
12	15" HDPE Gravity Sewer, Open Trench	LFt	130	\$ 150	\$ 19,500
13	15" HDPE Gravity Sewer, Pipe Bursting	LFt	350	\$ 141	\$ 49,350
14	8" HDPE Gravity Sewer, Pipe Bursting	LFt	770	\$ 85	\$ 65,450
15	Future Restroom Connection	LS	1	\$ 1,429	\$ 1,429
16	Reconnect Sewer Lateral at STA 19+37	LS	1	\$ 17,700	\$ 17,700
17	Reconnect Sewer Lateral at STA 21+80	LS	1	\$ 9,520	\$ 9,520
18	Reconnect Residential Sewer Lateral	Each	7	\$ 400	\$ 2,800
19	Precast 48" Flat-Top Polymer Manhole	Each	2	\$ 15,600	\$ 31,200
20	Precast 48" Polymer Manhole, 4'-8' Deep	Each	5	\$ 15,100	\$ 75,500
21	Precast 48" Polymer Manhole, 8'-12' Deep	Each	3	\$ 24,000	\$ 72,000
22	Rock Refill for Pipe Trench Stabilization	CY	50	\$ 125	\$ 6,250
23	Contingency Allowance	LS	1	\$ 100,000	\$ 100,000
TOTAL				\$1,069,069	

LS= Lump Sum, LF= Lineal Feet, NA= Not Applicable

After reviewing the bid documents and checking the experience requirements of the contractor, the lowest qualified responsive and responsible bidder was determined to be Graniterock in the total amount of \$1,069,069.

EASEMENT ISSUES

Since October 2020, staff have been working with and communicating with the Monterey Peninsula Regional Park District (MPRPD) to develop an acceptable easement agreement. Staff was assured that the MPRPD would prioritize negotiations in order to get it completed prior to the bid date in January 2021. In early November, the General Manager stated that “MPRPD has notified their Legal Counsel that your team will be developing and emailing us a draft utility easement agreement for the sewer line project at the Rancho Canada Unit. He is aware that this matter has a very tight timeframe.”

In early December we were contacted by their legal counsel and he provided easement agreements that he had used before. In early December we sent a couple of different easement agreement drafts to them but did not get feedback from the MPRPD until January 6, 2021. At that time, we were informed by the MPRPD District Manager, Dr. Payan, that he hired an appraiser to determine the value of the easement. He stated in an email that we could continue with construction without the agreement, but CAWD District Counsel has advised us to get a construction easement agreement prior to commencing construction.

Staff provided a construction easement agreement to the MPRPD on February 5, 2021 and recently received a response. Staff met with MPRPD to clarify some concerns and have updated the agreement. Staff is hopeful that the MPRPD will sign the construction easement agreement in the near future so we can authorize Graniterock to commence construction.

In addition, after completing a title search of the park properties we were surprised to find that a 200-foot portion of our pipeline is located within the Santa Lucia Land Trust. The MPRPD staff had not informed us of this and had believed that all the work was on their property. We have a 5-foot easement along our existing pipeline but will need 20 feet during construction in order to excavate around a manhole and replace the pipe. We are reaching out to the Santa Lucia Conservancy in order to get authorization for a construction easement. We are hopeful that this can be accomplished but acknowledge that if the easement agreement cannot be signed by April 23, 2021 that we should reject all bids and cancel the project for this year.

Staff would like the General Manager to be able to sign the construction contract with Graniterock as soon as the construction easement agreement is signed. Graniterock has agreed to honor their bid until that time but have asked for a time extension for the project completion based on the delayed time of award. The contract contains language that will allow for that request to be honored.

FUNDING

The 2020-2021 budget for this project is \$1,740,000, including engineering, inspection services and construction.

RESOLUTION NO. 2021-09

RESOLUTION ACCEPTING THE LOWEST RESPONSIVE AND RESPONSIBLE BID FOR THE “UPPER RANCHO CANADA PIPE RELOCATION PROJECT # 19-13” AND AWARDING CONTRACT IN THE AMOUNT OF \$1,069,069 CONTINGENT UPON OBTAINING CONSTRUCTION EASEMENTS FOR THE PROJECT

-oOo-

WHEREAS, the Board of Directors authorized solicitation for bids for the Upper Rancho Cañada Pipe Relocation” project on December 10, 2020; and

WHEREAS, there were ten bids received at the bid opening on January 26, 2021 and the lowest responsive and responsible bid was determined to be Graniterock;

WHEREAS, the Engineer’s Estimate for the project was \$1,640,000 and all bids were competitive between bidders; and

WHEREAS, the approval of the lowest responsive and responsible bid is contingent upon securing a construction easement agreement with the Monterey Peninsula Regional Park District and the Santa Lucia Conservancy.

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 , Graniterock, and awards the contract for the above-mentioned project to said bidder at the price specified in the bid of \$1,069,069, contingent upon obtaining a construction easement agreement with the Monterey Peninsula Regional Park District and the Santa Lucia Conservancy.

2. That the Board authorizes the General Manager to approve project change orders not to exceed 10% of bid amount (\$106,907).

3. That the Board authorizes and directs the General Manager to execute a written contract with the successful bidder Graniterock for an amount not to exceed \$1,069,069.00 once a construction easement is signed by the Monterey Peninsula Regional Park District and the Santa Lucia Conservancy.

4. That the Board authorizes and directs the General Manager to sign the construction easement agreements with Monterey Peninsula Regional Park District and the Santa Lucia Conservancy.

5. If the construction easement agreements cannot be negotiated and signed by April 23, 2021 the Board authorizes the General Manager to reject all bids and cancel the Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 25, 2021, by the following vote:

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

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 25, 2021

Subject: 2021-22 Preliminary Budget

RECOMMENDATION

Staff recommends the Board pass a motion accepting the FY 2021-22 Preliminary Budget.

DISCUSSION

Attached is the CAWD FY 2021-22 Preliminary Budget document for your review. Staff has provided a streamlined version of the Preliminary Budget and will provide the full budget with dividers in final form. The full budget in June will contain all narrative elements.

The Preliminary Budget must be accepted at this time so that we may proceed with preparation of the Prop 218 rate notice and provide 45 days of public notice as required by law. A summary of major budget items, recommended by staff, and approved by the Budget and Salary Committees, is detailed in the Preliminary document.

A Discussion of the District Message and Budget-in-Brief may be found in the opening pages of the Preliminary Budget document.

The Budget Committee completed its review of the O&M Budget and Rate Model on March 8, 2021. Staff would like to acknowledge the leadership and guidance of the Budget Committee and the Salary & Benefits Committee. The Board has consistently stood behind the District's mission statement and commitment to not only protect the public health and the environment, but to do so in the most cost-effective manner possible. It is not an easy task to position a small agency to undertake and implement planning for the long term. While acknowledging both the short and long-term needs for the District, there has been a commitment to fund those needs. Ultimately, the ability to fund gives the District the ability to help determine its own future.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema,
General Manager

Date: March 25, 2021

Subject: 2021-22 Preliminary Rate Model

RECOMMENDATION

This is a preliminary rate model only. Final approval of proposed 2021-22 rates will occur at the June 2021 Board meeting. A motion to accept this model will permit staff to move forward with the Prop 218 notice using the proposed rates.

DISCUSSION

Attached is the Preliminary Rate Model for fiscal year 2021-22. As in the past, we continue to utilize the rate model and guidelines provided by the State Water Resources Control Board (SWRCB).

In looking at the summary page of the model "User Fee Rate Model" you will note:

- The left side of the spreadsheet provides historical data.
- The middle section is the result of the SWRCB model.
- The right side of the spreadsheet shows the rates approved by the Budget Committee.

For the District's largest customer category (roughly 70% of our customer base) we are proposing a \$2.14 per month increase which is equivalent to 3.02%.

The rate model is built on the proposed Operation & Maintenance Budget. We subtract out Reclamation and Pebble Beach Community Services District (PBCSD) because they are reimbursements.

The Budget Committee (“Committee”) is keenly aware of the pressures imposed by COVID-19 this past year and the discussion at the committee level was extraordinarily robust on the topic of refunds. In the end, the committee agreed to the attached rate model. The concept of a rate rebate was rebuffed because it was felt that we could not accurately spread a refund over all customer categories and there is nothing in the law or Prop 218 to provide for sewer use fee rebates. Ultimately the cuts made to the Operating Budget exceed the projected rebates (FY 19-20 \$327K and FY20-21 \$570K). Once the decision was made to make significant cuts to the budget there was considerable discussion as to the advantages of keeping the focus on low rates versus a focus on future challenges. The Committee understands that the arrival at our current position happened because of careful planning and a generally supportive public. From the beginning to the end of the discussion, however; the Committee was in favor of the rates presented here because of the continuing challenges the District faces going forward.

To summarize the Committee rationale for the proposed rate model in lieu of rebates:

- The rate model effectively distributes and includes the cuts in the operating budget via flow, biochemical oxygen demand, and suspended solids. All categories of rate payers are impacted by these budget cuts.
- We have no mechanism to accurately rebate, which results in the District being dependent upon customers supplying flow data.
- Based on the District’s Sea Level Rise (SLR) study in 2018 and its agreement with the California Coastal Commission we believe we may have 30-40 years remaining at our current location.
- It is recommended the District maintain our “Pay-as-You-Go” program – the District should not plan on taking on any debt prior to moving the facility to ensure that we are in excellent financial condition prior to any move.
- Pay cash for any land purchases (if analysis determines that is necessary)
- Prepare the District to provide 20-25% of local match for moving facility and debt for the balance.
- Prepare the District to finance the return of existing site to riparian habitat.
- Paydown CalPERS Unfunded Accrued Liability and if necessary, including any termination costs.
- Prepare for provision of Collections corporate yard, if required.
- Prepare for reserve fund for Collections only district, if required.

Below is a history of Capital Funding built into the District's rate model since 2012.

Fiscal Year	Cumulative Total
2012-13	\$250,000
2013-14	\$500,000
2014-15	\$750,000
2015-16	\$750,000
2016-17	\$1,000,000
2017-18	\$1,200,000
2018-19	\$1,300,000
2019-20	\$1,650,000
2020-21	\$1,650,000
2021-22	\$2,275,000

FUNDING

The proposed rate model would provide \$8,677,198 in revenues (\$6,402,198 in User fees and \$2,275,000 in Replacement Costs). The balance of Operating Revenues is derived from PBCSD (\$1,158,000).

The 2021-22 Preliminary Budget in brief provides for:

\$8,172,161	Operating Expenses
\$212,906	Non-Operating Expenses
<u>\$10,171,699</u>	Capital Budget
\$18,556,766	Total Expenditures 2020-21
\$10,456,608	Operating Revenue
\$4,827,479	Non-Operating Revenue
<u>\$3,272,679</u>	Reserves **
\$18,556,766	Total Revenues 2020-21

**Capital Reserve Requirement – or draw down required to meet current year proposed budget obligations.

Attachments:

1. 2021-22 Preliminary Rate Model
2. CAWD Residential Rate History

User Fee Rate Model

2021-22



Budget Committee Review: 03-08-21

Preliminary Board Meeting: 03-25-21

Final Board Meeting: 06-24-21

Summary Rate Model History

3/25/21

User Group	Count	Units	Actual 2010-11	Actual 2011-12	Actual 2012-13	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	% Change	Model 21-22			Proposed Rates			
														Rates	% Change	Annual Est. Revenue	Annual Rates	Monthly Rate	% Change 2021-22	Annual Est. Revenue
Veterinary Offices	3	each	693.50	724.00	776.80	1,242.32	1,406.20	1,496.16	1,621.48	1,748.92	1,892.64	1,938.78	2.44%	2,043.49	5.40%	6,130.48	2,043.50	170.29	5.40%	6,130.51
Animal Hosp & Board	1	each	1,676.00	1,750.00	1,876.00	3,549.50	4,017.72	4,277.74	4,636.04	5,000.44	5,411.36	5,543.28	2.44%	5,608.96	1.18%	5,608.96	5,608.98	467.42	1.19%	5,608.98
Bakery	4	each	1,123.00	1,170.00	1,255.00	2,198.30	2,369.08	2,487.40	2,726.44	3,002.30	3,163.94	3,339.10	5.54%	3,351.22	0.36%	13,404.86	3,351.22	279.27	0.36%	13,404.86
Bar	28	each	588.00	605.82	650.50	864.82	981.04	1,049.60	1,136.96	1,225.20	1,327.44	1,358.00	2.30%	1,374.57	1.22%	38,487.87	1,374.58	114.55	1.22%	38,488.15
Beauty Salon	32	each	430.00	452.00	486.00	717.46	819.78	867.32	937.98	1,012.12	1,100.86	1,121.26	1.85%	1,136.27	1.34%	36,360.50	1,136.28	94.69	1.34%	36,360.82
Business/Govt/Retail	935	per 10 employees	219.40	230.42	247.70	311.50	355.02	391.92	424.10	456.10	495.42	505.36	2.01%	511.92	1.30%	478,648.34	511.93	42.66	1.30%	478,657.69
Camera/Photo	2	each	308.00	318.92	343.00	456.96	515.96	540.98	586.62	633.34	684.52	702.20	2.58%	710.02	1.11%	1,420.04	710.03	59.17	1.12%	1,420.06
Church/Synagogue/Mt	33	ERU = 150	313.00	330.00	355.80	478.50	546.72	582.88	630.36	677.20	736.58	750.24	1.85%	760.25	1.33%	25,088.17	760.26	63.35	1.34%	25,088.50
Conv. Hospital	9	beds	174.90	182.26	196.00	260.20	295.10	309.56	335.34	361.40	391.50	400.58	2.32%	405.48	1.22%	3,649.31	405.48	33.79	1.22%	3,649.31
Dental Office	15	each Dentist	350.00	350.00	367.16	485.80	561.02	588.36	634.78	678.92	742.66	751.60	1.20%	763.12	1.53%	11,446.83	763.13	63.59	1.53%	11,446.98
Gym/Health Spa	3	each	415.00	431.12	462.00	612.82	699.50	752.92	814.44	875.36	951.58	969.84	1.92%	982.69	1.33%	2,948.07	982.70	81.89	1.33%	2,948.10
Hotel/Motel	1,256	room	188.00	194.78	209.40	260.68	295.60	320.50	347.20	381.48	413.22	422.82	2.32%	428.05	1.24%	537,624.63	428.07	35.67	1.24%	537,649.75
Laundromats	29	per machine	319.50	334.60	360.00	587.30	676.40	727.10	784.92	840.48	918.06	930.62	1.37%	944.44	1.49%	27,388.80	944.46	78.71	1.49%	27,389.38
Laundry	3	each	1,482.00	1,553.00	1,666.66	2,262.74	2,514.96	2,691.76	2,929.36	3,183.98	3,411.96	3,533.92	3.57%	3,564.89	0.88%	10,694.66	3,564.90	297.07	0.88%	10,694.69
Market	19	each	544.10	571.32	614.00	1,053.90	1,143.46	1,200.06	1,313.28	1,442.00	1,525.26	1,603.04	5.10%	1,610.34	0.46%	30,596.52	1,610.36	134.20	0.46%	30,596.90
Medical Office	21	each Physician	190.00	196.00	202.00	247.18	283.18	299.62	318.16	334.26	364.94	364.94	0.00%	359.91	-1.38%	7,558.12	359.92	29.99	-1.38%	7,558.33
Residential	7,113	each	370.50	388.00	417.10	514.32	575.46	647.14	703.18	767.84	825.78	851.84	3.16%	877.58	3.02%	6,242,195.72	877.58	73.13	3.02%	6,242,195.72
Restaurants	14,400	Seat/Meal	26.22	27.54	28.90	43.36	46.98	49.36	54.02	59.36	62.74	65.98	5.16%	66.30	0.49%	954,745.71	66.31	5.53	0.50%	954,889.71
Schools	2,500	Population	14.32	14.90	15.94	20.76	23.88	26.84	28.98	31.04	33.90	34.36	1.36%	34.86	1.47%	87,160.01	34.88	2.91	1.53%	87,210.01
Service Stations	26	per pump	1,186.00	1,256.94	1,346.20	1,619.06	1,830.54	1,940.98	2,104.06	2,270.46	2,455.60	2,517.14	2.51%	2,545.98	1.15%	66,195.49	2,545.99	212.17	1.15%	66,195.75
Supermarkets	2	each	11,451.08	12,013.78	12,918.34	14,152.08	15,350.08	16,915.86	18,513.28	20,330.52	21,500.58	21,601.64	0.47%	22,703.92	5.10%	45,407.83	22,703.93	1891.99	5.10%	45,407.85
SPECIAL	57	ERU=150	325.60	338.02	363.50	480.32	548.60	594.48	642.96	690.84	751.26	765.36	1.88%	775.55	1.33%	44,206.53	775.55	64.63	1.33%	44,206.53
TOTALS															\$8,676,967.48			\$8,677,198.61		

Proposed vs. Model 231.13

	Model	Proposed
\$ Change	3.02%	3.02%
Monthly Charge	\$73.13	\$73.13
\$ increase	\$2.14	\$2.14

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM
FORM 1 - SUMMARY OF USERS AND WASTEWATER CHARACTERISTICS**

3/25/21

USER GROUP	COUNT	UNITS	FLOW (gpd/unit)	ADWF (MGD)	BOD (mg/l)	SS (mg/l)	DESIGN FLOW (MGD)	BOD (lbs/day)	SS (lbs/day)	VOLUME (MG)	BOD (lbs)	SS (lbs)
Veterinary Offices	3	each	355	0.0011	240	399	0.0011	2.132	3.542	0.389	778	1,293
Animal Hosp & Boarding	1	each	1,015	0.0010	240	399	0.0010	1.950	3.240	0.356	712	1,183
Bakery	4	each	265	0.0010	1,040	1,595	0.0010	8.826	13.536	0.371	3,221	4,941
Bar	28	each	255	0.0069	220	384	0.0069	12.576	21.966	2.502	4,590	8,017
Beauty Salon	32	each	228	0.0070	160	341	0.0070	9.346	19.905	2.557	3,411	7,265
Business/Govt/Retail	935	per 10 employees	100	0.0898	180	355	0.0898	134.748	265.940	32.762	49,181	97,065
Camera/Photo	2	each	125	0.0002	168	580	0.0002	0.336	1.161	0.088	123	424
Church/Synagogue/Mission	33	ERU = 150	153	0.0048	152	355	0.0048	6.124	14.314	1.763	2,235	5,224
Conv. Hospital	9	beds	75	0.0006	240	355	0.0006	1.297	1.920	0.237	473	701
Dental Office	15	each Dentist	170	0.0024	140	196	0.0024	2.858	3.996	0.894	1,043	1,459
Gym/Health Spa	3	each	195	0.0006	180	326	0.0006	0.843	1.528	0.205	308	558
Hotel/Motel	1,256	room	79	0.0953	280	290	0.0953	222.440	230.384	34.768	81,188	84,087
Laundromats	29	per machine	205	0.0057	148	225	0.0057	7.045	10.698	2.083	2,571	3,905
Laundry	3	each	510	0.0015	400	653	0.0015	4.900	7.993	0.536	1,788	2,917
Market	19	each	150	0.0027	720	1,457	0.0027	16.429	33.252	0.999	5,996	12,137
Medical Office	21	each Physician	87	0.0018	140	196	0.0018	2.048	2.863	0.640	747	1,045
Minimum/Vacant/Storage	0	each	0	0.0000	0	0	0.0000	0.000	0.000	0.000	0	0
Public	0	ERU=175	0	0.0000	0	0	0.0000	0.000	0.000	0.000	0	0
Residential	7,113	each	135	0.9218	300	602	0.9603	2,306.456	4,626.366	336.473	876,905	1,758,925
Restaurants	14,400	Seat/Meal	6	0.0829	1,040	1,015	0.0829	719.423	702.129	30.275	262,581	256,269
Schools	2,500	Population	8	0.0180	140	254	0.0180	21.017	38.093	6.570	7,671	13,903
Service Stations	26	per pump	455	0.0114	192	508	0.0114	18.185	48.068	4.145	6,637	17,544
Supermarkets	2	each	2,100	0.0040	740	1,450	0.0040	24.884	48.759	1.472	9,082	17,796
Theaters	0	Seats	3	0.0000	200	276	0.0000	0.000	0.000	0.000	0	0
SPECIAL	57	ERU~150	155	0.0085	160	348	0.0085	11.318	24.616	3.096	4,131	8,985
			6,828	1.2690	334	579	1.3074	3,535.18	6,124.27	463.179	1,325,375	2,305,642

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM
FORM 2 - OPERATION AND MAINTENANCE COSTS AND DEBT SERVICE**

3/25/21

COST CATEGORY	Est. CURRENT YEAR 20-21	ESTIMATED COST 21-22
TREATMENT FACILITIES		
Fixed costs	5,134,549.00	4,976,280.00
Replacement costs	1,200,000.00	1,775,000.00
Total fixed costs	5,134,549.00	4,976,280.00
Replacement costs	1,200,000.00	1,775,000.00
SUB TOTAL	6,334,549.00	6,751,280.00
COLLECTION SYSTEM		
Fixed costs	1,384,768.00	1,405,838.00
Replacement costs	450,000.00	500,000.00
Total fixed costs	1,384,768.00	1,405,838.00
Replacement costs	300,000.00	500,000.00
SUB-TOTAL	1,684,768.00	1,905,838.00
ADMINISTRATION		
Fixed Costs	1,302,714.00	1,178,710.00
Replacement Costs	0.00	0.00
Variable costs	0.00	0.00
SUB-TOTAL	1,302,714.00	1,178,710.00
OPERATING RESERVES -	0.00	0.00
OTHER		
TOTAL FIXED COSTS	7,822,031.00	7,560,828.00
Larger Rate Decrease w/ \$2.275M	1,650,000.00	2,275,000.00
Less PBCSD	1,200,000.00	1,158,000.00
Less CalPERS UAL	(200,000.00)	0.00
LESS PBCSD	1,000,000.00	1,158,000.00
TOTAL CAWD O&M COSTS	8,472,031.00	8,677,828.00
DEBT SERVICE	0.00	0.00

**CARMEL AREA WASTEWATER DISTRICT - 2020-21 REVENUE PROGRAM
FORM 3 - CAPITAL COST ALLOCATION**

3/25/21

COSTS	TOTAL COST	FLOW		BOD		SS	
		%	\$	%	\$	%	\$
Collection System	0	100.00	0	0.00	0	0.00	0
Treatment Plant	0	34.00	0	33.00	0	33.33	0
Outfall/Intercept.	0	100.00	0	0.00	0	0.00	0
Step 3 Admin.							
Step 1 & 2							
SUBTOTAL - ALL COSTS							
Less Exclusions							
Total G.F. Costs							
Total N.G.F. Costs							
Federal Grant at 75% of 9							
Annual ICR							
LOCAL SHARE (8+12-1/2% of 9)							

CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM FORM 4 - UNIT COST DETERMINATION

3/25/21

COST CATEGORY	PARAMETER ALLOCATION PERCENTAGE	ANNUAL COST TO EACH PARAMETER	TOTAL QUANTITIES	UNIT COST FOR EACH PARAMETER
1. COLLECTION SYSTEM O&M				
I/I (MG)	0.000	\$0	0.00	
Flow (MG)	100.000	\$2,165,327	463.18	\$4,674.92213
BOD (lbs)	0.000	\$0	1,325,375.11	\$0.00000
SS (lbs)	0.000	\$0	2,305,641.85	\$0.00000
2. DEBT SERVICE				
I/I (MG)			0.00	
Flow (MG)			350.00	\$0.00000
BOD (lbs)			1,325,375.11	\$0.00000
SS (lbs)			2,305,641.85	\$0.00000
3. CAPITAL OUTLAY				
I/I (MG)	0.000	\$0	0.00	
Flow (MG)	0.000	\$0	325.00	\$0.00000
BOD (lbs)	0.000	\$0	1,325,375.11	\$0.00000
SS (lbs)	0.000	\$0	2,305,641.85	\$0.00000
			9.50	
4. TREATMENT & DISPOSAL O&M				
I/I (MG)	0.00	\$0	0.00	
Flow (MG)	33.33	\$2,170,834	463.18	\$4,686.80979
BOD (lbs)	33.33	\$2,170,616	1,325,375.11	\$1.63774
SS (lbs)	33.33	\$2,170,833	2,305,641.85	\$0.94153
5. ADMINISTRATIVE COSTS (Allocated above)				
TO T&D	77.99	\$919,221		
TO COLLECTION	22.01	\$259,489		
TOTAL O&M COST		\$8,677,611		

**CARMEL AREA WASTEWATER DISTRICT - REVENUE PROGRAM
FORM 5 - SUMMARY OF FUND COSTS - O & M**

3/25/21

USER GROUPS	COUNT	FLOW		BOD		SS		TOTAL ANNUAL REVENUE	AVERAGE ANNUAL REVENUE	AVERAGE MONTHLY REVENUE
		UNIT COST= 9,361.73		UNIT COST= 1.637737453		UNIT COST= 0.941531019				
		FLOW - MG	DOLLARS	BOD - lbs.	DOLLARS	SS-lbs.	DOLLARS			
Veterinary Offices	3	0.389	3,639	778	1,274	1,293	1,217	6,130	2,043.49	170.29
Animal Hosp & Boarding	1	0.356	3,330	712	1,166	1,183	1,114	5,609	5,608.96	467.41
Bakery	4	0.371	3,477	3,221	5,276	4,941	4,652	13,405	3,351.22	279.27
Bar	28	2.502	23,422	4,590	7,518	8,017	7,549	38,488	1,374.57	114.55
Beauty Salon	32	2.557	23,933	3,411	5,587	7,265	6,840	36,361	1,136.27	94.69
Business/Govt/Retail	935	32.762	306,713	49,181	80,546	97,065	91,389	478,648	511.92	42.66
Camera/Photo	2	0.088	820	123	201	424	399	1,420	710.02	59.17
Church/Synagogue/Mission	33	1.763	16,508	2,235	3,661	5,224	4,919	25,088	760.25	63.35
CONF/MEETING	0	0.000	0	0	0	0	0	0	0.00	0.00
Conv. Hospital	9	0.237	2,214	473	775	701	660	3,649	405.48	33.79
Dental Office	15	0.894	8,365	1,043	1,709	1,459	1,373	11,447	763.12	63.59
Gym/Health Spa	3	0.205	1,919	308	504	558	525	2,948	982.69	81.89
Hotel/Motel	1,256	34.768	325,490	81,188	132,964	84,087	79,171	537,625	428.05	35.67
Laundromats	29	2.083	19,502	2,571	4,211	3,905	3,676	27,389	944.44	78.70
Laundry	3	0.536	5,019	1,788	2,929	2,917	2,747	10,695	3,564.89	297.07
Market	19	0.999	9,349	5,996	9,821	12,137	11,427	30,597	1,610.34	134.20
Medical Office	21	0.640	5,993	747	1,000	600	565	7,558	359.91	29.99
Residential	7,113	336.473	3,149,973	876,905	1,436,140	1,758,925	1,656,082	6,242,196	877.58	73.13
Restaurants	14,400	30.275	283,422	262,581	430,038	256,269	241,285	954,746	66.30	5.53
Schools	2,500	6.570	61,507	7,671	12,563	13,903	13,091	87,160	34.86	2.91
Service Stations	26	4.145	38,807	6,637	10,870	17,544	16,519	66,195	2,545.98	212.17
Supermarkets	2	1.472	13,777	9,082	14,874	17,796	16,756	45,408	22,703.92	1,891.99
Theaters	0	0.000	0	0	0	0	0	0	0.00	0.00
Special	57	3.096	28,982	4,131	6,765	8,985	8,459	44,207	775.55	64.63
0		463.179	4,336,161	1,325,375	2,170,392	2,305,197	2,170,414	8,676,967		

**Carmel Area Wastewater District
Residential User Fee History**

<u>Fiscal Year</u>	<u>User Fee</u>	<u>% Change +/-</u>	<u>\$ Change</u>	<u>Monthly \$ Change</u>	<u>SF-Oakland-San Jose Annual Avg CPI</u>	<u>%</u>
70-71	\$36.00					
71-72	\$28.80				40.4	
72-73	\$24.00	-20.00%	-\$7.20	-\$0.60	42.8	5.94%
73-74	\$24.00	0.00%	\$0.00	\$0.00	47	9.81%
74-75	\$24.00	0.00%	\$0.00	\$0.00	51.8	10.21%
75-76	\$24.00	0.00%	\$0.00	\$0.00	54.6	5.41%
76-77	\$24.00	0.00%	\$0.00	\$0.00	58.8	7.69%
77-78	\$36.00	50.00%	\$12.00	\$1.00	64.3	9.35%
78-79	\$72.00	100.00%	\$36.00	\$3.00	69.8	8.55%
79-80	\$72.00	0.00%	\$0.00	\$0.00	80.4	15.19%
80-81	\$72.00	0.00%	\$0.00	\$0.00	90.8	12.94%
81-82	\$72.00	0.00%	\$0.00	\$0.00	97.6	7.49%
82-83	\$72.00	0.00%	\$0.00	\$0.00	97.8	0.20%
83-84	\$72.00	0.00%	\$0.00	\$0.00	98.4	0.61%
84-85	\$96.00	33.33%	\$24.00	\$2.00	104	5.69%
85-86	\$96.00	0.00%	\$0.00	\$0.00	108.4	4.23%
86-87	\$96.00	0.00%	\$0.00	\$0.00	111.6	2.95%
87-88	\$96.00	0.00%	\$0.00	\$0.00	115.4	3.41%
88-89	\$96.00	0.00%	\$0.00	\$0.00	120.5	4.42%
89-90	\$96.00	0.00%	\$0.00	\$0.00	126.4	4.90%
90-91	\$96.00	0.00%	\$0.00	\$0.00	132.1	4.51%
91-92	\$96.00	0.00%	\$0.00	\$0.00	137.9	4.39%
92-93	\$96.00	0.00%	\$0.00	\$0.00	142.5	3.34%
93-94	\$96.00	0.00%	\$0.00	\$0.00	146.3	2.67%
94-95	\$96.00	0.00%	\$0.00	\$0.00	148.7	1.64%
95-96	\$115.20	20.00%	\$19.20	\$1.60	151.6	1.95%
96-97	\$120.96	5.00%	\$5.76	\$0.48	155.1	2.31%
97-98	\$127.00	4.99%	\$6.04	\$0.50	160.4	3.42%
98-99	\$133.36	5.01%	\$6.36	\$0.53	165.5	3.18%
99-00	\$140.04	5.01%	\$6.68	\$0.56	172.5	4.23%
00-01	\$156.60	11.83%	\$16.56	\$1.38	180.2	4.46%
01-02	\$241.24	54.05%	\$84.64	\$7.05	189.9	5.38%
02-03	\$256.00	6.12%	\$14.76	\$1.23	193.0	1.63%
03-04	\$265.00	3.52%	\$9.00	\$0.75	196.4	1.76%
04-05	\$275.76	4.06%	\$10.76	\$0.90	198.8	1.22%
05-06	\$289.50	4.98%	\$13.74	\$1.15	202.7	1.96%
06-07	\$301.00	3.97%	\$11.50	\$0.96	209.2	3.21%
07-08	\$319.00	5.98%	\$18.00	\$1.50	216.048	3.27%
08-09	\$337.00	5.64%	\$18.00	\$1.50	222.767	3.11%
09-10	\$353.80	4.99%	\$16.80	\$1.40	224.395	0.73%
10-11	\$370.50	4.72%	\$16.70	\$1.39	227.469	1.37%
11-12	\$388.00	4.72%	\$17.50	\$1.46	233.39	2.60%
12-13	\$417.10	7.50%	\$29.10	\$2.43	239.65	2.68%
13-14	\$463.46	11.11%	\$46.36	\$3.86	245.023	2.24%
14-15	\$514.32	10.97%	\$50.86	\$4.24	251.985	2.84%
15-16	\$575.46	11.89%	\$61.14	\$5.10	258.572	2.61%
16-17	\$647.14	12.46%	\$71.68	\$5.97	266.344	3.01%
17-18	\$703.18	8.66%	\$56.04	\$4.67	274.924	3.22%
18-19	\$767.84	9.20%	\$64.66	\$5.39	285.55	3.87%
19-20	\$825.78	7.55%	\$57.94	\$4.83	295.004	3.31%
20-21	\$851.84	3.16%	\$26.06	\$2.17	300.084	1.72%
21-22	\$877.58	3.02%	\$25.74	\$2.15		

Other Items & Information/Discussion

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 25, 2021

Subject: Approval to Engage a Real Estate Professional

RECOMMENDATION

Recommend the Board approve a motion authorizing the following:

- Approval to engage a real estate professional to assist the District in finding a viable parcel to relocate the treatment facility due to sea level rise.
- Approve formation of an ad hoc Board committee to work with staff in obtaining a potential location for the relocation of the District's facilities.

DISCUSSION

As a condition of the District's Coastal Commission permit #3-82-199-A8 (February 2020) we have been directed to explore long-term solutions for the Plant given potential flooding scenarios in the future, including options for potential future relocation. The Coastal Commission has designated a planning horizon of 2050 that along with sea level rise scenarios, as per the Ocean Protection Council and the Commission's recent guidance, we must also address: 1) flooding from a closed lagoon; 2) flooding from a closed lagoon with storm; and/or 3) riverine flooding from the Carmel River. Given that Monterey County is under pressure to cease sandbar management and "solve" the issue of flooding of the homes in the 4th Edition neighborhood it is likely the District will need to move its operations.

There are a limited number of available parcels in the Carmel area that would be suitable for our purposes. And of those available we are likely to find that it may take a considerable amount of time and effort to go through the necessary zoning, permitting, environmental review, etc. before we can consider if the parcel is viable.

Staff is taking the position that to perform the analysis of parcel viability versus some other option it would be better to have a specific parcel under consideration rather than something undefined. Due to the limited number of suitable parcels available, the District is looking at purchasing as an investment strategy for the future. Either we move the facility to that location or, if not, it is an asset that we can sell in the future.

Therefore, staff is asking first for the authorization to begin the process of acquiring property in the Carmel area that meets our requirements. This would require engaging an individual or firm with the expertise in commercial real estate that could shepherd us through this process.

Secondly, staff is asking for the Board to form an ad hoc committee, much the same as the Sea Level Rise Committee, that can assist staff and act nimbly in responding as required. As we found with the Coastal Commission permit process, the use of an ad hoc committee can be a very efficient and responsive tool prior to bringing any final decision to the full Board for approval.

FINANCIAL IMPACT

Unknown currently.

There has been discussion at the Budget Committee level where we have speculated that the entire process from purchase, through zoning, permitting, etc. could be as much as \$5 - \$7M. Funding will come from District reserves.

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 25, 2021

Subject: Pebble Beach Community Services District – Regular Board Meeting
February 26, 2021



DISCUSSION

Agenda items from the February 26, 2021 meeting that are of specific interest to this District:

- The meeting opened with a brief presentation on SB1383 “Reducing Short-Lived Climate Pollutants in California. California disposed of approximately 27 million tons of organic waste in 2017. SB1383 requires that all residents and businesses are provided with organics collection service in 2022. A large portion of the program is intended to recover twenty percent of the currently disposed food that is still edible for human consumption by 2025. However, for the portion that is not recoverable there may be some opening for energy recovery. To read more on this topic click on the link <https://www.calrecycle.ca.gov/climate/slcp>
- Total cash balance at the end of January 2021 was \$29.0M; of that amount \$14.8M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The January 2021 Cash Basis Budget Report showed year-to-date revenues of \$12.1M or 43.6% of budget. Total expenditures through January totaled \$4.8M or 17.2% of budget.
- Forest Lake Reservoir held 105 MG (million gallons) of recycled water or 91% of permitted capacity. Current storage volume is 5% below the historic average of 111 MG.

- Total irrigation water demand for the 2021 calendar year through January was 13 AF (acre feet). Total demand for the calendar year is 8% below the 5-year average of 12 AF. The month of January reflected a net storage increase of approximately 24 MG. By comparison, a net storage increase of approximately 25 MG was observed in January 2020.
- Average daily wastewater flow of 363,000 gallons per day (GPD) was measured in January at the PBCSD-Carmel gate. This represents 30% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 37% below the five-year average of 576,000 GPD for the month of January; the CAWD total flow was 22% below the five-year average of 1,559,000 GPD for January.
- The 4th Fairway Diversion was taken offline for a week towards the end of January due to a series of significant rain events. The MPCC No. 8 Well, MPCC No. 9 Well, and MPCC Bird Rock Well were all shutdown at the end of September and will remain offline until the onset of the irrigation system. Total production for the 2021 calendar year through mid-February is approximately 1.7 MG.
- The Board adopted a resolution approving E2 Consulting Engineers to provide engineering, fabrication, and software services for the Forest Lake Chlorine Feed System project for an amount not to exceed \$110K and to authorize staff to procure materials for an amount not to exceed \$50K.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 20	37.211	25.504	11.707	31.461%
Aug - 20	36.386	24.877	11.509	31.630%
Sept - 20	33.559	23.082	10.477	31.220%
Oct - 20	32.551	23.689	8.862	27.225%
Nov-20	31.644	23.089	8.555	27.035%
Dec-20	30.572	21.732	8.840	28.915%
Jan - 21	37.781	26.537	11.244	29.761
Total	239.704	168.51	71.194	29.700%



Carmel Area Wastewater District - District Licenses

System Vendor	System Product	Brief Statement of System's Purpose	Annual Support Costs
Red Zone	ICOM	Collection System management	\$13,700
Sample Master	LIMS	Lab Information management	\$11,330
JB Systems.com	Mainsaver CMMS	Inventory, work orders, purchase order system	\$7,155
Microsoft	Office 365	Outlook Email, Teams, Sharepoint	\$4,950
Microsoft	Multifactor Authentication (MFA)	2 factor authentication	\$3,465
Knowbe4	Security Awareness Training	Cyber security training	\$1,239
Sage Software	Business Works	Accounting software	\$2,480
Sage Software	Best Fixed Assets	Accounting software	\$3,471
Jack Doheany	ITPipes	CCTV Assessment Software	\$750
1099 Express	1099 Express	Prepare and file annual 1099's	\$119
Fuel Master	FuelMaster Plus	Tracking fuel usage	\$550
ENPDES	Disch_2_eSMRDMR	Reporting report	\$1,600
Inductive Automation	Ignition SCADA	Control System	\$6,579
Faxage	Faxage	fax service	\$221
Uattend	Uattend	Admin timekeeping	\$264
Streamline	Streamline	CAWD Website	\$4,800
Zoom	Zoom Video Webinar	Teleconference	\$454
Hach	Mobile Sensor Management	Instrument Calibration	\$1,433
ADP	Payroll	Employee payroll ACH processing	\$8,000
Real VNC	Enterprise	SCADA Remote Access	\$165
Autodesk	Autocad	Engineering review and design	\$2,015
Adobe	Adobe Pro	Document reader/editor (x3)	\$540
Turf-Image	ArcGIS	GIS mapping & Source Control Inspection	\$7,200
VelocityEHS	MSDSonline	Online catalog of chemical inventory	\$2,829
TPCTraining	Simutech Virtual Training	Electrical and instrument troubleshooting	\$3,180
Total Annual Support Costs			\$88,489

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 25, 2021

Subject: Spring 2021 Newsletter Draft

RECOMMENDATION

Staff is seeking direction from the Board regarding how they would like to proceed regarding the CAWD newsletter.

DISCUSSION

The Board has given instruction that the newsletter is to be presented to the Board for review prior to its publication. Because there are no deadlines in for the Fall issue that should not be a problem. However, the Spring issue requires its publication at minimum 45 days prior to the June meeting due to Prop 218 noticing requirements.

Currently we have a partial, rough draft of the newsletter, not a final draft. Existing copy may be edited or deleted once missing articles are completed, which means that final review may still be needed. Reviewing at this point may not be efficient use of board time. Unfortunately, every year we will run into a scheduling problem with the Spring issue. The reasons as follows:

- ❖ Our consultant cannot assemble the newsletter until the rates are approved at the March meeting.
- ❖ We cannot wait until the regular April meeting because we will not have 45 days to meet Prop 218 requirements.
- ❖ We are not the sole customer of our consultant and shifting deadlines effects other customers. PBCSD is ahead of us in line for their newsletter, and changing the deadline means our newsletter must be done concurrently with theirs, which is a hardship.

- ❖ In addition, this year we asked our consultant to put together a mailer for wipes that added more labor hours during the same heavily scheduled period.

There is always a solution; staff suggests that we either call a Special Board Meeting between now and April Board meeting to allow for review or alternatively the review function could be assigned to specific Board members on an ad hoc basis.

FINANCIAL IMPACT

The Newsletter budget for 2020-21 is \$32,000. This issue is covered under the current budget.