



# CARMEL AREA WASTEWATER DISTRICT

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## Regular Board Meeting

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3945 Rio Road, Carmel, CA 93923

May 25, 2023  
Thursday  
9:00AM

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*Public Comment Regarding Items  
Received via email Not on the  
May 2023 Agenda*

## Barbara Buikema

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**From:** Deborah Ju <dsju371@gmail.com>  
**Sent:** Wednesday, May 17, 2023 12:58 PM  
**To:** Barbara Buikema  
**Subject:** May 25th Board meeting- CAWD proposal affecting Ribera Road properties

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ms. Buikema.

I sent the email below to the CAWD Board on 2/22/23, in advance of your last meeting on the CAWD proposal affecting Ribera Road properties. We object to the placement of a grinder pump on our property. We often lose electrical power on our street. Our 2/22/23 email detailed seven different outages between 9/22/22 and 1/10/23. More recently however, we were without power from 3/9 - 3/12, and again from 3/14-3/15 which was a total of 105 hours without electrical power over 6 days. Given these outages, a grinder pump CANNOT provide reliable wastewater services to our home. It would pose health and safety risks which no responsible wastewater management service should consider. Wastewater could back-up on the outside of our property and, possibly even inside our property, causing bad odors and even illness. These are not shanties we are speaking of. These are homes valued at over two million dollars which were purchased with fully functioning wastewater systems and were purchased in reliance of the same. Removing our homes from the general wastewater system and forcing grinder pumps onto our property would significantly damage our property values and our quality of life.

CAWD is tasked with providing wastewater services to the households within its jurisdiction. As a governmental entity, you are required to treat customers equally. Yet, your proposed grinder pump policy would require homeowners with grinder pumps to pay the electrical costs of running the system when electric bills are already a great burden. You also propose to hold us responsible for maintenance, repair and replacement costs. The pumps themselves would restrict homeowners in how they could use dishwashers and other appliances on their property, and require them to perform flushing and other unpleasant tasks. Rather than spreading costs among the taxpayer base, a handful of homeowners would be expected to bear costs that other households are not subject to. Similarly, we are not willing to have a generator on our property as we bought our home in large part to enjoy the quiet, serenity of nature and the loud sound of a generator would wreck that serenity.

We also oppose placement of a lift station in the cul-de-sac at Mariposa Road. These homes are in a rural setting that is quiet and peaceful. There would be visual, noise and smell impacts from a lift station which none of us would find acceptable if we had a home in that location.

Sincerely,

Deborah and Werner Ju

2805 Ribera Road  
Carmel, CA

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On Wed, Feb 22, 2023 at 3:00 PM Deborah Ju <[dsju371@gmail.com](mailto:dsju371@gmail.com)> wrote:

Dear Ms. Buikema,

I have just been informed that the CAWD Board will vote on the Proposed Ejector Pump Policy tomorrow morning. I am submitting this letter of opposition. I sent an earlier letter in opposition months ago and spoke in opposition at the LUAC meeting in November.

My husband and I reside at 2805 Ribera Road. We have owned this home since 2005. We are strongly opposed to the proposed CAWD Wastewater project that would require us to have a grinder pump on our property.

Firstly, we are opposed to any financial responsibility for the grinder pump which we adamantly do not want and which would be placed against our explicit opposition. We pay exorbitant property taxes on this home and are entitled to the same wastewater services that other homeowners receive without extra charge over and above our property taxes. The attempt to impose financial responsibility on us (and on our children who will inherit our home) is an unethical shifting of costs by CAWD to the affected homeowners.

Secondly, as we have previously stated, a wastewater system that relies on electricity is doomed to failure in our neighborhood. Our neighborhood loses electric power very frequently for reasons I do not know. I recently logged the power outages for the past few months and they include:

9/22/22 Power out. start time unknown. Restored 5:34 pm  
10/2/22 power out 2:10 pm - 3:28 pm  
11/5/22 power out 4:10 pm - 4:41 pm  
12/10/22 power out 4:17 pm - 8:52 pm  
12/31/22 multiple outages during the day.  
1/4/23 power out 9:32 am - 1:02 pm  
1/9- 1/10 start time unknown. restored 4:10 am

As you can see, we have many power outages in our neighborhood. Some are relatively short and some last for many hours. When the electricity goes out, the lack of a functioning wastewater system is a great inconvenience and more importantly, a serious health hazard.

When the grinder pumps malfunction, they can cause nasty backup problems that are totally unacceptable.

The grinder pump proposal needs to be jettisoned immediately.

Thank you.

Sincerely,

Deborah and Werner Ju



Virus-free. [www.avq.com](http://www.avq.com)



May 15, 2023

To Whom It May Concern,

We, along with The Carmel Meadows Association, oppose the Carmel Area Wastewater District's ("CAWD") proposed Lift Station and Sewer Replacement Project (the "Project"). It is unfair, and possibly illegal, to burden six residents for the benefit of CAWD, especially given that there is a better feasible alternative—simply replacing the current gravity line with a new gravity sewer line (the "Replacement Option"). We live at 2935 Ribera, which makes our property one of the "Lift Pump" properties. Our driveway butts up directly at the end of our road. When Waste Management Trucks park there, we are unable to leave our home.

The following bullet points clarify the reasons we are opposed:

- Plan requires grinder pumps on four properties:
  - Burden of maintenance, replacement and loss of personal freedom
  - Would incur cost of electrical service required to run the pumps
  - Forced to flush pumps with water prior to extended absences and would limit ability to use dishwashers and food disposals
  - Would be without sewer services during electricity outages
- Sewer Lift Pump Property residents:
  - Noxious odor, noise and visual impact
  - Diminish enjoyment and property values
- Better Alternative:
  - Replacement option: less expensive, more environmentally friendly, avoids negative impacts on residents
  - 2013 study by Kennedy/Jenks Consultant Engineers said replacement option best and prepared set of specs and bid documents
  - CAWD has refused to provide justification
- CAWD portrays new proposal more environmentally friendly
  - Manufactured a letter for the California Water Boards, media and County of Monterey
  - Relied on false assumptions
  - No objective independent review
- Actual "Project Proposal" leaves carbon footprint
  - Use of electricity to run grinder pumps and lift sewer pump
  - Flushing of grinder pumps wastes water
  - CAWD's assertion that the sewer lines would be moved farther away from the lagoon not totally true. Parts of existing sewer lines would remain in place, along with a lift pump station that will be as close to lagoon as to new proposed lines
- New "Replacement Option" would reduce spills as much as "Proposed Project"
- Replacement Option best for neighborhood

Please give careful consideration to our concerns,

**Keith and Lori Porter**

2935 Ribera, Carmel Meadows



**CARMEL MEADOWS**  
ASSOCIATION

May 10, 2023

Phil Angelo, Associate Planner  
County of Monterey  
1441 Schilling Place, South 2nd Floor  
Salinas, CA 93901-4527  
AngeloP@co.monterey.ca.us

**RE: CAWD CARMEL MEADOWS SEWER REPLACEMENT PROJECT**

Dear Associate Planner Phil Angelo:

The Carmel Meadows residents expressed concern and a willingness to support the group of affected residents opposing the CAWD's proposed Lift Station and Sewer Replacement Project during our annual meeting on April 13, 2023. The Project unfairly burdens six residents for CAWD's benefit despite the existence of a better, more reliable, and feasible alternative - simply replacing the existing gravity line in kind.

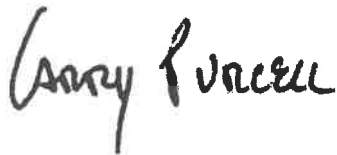
The Project, as currently proposed, will negatively and unfairly impact six of our residents because it requires grinder pumps on four properties and a lift pump in very close proximity to two other properties. This scheme appears needlessly complex and relies on our tenuous electrical grid to keep the sewage flowing. The grinder pumps may even restrict the type of waste that is normally sent down the drain. This system has the potential of adversely affecting many of our residents' quality of life and will likely reduce the value of the affected properties.

From what we understand, CAWD's consulting engineers had concluded that an early iteration of the Project was "*fatally flawed*" and that replacement in kind was the *best* alternative. We understand that CAWD has even prepared a full set of specs and bid documents for the replacement in kind alternative. In addition, the Land Use Advisory Committee has recommended that CAWD reconsider in favor of the replacement in kind alternative.

We have been told that despite repeated requests by our residents, CAWD has yet to provide a definitive reply to their valid inquiries as to why it has abandoned the replacement in kind alternative in favor of the current Project.

We therefore respectfully request that CAWD reconsider in favor of the replacement in kind alternative.

Sincerely,

A handwritten signature in black ink that reads "Larry Purcell". The signature is written in a cursive, slightly slanted style.

Larry Purcell,

Carmel Meadows Association Board Chairman

Cc: Barbara Buikema, CAWD General Manager (buikema@cawd.org)  
Ken White, CAWD Board President (white@cawd.org)  
Michael Rachel, CAWD Board Member (rachel@cawd.org)  
Bob Siegfried, CAWD Board Member (siegfried@cawd.org)  
Kevan Urquhart, CAWD Board Member (urquhart@cawd.org)  
Greg D'Ambrosio, CAWD Board Member (dambrosio@cawd.org)  
Supervisor Mary Adams, District 5 (MooreS@co.monterey.ca.us)

## Barbara Buikema

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**From:** prtarrantino@comcast.net  
**Sent:** Sunday, May 14, 2023 5:28 PM  
**To:** angeloP@co.monterey.ca.s  
**Cc:** Barbara Buikema; Ken White; Michael Rachel; Robert Siegfried; Kevan Urquhart; dambosio@cawd.org; MooreS@co.monterey.ca.us  
**Subject:** Carmel Meadows Sewer Replacement Project

You don't often get email from prtarrantino@comcast.net. [Learn why this is important](#)

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Angelo,

I am writing this letter in order to express displeasure at the current proposal for the Carmel Meadows sewer replacement project.

It makes no sense to pump waste uphill when the current gravity system could be replaced. The odor and potential for unintentional discharges are, quite simply, unacceptable. I find it hard to believe that any duly licensed engineer would advocate for such a flawed solution to this problem. In fact, it is our understanding that the best solution was to replace the current system.

In addition, a small number of homeowners would be burdened with the downsides to this project.

I respectfully request that you respond to the inquiries by our neighbors in Carmel Meadows requesting why the current project was picked over the replacement in kind alternative and that you reconsider the "sewage pumping" project.

Sincerely,

**Paula R. Tarantino**  
2784 Pradera Road  
Carmel, CA 93923

## Barbara Buikema

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**From:** Ellen Turbow <emturbow@sbcglobal.net>  
**Sent:** Monday, May 15, 2023 8:01 PM  
**To:** Barbara Buikema  
**Subject:** CAWD's Proposed Lift Station and Sewer Replacement Project

[You don't often get email from emturbow@sbcglobal.net. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ms. Buikema:

As a resident of Carmel Meadows (2992 Cuesta Way), I am writing to express my opposition to the CAWD Project. As you know, there is a viable alternative that would not unduly burden some of our neighbors. I urge you to implement the in-kind option.

Thank you,

Ellen Turbow

**From:** [David Scopp](#)  
**To:** [Barbara Buikema](#)  
**Cc:** [Domine Barringer](#)  
**Subject:** Re: Request for Board Meeting on May 25 to include Carmel Meadows Lift Station and Sewer Replacement Project  
**Date:** Thursday, May 18, 2023 12:40:05 PM

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Thank you for the explanation, Ms. Buikema. Have a good rest of your week.

On May 18, 2023, at 11:55 AM, Barbara Buikema <[Buikema@cawd.org](mailto:Buikema@cawd.org)> wrote:

Mr. Scopp

We cannot place an item on the agenda for this month because we are not taking any action on this project. All of the public comment letters we have received are clear that they are not in favor of the project. The Board will receive all of the letters in their packet, including this one.

Our legal counsel suggests that you come to the meeting and during the public comment session you will have the opportunity to ask the board to agendize the item/action you would like to see them take with regards to the Carmel Meadows Project. The Board will then make a decision on whether or not they wish to place it on the June agenda.

Regards  
B. Buikema  
General Manager  
Carmel Area Wastewater District  
831-624-1248

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**From:** David Scopp <[dWSCOPP@gmail.com](mailto:dWSCOPP@gmail.com)>  
**Sent:** Thursday, May 18, 2023 11:23 AM  
**To:** Barbara Buikema <[Buikema@cawd.org](mailto:Buikema@cawd.org)>  
**Cc:** Domine Barringer <[barringer@cawd.org](mailto:barringer@cawd.org)>  
**Subject:** Re: Request for Board Meeting on May 25 to include Carmel Meadows Lift Station and Sewer Replacement Project

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Ms. Buikema:

Thank you for your response.

It is my understand that, "No action may be taken upon a matter not listed on the posted agenda." (<https://www.cawd.org/board-of-directors-meetings>.) It is ambiguous to me whether action is allowed on items under "Public Comments."

Therefore, I formally request that the Carmel Meadows Lift Station and Sewer Replacement Project be listed on the posted agenda for the May 25 Board Meeting or that CAWD confirm that action can otherwise be made regarding the Carmel Meadows Lift Station and Sewer Replacement Project at the May 25 Board Meeting.

Thank you.

Warm regards,  
David Scopp

On May 18, 2023, at 11:17 AM, Barbara Buikema <[Buikema@cawd.org](mailto:Buikema@cawd.org)> wrote:

Mr. Scopp

We have received a number of letters from the Carmel Views neighborhood and they all, including this one, will be part of the agenda under "Public Comments". Anyone from the public may speak during the public comment period.

Regards  
Barbara Buikema  
General Manager  
Carmel Area Wastewater District  
831-624-1248

-----Original Message-----

From: Domine Barringer <[barringer@cawd.org](mailto:barringer@cawd.org)>  
Sent: Thursday, May 18, 2023 11:10 AM  
To: Barbara Buikema <[Buikema@cawd.org](mailto:Buikema@cawd.org)>  
Subject: FW: Request for Board Meeting on May 25 to include Carmel Meadows Lift Station and Sewer Replacement Project

Hi,

Would you please respond to Mr. Scopp.

Kind regards,  
Domine Barringer

Board Secretary/Administrator  
Carmel Area Wastewater District  
831-257-0444 office  
[barringer@cawd.org](mailto:barringer@cawd.org)

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-----Original Message-----

From: David Scopp <[dWSCOPP@gmail.com](mailto:dWSCOPP@gmail.com)>  
Sent: Thursday, May 18, 2023 11:06 AM  
To: Domine Barringer <[barringer@cawd.org](mailto:barringer@cawd.org)>  
Cc: Ken White <[White@cawd.org](mailto:White@cawd.org)>; Michael Rachel <[rachel@cawd.org](mailto:rachel@cawd.org)>; Robert Siegfried <[Siegfried@cawd.org](mailto:Siegfried@cawd.org)>; Kevan Urquhart <[urquhart@cawd.org](mailto:urquhart@cawd.org)>; Greg D'Ambrosio <[DAmbrosio@cawd.org](mailto:DAmbrosio@cawd.org)>  
Subject: Request for Board Meeting on May 25 to include Carmel Meadows Lift Station and Sewer Replacement Project

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Ms. Barringer and Members of the Board:

I am writing to respectfully request that the Carmel Meadows Lift Station and Sewer Replacement Project be included in the agenda for the May 25, 2023 CAWD Board of Directors Meeting.

I and other Carmel Meadows residents would like to comment regarding same.

Thank you in advance for your consideration.

Very truly yours,  
David Scopp



*End of Public Comment  
Regarding Items Received  
via email Not on the May  
2023 Agenda*



**3. *Employee Recognition: Andrew Millington***

Andrew Millington passed the exam for the California Water Environment Association (CWEA) Collection Worker II. The Board acknowledged Mr. Millington's accomplishment and provided congratulations.

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

The board room was cleared of all in person attendees and all virtual attendees placed on hold in a waiting room. The Board went into closed session at 9:05 a.m. and discussed agenda item #4 regarding potential litigation. The closed session ended at 9:44 a.m. Legal Counsel reported that during the closed session the Board took up the agenda item as listed and received information from staff and discussion was held with regard to the potential litigation, and no reportable action was taken. The Board reconvened into open session at 9:45 a.m. and all of the attendees were invited back into the open session and all virtual attendees had access to the audio and visual platform to participate in the meeting.

**5. *Bridge to Everywhere Presentation: Patrick Treanor, Acting General Manager***

*Note: Presentation slides posted under separate cover.*

The Acting General Manager, Patrick Treanor, provided an introduction to all of the speakers. Ms. Bowling started out the presentation and highlighted the natural assets of our area and the connections between walking and well-being. The current disconnected walking trails would be connected through the Bridge to Everywhere. Mr. Treanor spoke to trail integration of the City areas to the park areas and walked through ten connection areas. Director D'Ambrosio continued to lead the discussion starting with the first connection of Carmel Mission Trail, which can be accessed through downtown Carmel, and is a 34 acre preserve and the speakers moved through each of the ten connections.

Director Verbanec from PBCSD, asked what funding mechanisms and costs are associated with this project. Mr. Treanor stated that they are looking at grants, private donations, and other public funding.

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

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

***Board Action***

***A motion to receive and approve the consent agenda was made by Director Rachel and seconded by Director Siegfried. Director Urquhart was absent. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items.***

6. Approve March 30, 2023, Regular Board Meeting Minutes & 02-27-23 Budget Minutes  
04-10-23 Pension Minutes
7. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) – March 2023  
*Note: This report was not received for the March meeting. The report was received on 5-2-23 via email so it was not included in the April board meeting material.*
8. Receive and Accept Schedule of Cash Receipts & Disbursements- March 2023
9. Approve Register of Disbursements – Carmel Area Wastewater District –March 2023
10. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –March 2023
11. Receive and Accept Financial Statements and Supplementary Schedules – March 2023
12. Receive and Accept Collection System Superintendent’s Report – March 2023, February 2023 & January 2023
13. Receive and Accept Safety and Regulatory Compliance Report –March 2023
14. Receive and Accept Treatment Facility Operations Report – March 2023  
February 2023 & January 2023
15. Receive and Accept Laboratory/Environmental Compliance Report –March 2023
16. Receive and Accept Capital Projects Report/Implementation Plan
17. Receive and Accept Project Summaries – Capital & Non-Capital
18. Receive and Accept Plant Operations Report – March 2023
19. Receive and Accept Maintenance Projects Report –March 2023

## **ACTION ITEMS BEFORE THE BOARD**

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

## **COMMUNICATIONS**

20. General Manager Report – oral report by Patrick Treanor (Acting General Manager)
  - Mr. Treanor reported on the spill that occurred associated with PG&E. PG&E has already made repairs and the District will file an insurance claim against PG&E to include all of the costs associated with this spill.
  - Carmel River Task Force meeting will occur on May 3<sup>rd</sup> and the Board was invited to attend in person or via Zoom. Mr. Treanor informed the Carmel River Task Force about the Bridge to Everywhere project.
  - Meeting with State Parks regarding the projects that the District and the State Parks are associated and work on coordinating projects.

- Biobot covid testing will no longer have to be paid for by the District. Additional buildout of test will be conducted regarding Monkey Pox, Influenza, and the Covid test will continue twice a week.

*Director Siegfried requested an update on information regarding Polio and H1N1. Mr. Waggoner stated that is not under the current Center for Disease Control and Prevention (CDC) program and the District would have to pursue those tests independently. Mr. Treanor stated that a recommendation will be brought to the Board on what additional testing the District wants to pursue with the allocated budget funds slated for this type of testing.*

*Director Rachel requested input from Mr. Treanor on his two weeks as the acting General Manager. Mr. Treanor replied it was a good experience.*

## **OTHER ITEMS BEFORE THE BOARD**

- 21.** *Sea Level Rise Planning Grant Application  
Report by Patrick Treanor, Plant Engineer (Acting General Manager)*

**Action Required** – *Requesting A Motion to Accept the Sea Level Rise Planning Grant Application*

### **Board Action**

**After a brief report out by Mr. Treanor A motion to receive the Sea Level Rise Grant Application was made by Director Rachel and seconded by Director D’Ambrosio. Director Urquhart was absent. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items.**

*Director Siegfried stated that in the letter of recommendation (page 131 packet) from the City of Carmel-by-the-Sea it was stated that “they own the pump stations along Carmel beach belong to us”. Director D’Ambrosio stated that they do not own the pump stations.*

*Mike Niccum, General Manager, PBSCD complimented the District staff for their leadership in moving this project forward.*

- 22.** *President White’s Letter regarding another treatment district’s 218 notice to the District Board of Directors and General Manager, Barbara Buikema, pertaining to the Tahoe-Truckee Sanitation Agency Flyer (TTSA) Proposition 218 Notice to Property Owners Of Proposed Sewer Rates*

*President White spoke about the publication from TTSA and their multiyear rates for the coming five years. He was interested in the merits of the District preparing multiyear budgeting and published multiyear rates to the public, with the caveat to adjust rates as necessary.*

*Director Siegfried indicated it would be a good idea to look at projecting out estimates. He suggested that the public bring in water bills to the District if the use of the sewage system is below average. He would like to see a board discussion about putting out an invitation to the public to see if their flow is less than the District is billing them and use the reserves to cover the reimbursement. It would also provide the District the data that they need to make decisions.*

*President White suggested that the budget committee take this projected forecasting discussion on. Both Director Siegfried and Director D'Ambrosio agreed to taking this subject matter up in the budget Committee.*

*Director Siegfried requested to agendaize inviting the public to apply for a rebate for data purposes. This data gathering would be collected from their water bills.*

*President White clarified the motion that the Budget Committee discuss preparing projected multiyear budgets and rates and bring back to the full board for discussion.*

#### **Board Action**

***There was consensus from the Board for the Budget Committee to discuss projected multiyear budgets and rates . Director Urquhart was absent.***

#### **Board Action**

***A motion to agendaize the discussion of a policy rebate for low usage was made by President White and seconded by Director Rachel. Director Urquhart was absent. After a Roll Call vote, the Board unanimously agreed to agendaize a policy discussion regarding rebates based on low usage.***

*Mike Niccum, General Manager, PBCSD, stated that there is no nexus between the costs of providing sewer services and the costs of staff managing the plant and treating the sewage and the water usage. "Your costs didn't go down 30% when the usage/flows went down 30%, and it doesn't change the capital projects that need to be completed". Must take into consideration second homes. Suggested getting a consultant.*

## **INFORMATION/DISCUSSION ITEMS**

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

*Mr. Treanor gave a brief overview of the project and stated that the District has received two of the Motor Control Center (MCC) out of four. The new influent pump has started up and has been running well for two-half weeks. Starting the installation of the second pump out of the four influent pumps. The other two MCC pumps will arrive in May and June. The project will be complete sometime in August or September. The other large project is the potential paving change order at the plant.*

**24.** March 31, 2023, PBCSD Board Meeting Summaries-  
*Report by General Manager, Written by Barbara Buikema and presented by  
Patrick Treanor, Plant Engineer (Acting General Manger)*

**25.** *Special District Association County of Monterey April 18, 2023  
Patrick Treanor, Plant Engineer (Acting General Manager)*

*Mr. Treanor highlighted the following:*

- *Brown Act and Zoom meeting attendance*
- *Cooperative Liquid Asset Security System (California CLASS)*
- *Legislative Days- John Laird May 16<sup>th</sup> and 17<sup>th</sup> in Sacramento*

**26.** *Pension Meeting, April 10,2023- Report Written by General Manager,  
Barbara Buikema and presented by Patrick Treanor, Plant Engineer  
(Acting General Manager)*

*Director Siegfried stated that the Pension Committee to hold a meeting with Hastie  
Financial Group to defend their investment strategies.*

**27.** *Six Sigma Project Update on Source Control Program, Rachel Lather, District Engineer  
and Patrick Treanor, Plant Engineer (Acting General Manager)*

*Note: Presentation slides posted under separate cover.*

*Director Rachel left the meeting at 11:27 am.*

*Director D'Ambrosio asked what strength the Ordinance has to have vendors comply. Rachel  
Lather, Principal Engineer, stated the Ordinance has a process and administrative penalties  
that can be enforced. President White, stated that the Restaurant Association needs to be  
contacted, which he has already spoken to Barbara Buikema, General Manager, on this topic.  
Ms. Lather stated another Source Control meeting will be scheduled to setup how to reach out  
to the Restaurant Association.*

**28.** *Cyber Security Update, Presentation by Chris Foley, Superintendent of Maintenance*

*Note: Presentation slides posted under separate cover.*



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

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

**PBCSD Board Public Meeting Notice & Agenda** – The next PBCSD meeting is scheduled for:  
*Friday, April 28, 2023, at 9:30 a.m. – Director Siegfried is scheduled to attend.*  
*Friday, May 28, 2023, at 9:30 a.m. – Director Urquhart is scheduled to attend.*

**Special Districts Association of Monterey County** – The next SDA meeting is scheduled for:  
*Tuesday, July 18, 2023, at 6:00 p.m. – President White is scheduled to attend.*  
*Tuesday, October TBD, 2023, at 6:00 p.m. – Director Rachel is scheduled to attend.*

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

*Director Siegfried made the following additional comments:*

- *County updated Local Area Management Plan and there will be public outreach for the septic tanks.*
- *CBA Meeting regarding short term rental mandate and additional housing and there is going to be pressure on vacant land and work needs to be done on the condemnation presentation done sooner than later. Mr. Wellington replied that he has reached out to Best Best & Krieger Law Firm and have condemnation attorneys with experience and contact has also been made with Copeland to provide a presentation to the Board within the next two meetings.*
- *Request to have a board discussion regarding road repairs around town regarding lateral replacements. Director Siegfried, in discussion with the General Manager, Barbara Buikema, it was conveyed that a City permit would have to be obtained. Director Siegfried wanted to know if a conditional permit should be issued to determine if the sewer lateral road patch is stable. President White stated that the manhole cover changes made has caused differential to the black top creating a bump in the road.*

## 30. ADJOURNMENT:

***The Board adjourned open session at 9:05 a.m. and took a 5-minute break to clear the room of public attendees. The Board then convened into closed session at 9:10 a.m. The Board came out of closed session at 9:44 a.m., and Legal Counsel reported that during the closed session the Board took up, the matter at hand with regard to the potential litigation, and no reportable action was taken. The Board reconvened back into open session at 9:45 a.m. and the meeting was convened at 12:01 p.m.***

***As Reported To:***

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***Domine Barringer, Secretary to the Board***

***APPROVED:***

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***Ken White, President of the Board***





**CARMEL AREA WASTEWATER DISTRICT (CAWD)**  
**BUDGET STANDING COMMITTEE MEETING MINUTES**  
*May 15, 2023, Monday, 12:00 p.m.*  
**3645 Rio Road, Carmel, CA 93923**

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**CALL TO ORDER - ROLL CALL:**

The meeting was called to order at 12:01 p.m.

**Present:** President Pro Tem Robert Siegfried, Committee member  
Director Greg D'Ambrosio, Committee member  
Barbara Buikema, General Manager  
Patrick Treanor, Plant Engineer

**Absent:** None

**Appearances/Public Comments:** None

**Agenda Changes:** None

**AGENDA ITEMS:**

The committee discussed the following agenda items:

- A. Reserve Policy Discussion
- B. Multi Year Budget Discussion- recommended two years but topic moved to June
- C. Multi Year Rate Model Discussion-Topic moved to June
- D. Rate Refund Discussion was placed on hold

**ADJOURNMENT:** *There being no further business to come before the Committee, the meeting concluded at 2:00 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, May 25, 2023, or an alternate acceptable date, in person and via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, [www.cawd.org](http://www.cawd.org), calling the District office at 831-624-1248 or via email at [downstream@cawd.org](mailto:downstream@cawd.org).*

***As Reported To:***

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***Barbara Buikema, General Manager***

**APPROVED:**

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***Ken White, President***



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

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

## INDEPENDENT ACCOUNTANTS' REPORT

April 26, 2023

To the Board of Directors  
Carmel Area Wastewater District

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

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

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

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

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

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



Robert Lee, CPA  
Principal  
**CliftonLarsonAllen LLP**

Cc: Mr. Ken White, President



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26515 Carmel Rancho Blvd, Suite 100  
Carmel, CA 93923

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

## INDEPENDENT ACCOUNTANTS' REPORT

May 15, 2023

To the Board of Directors  
Carmel Area Wastewater District

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

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Robert Lee, CPA

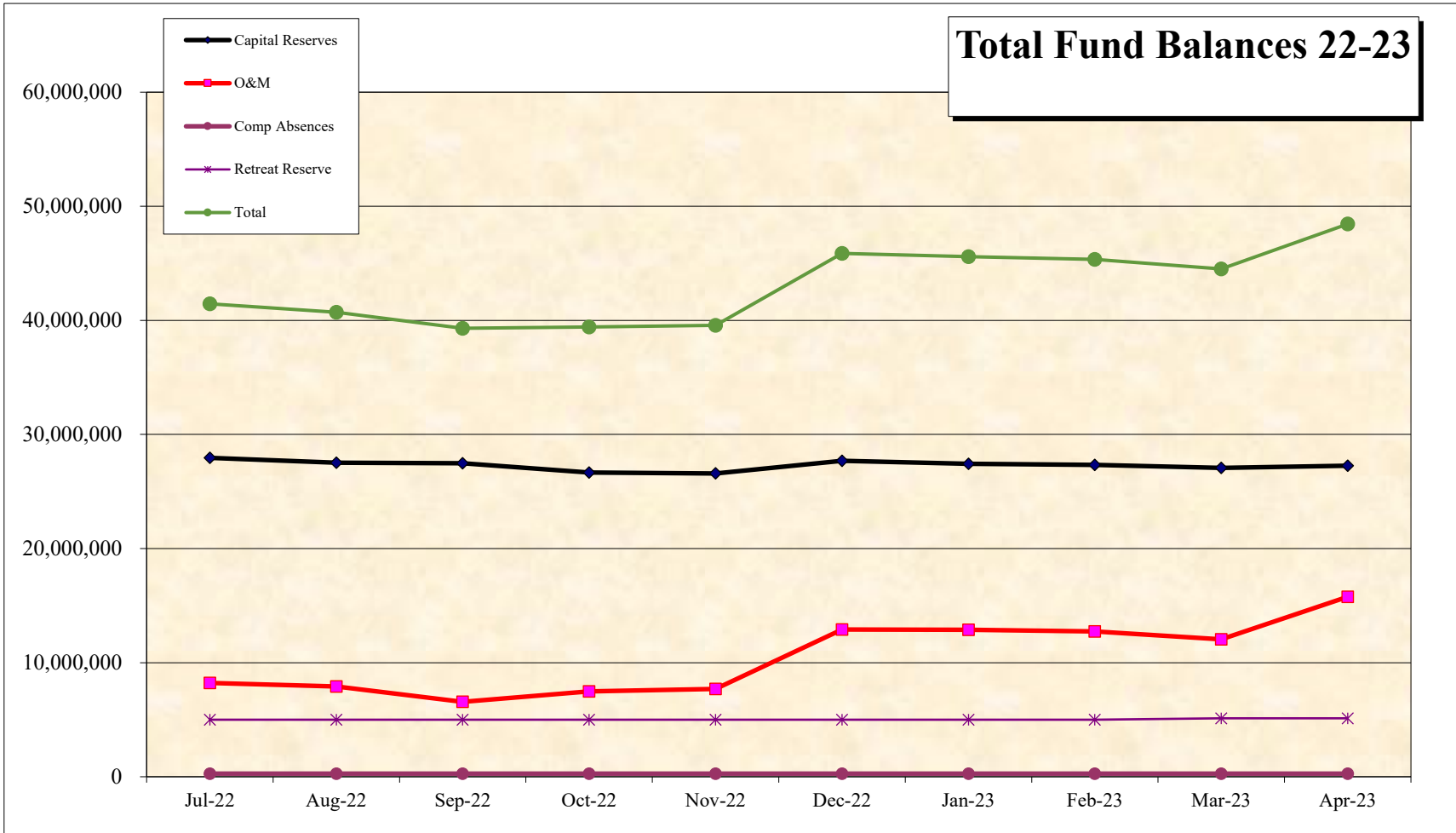
Principal

**CliftonLarsonAllen LLP**

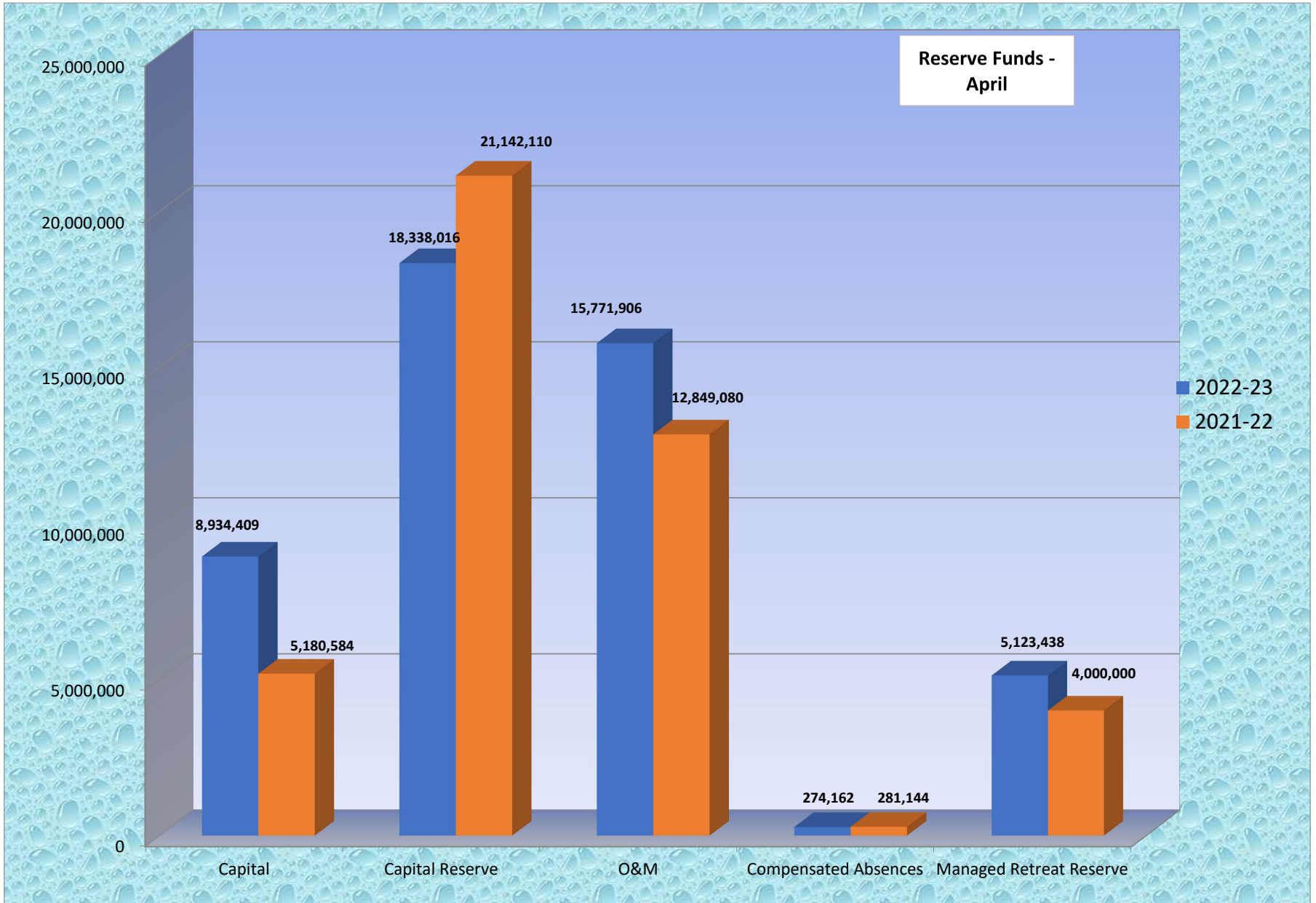
Cc: Mr. Ken White, President

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

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
<b>BALANCE BEGINNING OF MONTH</b>	\$9,640,647	\$17,438,927	\$12,035,330	\$274,162	\$5,123,438	\$44,512,503	\$956,790	\$6,954	\$1,210,849
<b>Receipts:</b>									
User Fees			3,398,877						
Property Taxes		899,089							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							46,050		
Reclamation capital billing									
Permits							2,900		
PBCSD capital billing									
Other misc. revenue							10,199		
Interest income			258,838						8,161
Connection Fees									
CCLEAN receipts							102,533		
CRFree Project grant funds									
Carmel Reserve LLC-Sept. Ranch Project review fees									
Greeley and Hansen return duplicate check									
Void checks-replace lost checks									
<b>Total Receipts</b>	<b>0</b>	<b>899,089</b>	<b>3,657,715</b>	<b>0</b>	<b>0</b>	<b>4,556,804</b>	<b>276,682</b>	<b>0</b>	<b>8,161</b>
<b>Fund Transfers:</b>									
Transfers to Chase Bank O&M	(706,238)		106,238				600,000		
Transfers to Chase Bank PR							(240,000)	240,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
<b>Total Transfers</b>	<b>(706,238)</b>	<b>0</b>	<b>106,238</b>	<b>0</b>	<b>0</b>	<b>(600,000)</b>	<b>360,000</b>	<b>240,000</b>	<b>0</b>
<b>Disbursements:</b>									
Operations and capital							1,003,466		
Payroll & payroll taxes								229,223	
Employee Dental reimbursements							3,098		
CALPERS EFT							35,438		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							0		
Home Depot EFT							453		
US Bank EFT							17,005		
Deferred comp contributions EFT							12,508	0	
PEHP contributions EFT							3,173	0	
Bank/ADP fees							0	817	
Highlands Bond Debt Service Payment									
Annual County admin billing fee			27,377						
Greeley Hansen deposit lost check									
HCM Unlocked EFT							2,250		
<b>Total Disbursements</b>	<b>0</b>	<b>0</b>	<b>27,377</b>	<b>0</b>	<b>0</b>	<b>27,377</b>	<b>1,077,390</b>	<b>230,040</b>	<b>0</b>
<b>BALANCE END OF MONTH</b>	<b>8,934,409</b>	<b>18,338,016</b>	<b>15,771,906</b>	<b>274,162</b>	<b>5,123,438</b>	<b>48,441,930</b>	<b>516,081</b>	<b>16,914</b>	<b>1,219,010</b>



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





**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/03/23	4243	Amazon Capital Services	Operating and safety supplies	2,322.71
04/03/23	4244	American Fidelity Assurance Company	Flex accounts	611.52
04/03/23	4245	American Fidelity Assurance	Employee insurance premiums	551.01
04/03/23	4246	Andrew Millington	GR II exam fee	200.00
04/03/23	4247	Applied Marine Sciences	CCLEAN expenses	1,438.20
04/03/23	4248	AT&T Mobility	SCADA text modem	70.72
04/03/23	4249	AT&T CALNET 3	Admin alarm	36.37
04/03/23	4250	AT&T	IP card and Plant fiber router	718.97
04/03/23	4251	Borges & Mahoney	Mechanical carbide seal	275.60
04/03/23	4252	Bryan Mailey Electric	Plant and collections electrical services	5,258.38
04/03/23	4253	Burleson Consulting	Perimeter Fence Project #19-18 <b>(CAPITAL)</b>	10,667.33
04/03/23	4254	CAWD\PBSCD Reclamation Project	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	2,703.75
04/03/23	4255	Christopher Foley	Dental	562.00
04/03/23	4256	Cintas Corporation #63D	Laundry service	814.71
04/03/23	4257	Clark Pest Control	Plant service	293.00
04/03/23	4258	Clark Bros., Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	161,500.00
04/03/23	4259	CliftonLarsonAllen LLP	Bank reconciliation oversight	450.00
04/03/23	4260	C S C of Salinas	Generator hose parts	28.21
04/03/23	4261	Culligan Water Conditioning	C&I exchange for the lab	17.35
04/03/23	4262	Denise Duffy & Associates	Corona Road Sewer Extension Project #18-21	27,720.03
04/03/23	4263	Direct TV	Plant service	95.99
04/03/23	4264	EMC Planning Group	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	2,054.32
04/03/23	4265	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,434.97
04/03/23	4266	FGL Environmental	Sample analysis	2,449.00
04/03/23	4267	First Alarm	Plant and admin alarm	615.84
04/03/23	4268	Frank A. Olsen Company	Plug valve	2,712.13
04/03/23	4269	Got.Net	Domain parking	4.20
04/03/23	4270	GPE Controls, Inc./Shand&Jurs	Electric drip trap- <b>VOID CK LOST IN MAIL</b>	0.00
04/03/23	4271	Grainger	Operating supplies	666.85
04/03/23	4272	Greeley and Hansen	Long term sea level rise planning	7,560.37

**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/03/23	4273	Image Source	Plant copier	94.32
04/03/23	4274	Kaeser Compressors, Inc.	Install and service compressor fan and contactors	2,176.42
04/03/23	4275	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	19,109.00
04/03/23	4276	Lemos Service Inc.	Ford Transit oil change	99.52
04/03/23	4277	McMaster-Carr	Operating supplies	22.59
04/03/23	4278	MNS Engineers	Scenic Rd Pipe Bursting Project #20-08 and Pescadero Creek Area Pipe Rehab Project #21-05 <b>(CAPITAL)</b>	15,185.35
04/03/23	4279	NAPA Auto Parts	Vehicle maintenance supplies	483.74
04/03/23	4280	Patelco Credit Union	Health savings accounts contributions	4,786.70
04/03/23	4281	Peninsula Welding & Medical Supply	Non-liquid cylinder rent	38.70
04/03/23	4282	Pacific Gas & Electric	Co-gen billing	297.24
04/03/23	4283	Pure Water	Plant and admin service	211.69
04/03/23	4284	Quill LLC	Plant office supplies	943.23
04/03/23	4285	Robert Siegfried	Dental	220.00
04/03/23	4286	Scarborough Lumber (ACE)	Plant and collection supplies	394.91
04/03/23	4287	Shape Incorporated	Simplex Station demo pump at admin <b>(CAPITAL)</b>	9,923.78
04/03/23	4288	Siemens Industry	Siemens MAG's for disinfection and two hydrorangers	18,063.21
04/03/23	4289	Silke Communications	Motorola handheld radio and base	802.61
04/03/23	4290	Univar Solutions USA Inc.	Sodium bisulfate and hypochlorite	16,614.10
04/03/23	4291	Universal Staffing	Admin temp service	540.00
04/03/23	4292	USA Blue Book	Hand tools	65.67
04/03/23	4293	Vision Service Plan	Vision insurance premium	573.30
04/14/23	4294	Amazon Capital Services	Office and operating supplies	312.07
04/14/23	4295	Aquatic Bioassay & Consulting	Final effluent toxicity semi-annual samples	2,115.00
04/14/23	4296	AT&T Mobility	Cell service	433.82
04/14/23	4297	Barbara Buikema	Postage to mail September Ranch documents	28.75
04/14/23	4298	Best Best & Krieger LLP	District legal services	8,661.80
04/14/23	4299	Biobot Analytics	Influent sample testing	1,750.00
04/14/23	4300	Borges & Mahoney	600rpm motor	917.40
04/14/23	4301	Burleson Consulting	Perimeter Fence Project #19-18 <b>(CAPITAL)</b>	5,683.50

**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/14/23	4302	CAWD/PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	920.18
04/14/23	4303	Cintas Corporation #63D	Laundry service	894.77
04/14/23	4304	Clark Pest Control	Plant service	317.00
04/14/23	4305	Clark Bros., Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 <b>(CAPITAL)</b>	470,884.72
04/14/23	4306	Daniel Deeth	Dental	289.60
04/14/23	4307	Denise Duffy & Associates	Hatton Canyon revegetation maintenance	13,022.13
04/14/23	4308	DKF Solutions Group, LLC	Update OERP to Spill Emergency Response Plan	3,920.00
04/14/23	4309	Exceedio	Annual server warranty renewal	815.28
04/14/23	4310	Fisher Scientific	Lab supplies	654.86
04/14/23	4311	Grainger	Operating supplies	1,168.82
04/14/23	4312	Greg D'Ambrosio	Dental	366.00
04/14/23	4313	Greeley and Hansen	Long term sea level rise planning	7,560.38
04/14/23	4314	Hach Company	Two SC4500 controllers	8,235.38
04/14/23	4315	ICON Cloud Solutions	Telephone service	595.22
04/14/23	4316	Lemos Service Inc.	Oil change for 2021 Ford F-350	215.36
04/14/23	4317	Liberty Process Equipment	Two packing sets and lantern ring sets	888.19
04/14/23	4318	Manco	Two Tosibox locks and keys for pump stations	1,872.62
04/14/23	4319	MBS Business Systems	Quarterly copier billing for admin	1,073.67
04/14/23	4320	Monterey Bay Engineers	Topographic mapping and plan for Scenic Rd. repair	7,000.00
04/14/23	4321	Monterey Peninsula Engineering	Emergency Lorca Lane Sewer Relocation #22-07 <b>(CAPITAL)</b>	8,526.25
04/14/23	4322	Murphy Austin Attorneys	Legal services-Monterey County option agreement	3,045.50
04/14/23	4323	Pacific Gas & Electric	Monthly service	36,054.44
04/14/23	4324	Quill LLC	Office supplies	75.40
04/14/23	4325	SmartCover Systems	SubSonic Systems-Dual Sensor (Ultra-Sonic & Pressure) for Collection system capacity monitoring	6,959.49
04/14/23	4326	Streamline	Website maintenance	400.00
04/14/23	4327	Synagro Technologies	Sludge hauling	12,785.94
04/14/23	4328	Town & Country Gardening	Plant and admin service	700.00
04/14/23	4329	Univar Solutions USA Inc.	Sodium hypochlorite	10,329.03
04/14/23	4330	Universal Staffing	Admin temp service	432.00

**Carmel Area Wastewater District**  
**Disbursements**  
**Apr-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/14/23	4331	USA Blue Book	Hand tools and safety lockout padlocks	161.52
04/14/23	4332	WM Corporate Services	Plant rollofs and admin garbage	1,462.05
04/25/23	4333	Ann Muraski	Balance due for the Spring-Summer newsletter design	7,217.50
04/25/23	4334	Christopher Dixon	Dental	1,660.00
04/25/23	4335	Community Printers	Spring-Summer newsletter printing	2,745.79
04/25/23	4336	GPE Controls, Inc./Shand&Jurs	Replace lost check #4270	8,839.24
04/25/23	4337	Public Agency Coalition Enterprise	Health insurance	34,454.81
04/25/23	4338	Whitson Janitorial Service	Plant and admin janitorial service	1,300.00
04/26/23	4339	All American Mailing, Inc.	Spring-Summer newsletter postage	3,137.05
04/28/23	4340	Petty cash	Replenish petty cash box	201.90
				<b>1,006,564.04</b>

**CAWD/PBCSD Reclamation Project**  
**Disbursements**  
**Apr-23**

<b>Date</b>	<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
04/03/23	928	Alameda Electrical	Sulfuric Acid Tank Project #18-26 (CAPITAL)	4,449.76
04/03/23	929	Beecher Engineering	VFD obsolescence issue	420.00
04/03/23	930	Brenntag Pacific, Inc.	Ammonium hydroxide	10,188.88
04/03/23	931	Bryan Mailey Electric	Electrical service	6,000.00
04/03/23	932	Cal-Am Water Company	Hydrant meter K	2,894.54
04/03/23	933	McMaster-Carr	Sulfuric Acid Tank Project #18-26 (CAPITAL)	64.97
04/03/23	934	Pebble Beach Company	Bond principal and interest, past letter of credit and bond fees and project rep costs	272,998.67
04/03/23	935	Pacific Gas & Electric	Tertiary billing	7,192.67
04/14/23	936	Brenntag Pacific, Inc.	Ammonium hydroxide	4,581.72
04/14/23	937	Cal-Am Water Company	Hydrant meter K	2,896.94
04/14/23	938	Carmel Area Wastewater District	O&M reimbursement	46,050.09
04/14/23	939	Fisher Scientific	Lab supplies	654.86
04/14/23	940	Grainger	Lab supplies	86.48
04/14/23	941	Industrial Machine Shop	Recondition 125hp motor	3,686.07
04/14/23	942	Liberty Process Equipment	CDQ rotor and stator	3,436.10
04/14/23	943	Pebble Beach Community Services District	O&M and capital reimbursement	29,880.06
				<b>395,481.81</b>



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**Financial Statements  
and  
Supplementary Schedules**

**April 2023**

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May 25, 2023

# *Carmel Area Wastewater District*

## *Balance Sheet*

April 2023

ASSETS		
Current Assets		
Cash		
Cash	50,193,935.39	
TOTAL Cash	50,193,935.39	50,193,935.39
Other Current Assets		
Other Current Assets	264,827.51	
TOTAL Other Current Assets	264,827.51	264,827.51
TOTAL Current Assets		50,458,762.90
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	308,059.76
Treatment Structures		
Treatment Structures	70,412,104.24	
TOTAL Treatment Structures	70,412,104.24	70,412,104.24
Treatment Equipment		
Treatment Equipment	8,864,043.57	
TOTAL Treatment Equipment	8,864,043.57	8,864,043.57
Collection Structures		
Collection Structures	1,238,843.71	
TOTAL Collection Structures	1,238,843.71	1,238,843.71
Collection Equipment		
Collection Equipment	1,524,870.54	
TOTAL Collection Equipment	1,524,870.54	1,524,870.54
Sewers		15,772,472.56
Disposal Facilities		
Disposal Facilities	1,643,890.85	
TOTAL Disposal Facilities	1,643,890.85	1,643,890.85
Other Fixed Assets		
Other Fixed Assets	4,521,274.99	
TOTAL Other Fixed Assets	4,521,274.99	4,521,274.99
Capital Improvement Projects		
Capital Improvement Projects	8,515,889.39	
TOTAL Capital Improvement Projects	8,515,889.39	8,515,889.39
Accumulated depreciation		(56,777,957.36)
TOTAL Fixed Assets		56,023,492.25
Other Assets		
Other Assets		5,781,889.62
TOTAL Other Assets		5,781,889.62
TOTAL ASSETS		112,264,144.77

# *Carmel Area Wastewater District*

## *Balance Sheet*

April 2023

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### LIABILITIES

Current Liabilities		
Current Liabilities	1,104,277.00	
TOTAL Current Liabilities	<u>1,104,277.00</u>	1,104,277.00
Long-Term Liabilities		
Long Term Liabilities	1,280,913.05	
TOTAL Long-Term Liabilities	<u>1,280,913.05</u>	1,280,913.05
TOTAL LIABILITIES		<u>2,385,190.05</u>

### NET POSITION

Net Assets	101,293,950.98	
Year-to-Date Earnings	8,585,003.74	
TOTAL NET POSITION		<u>109,878,954.72</u>
TOTAL LIABILITIES & NET POSITION		<u>112,264,144.77</u>



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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	12,174,536.26	11,767,633.30	406,902.96	3.5 %
TOTAL Income	<u>12,174,536.26</u>	<u>11,767,633.30</u>	<u>406,902.96</u>	<u>3.5 %</u>
Adjustments				
Discounts	43.17	0.00	43.17	
TOTAL Adjustments	<u>43.17</u>	<u>0.00</u>	<u>43.17</u>	
*****	<u>12,174,579.43</u>	<u>11,767,633.30</u>	<u>406,946.13</u>	<u>3.5 %</u>
***** OPERATING INCOME	<u>12,174,579.43</u>	<u>11,767,633.30</u>	<u>406,946.13</u>	<u>3.5 %</u>
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	3,124,739.25	3,456,731.00	331,991.75	9.6 %
TOTAL Salaries and Payroll Taxes	<u>3,124,739.25</u>	<u>3,456,731.00</u>	<u>331,991.75</u>	<u>9.6 %</u>
Employee Benefits				
Employee Benefits	703,352.22	634,497.00	(68,855.22)	-10.9 %
TOTAL Employee Benefits	<u>703,352.22</u>	<u>634,497.00</u>	<u>(68,855.22)</u>	<u>-10.9 %</u>
Director's Expenses				
Director's Expenses	21,930.27	28,113.74	6,183.47	22.0 %
TOTAL Director's Expenses	<u>21,930.27</u>	<u>28,113.74</u>	<u>6,183.47</u>	<u>22.0 %</u>
Truck and Auto Expenses				
Truck and Auto Expenses	60,379.58	66,405.52	6,025.94	9.1 %
TOTAL Truck and Auto Expenses	<u>60,379.58</u>	<u>66,405.52</u>	<u>6,025.94</u>	<u>9.1 %</u>
General and Administrative				
General and Administrative	567,964.47	593,666.69	25,702.22	4.3 %
TOTAL General and Administrative	<u>567,964.47</u>	<u>593,666.69</u>	<u>25,702.22</u>	<u>4.3 %</u>
Office Expense				
Office Expense	62,145.88	80,085.84	17,939.96	22.4 %
TOTAL Office Expense	<u>62,145.88</u>	<u>80,085.84</u>	<u>17,939.96</u>	<u>22.4 %</u>
Operating Supplies				
Operating Supplies	370,731.39	396,692.94	25,961.55	6.5 %
TOTAL Operating Supplies	<u>370,731.39</u>	<u>396,692.94</u>	<u>25,961.55</u>	<u>6.5 %</u>
Contract Services				
Contract Services	649,477.18	692,032.63	42,555.45	6.1 %
TOTAL Contract Services	<u>649,477.18</u>	<u>692,032.63</u>	<u>42,555.45</u>	<u>6.1 %</u>

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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	711,362.70	774,330.72	62,968.02	8.1 %
TOTAL Repairs and Maintenance	<u>711,362.70</u>	<u>774,330.72</u>	<u>62,968.02</u>	8.1 %
Utilities				
Utilities	332,988.78	318,311.71	(14,677.07)	-4.6 %
TOTAL Utilities	<u>332,988.78</u>	<u>318,311.71</u>	<u>(14,677.07)</u>	-4.6 %
Travel and Meetings				
Travel and Meetings	42,976.66	49,171.26	6,194.60	12.6 %
TOTAL Travel and Meetings	<u>42,976.66</u>	<u>49,171.26</u>	<u>6,194.60</u>	12.6 %
Permits and Fees				
Permits and Fees	60,296.50	74,838.00	14,541.50	19.4 %
TOTAL Permits and Fees	<u>60,296.50</u>	<u>74,838.00</u>	<u>14,541.50</u>	19.4 %
Memberships and Subscriptions				
Memberships and Subscriptions	38,980.70	40,876.60	1,895.90	4.6 %
TOTAL Memberships and Subscriptions	<u>38,980.70</u>	<u>40,876.60</u>	<u>1,895.90</u>	4.6 %
Safety				
Safety	61,524.08	95,491.65	33,967.57	35.6 %
TOTAL Safety	<u>61,524.08</u>	<u>95,491.65</u>	<u>33,967.57</u>	35.6 %
Other Expenses				
Other Expense	39,767.02	36,291.69	(3,475.33)	-9.6 %
TOTAL Other Expenses	<u>39,767.02</u>	<u>36,291.69</u>	<u>(3,475.33)</u>	-9.6 %
TOTAL Operating Expenses	<u>6,848,616.68</u>	<u>7,337,536.99</u>	<u>488,920.31</u>	6.7 %
***** OPERATING INCOME (LOSS)	<u>5,325,962.75</u>	<u>4,430,096.31</u>	<u>895,866.44</u>	20.2 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	3,259,040.99	2,658,422.00	600,618.99	22.6 %
TOTAL Other Income or Gain	<u>3,259,040.99</u>	<u>2,658,422.00</u>	<u>600,618.99</u>	22.6 %
TOTAL Non-op Income, Expense, Gain or Loss	<u>3,259,040.99</u>	<u>2,658,422.00</u>	<u>600,618.99</u>	22.6 %
***** NET INCOME (LOSS)	<u>8,585,003.74</u>	<u>7,088,518.31</u>	<u>1,496,485.43</u>	21.1 %
***** NET INCOME (LOSS)	<u>8,585,003.74</u>	<u>7,088,518.31</u>	<u>1,496,485.43</u>	21.1 %

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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	572,940.33	591,704.00	18,763.67	3.2 %
TOTAL Salaries and Payroll Taxes	572,940.33	591,704.00	18,763.67	3.2 %
Employee Benefits				
Employee Benefits	173,422.34	167,450.90	(5,971.44)	-3.6 %
TOTAL Employee Benefits	173,422.34	167,450.90	(5,971.44)	-3.6 %
Truck and Auto Expenses				
Truck and Auto Expenses	43,621.30	56,296.33	12,675.03	22.5 %
TOTAL Truck and Auto Expenses	43,621.30	56,296.33	12,675.03	22.5 %
General and Administrative				
General and Administrative	36,501.59	81,093.00	44,591.41	55.0 %
TOTAL General and Administrative	36,501.59	81,093.00	44,591.41	55.0 %
Office Expense				
Office Expense	4,035.63	5,615.00	1,579.37	28.1 %
TOTAL Office Expense	4,035.63	5,615.00	1,579.37	28.1 %
Operating Supplies				
Operating Supplies	29,954.60	31,930.51	1,975.91	6.2 %
TOTAL Operating Supplies	29,954.60	31,930.51	1,975.91	6.2 %
Contract Services				
Contract Services	139,976.54	150,299.99	10,323.45	6.9 %
TOTAL Contract Services	139,976.54	150,299.99	10,323.45	6.9 %
Repairs and Maintenance				
Repairs and Maintenance	429,496.73	510,383.33	80,886.60	15.8 %
TOTAL Repairs and Maintenance	429,496.73	510,383.33	80,886.60	15.8 %
Utilities				
Utilities	37,837.50	38,687.60	850.10	2.2 %
TOTAL Utilities	37,837.50	38,687.60	850.10	2.2 %
Travel and Meetings				
Travel and Meetings	8,501.40	16,366.70	7,865.30	48.1 %

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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	8,501.40	16,366.70	7,865.30	48.1 %
Permits and Fees				
Permits and Fees	7,402.60	6,600.00	(802.60)	-12.2 %
TOTAL Permits and Fees	7,402.60	6,600.00	(802.60)	-12.2 %
Memberships and Subscriptions				
Memberships and Subscriptions	2,572.35	3,383.30	810.95	24.0 %
TOTAL Memberships and Subscriptions	2,572.35	3,383.30	810.95	24.0 %
Safety				
Safety	31,046.99	31,641.66	594.67	1.9 %
TOTAL Safety	31,046.99	31,641.66	594.67	1.9 %
Other Expenses				
Other Expense	0.00	291.69	291.69	100.0 %
TOTAL Other Expenses	0.00	291.69	291.69	100.0 %
TOTAL Operating Expenses	1,517,309.90	1,691,744.01	174,434.11	10.3 %
***** OPERATING INCOME (LOSS)	(1,517,309.90)	(1,691,744.01)	174,434.11	10.3 %
***** NET INCOME (LOSS)	(1,517,309.90)	(1,691,744.01)	174,434.11	10.3 %
***** NET INCOME (LOSS)	(1,517,309.90)	(1,691,744.01)	174,434.11	10.3 %

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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,446,989.72	1,702,200.00	255,210.28	15.0 %
TOTAL Salaries and Payroll Taxes	1,446,989.72	1,702,200.00	255,210.28	15.0 %
Employee Benefits				
Employee Benefits	408,885.06	355,195.30	(53,689.76)	-15.1 %
TOTAL Employee Benefits	408,885.06	355,195.30	(53,689.76)	-15.1 %
Truck and Auto Expenses				
Truck and Auto Expenses	16,475.19	8,019.19	(8,456.00)	-105.4 %
TOTAL Truck and Auto Expenses	16,475.19	8,019.19	(8,456.00)	-105.4 %
General and Administrative				
General and Administrative	410,909.63	408,034.69	(2,874.94)	-0.7 %
TOTAL General and Administrative	410,909.63	408,034.69	(2,874.94)	-0.7 %
Office Expense				
Office Expense	30,890.27	32,308.35	1,418.08	4.4 %
TOTAL Office Expense	30,890.27	32,308.35	1,418.08	4.4 %
Operating Supplies				
Operating Supplies	339,629.45	357,929.12	18,299.67	5.1 %
TOTAL Operating Supplies	339,629.45	357,929.12	18,299.67	5.1 %
Contract Services				
Contract Services	401,149.94	447,839.04	46,689.10	10.4 %
TOTAL Contract Services	401,149.94	447,839.04	46,689.10	10.4 %
Repairs and Maintenance				
Repairs and Maintenance	249,610.75	256,198.99	6,588.24	2.6 %
TOTAL Repairs and Maintenance	249,610.75	256,198.99	6,588.24	2.6 %
Utilities				
Utilities	274,657.63	261,774.11	(12,883.52)	-4.9 %
TOTAL Utilities	274,657.63	261,774.11	(12,883.52)	-4.9 %
Travel and Meetings				
Travel and Meetings	22,539.39	22,387.86	(151.53)	-0.7 %

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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Travel and Meetings	22,539.39	22,387.86	(151.53)	-0.7 %
Permits and Fees				
Permits and Fees	29,343.90	44,688.00	15,344.10	34.3 %
TOTAL Permits and Fees	29,343.90	44,688.00	15,344.10	34.3 %
Memberships and Subscriptions				
Memberships and Subscriptions	5,258.46	8,708.30	3,449.84	39.6 %
TOTAL Memberships and Subscriptions	5,258.46	8,708.30	3,449.84	39.6 %
Safety				
Safety	30,398.28	61,899.99	31,501.71	50.9 %
TOTAL Safety	30,398.28	61,899.99	31,501.71	50.9 %
Other Expenses				
Other Expense	5,933.14	0.00	(5,933.14)	
TOTAL Other Expenses	5,933.14	0.00	(5,933.14)	
TOTAL Operating Expenses	3,672,670.81	3,967,182.94	294,512.13	7.4 %
***** OPERATING INCOME (LOSS)	(3,672,670.81)	(3,967,182.94)	294,512.13	7.4 %
***** NET INCOME (LOSS)	(3,672,670.81)	(3,967,182.94)	294,512.13	7.4 %
***** NET INCOME (LOSS)	(3,672,670.81)	(3,967,182.94)	294,512.13	7.4 %

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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	582,114.07	629,958.00	47,843.93	7.6 %
TOTAL Salaries and Payroll Taxes	582,114.07	629,958.00	47,843.93	7.6 %
Employee Benefits				
Employee Benefits	121,044.82	111,850.80	(9,194.02)	-8.2 %
TOTAL Employee Benefits	121,044.82	111,850.80	(9,194.02)	-8.2 %
Director's Expenses				
Director's Expenses	21,430.27	27,413.74	5,983.47	21.8 %
TOTAL Director's Expenses	21,430.27	27,413.74	5,983.47	21.8 %
Truck and Auto Expenses				
Truck and Auto Expenses	283.09	2,090.00	1,806.91	86.5 %
TOTAL Truck and Auto Expenses	283.09	2,090.00	1,806.91	86.5 %
General and Administrative				
General and Administrative	93,295.95	84,539.00	(8,756.95)	-10.4 %
TOTAL General and Administrative	93,295.95	84,539.00	(8,756.95)	-10.4 %
Office Expense				
Office Expense	27,219.98	42,141.69	14,921.71	35.4 %
TOTAL Office Expense	27,219.98	42,141.69	14,921.71	35.4 %
Operating Supplies				
Operating Supplies	505.86	1,041.70	535.84	51.4 %
TOTAL Operating Supplies	505.86	1,041.70	535.84	51.4 %
Contract Services				
Contract Services	107,415.50	93,893.60	(13,521.90)	-14.4 %
TOTAL Contract Services	107,415.50	93,893.60	(13,521.90)	-14.4 %
Repairs and Maintenance				
Repairs and Maintenance	18,148.32	1,365.00	(16,783.32)	-1229.5 %
TOTAL Repairs and Maintenance	18,148.32	1,365.00	(16,783.32)	-1229.5 %
Utilities				
Utilities	20,493.65	17,850.00	(2,643.65)	-14.8 %



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

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
TOTAL Utilities	20,493.65	17,850.00	(2,643.65)	-14.8 %
Travel and Meetings				
Travel and Meetings	11,935.87	10,416.70	(1,519.17)	-14.6 %
TOTAL Travel and Meetings	11,935.87	10,416.70	(1,519.17)	-14.6 %
Permits and Fees				
Permits and Fees	23,550.00	23,550.00	0.00	
TOTAL Permits and Fees	23,550.00	23,550.00	0.00	
Memberships and Subscriptions				
Memberships and Subscriptions	31,149.89	28,785.00	(2,364.89)	-8.2 %
TOTAL Memberships and Subscriptions	31,149.89	28,785.00	(2,364.89)	-8.2 %
Safety				
Safety	78.81	1,075.00	996.19	92.7 %
TOTAL Safety	78.81	1,075.00	996.19	92.7 %
Other Expenses				
Other Expense	33,833.88	36,000.00	2,166.12	6.0 %
TOTAL Other Expenses	33,833.88	36,000.00	2,166.12	6.0 %
TOTAL Operating Expenses	1,092,499.96	1,111,970.23	19,470.27	1.8 %
***** OPERATING INCOME (LOSS)	(1,092,499.96)	(1,111,970.23)	19,470.27	1.8 %
***** NET INCOME (LOSS)	(1,092,499.96)	(1,111,970.23)	19,470.27	1.8 %
***** NET INCOME (LOSS)	(1,092,499.96)	(1,111,970.23)	19,470.27	1.8 %



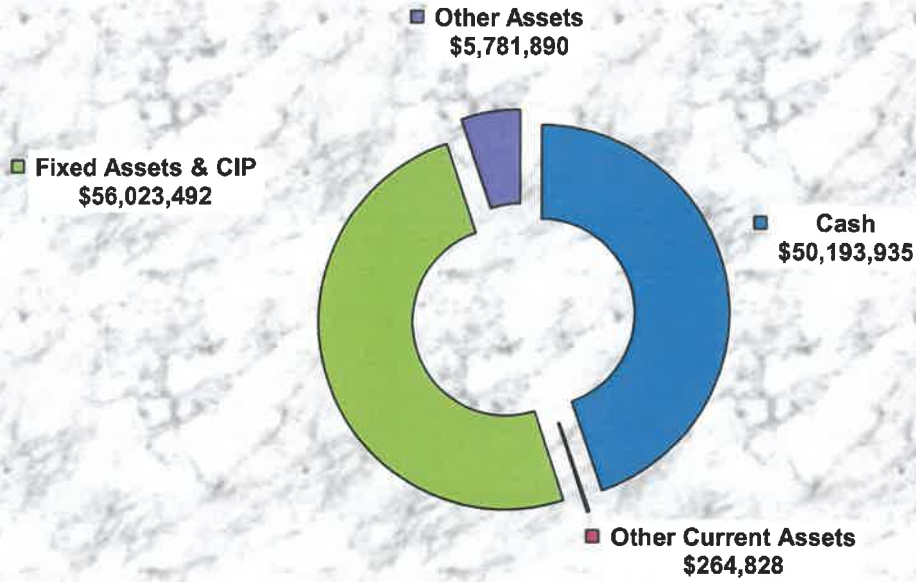
**Carmel Area Wastewater District**  
**Op. Exps. Actual to Budget-Reclamation**  
*Year-to-Date Variance, April 2023 - current month, Consolidated by  
account, Department 8*

	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	522,548.60	531,254.00	8,705.40	1.6 %
TOTAL Salaries and Payroll Taxes	522,548.60	531,254.00	8,705.40	1.6 %
Director's Expenses				
Director's Expenses	500.00	700.00	200.00	28.6 %
TOTAL Director's Expenses	500.00	700.00	200.00	28.6 %
General and Administrative				
General and Administrative	27,257.30	20,000.00	(7,257.30)	-36.3 %
TOTAL General and Administrative	27,257.30	20,000.00	(7,257.30)	-36.3 %
Operating Supplies				
Operating Supplies	641.48	4,958.31	4,316.83	87.1 %
TOTAL Operating Supplies	641.48	4,958.31	4,316.83	87.1 %
Contract Services				
Contract Services	935.20	0.00	(935.20)	
TOTAL Contract Services	935.20	0.00	(935.20)	
Repairs and Maintenance				
Repairs and Maintenance	14,106.90	4,300.00	(9,806.90)	-228.1 %
TOTAL Repairs and Maintenance	14,106.90	4,300.00	(9,806.90)	-228.1 %
Safety				
Safety	0.00	875.00	875.00	100.0 %
TOTAL Safety	0.00	875.00	875.00	100.0 %
TOTAL Operating Expenses	565,989.48	562,087.31	(3,902.17)	-0.7 %
***** OPERATING INCOME (LOSS)	(565,989.48)	(562,087.31)	(3,902.17)	-0.7 %
***** NET INCOME (LOSS)	(565,989.48)	(562,087.31)	(3,902.17)	-0.7 %

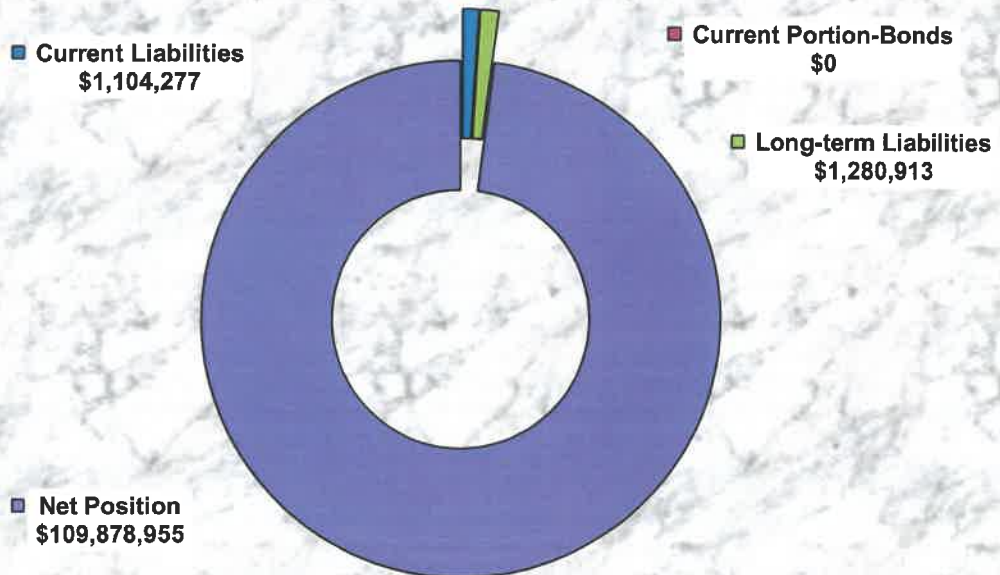
***Carmel Area Wastewater District***  
***I/S Actual to Budget-Brine Disposal***  
***Year-to-Date Variance, April 2023 - current month, Consolidated by***  
***account, Department 10***

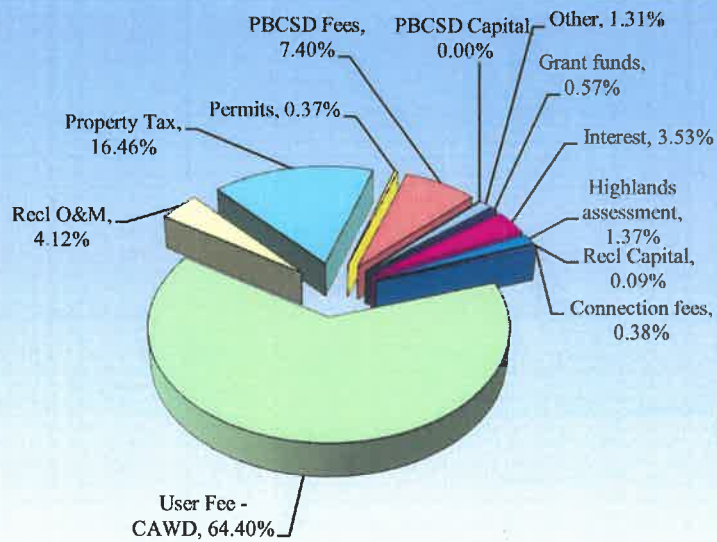
	<i>10 Months Ended April 30, 2023</i>	<i>10 Months Ended April 30, 2023 Budget</i>	<i>Variance Fav/&lt;Unf&gt;</i>	<i>% Var</i>
Income				
Revenue	47,207.04	66,666.70	(19,459.66)	-29.2 %
TOTAL Income	<u>47,207.04</u>	<u>66,666.70</u>	<u>(19,459.66)</u>	-29.2 %
*****	<u>47,207.04</u>	<u>66,666.70</u>	<u>(19,459.66)</u>	-29.2 %
***** OPERATING INCOME	<u>47,207.04</u>	<u>66,666.70</u>	<u>(19,459.66)</u>	-29.2 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	146.53	1,615.00	1,468.47	90.9 %
TOTAL Salaries and Payroll Taxes	<u>146.53</u>	<u>1,615.00</u>	<u>1,468.47</u>	90.9 %
Office Expense				
Office Expense	0.00	20.80	20.80	100.0 %
TOTAL Office Expense	<u>0.00</u>	<u>20.80</u>	<u>20.80</u>	100.0 %
Operating Supplies				
Operating Supplies	0.00	833.30	833.30	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>833.30</u>	<u>833.30</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	0.00	2,083.40	2,083.40	100.0 %
TOTAL Repairs and Maintenance	<u>0.00</u>	<u>2,083.40</u>	<u>2,083.40</u>	100.0 %
TOTAL Operating Expenses	<u>146.53</u>	<u>4,552.50</u>	<u>4,405.97</u>	96.8 %
***** OPERATING INCOME (LOSS)	<u>47,060.51</u>	<u>62,114.20</u>	<u>(15,053.69)</u>	-24.2 %
***** NET INCOME (LOSS)	<u>47,060.51</u>	<u>62,114.20</u>	<u>(15,053.69)</u>	-24.2 %
***** NET INCOME (LOSS)	<u>47,060.51</u>	<u>62,114.20</u>	<u>(15,053.69)</u>	-24.2 %

**Assets - April 30, 2023**

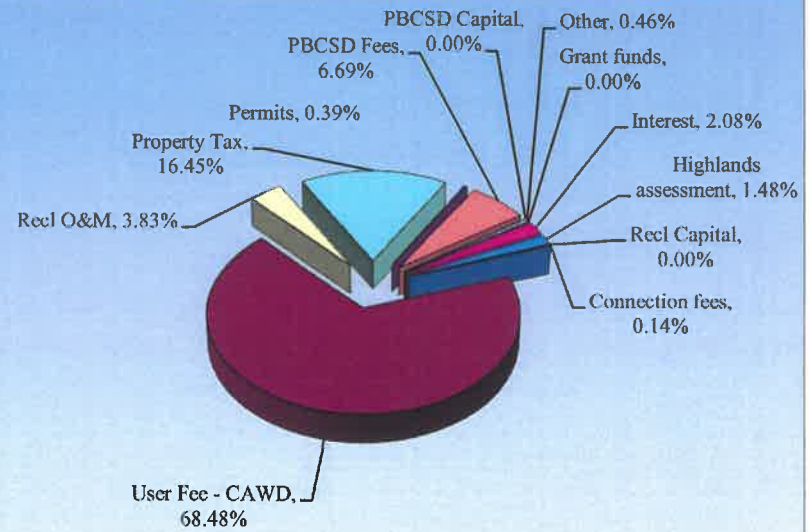


**Liabilities - April 30, 2023**

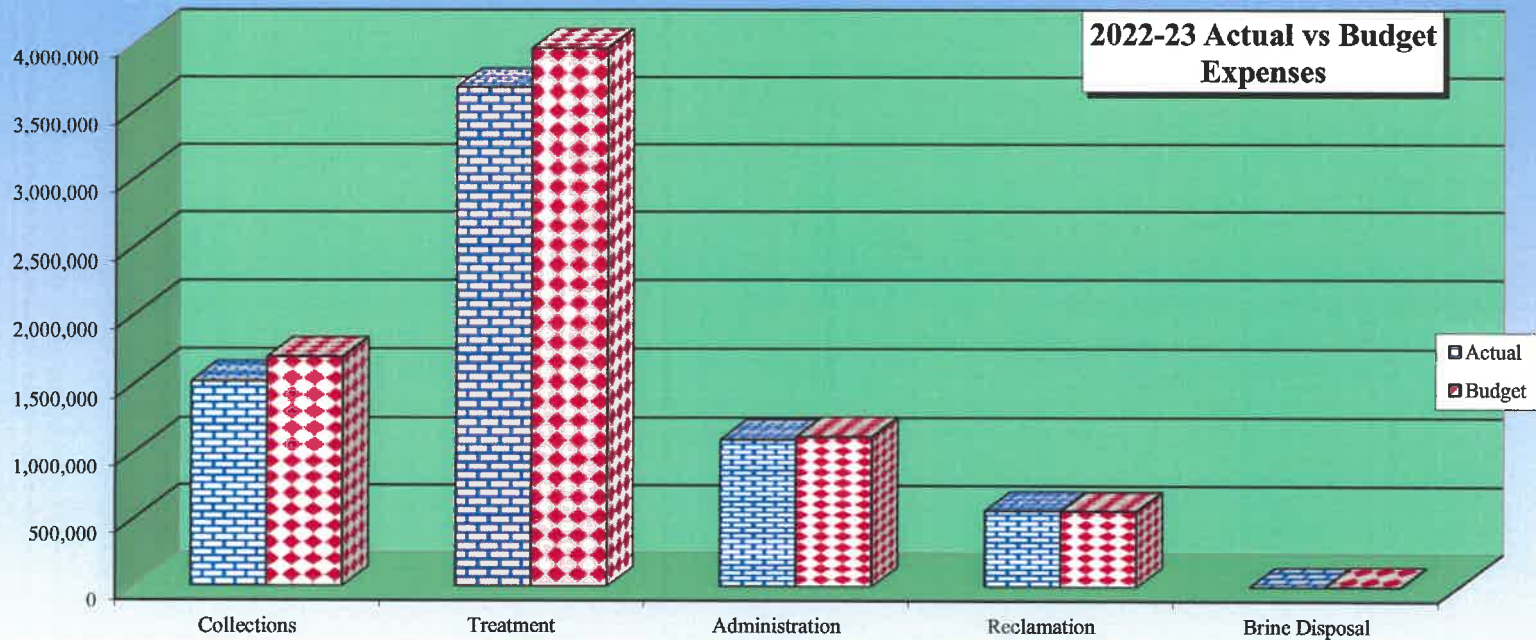




**2022-23 Actual Revenues**



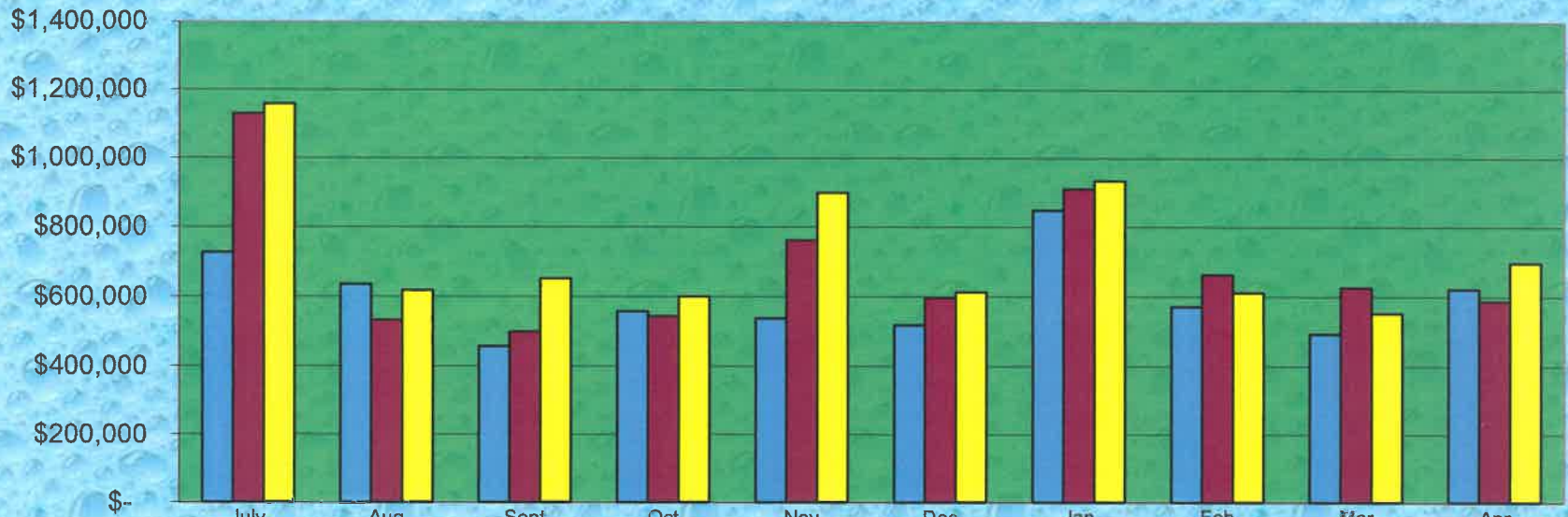
**2022-23 Budget Revenues**



**2022-23 Actual vs Budget Expenses**



### Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
FY 21-22	\$726,464	\$636,022	\$457,080	\$557,531	\$537,313	\$518,130	\$848,165	\$571,858	\$494,319	\$622,278
FY 22-23	\$1,129,338	\$532,107	\$498,951	\$543,933	\$761,735	\$595,405	\$910,312	\$663,465	\$626,573	\$586,797
CY Budget	\$1,159,356	\$618,626	\$652,827	\$600,535	\$898,527	\$613,186	\$933,595	\$611,405	\$552,560	\$696,920

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

	BEG BAL	APR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CAPITAL PURCHASES</u></b>						
<b><u>Admin</u></b>						
Simplex demo pump-unbudgeted		9,924	9,924	9,924	0	NA
		0	0	0	0	NA
<b><u>Collections</u></b>						
Jetter water pump hydraulic system-unbudgeted		0	11,575	11,575	0	NA
Pescadero emergency repair-unbudgeted		0	11,380	11,380	0	NA
Flygt pump for MV and 16th pump station-unbudgeted		0	15,270	15,270	0	NA
Scenic Road emergency repair-unbudgeted		0	264,273	264,273	0	NA
<b><u>Treatment</u></b>						
Eaton SVX9000 refurbished VFD for Reclamation-unbudgeted		0	14,208	14,208	0	NA
Pavement and water line repair-unbudgeted		0	14,095	14,095	0	NA
#1 Water pipe replacement-Plant-unbudgeted		34,903	34,903	34,903	0	NA
RECL share	0	0	(14,208)	(14,208)	0	NA
PBCSD share (1/3 of cost)	0	(11,634)	(16,333)	(16,333)	0	NA
<b><i>Total Capital Purchases 22-23</i></b>		<b>33,192</b>	<b>345,087</b>	<b>345,087</b>	<b>0</b>	<b>NA</b>

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

	BEG BAL	APR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>CIP PROJECTS</u></b>						
<b><u>Administration</u></b>						
<b><u>Collections</u></b>						
Construction of new Gravity Sewer Line-Carmel Meadows	474,359	21,337	75,727	550,086	2,000,000	3.79%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	231,786	4,938	32,394	264,180	3,500,000	0.93%
Bay/Scenic Pump Station Rehab	30,892	4,120	39,136	70,028	650,000	6.02%
Pescadero Creek Area Pipe Rehab	89,236	85	90,525	179,761	100,000	90.52%
Vactor Receiving Station	0	47,951	68,276	68,276	100,000	68.28%
Lorca Lane Sewer Repair-budget amendment	0	55,135	77,731	77,731	153,500	NA
Santa Rita & Guadalupe Pipeline-unbudgeted	0	15,184	15,184	15,184	0	NA
<b><u>Treatment</u></b>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<b><i>Total CIP Projects 22-23</i></b>	<b>826,453</b>	<b>148,749</b>	<b>398,973</b>	<b>1,225,426</b>	<b>6,503,500</b>	<b>6.13%</b>

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

	BEG BAL	APR	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<b><u>LONG TERM CIP PROJECTS</u></b>						
<b><u>Treatment</u></b>						
Perimeter Fence	0	0	48,856	48,856	275,000	17.77%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	4,321,103	278,488	2,859,084	7,180,187	4,820,750	59.31%
Aeration Basin Improvements-unbudgeted	17,332	0	0	17,332	0	NA
Potable Water & Gas Main Replacement	0	0	43,444	43,444	100,000	43.44%
Plant Bridge Retrofit Project-unbudgeted	0	144	644	644	0	NA
RECL share	(116,670)	(7,519)	(77,194)	(193,864)	(130,160)	59.31%
PBCSD share (1/3 of cost)	(1,407,255)	(90,371)	(958,278)	(2,365,533)	(1,688,530)	56.75%
<b><i>Total Long Term CIP Projects 22-23</i></b>	<b>2,814,510</b>	<b>180,742</b>	<b>1,916,556</b>	<b>4,731,066</b>	<b>3,377,060</b>	<b>56.75%</b>
<b>Total Capital (net of RECL and PBCSD)</b>	<b>3,640,963</b>	<b>362,684</b>	<b>2,660,617</b>	<b>6,301,580</b>	<b>9,880,560</b>	<b>26.93%</b>



**Carmel Area Wastewater District**  
**Variance Analysis**  
**2022-23**

**YTD Actual/  
YTD Budget  
Variance**

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**Collections**

Permits and Fees	-12.20%	SWRCB and Monterey Bay Air Resources underbudgeted. Small dollar amounts.
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**Treatment**

Employee Benefits	-15.10%	Workers compensation underbudgeted.
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Truck and Auto Expenses	-105.40%	Diesel underbudgeted. Small dollar amounts.
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Other Expense	No budget	Recruiting unbudgeted. Small dollar amounts.
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**Administration**

Employee Benefits	-8.20%	Workers compensation underbudgeted.
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General and Administrative	-10.40%	Audit fee underbudgeted.
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Contract Services	-14.40%	HR consulting underbudgeted.
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Repairs and Maintenance	-1229.50%	Building repairs underbudgeted.
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Utilities	-14.80%	PG&E underbudgeted.
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Travel and Meetings	-14.60%	Conferences slightly underbudgeted. Small dollar amounts.
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Memberships and Subscriptions	-8.20%	HR memberships underbudgeted. Small dollar amounts.
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**District Obligations:**

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

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

Resolution #	Description	Budgeted	Amendment	Spent To Date
2023-02	A Resolution authorizing the General Manager to execute a contract with Monterey Peninsula Engineering in an amount not to exceed \$153,500 for an emergency sewer relocation at Lorca Lane and Del Monte Street, Project #22-07.	\$ -	\$ 153,500	\$ 5,835
2023-06	A Resolution authorizing the General Manager to execute a contract with Coastal Paving & Excavating for the emergency sewer relocation at Scenic Road on a time and materials basis.	\$ -	Time & Mat.	\$ 257,273
2023-24	A Resolution authorizing the General Manager to execute a contract with Monterey Peninsula Engineering in the amount of \$53,830 for initial work on the emergency sewer relocation at Lorca Lane and Del Monte Street, Project #22-07.	\$ -	\$ 53,830	\$ 53,830
Total To Date		<u>\$ -</u>	<u>\$ 207,330</u>	<u>\$ 316,938</u>

# STAFF REPORT



TO: Board of Directors  
 FROM: Daryl Lauer, Collection Superintendent  
 DATE: May 25, 2023  
 SUBJECT: Monthly Report – April

## RECOMMENDATION

Receive Report - Informational only; no action required.

### Permits Issued

Sewer Lateral Permits issued in April .....	21
Total Fees .....	\$3,690.00

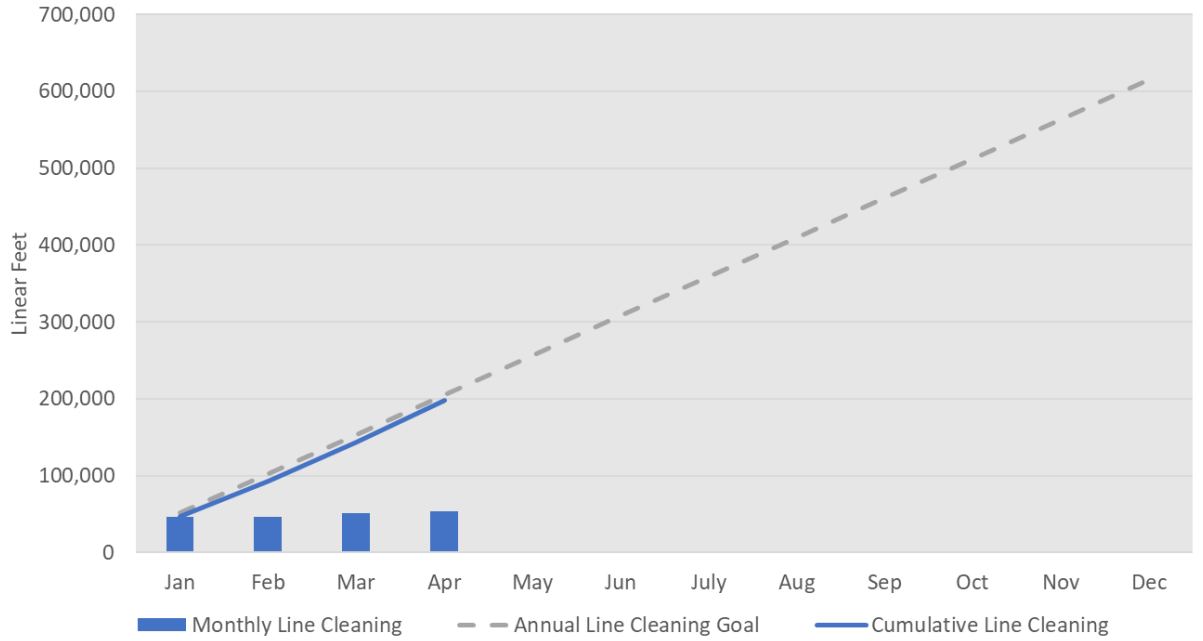
### Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There were 53,994 feet of sewer lines cleaned, there were no CCTV inspections during the month of April.

### Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
April	53,994 ft.	13.13%	6 – 12 inches
March	51,385 ft.	12.49%	6 - 27 inches
February	46,148 ft.	11.22%	6 – 10 inches

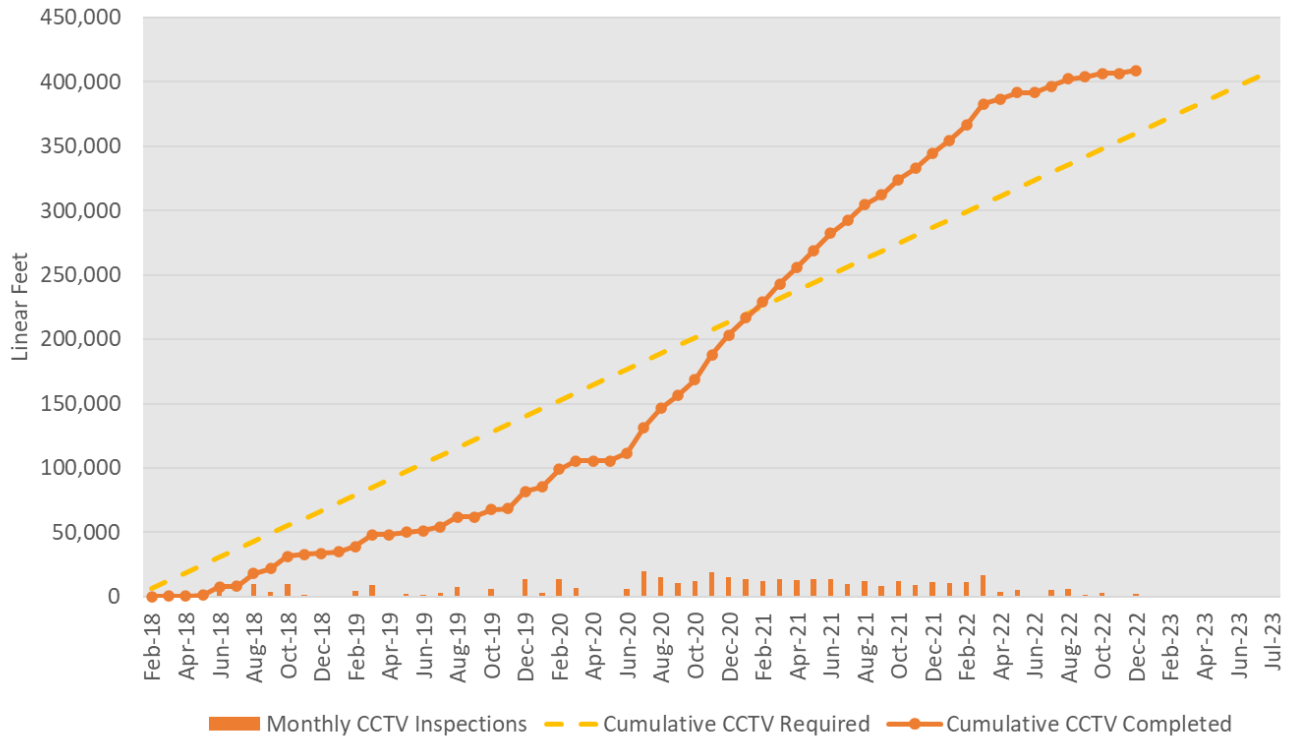
## Annual Line Cleaning Graph



## Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	197,948	417,052

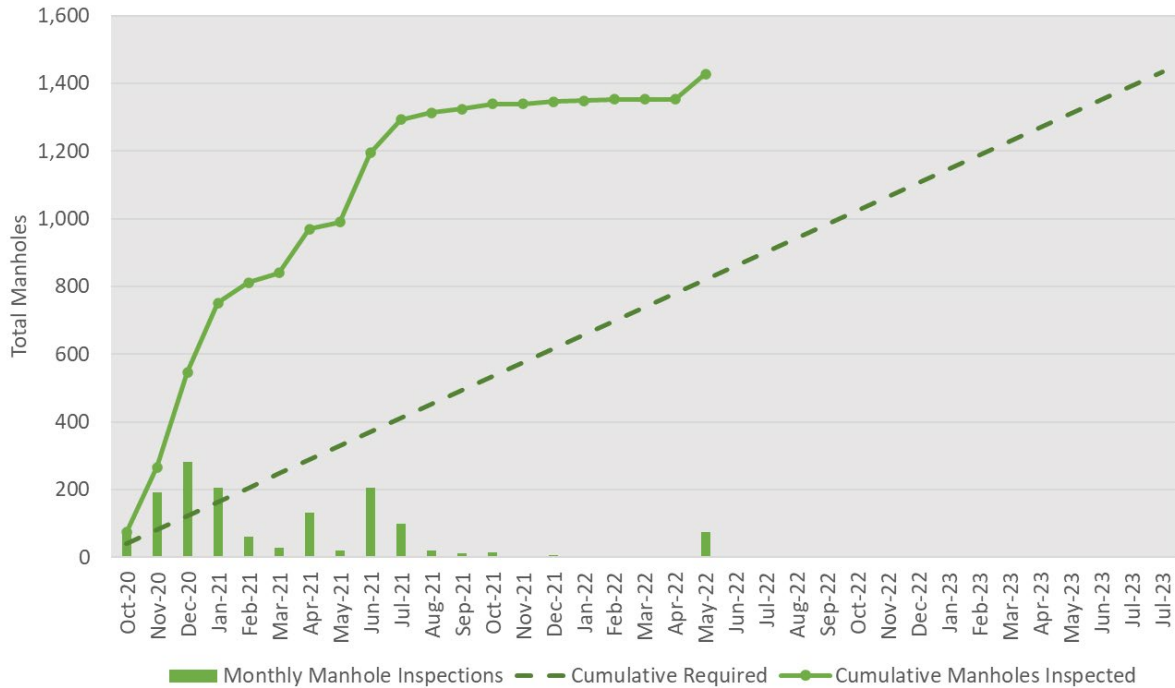
**CCTV Progress Graph (River Watch Settlement Agreement Target)**



**CCTV Table**

<b>Total Required amount (Linear Feet)</b>	<b>Cumulative Complete (Linear Feet)</b>	<b>Remaining (Linear Feet)</b>
408,672	408,672	0

## Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



### Manhole Inspection Table

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

### Riverwatch Update

- Staff has completed the manhole inspection part of the settlement. The Principal Engineer will use this data to schedule rehabilitation or replacement of the damaged or deteriorated manholes.
- Staff has completed the CCTV inspections and Pumps Station evaluations are being reviewed by the Principal Engineer, all of this information will be used for the final Collection System Asset Management Plan.

### Construction Activities

- A spill occurred on 4/25/2023 at 25950 Canada Drive, requiring an emergency repair of the District main sewer line, which was caused by PG&E installing a power pole through the mainline. PG&E was able to relocate the power pole the following day on 4/26/2023.

Then on 4/27/2023 the District called a Contractor that completed the repair. PG&E has been contacted regarding reimbursement costs to the District. Additional information is located on the table below and the Spill Map.

**Staff Development**

- Staff completed several in-person tailgate training courses.
- Staff attended the annual California Water Environment Association conference in San Diego the week of April 18-24.

**General comments**

- N/A

**Service calls responded to by crew**

<b>Date</b>	<b>Time</b>	<b>See Maps</b>	<b>Resolution</b>
4/3/2023	11:11 AM	Lateral Overflow	Called by Carmel Fire Department for a lateral overflow. Staff cleaned District main line and found no problems in District’s line. Staff informed the owner to call a plumber of their choice. See Call out map.
4/3/2023	4:32 PM	Lateral Overflow	Called by Carmel Fire Department for a lateral overflow. Staff cleaned District main line and found no problems in District’s line. Staff informed the owner to call a plumber of their choice. See Call out map
4/10/2023	8:02 PM	Spill	Called by Carmel Fire Department regarding a lateral overflowing. Staff arrived on scene and found the property cleanout overflowing. Sewer main segment O695-O696 was blocked causing the spill. Staff determined the cause of the spill to be a root blockage in the main sewer line. Estimated 1,301 gallons spilled. Staff cleaned the area and restored the flow. See Spill map for location.

Date	Time	See Maps	Resolution
4/12/2023	4:02 PM	Spill	Called by homeowner for a report of an overflowing manhole. Staff arrived on scene and found manhole R727 overflowing. Staff used a pressure cleaner to open the blockage in line segment R737-R738. An estimated 361 gallons spilled. Staff cleaned the area and restored the flow. Staff determined that roots in the main line were the cause of the blockage. See Spill map for location.
4/13/2023	2:49 PM	Lateral Overflow	Called by Carmel Fire Department for a lateral overflow. Staff cleaned District main line and found no problems in District's line. Staff informed the owner to call a plumber of their choice. See Call out map
4/18/2023	12:30 PM	Odor Complaint	Called by homeowner for an odor inside their home. Staff cleaned District main line and found no problems in District's line. Staff informed owner to run water down their drains and if the problem continues to call a plumber of their choice. See Call out map
4/21/2023	8:30 AM	Water leak	Called by homeowner for a water or sewage leak on their property. Staff arrived on scene and found the water service line to the property leaking. Staff informed the homeowner to call the local water company for repairs. See Call out map



Date	Time	See Maps	Resolution
4/25/2023	12:28 PM	Spill	Called by homeowner for a report of a manhole overflowing and a strong sewer odor. Staff arrived on scene and found a PG&E power pole installed through the sewer main, which caused the spill. Staff diverted runoff into the downstream manhole until a bypass was set up. Staff contacted PG&E regarding the power pole intrusion and they dispatched a crew to the site. An estimated 48,269 gallons spilled to a body of water. The power pole was installed during the windstorms on March 22 <sup>nd</sup> . Staff cleaned a portion of the area, and an environmentalist was assigned to the remediation cleanup by PG&E. Staff notified all regulatory agencies. See Spill map for location.

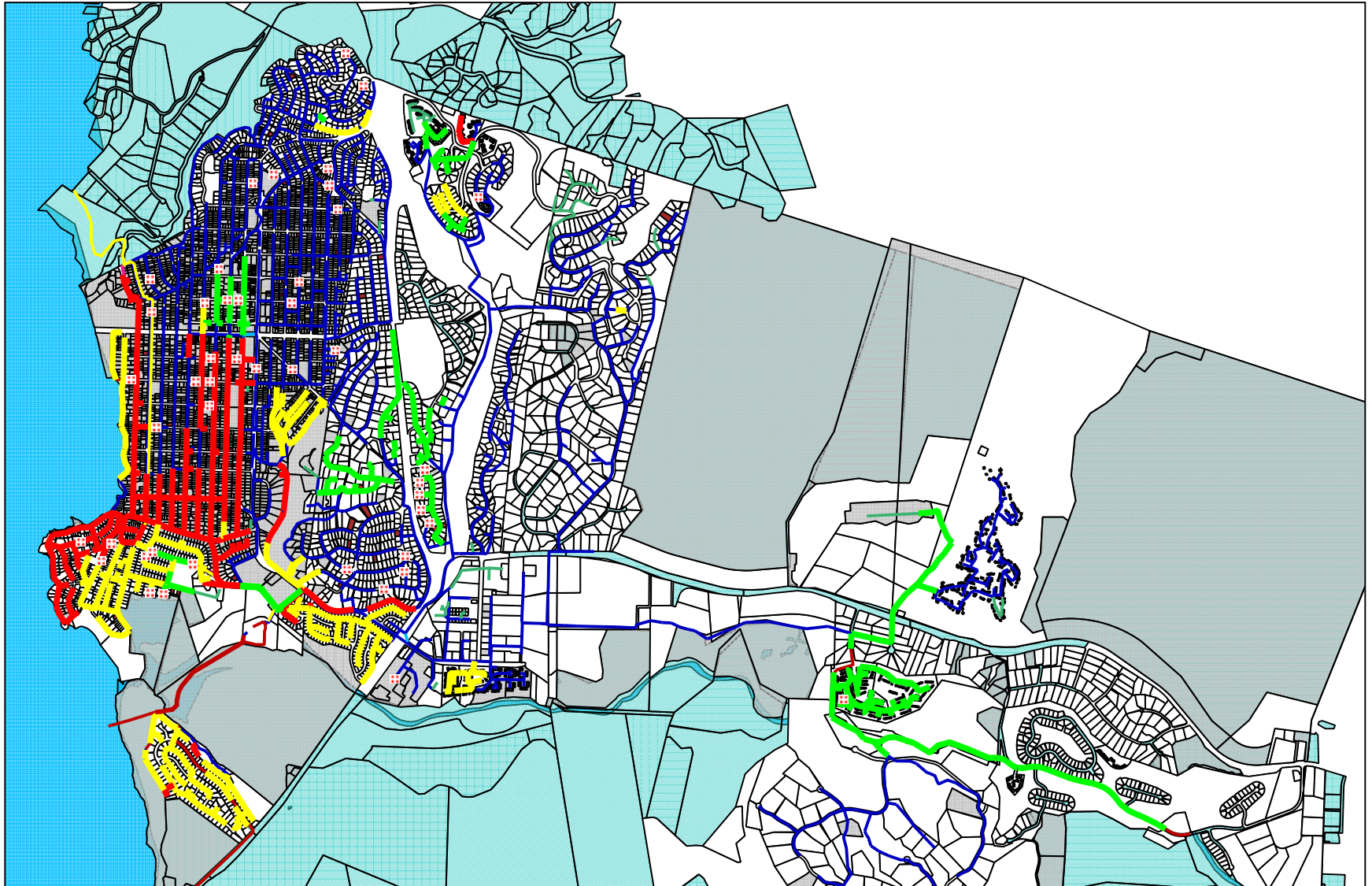
USA Location Requests – 181

Plumbing permit inspections – 24

Private Sewer Lateral Compliance Certificates Issued – 17

April (Red) 53,994 feet  
March (Yellow) 51,385 feet  
February (Green) 46,421 feet

### Cleaning Map



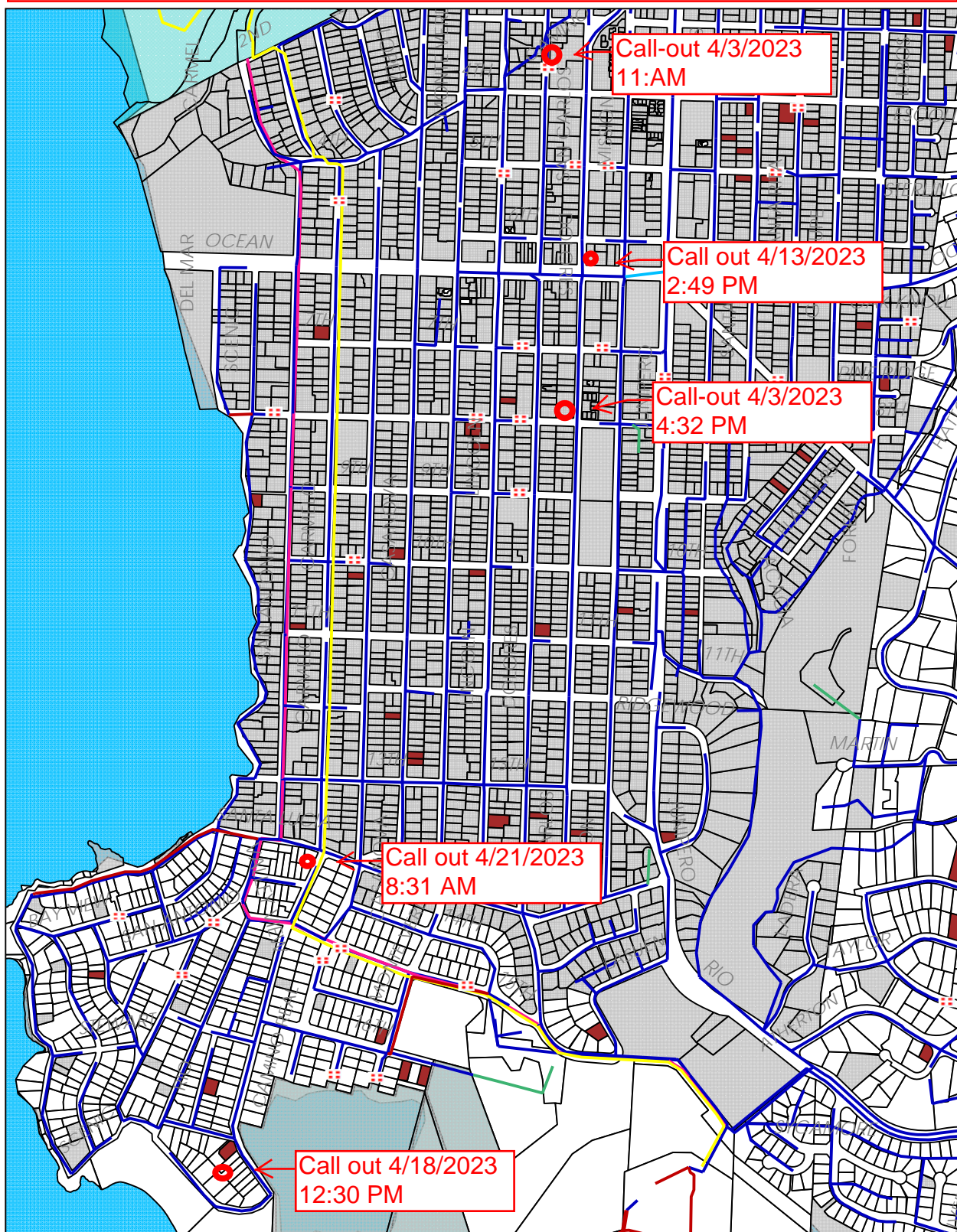
RedZone<sup>®</sup>  
ROBOTICS

5/11/2023



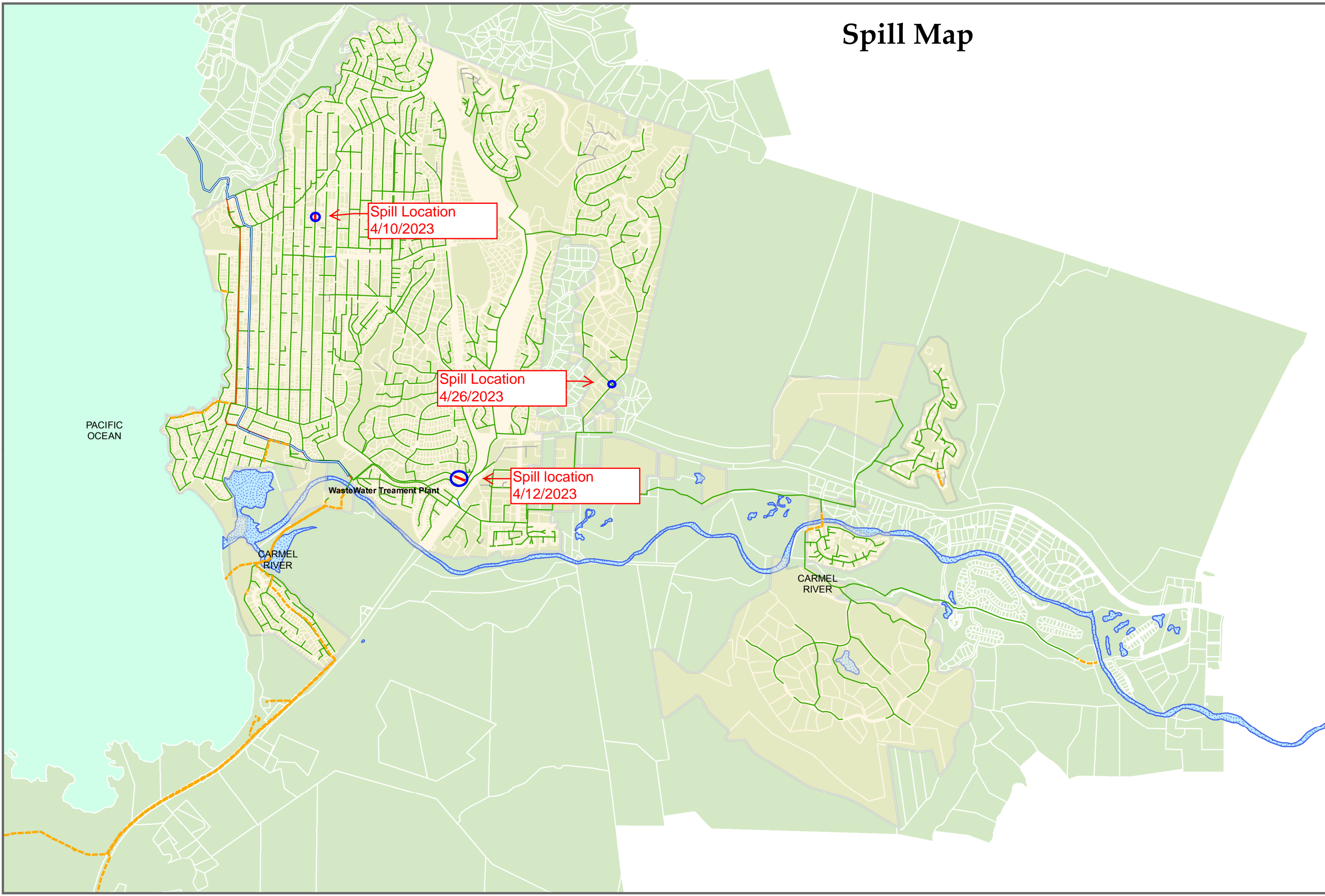


Call out map April 2023





# Spill Map



- Legend**
- ForceMains
  - Sewer Pipes**
    - Gravity
    - Private
    - PBCSD
    - Forcemain
    - FM Outfall
    - OFW
    - Reclamation
  - Service Area
  - County Parcels

**Carmel Area Wastewater District**  
Sanitary Sewer System Inventory



Created by  
RedZone Robotics  
Revised 10/2013

# STAFF REPORT

To: Board of Directors

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

Date: May 25, 2023

Subject: Monthly Safety Report (for April 2023)



## RECOMMENDATION

Receive Report- Informational only; no action required

## DISCUSSION

### Safety & Training

- **April 4- Tailgate Training;** Robert Bowman, Collection Worker III, presented on towing and trailer safety. There is a regular need to tow large pieces of equipment like portable generators and trailers behind trucks. Mr. Bowman gave a very thorough presentation on all the steps needed to plan, prepare, inspect, hitch and haul equipment behind a truck. The presentation included a live demonstration using CAWD equipment.
- **April 12 - Tailgate Training;** S/C Admin Dias gave a preview of the hands-on skill training to be held later that day. He also showed some videos on knot skills to refresh the group on the technical terms used in rope knots so everyone could use the same terminology when teaching and learning knots. See Ongoing Safety Improvements section below for more details.
- **April 19 - Tailgate Training; Eye Protection.** Ray DeOcampo, Lab Supervisor, presented on eye protection. The District provides five different types of eyewear so emphasis was placed on selecting the correct type of eye protection based on the hazard(s) present.
- **April 24-25 – Heavy Equipment Training.** A third-party vendor provided on-site, triennial training on the manlift, backhoe/loader and skidsteer equipment.

Each person received both classroom training and then demonstrated proficiency during a hands-on skills test on each piece of equipment.

### **Ongoing Safety Improvements**

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

- **Confined Space Rescue Skill Refresher.** The first in a series of focused trainings was held in April to refresh staff on confined space rescue skills. Rescue skills will be alternated with hazardous materials response skills on an ongoing basis. This training began with rope knots. Knots were emphasized because they are a “use-it-or-lose-it” type of skill. Three different people had been preselected to demonstrate a total of eight of the most used knots during rescues. Everyone then practiced the knots until they were proficient. In the vast majority of scenarios – either at the plant or in a manhole-- a victim would simply be pulled out of the space using the same steel cable system that was used to lower the worker into the space. Rope rescue would be needed if both cable winch systems have failed, or the victim is in hard-to-reach location or there are multiple victims. The ability to quickly set up a rope retrieval system would be critical. A second part of the refresher included switching the cable system into retrieval mode. The mechanism that is used to switch from free-spool mode to retrieval mode is not intuitive and it is common for attendants to get confused on how to switch modes. Because rapid retrieval of victims is critical, refresher training was held on this facet of the cable system.

### **Tours and Outreach**

- **Tours.** On-site tours remain on temporary hold while several areas of the plant are being impacted by Phase II construction activities. Further progress was made on developing virtual tours. Troubleshooting of technical reception and transmission issues are ongoing. A virtual tour for fifty fifth-graders at the International School of Monterey is planned for May.

**Injuries; First Aid Incidents; Workers Compensation Claims**

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

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

**FUNDING**

N/A- Informational item only

# Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
Report for: April 2023	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	27.079	0.856	0.904	4.133	62.271	141.49	434.02
PBCSD Flow	16.407	0.547	0.452	0.734	37.729	98.67	302.66
<b>Total Plant Flow</b>	<b>43.486</b>	<b>1.403</b>	<b>1.356</b>	<b>4.867</b>	<b>100.00</b>	<b>240.16</b>	<b>736.67</b>
Tertiary Flow (2)	24.024	0.961	0.313	1.195	55.245	50.28	154.24
Ocean Discharge	18.082	0.603	0.132	1.928	41.581	194.91	597.87
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	50.28MG (154.24acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.30 BG (28.53 K acre-ft.)
12 Month Rolling Total Reclamation Production	298.75 MG (916.85 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Apr'23 kWh	Price per kWh	Apr'23	Mar'23	Feb'23	Jan'23
Secondary	111,262.00	\$ 0.161	\$ 17,864.24	\$ 17,632.58	\$ 17,321.01	\$ 21,036.13
Blowers	59,047.44	\$ 0.165	\$ 9,724.66	\$ 8,208.67	\$ 8,891.34	\$ 9,037.96
<b>CAWD Total</b>	<b>170,309.44</b>		<b>\$ 27,588.90</b>	<b>\$ 25,841.25</b>	<b>\$ 26,212.35</b>	<b>\$ 30,074.09</b>
Tertiary	58,228.00	\$ 0.210	\$ 12,244.15	\$ 7,192.67	\$ 8,380.23	\$ 16,711.11
MF/RO	105,823.00	\$ 0.207	\$ 21,865.57	\$ 5,303.60	\$ 4,934.76	\$ 14,804.84
<b>Reclaim Total</b>	<b>164,051.00</b>		<b>\$ 34,109.72</b>	<b>\$ 12,496.27</b>	<b>\$ 13,314.99</b>	<b>\$ 31,515.95</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 16,934.35</b>	<b>Reclamation Total</b>		<b>\$ 44,764.27</b>

## kW-h Per Acre Foot

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

## MICROTURBINE SUMMARY

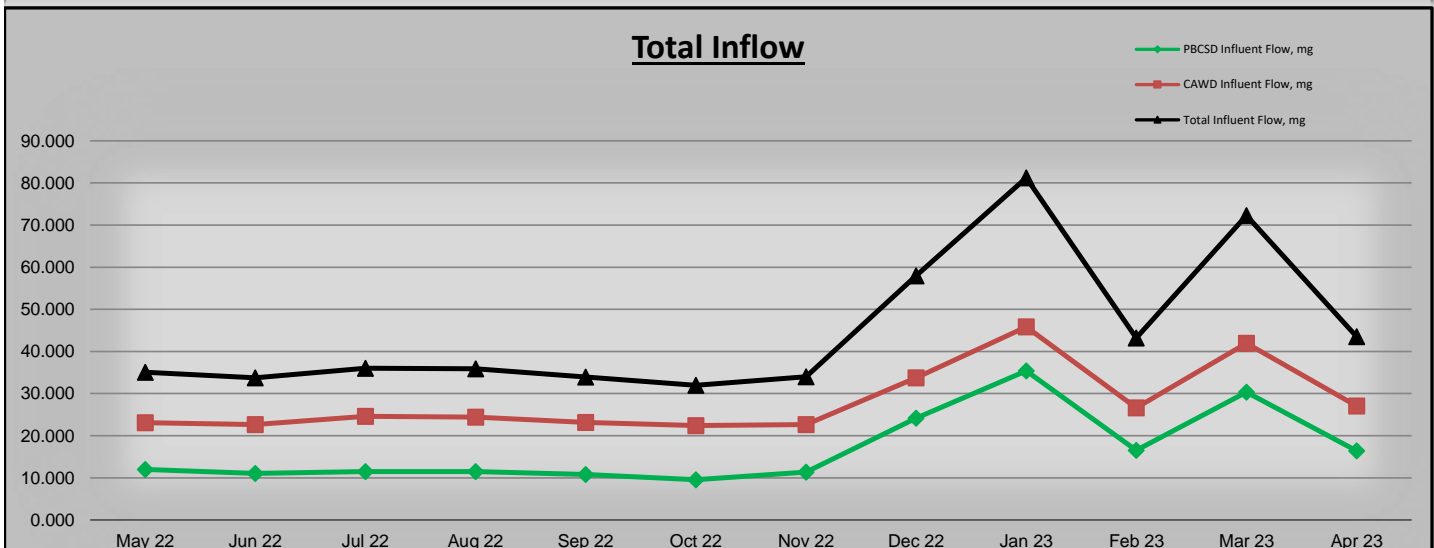
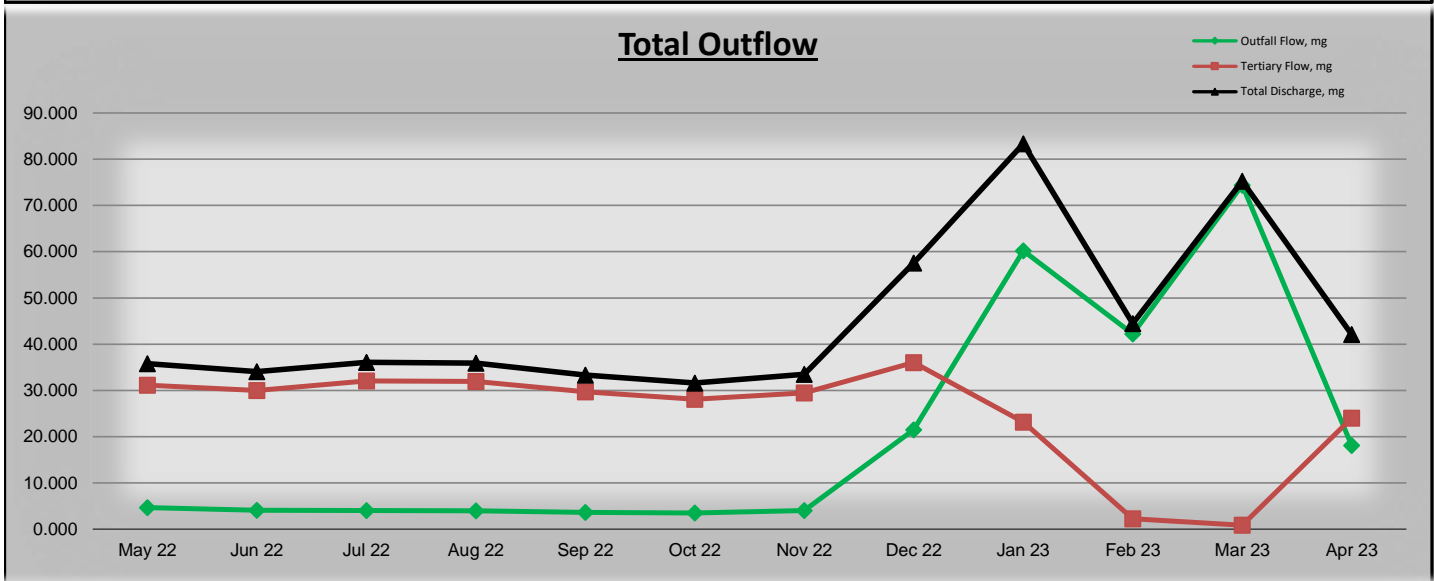
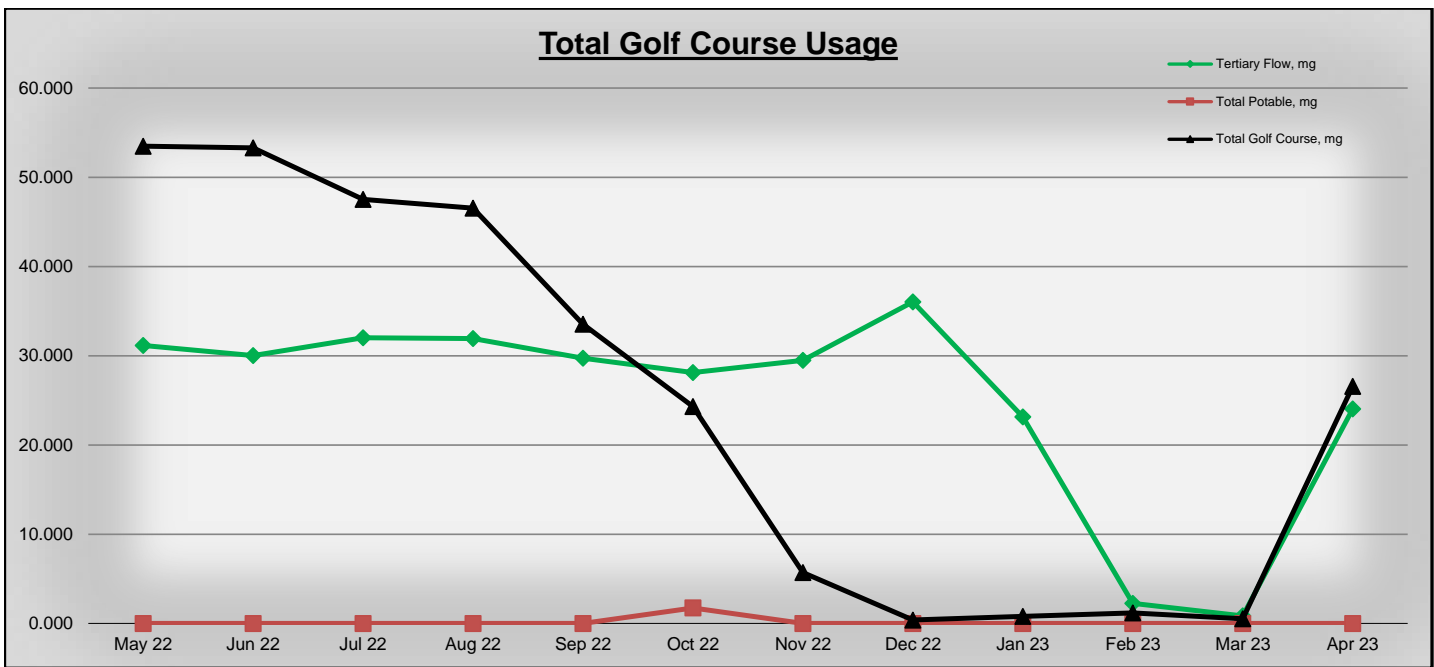
Month	Apr '23 kW-h (3)	Mar'23	Feb'23	Jan'23	Accumulated Totals
Production, kW-h	4,030	7,799	11,438	11,943	1,328,321.00

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

(2) Reclamation facility was in operation intermittently to keep the Poppy Hills storage tank full

(3) Microturbine off-line due to equipment malfunction scheduled repair by contractor in May





# Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
Report for: March 2023	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	41.933	1.353	1.104	2.241	58.032	114.41	350.95
PBCSD Flow	30.326	0.978	0.688	1.833	41.968	82.26	252.33
<b>Total Plant Flow</b>	<b>72.259</b>	<b>2.331</b>	<b>1.792</b>	<b>4.074</b>	<b>100.00</b>	<b>196.67</b>	<b>603.28</b>
Tertiary Flow (2)	0.842	0.168	0.128	0.203	1.165	26.26	80.55
Ocean Discharge	74.411	2.400	1.816	4.477	102.978	176.82	542.40
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	26.26MG (80.55acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.27 BG (28.45 K acre-ft.)
12 Month Rolling Total Reclamation Production	300.35 MG (921.78 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Mar'23 kWh	Price per kWh	Mar'23	Feb'23	Jan'23	Dec'22
Secondary	95,967.00	\$ 0.184	\$ 17,632.58	\$ 17,321.01	\$ 21,036.13	\$ 22,608.37
Blowers	45,180.88	\$ 0.182	\$ 8,208.67	\$ 8,891.34	\$ 9,037.96	\$ 10,196.01
<b>CAWD Total</b>	<b>141,147.88</b>		<b>\$ 25,841.25</b>	<b>\$ 26,212.35</b>	<b>\$ 30,074.09</b>	<b>\$ 32,804.38</b>
Tertiary	19,562.56	\$ 0.368	\$ 7,192.67	\$ 8,380.23	\$ 16,711.11	\$ 19,953.86
MF/RO	12,926.00	\$ 0.410	\$ 5,303.60	\$ 4,934.76	\$ 14,804.84	\$ 24,003.19
<b>Reclaim Total</b>	<b>32,488.56</b>		<b>\$ 12,496.27</b>	<b>\$ 13,314.99</b>	<b>\$ 31,515.95</b>	<b>\$ 43,957.05</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 16,289.20</b>	<b>Reclamation Total</b>		<b>\$ 22,048.32</b>

## kW-h Per Acre Foot

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

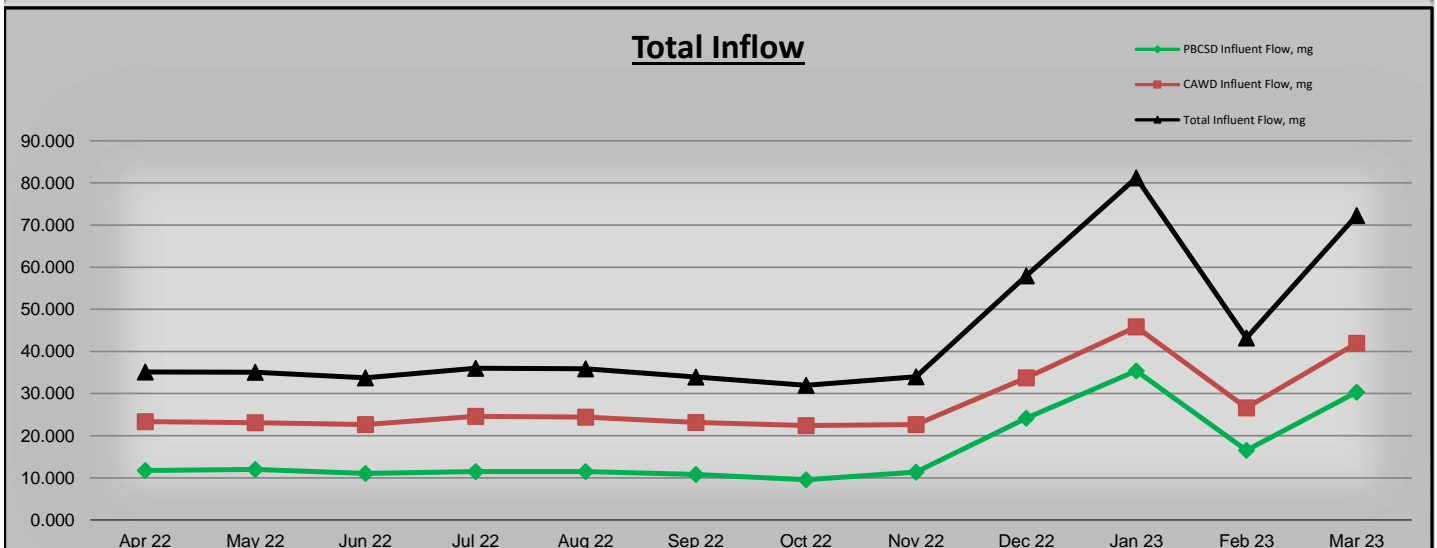
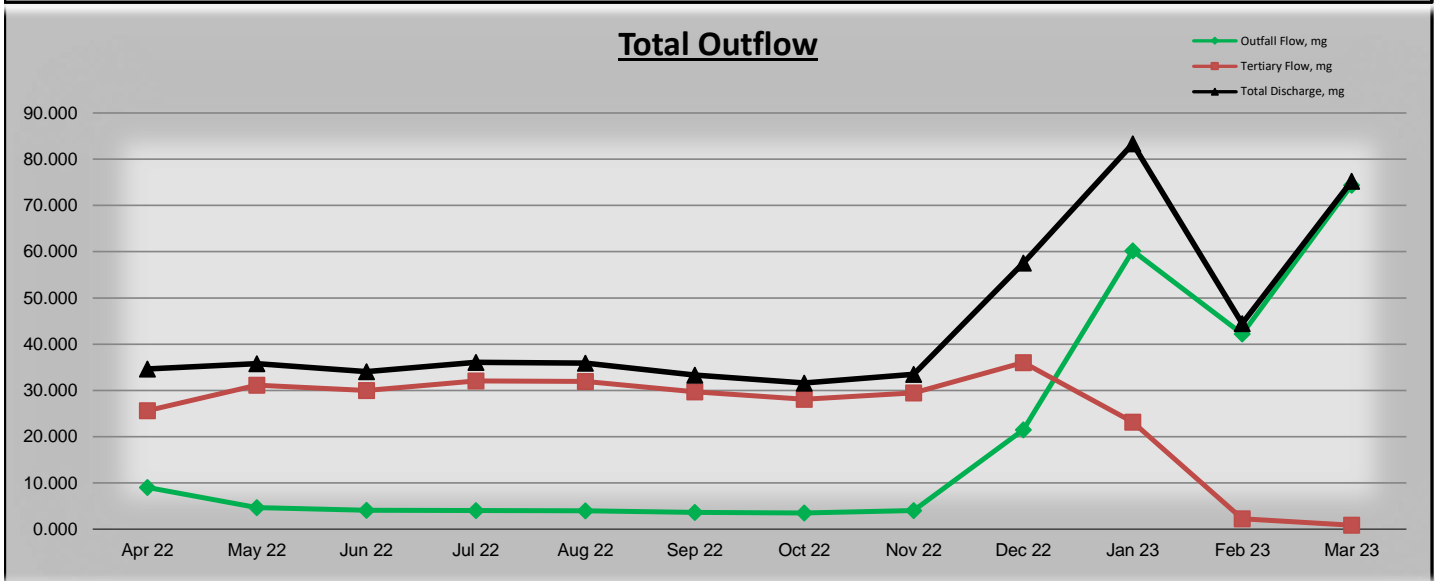
## MICROTURBINE SUMMARY

Month	Mar '23 kW-h (3)	Feb'23	Jan'23	Dec'22	Accumulated Totals
Production, kW-h	7,799	11,438	11,943	5,817	1,324,291.00

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

(2) Reclamation facility was in operation intermittently to keep the Poppy Hills storage tank full

(3) Microturbine off-line due to equipment malfunction from the PG&E power outages



# Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
Report for: February 2023	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.652	0.952	0.794	1.538	61.703	72.48	222.32
PBCSD Flow	16.542	0.591	0.443	1.058	38.297	51.93	159.30
<b>Total Plant Flow</b>	<b>43.194</b>	<b>1.543</b>	<b>1.237</b>	<b>2.596</b>	<b>100.00</b>	<b>124.41</b>	<b>381.63</b>
Tertiary Flow (2)	2.262	0.206	0.147	0.235	5.237	25.42	77.97
Ocean Discharge	42.221	1.508	1.144	2.810	97.747	102.41	314.15
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	25.42MG (77.97acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.27 BG (28.45 K acre-ft.)
12 Month Rolling Total Reclamation Production	326.52 MG (1002.08 acre-ft.)

## ELECTRICAL COSTS

Monthly Totals	Feb'23 kWh	Price per kWh	Feb'23	Jan'23	Dec'22	Nov'22
Secondary	102,408.00	\$ 0.169	\$ 17,321.01	\$ 21,036.13	\$ 22,608.37	\$ 20,217.64
Blowers	53,755.36	\$ 0.165	\$ 8,891.34	\$ 9,037.96	\$ 10,196.01	\$ 10,482.05
<b>CAWD Total</b>	<b>156,163.36</b>		<b>\$ 26,212.35</b>	<b>\$ 30,074.09</b>	<b>\$ 32,804.38</b>	<b>\$ 30,699.69</b>
Tertiary	26,771.68	\$ 0.313	\$ 8,380.23	\$ 16,711.11	\$ 19,953.86	\$ 16,183.46
MF/RO	13,097.00	\$ 0.377	\$ 4,934.76	\$ 14,804.84	\$ 24,003.19	\$ 24,511.97
<b>Reclaim Total</b>	<b>39,868.68</b>		<b>\$ 13,314.99</b>	<b>\$ 31,515.95</b>	<b>\$ 43,957.05</b>	<b>\$ 40,695.43</b>
<b>Adjusted Monthly Totals (1)</b>	<b>CAWD Total</b>		<b>\$ 16,511.94</b>	<b>Reclamation Total</b>		<b>\$ 23,015.40</b>

## kW-h Per Acre Foot

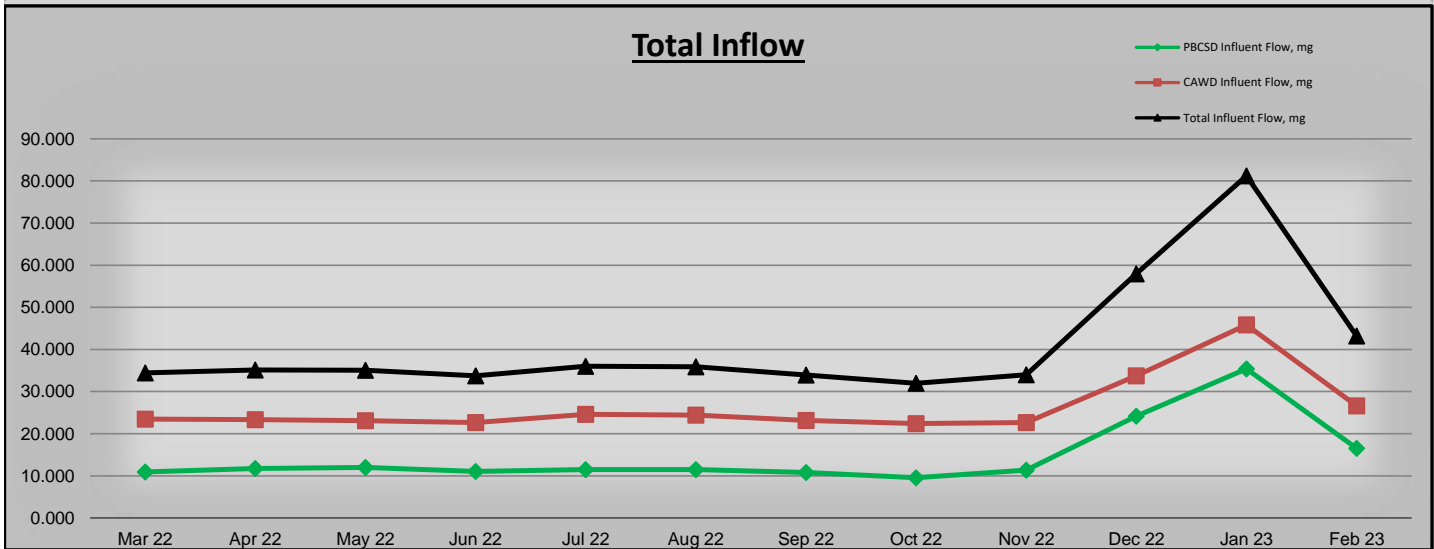
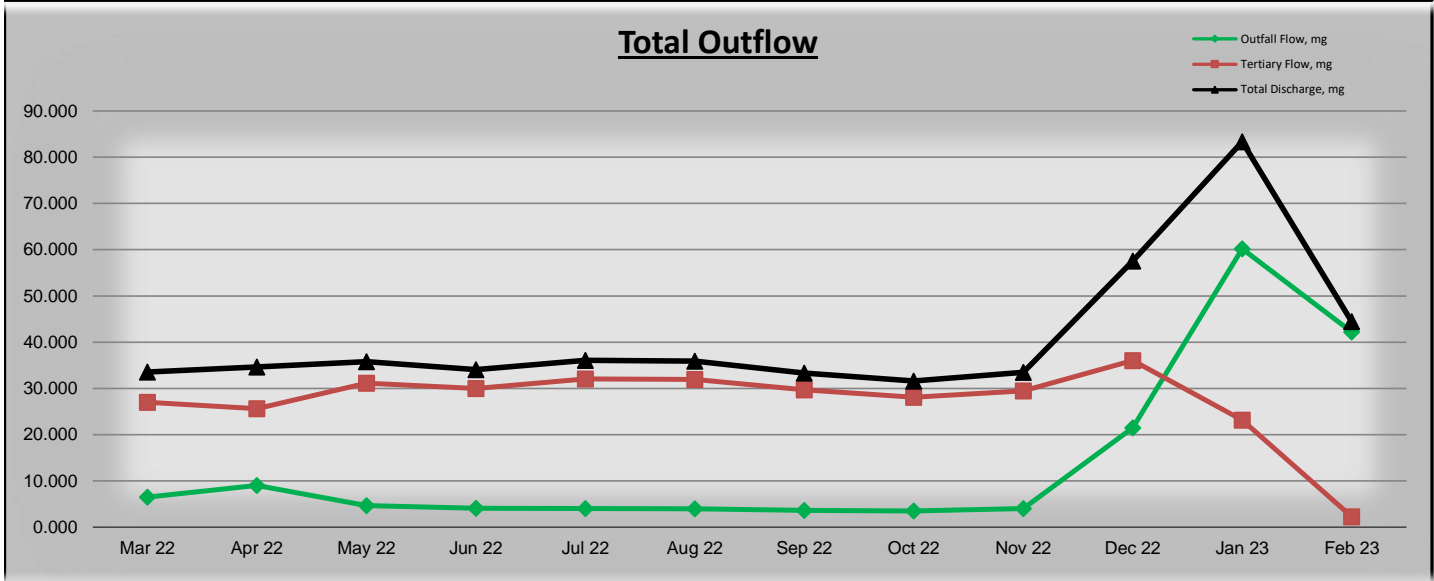
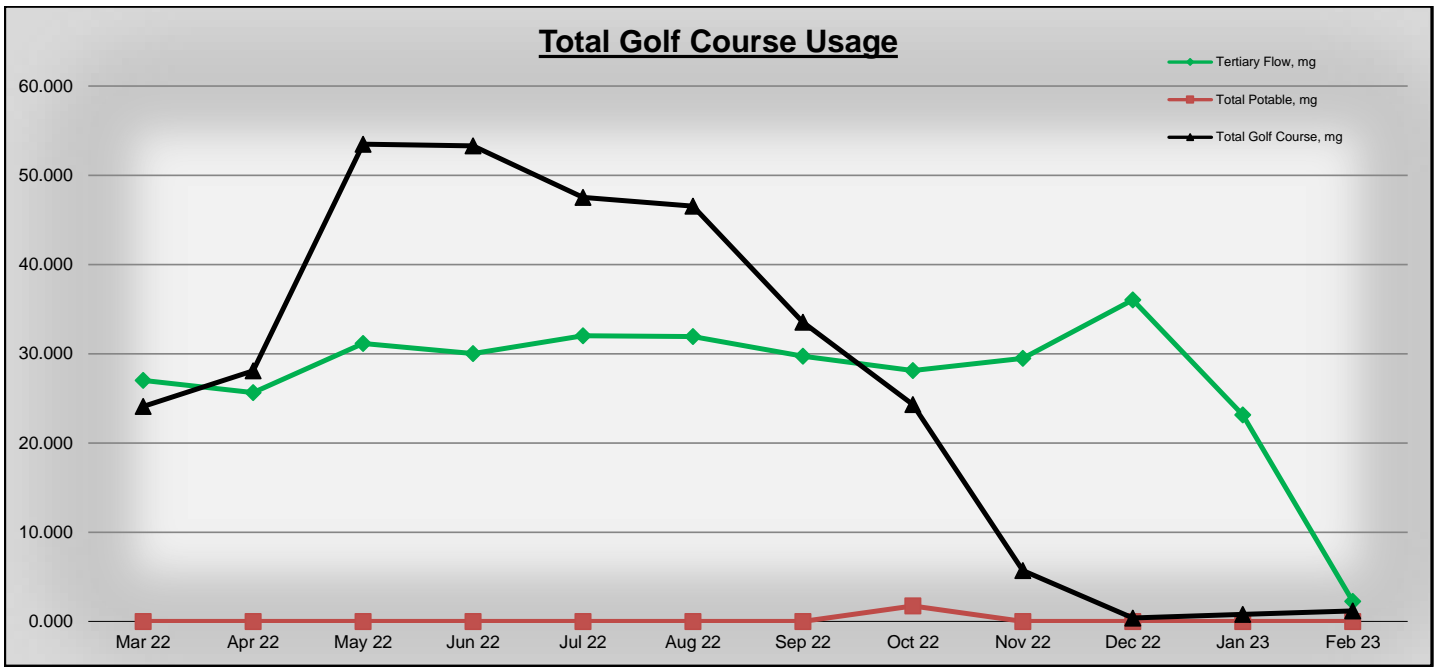
	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	N/A	N/A	N/A	N/A
Reclamation	2190.20	1984.97	1885.30	1907.67	N/A	N/A	N/A	N/A

## MICROTURBINE SUMMARY

Month	Feb '23 kW-h	Jan'23	Dec'22	Nov'22	Accumulated Totals
Production, kW-h	11,438	11,943	5,817	10,147	1,316,492.00

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

(2) Reclamation facility was in operation intermittently to keep the Poppy Hills storage tank full



# STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: May 25, 2023

Subject: Monthly Report – April 2023

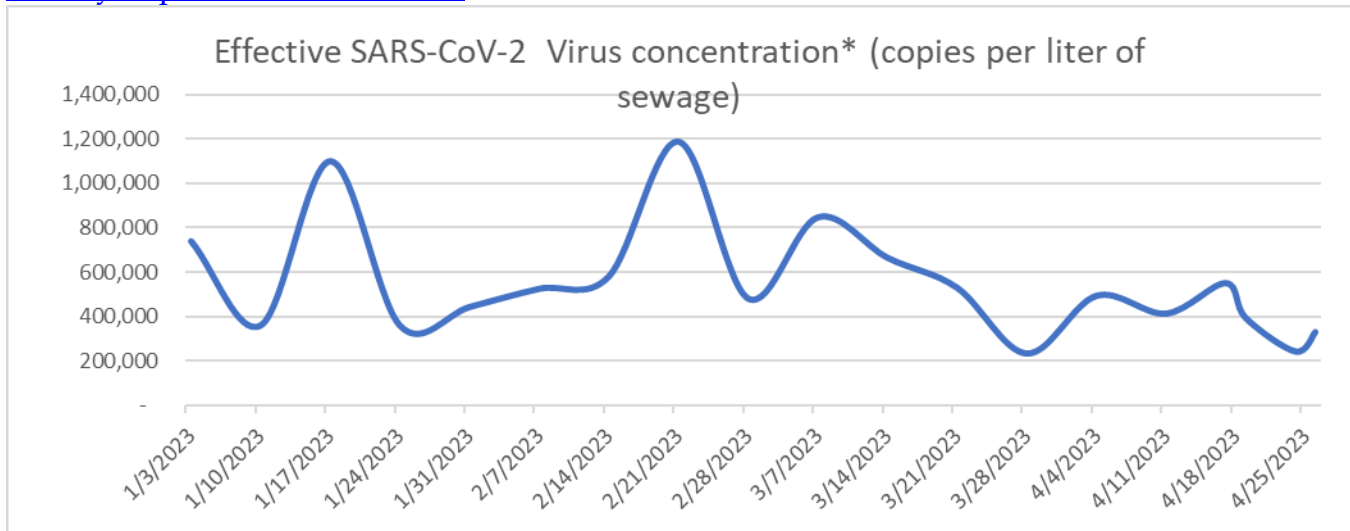
## RECOMMENDATION

Receive Report - Informational only; No action required.

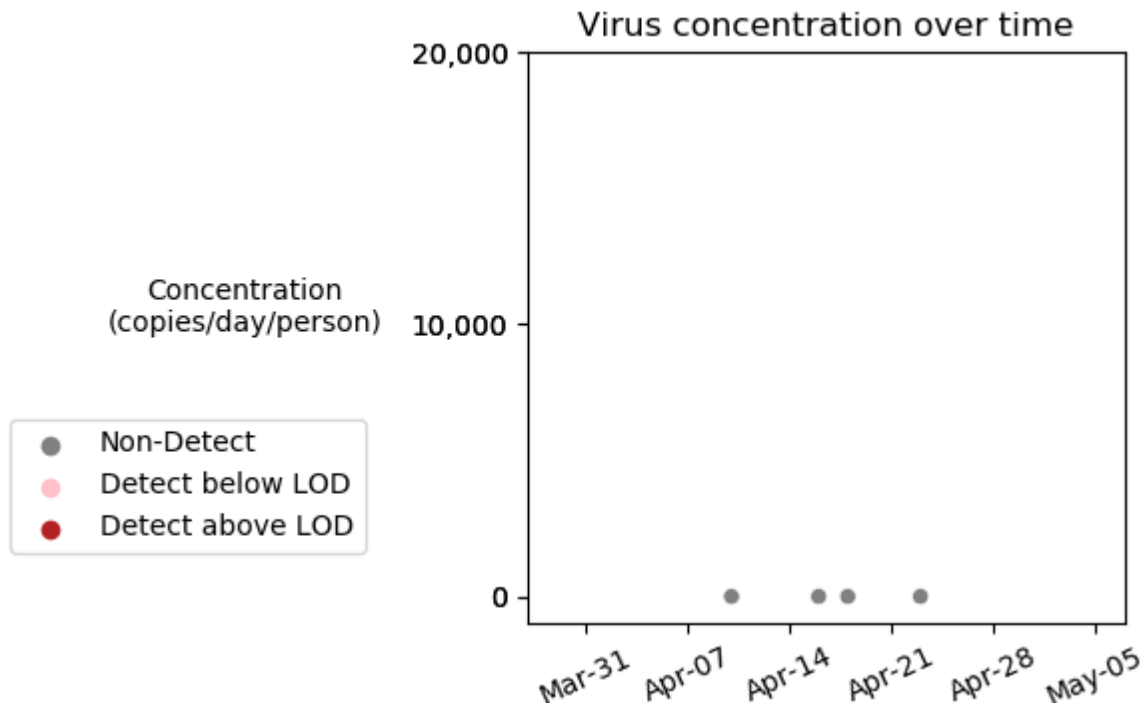
## DISCUSSION

### LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for Carmel Area Wastewater District (CAWD) composite samples of the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the CAWD website: [Biobot Analytics Weekly Reports on SARS-CoV-2](#).



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



- In addition to the COVID19 analysis, CAWD joined the National Wastewater Surveillance Program through the Center for Disease Control and Prevention (CDC). CAWD Influent composite samples are collected two times a week and evaluated for COVID. The Monkey Pox virus is evaluated once a week. The last samples collected on April 16, 18, and 23, were “not detected.” LOD is Limit of Detection. Below “0” is below detection and to interpret with caution. Above “0” is a detect. CDC is reporting as a zero.
- The laboratory supervisor was asked to contact other wastewater agencies on what Influent virus testing they are performing. Most local wastewater agencies are in the National Wastewater Surveillance Program offered by CDC, which includes COVID19 and the Monkey Pox virus. The City of Santa Cruz and Santa Clara County are testing for Influenza A & B. Monterey One Water is testing for Respiratory Syncytial Virus (RSV), Human Metapneumovirus, and Norovirus. Monterey One Water began testing in the summer of 2022.
- The treatment plant operators have been assisting the laboratory staff on collecting samples and performing analysis until a laboratory analyst is hired.
- On April 11, 2023, laboratory staff collected National Permit Discharge Elimination System (NPDES) CAWD quarterly samples from the Final Effluent. Samples were also collected from Pebble Beach Influent, and the CAWD Administrative office sanitary sewer manhole for Dichlorodiphenyltrichloroethane (DDT) analysis. Sludge cake samples were also collected and sent to the Fruit Growers Laboratory (FGL) for analysis.
- On April 13, 2023, the laboratory supervisor attended Supervisory training in Salinas for Supervisory Skills training First Line Supervisors.
- On April 19, 2023, the laboratory supervisor gave a safety tailgate presentation on Safety glasses and Personal Protective Equipment (PPE).

## ENVIRONMENTAL COMPLIANCE REPORT

- On April 11, 2023, the Collections Superintendent collected a storm drain water sample from the Ocean Avenue and Beach Interceptor. The laboratory analyzed the sample for; Ammonia, pH, Conductivity, Nitrate, Total Coliform, Fecal Coliform and Surfactants. The interceptor had a mixture of runoff stormwater and sewage spill.
- On April 25, 2023, the Collections Superintendent notified the laboratory supervisor of a collection spill at 25950 Canada Drive, and samples were collected from four separate locations.

The locations included the upstream of the Manhole, downstream of the Manhole, a blend sample of creek water and spill, and spill box before creek water. All samples were sent to Monterey Bay Analytical Laboratory for analysis.

There were no restaurant inspections performed this month due to low staffing.

### **Restaurant Inspections**

<b>Restaurant</b>	<b>Compliant</b>	<b>Reason for Non-Compliance</b>	<b>Comments</b>

### **Grocery Store/Delicatessen Inspections**

<b>Grocery Store/Delicatessen</b>	<b>Compliant</b>	<b>Reason for Non-Compliance</b>	<b>Comments</b>

### **Compliance Register**

<b>% Compliance</b>	<b>Maintenance</b>	<b>Mechanical</b>
February 2023	100	100
March 2023	100	100
April 2023	NA	NA



Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	21	2022		2023		2024		20	
									H2	H1	H2	H1	H2	H1	H2	H1	
		<b>Projects Implementation Plan Schedule</b>															
		<u>Treatment Plant Capital Projects</u>															
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	9/29/23	\$4,820,750	\$9,137,431	In Construction	Tank Replacement Project								
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$75,000	\$130,020	Planning Stakeholder Meeting	Perimeter Tree Plan and Implementation								
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	12/30/25	\$0	\$0	Pending Funding	Carmel River FREE Mitigation								
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	10/13/23	\$0	\$17,332	On Hold Until July 2023	Aeration Basin Improvements								
19-18	1593.000	Perimeter Fencing	Treanor	7/1/22	10/15/24	\$275,000	\$275,000	Design/CEQA	Perimeter Fencing								
22-03	1639.000	WWTP Gas and Water Main Replacement	Treanor	5/2/22	10/15/24	\$100,000	\$300,000	In Design	WWTP Gas and Water Main Replacement								
22-04	5500.006	CAWD Bridge and Trail Project	Treanor	3/1/21	2/29/28	\$0	\$550	Funding Strategy	CAWD Bridge and Trail Project								
22-06	1640.000	Vactor Receiving Station	Treanor	7/1/22	8/29/24	\$104,950	\$354,950	Design Phase	Vactor Receiving Station								
		<u>Reclamation Capital Projects</u>															
18-26	14777	Sulfuric Acid and Citric Acid Storage and Feed Systems	Treanor	1/1/19	4/28/23	\$334,000	\$455,923	Substantial Completion	Sulfuric Acid and Citric Acid Storage and Feed Systems								
22-05	14794	Reclamation 15-Year CIP Master Plan	Treanor	8/2/22	12/29/23	\$300,000	\$300,000	In Progress	Reclamation 15-Year CIP Master Plan								
		<u>Collections Capital Projects</u>															
19-03	1586.000	Carmel Meadows Sewer Replacement	Lather	8/1/19	1/17/25	\$2,000,000	\$2,471,949	Permitting	Carmel Meadows Sewer Replacement								
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	6/30/24	\$650,000	\$680,892	In Design	Bay/Scenic Pump Station Rehabilitation								
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Lather	2/5/21	6/28/24	\$3,500,000	\$3,731,786	In Design / CEQA	Scenic Rd Pipe Bursting - Ocean to Bay								
21-05	1637.000	Pescadero Sewer Relocation	Lather	7/1/21	6/30/25	\$100,000	\$1,689,236	In Design / CEQA	Pescadero Sewer Relocation								
22-07	1641.000	Emergency Lorca Lane Sewer Relocation	Lather	8/30/22	5/31/23	\$175,000	\$0	In Progress	Emergency Lorca Lane Sewer Relocation								
23-01		Santa Rita & Guadalupe Pipeline Rehab	Lather	1/1/23	6/30/23	\$0	\$0	In Design	Santa Rita & Guadalupe Pipeline Rehab								
20-06		Collections 15-Year CIP	Lather	7/1/20	7/1/40	\$0	\$62,899,430	Work In Progress	Collections 15-Year CIP								
		<u>Collections Non-Capital Projects</u>															
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress	River Watch Agreement								
23-02		22-23 Pipeline Spot Repair	Lather	1/2/23	6/30/23	\$150,000	\$150,000	In Construction	22-23 Pipeline Spot Repair								
		<u>Assessment Districts/Annexations</u>															
18-21	1631.000/2505.000	Corona Road Assessment District	Lather	8/2/18	3/15/24	\$0	\$0	In Design / CEQA	Corona Road Assessment District								
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	2/15/24	\$0	\$0	In Construction	Carmel Valley Manor Pipeline and Pump Station								
18-29	9095.000	September Ranch Subdivision	Lather	9/1/22	8/30/24	\$0	\$0	Sewer Agreement	September Ranch Subdivision								
		Rancho Cañada Village Subdivision	Lather	3/1/23	2/27/25	\$0	\$0	In Design by Property Owner	Rancho Cañada Village Subdivision								

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

# **Treatment Plant Capital Project Summaries**



Photo: New Sludge Tank Under Construction

<b>Project Number:</b>	<b>18-01</b>	
<b>Project Name:</b>	<b>Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab &amp; Sludge Holding Tank Replacement Project</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	In Construction	
<b>Project Description:</b>	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$9,137,431	\$7,180,187
<b>Financial:</b>	FY Budget:	FY Spent:
	\$4,820,750	\$2,859,084
<b>Reclamation Share:</b>	Estimated at 2.7% of project cost.	
<b>Other Entities:</b>	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
<b>Permits Required:</b>	Coastal Commission Notification	
<b>Challenges:</b>	Electrical Equipment Supply Chains	
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>Construction anticipated for FY21/22 into FY22/23</li> </ul>	
<b>Consultants:</b>	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
<b>Contractor:</b>	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

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



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

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



Photo: Existing air diffuser system

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





Photo: Existing Dilapidated Fence

<b>Project Number:</b>	<b>19-18</b>
<b>Project Name:</b>	<b>Perimeter Fencing</b>
<b>Project Location:</b>	Wastewater Treatment Plant (WWTP)
<b>Project Manager:</b>	Treanor
<b>Status:</b>	Design/CEQA
<b>Project Description:</b>	Install a new fence around the perimeter of the WWTP.
<b>Department:</b>	Treatment
<b>Financial:</b>	Cumulative Budget: \$275,000
	Cumulative Spent: \$48,856
	FY Budget: \$275,000
	FY Spent: \$48,856
<b>Reclamation Share:</b>	N/A
<b>Other Entities:</b>	N/A
<b>Permits Required:</b>	California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), Coastal Developmental Permit (CDP) Notification
<b>Challenges:</b>	Environmental Mitigations
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>• Design in FY22-23</li> <li>• Construction in FY23-24</li> </ul>
<b>Consultants:</b>	Kennedy Jenks
<b>Contractor:</b>	TBD



Photo: Gas Meter on North Side of River

<b>Project Number:</b>	<b>22-03</b>
<b>Project Name:</b>	<b>WWTP Gas and Water Main Replacement</b>
<b>Project Location:</b>	Wastewater Treatment Plant
<b>Project Manager:</b>	Treanor
<b>Status:</b>	In Design
<b>Project Description:</b>	The WWTP natural gas and water utility service exists on the opposite side of the Carmel River from the WWTP. CAWD owns the piping under the river for these utilities. The water line and gas line are PVC and identified as having a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion.
<b>Department:</b>	Treatment
<b>Financial:</b>	Cumulative Budget: \$300,000
	Cumulative Spent: \$43,444
	FY Budget: \$100,000
	FY Spent: \$43,444
<b>Reclamation Share:</b>	N/A
<b>Other Entities:</b>	Cost Share w/ Collections @ 5.5%
<b>Permits Required:</b>	TBD
<b>Challenges:</b>	Underground work in riparian area
<b>Schedule:</b>	<ul style="list-style-type: none"> <li>• Currently undergoing alternatives analysis study</li> <li>• Design in FY22-23</li> <li>• Construction in FY23-24</li> </ul>
<b>Consultants:</b>	Kennedy Jenks
<b>Contractor:</b>	N/A



Photo: Conceptual Rendering of Public Use and Bridge

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



Photo: CAWD Vactor Truck

<b>Project Number:</b>	<b>22-06</b>	
<b>Project Name:</b>	<b>Vactor Receiving Station</b>	
<b>Project Location:</b>	Wastewater Treatment Plant	
<b>Project Manager:</b>	Trenor	
<b>Status:</b>	Design Phase	
<b>Project Description:</b>	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget: \$354,950	Cumulative Spent: \$68,276
	FY Budget: \$104,950	FY Spent: \$68,276
<b>Reclamation Share:</b>	N/A	
<b>Other Entities:</b>	N/A	
<b>Permits Required:</b>	Coastal Developmental Permit (CDP) Notification	
<b>Challenges:</b>	Design for ultimate user satisfaction.	
<b>Schedule:</b>	Construction in FY23/24	
<b>Consultants:</b>	Kennedy Jenks	
<b>Contractor:</b>	TBD	

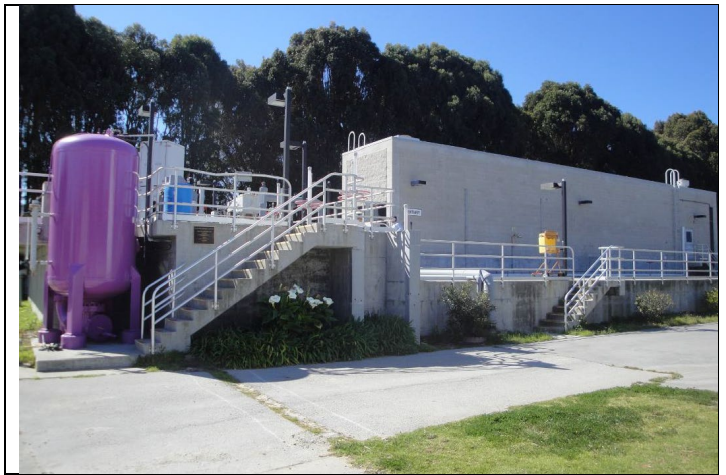
# **Reclamation Capital Project Summaries**





*Photo: Existing totes used for Sulfuric Acid storage and Feed*

<b>Project Number:</b>	<b>18-26</b>	
<b>Project Name:</b>	<b>Sulfuric Acid &amp; Citric Acid Storage &amp; Feed Systems Project</b>	
<b>Project Location:</b>	Reclamation – Microfiltration (MF)/Reverse Osmosis (RO)	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	Substantial Completion	
<b>Project Description:</b>	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.	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent: \$386,209
	\$455,923	
<b>Reclamation Share:</b>	FY Budget:	FY Spent: \$260,741
	\$334,000	
<b>Other Entities:</b>	Reclamation Project	
<b>Permits Required:</b>	Coastal Commission Notification	
<b>Challenges:</b>	Hazardous Chemical Safety	
<b>Schedule:</b>	Anticipated Completion mid 2023	
<b>Consultants:</b>	Trussell Technologies, Inc	
<b>Contractor:</b>	Monterey Peninsula Engineering	



*Photo: Exterior of Tertiary Building*

<b>Project Number:</b>	<b>22-05</b>	
<b>Project Name:</b>	<b>Reclamation MF/RO and Tertiary System 15-Year Capital Improvement Program (CIP) Master Plan</b>	
<b>Project Location:</b>	Reclamation – Microfiltration (MF)/Reverse Osmosis (RO) and Tertiary Building	
<b>Project Manager:</b>	Treanor	
<b>Status:</b>	In Progress	
<b>Project Description:</b>	Asset management condition and risk evaluations, development of projections of capital expenditures, and preliminary engineering planning	
<b>Department:</b>	Treatment	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent: \$91,609
	\$300,000	
<b>Reclamation Share:</b>	FY Budget:	FY Spent: \$91,609
	\$300,000	
<b>Other Entities:</b>	Reclamation Project	
<b>Permits Required:</b>	None	
<b>Challenges:</b>	Complexity	
<b>Schedule:</b>	Planning Process will extend into FY 23/24	
<b>Consultants:</b>	Kennedy Jenks Trussell Technologies, Inc	
<b>Contractor:</b>	N/A	

## **Collections Capital Project Summaries**



*Photo: View gravity pipe in Carmel easement*

<b>Project Number:</b> 19-03		
<b>Project Name:</b> Carmel Meadows Sewer Replacement		
<b>Project Location:</b> Collection System		
<b>Project Manager:</b> Lather		
<b>Status:</b> Permitting		
<b>Project Description:</b> The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.		
<b>Department:</b> Collections		
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$2,471,949	\$550,086
<b>Financial:</b>	FY Budget:	FY Spent:
	\$2,000,000	\$75,727
<b>Permits Required:</b> Coastal Permit and Environmental Review		
<b>Challenges:</b> Redirecting the sewer to the pump station without requiring booster pumps for all individual houses.		
<b>Schedule:</b> Design and Environmental Review completed 6/28/22. Construction to begin FY22/23.		
<b>Consultants:</b> SRT Consultants, WRA Environmental		
<b>Contractor:</b> TBD		



*Photo: Looking at Pump Station Exterior*

<b>Project Number:</b> 20-07		
<b>Project Name:</b> Bay/Scenic Pump Station Rehabilitation		
<b>Project Location:</b> Collection System		
<b>Project Manager:</b> Lather		
<b>Status:</b> In Design		
<b>Project Description:</b> Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.		
<b>Department:</b> Collections		
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$680,892	\$70,028
<b>Financial:</b>	FY Budget:	FY Spent:
	\$650,000	\$39,136
<b>Reclamation Share:</b>		0%
<b>Other Entities:</b>		Carmel-by-the-Sea, Coastal Commission
<b>Permits Required:</b>		Exemptions from CEQA and Coastal dependent on panel location requirements.
<b>Challenges:</b>		Traffic Control, Panel Location away from bluff
<b>Schedule:</b>		Construct 2023/24 Fiscal Year
<b>Consultants:</b>		SRT Consultant
<b>Contractor:</b>		Pending



Photo: Pipe Bursting Limits on Scenic

<b>Project Number:</b>			<b>20-08</b>
<b>Project Name:</b>			<b>Scenic Rd Pipe Bursting - Ocean to Bay</b>
<b>Project Location:</b>			Collection System
<b>Project Manager:</b>			Lather
<b>Status:</b>			In Design / CEQA
<b>Project Description:</b>			Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.
<b>Department:</b>			Collections
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:	
	\$3,731,786	\$264,180	
<b>Financial:</b>	FY Budget:	FY Spent:	
	\$3,500,000	\$32,394	
<b>Reclamation Share:</b>			0%
<b>Other Entities:</b>			Carmel-by-the-Sea, Coastal Commission
<b>Permits Required:</b>			CEQA & Coastal Commission permit required.
<b>Challenges:</b>			Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.
<b>Schedule:</b>			CEQA complete 11/1/2023, Construction 2024
<b>Consultants:</b>			MNS, Rincon
<b>Contractor:</b>			Pending

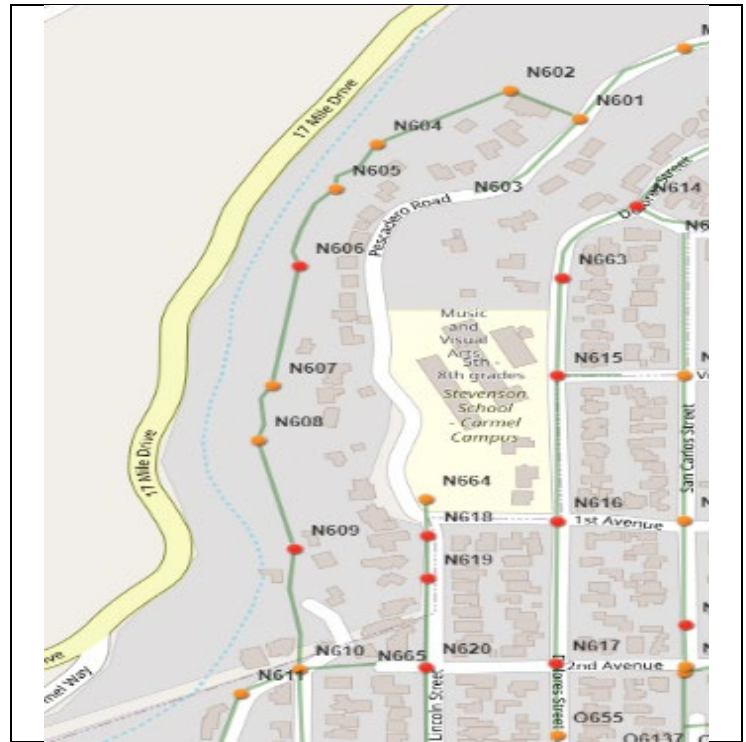


Photo: Sewer Line at Pescadero Creek

<b>Project Number:</b>			<b>21-05</b>
<b>Project Name:</b>			<b>Pescadero Sewer Relocation</b>
<b>Project Location:</b>			Collection System
<b>Project Manager:</b>			Lather
<b>Status:</b>			In Design / CEQA
<b>Project Description:</b>			Relocate damaged pipe from creek slope to roadway
<b>Department:</b>			Collections
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:	
	\$1,689,236	\$179,761	
<b>Financial:</b>	FY Budget:	FY Spent:	
	\$100,000	\$90,525	
<b>Reclamation Share:</b>			0%
<b>Other Entities:</b>			N/A
<b>Permits Required:</b>			Environmental Review
<b>Challenges:</b>			Narrow road, depth of manhole, houses to be placed on individual pumps
<b>Schedule:</b>			Start design, public outreach, & Environmental in Winter 2023.
<b>Consultants:</b>			MNS, Denise Duffy, TBC Communication & Media
<b>Contractor:</b>			TBD



Photo: LT Capital Schedule

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

**Lorca Lane Sewer Replacement**



<b>Project Number:</b>	<b>22-07</b>	
<b>Project Name:</b>	<b>Lorca Lane Sewer Replacement</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Lather	
<b>Status:</b>	Work in Progress	
<b>Project Description:</b>	Relocate 300' of 6" line and install manhole at Lorca Lane and Del Monte Street.	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget: \$175,000	Cumulative Spent: \$77,731
	FY Budget: \$153,500	FY Spent: \$77,731
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	Carmel-by-the-Sea, Coastal Commission	
<b>Permits Required:</b>	None	
<b>Challenges:</b>	Weather and high groundwater table	
<b>Schedule:</b>	Construct 2023	
<b>Consultants:</b>	Monterey Bay Engineering	
<b>Contractor:</b>	Monterey Peninsula Engineering	

**Pipeline Spot Repair 18-29**



<b>Project Number:</b>	<b>18-29</b>	
<b>Project Name:</b>	<b>Pipeline Spot Repair 2023</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Lather	
<b>Status:</b>	Work in Progress	
<b>Project Description:</b>	Bid award in April 2023	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent: \$-0-
	\$118,700	
<b>Financial:</b>	FY Budget:	FY Spent: \$-0-
	\$118,700	
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	Carmel-by-the-Sea,	
<b>Permits Required:</b>	None	
<b>Challenges:</b>		
<b>Schedule:</b>	Construct 2023	
<b>Consultants:</b>		
<b>Contractor:</b>	Rooter King	

**Santa Rita & Guadalupe #23-01**



<b>Project Number:</b>	<b>23-01</b>	
<b>Project Name:</b>	<b>Santa Rita &amp; Guadalupe</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Lather	
<b>Status:</b>	Work in Progress	
<b>Project Description:</b>	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$200,000	\$15,184
<b>Financial:</b>	FY Budget:	FY Spent:
	\$200,000	\$15,184
<b>Financial:</b>	Cumulative Budget: \$3,869,330	
	FY Budget: \$171,464	
<b>Reclamation Share:</b>	0%	
<b>Other Entities:</b>	Carmel-by-the-Sea,	
<b>Permits Required:</b>	None	
<b>Challenges:</b>		
<b>Schedule:</b>	Construct 2024	
<b>Consultants:</b>	MNS Engineers	
<b>Contractor:</b>	TBD	

## **Collections Non-Capital Project Summaries**



*Photo: River Watch logo*

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



## **Assessment Districts/Annexations**

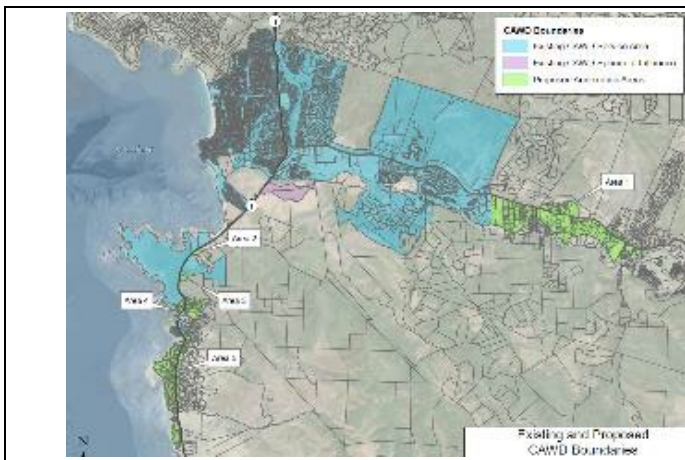


Photo: Areas of Potential Annexation

<b>Project Number:</b>	<b>18-21</b>	
<b>Project Name:</b>	<b>Corona Road Sewer Assessment District</b>	
<b>Project Location:</b>		
<b>Project Manager:</b>	Lather	
<b>Status:</b>	In design phase by Assessment Engineer. The application has been made for the Septic to Sewer grant. Also organizing efforts for Special Assessment District.	
<b>Project Description:</b>	The project will provide sewer facilities to the Corona Road neighborhood and parcels on the west side of Highway 1, across from Corona Road. #18-21 Corona Road (Deferred Revenue**)	
<b>Department:</b>	Collections	
<b>Financial:</b>	Cumulative Budget: \$0	Cumulative Spent: \$0
	FY Budget: \$0	FY Spent: \$0
** No Budget included for project because the initial costs were funded by Corona Road residents. District has agreed to fund a portion of environmental work \$56,200 (Res #2022-62). Official SRF approval Pending.		
<b>Permits Required:</b>	Coastal Permit, CalTrans Encroachment permit, Environmental Review	
<b>Challenges:</b>	Assessment District process/approval and obtaining easements for pump station. Funds from homeowners in the amount of \$67K have been received by CAWD.	
<b>Schedule:</b>	Assessment District (AD) proceedings pending approval of Septic to Sewer Grant & Loan Funding. Estimate start AD process in June 2023.	
<b>Consultant:</b>	Denise Duffy & Associates and Monterey Bay Engineers	



Photo: Entrance to Carmel Valley Manor

<b>Project Number:</b>	<b>19-08</b>	
<b>Project Name:</b>	<b>Carmel Valley Manor Pipeline and Pump Station</b>	
<b>Project Location:</b>	Collection System	
<b>Project Manager:</b>	Lather	
<b>Status:</b>	In Construction	
<b>Project Description:</b>	Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system. Riley Ranch, #19-08 Carmel Valley Manor (Deferred Revenue)	
<b>Department:</b>	Collections	
<b>Financial: this is an unbudgeted item-under repayment agreement (no funds received)-</b>	Cumulative Budget: \$0	Cumulative Spent: \$180
	FY Budget: \$0	FY Spent: \$180
<b>Other Entities:</b>	The prospect of a pipeline has given rise to a plethora of potential additional connections	
<b>Permits Required:</b>	County Encroachment Permit, Environmental Review completed.	
<b>Challenges:</b>	Funding, Repayment Agreement, easement agreements LAFCO annexation	
<b>Schedule:</b>	Approved without protest at 3/22/21 LAFCO hearing. Easement and Sewer Extension Agreements signed in September 2022. Construction is in progress.	
<b>Consultants:</b>	MNS and Rincon are working for Carmel Valley Manor to permit and design the project.	
<b>Contractor:</b>	N/A	

## **Other Non-Capital Project Summaries**



## ADP Workforce Now

*Photo: ADP Clip Art*

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



*Photo: Real Estate Clip Art*

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



Photo: Cyber Security Clip Art

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



Photo: Six Sigma Clip Art

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



*Photo: California coastline*

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

# STAFF REPORT

To: Board of Directors  
From: Ed Waggoner, Operations Superintendent  
Date: May 25, 2023  
Subject: Monthly Operations Reports – April 2023



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of April.
- April 17, the 65kW microturbine was removed from service due to a crack in the combustion liner. Repairs have been scheduled for May.
- Carmel Area Wastewater District (CAWD) is receiving and processing process water from FEC Future Contractors and Engineers during their bridge repair work for Cal Trans in the Big Sur Area on Highway One.
- Operations staff are assisting the Laboratory in running analysis during the recruiting process for the Laboratory Analyst/Environmental Compliance Inspector I/II.
- On April 28 an Operations Staff member was injured in an accident (off work) that will require a 4-to-6-month recovery period. During this time Greg Ange from the Maintenance Department will be filling in for this operator. Mr. Ange possesses a Grade III Operator Certification from the State of California and has performed operational duties before for CAWD.

### Reclamation:

- The Reclamation Facility began the irrigation season on April 5.
- H2O Innovations had an onsite for site visit reviewing the program changes for 90 percent recovery on the Reverse Osmosis system.
- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration (MF) Cells 1, 2, and 3. The cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- (Project #21-09) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA). Operations staff continues working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.



### **Training:**

- Staff participated in scheduled tailgate safety meetings in the Digester building conference room.
- April 12, Plant staff participated in skill set drills for confined space knots.
- April 19, the Operations Superintendent attended an online seminar on “Pesky Compensation Issues under the Fair Labor Standards Act (FLSA) sponsored by Liebert, Cassidy, and Whitmore.
- April 19, the Operations Superintendent attended a State of California online seminar on “Sustainable Groundwater Management Act”.
- On April 25, the Operations Superintendent attended a State of California online seminar on “Dealing with Forever Chemicals”.

### **Capital Improvement:**

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

### **Meetings Attended**

- April 13, Operations Superintendent attended a Zoom meeting with the Water Awareness Committee of Monterey County.
- April 14, Teams meeting with Trussell Technologies reviewing the operational performances of the Microfiltration and Reverse Osmosis Systems.
- April 26, Operations Superintendent attended demonstration with other CAWD staff on Computerized Maintenance Management System (CMMS) using Multimedia Messaging Service Platform.
- (Project #18-01) Weekly Teams Meeting on the construction progress of the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

### **Discharge Permit Violations**

- There were no violations of Reclamation Permit 93-72 for the month of March 2023.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of March 2023.
- The Semi-Annual October 2022 through March 2023 Toxicity Report for the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 was submitted with no violations.

FUNDING-N/A-Informational item only

# STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: May 25, 2023

Subject: Monthly Maintenance Report – April 2023

## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

### Maintenance Projects in Progress/Completed

- The new Reverse Osmosis (RO) Clean in place (CIP) tank heater was installed. The old unit failed due to age. While staff were working on the system they examined the design and determined that adding a low level switch would protect the heater if the tank is empty. The switch was added into the heater control circuit. The originally designed protection is a thermostat so the low level switch will add more protection for the new heater.
- (Update 1) The 65-kilowatt (kW) microturbine was repaired. The internal liner was replaced by Cal Microturbine.
- The coolant leak for the 750kW generator was repaired by RFMacDonald.
- The 1 water system piping was replaced from the southside of the plant to the new sludge holding tank. Replacement of the heavily corroded black iron piping with plastic pipe has improved the water quality for the safety eyewashes. Staff documented the exact piping locations and the valve locations.
- Secondary clarifier 2 arm has been repaired. The scraper arm had twisted. The torque setting was tested, and staff discovered there was a 6 second delay in the timer. The timer has been set to zero so an over-torque condition will immediately stop the arm.

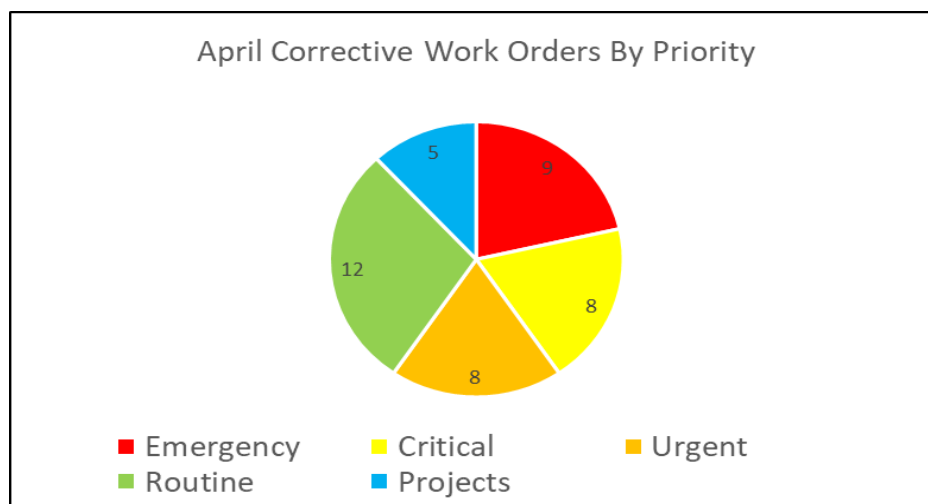
## Upcoming Maintenance Projects

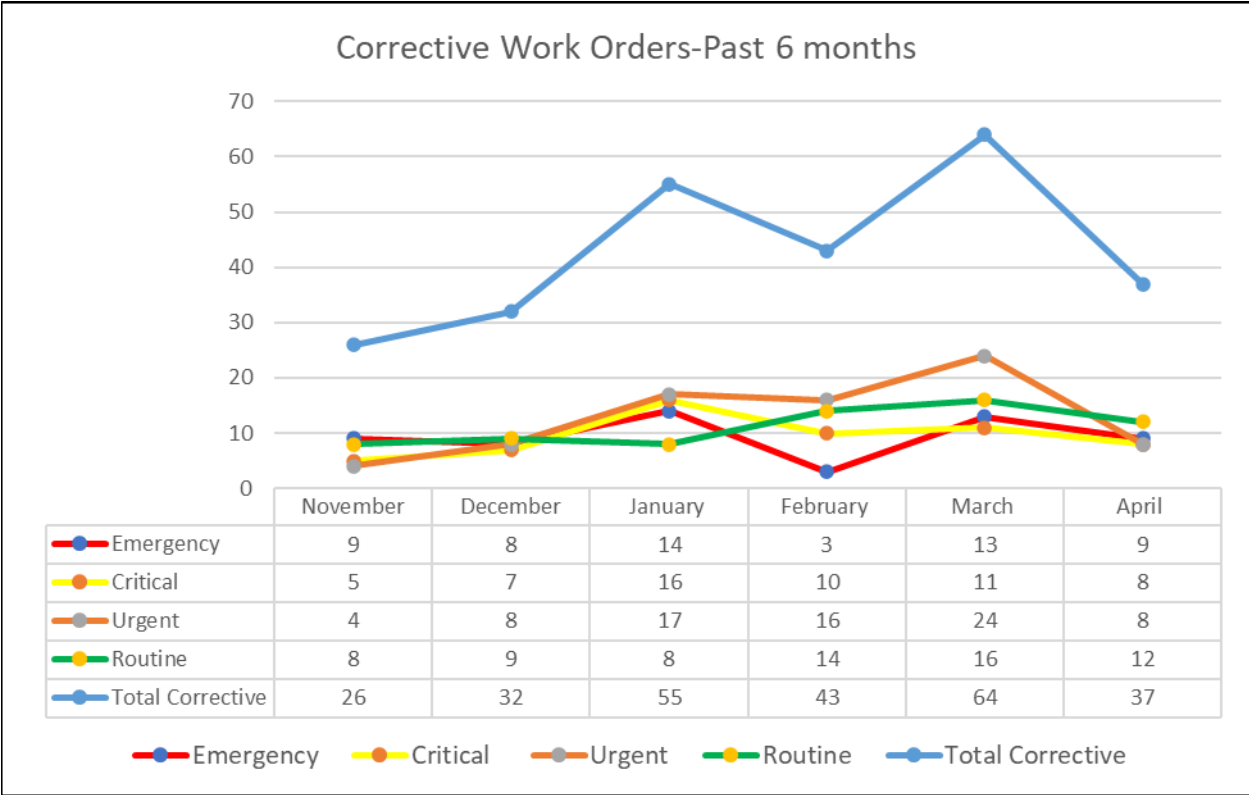
- (Update 3: Scheduled for June)- Staff is working with DKF Solutions on Risk Survey improvements. The fall protection plan will be the first document updated.
- (Waiting on contractor) All the parts have arrived for the lunchroom electrical upgrade. The obsolete motor control center will be removed now that the power has been re-routed to the new digester control building by the contractor as part of the electrical/mechanical rehabilitation and sludge holding tank replacement project.
- (Waiting on contractor) Parts have arrived for the administration building portable generator connection.
- Staff are adding new phase 2 assets into the computerized maintenance management software and creating preventative maintenance tasks as new equipment comes online.
- Staff are reviewing the list of critical equipment preventative maintenance work orders and optimizing the lubrication and oil change schedules.

### Work Order Metrics

#### Preventive Maintenance (April)

Total Work Orders Generated	274
Total Work Orders Closed/Done	242
Total Work Orders Still Open	32
Percentage of Work Orders Completed	88.32%





FUNDING-N/A- Informational item only

# STAFF REPORT

To: Board of Directors  
From: Rachél Lather, Principal Engineer  
Date: May 25, 2023  
Subject: General Engineering



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

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

### General Engineering

The Principal Engineer continues to work on projects related to the 2021 Annexation, including Yankee Point, Carmel Valley Manor and Corona Road.

The Corona Road State Revolving Fund (SRF) grant and loan application submittals were submitted prior to the April 1, 2023 application deadline. We have reached out to our SRF grant manager and there is nothing to report at this time regarding when we will receive notice that the grant/loan was approved for the project. In the meantime, in order for the parcels that are benefitting from the SRF loan to pay off the loan over 30 years, the District will have to set up an Assessment District that will be established through a Proposition 218 process. This will be the next step needed to be able to move forward with the construction of the project. We are moving forward with completing the Assessment Engineer's report with Monterey Bay Engineers and once we know that the project has received loan funding, we will proceed with the Assessment District formation process.

Carmel Valley Manor (CVM) have commenced construction and staff are actively involved in the submittal review process, as needed. There are many inquiries from parcel owners along the alignment of the CVM project regarding the process to connect to the District.

September Ranch have commenced grading their property. Staff are attending the construction meetings and providing reviews and approvals of submittals from the contractor, Don Chapin, as needed. MNS is providing inspection services on behalf of the District.

## FUNDING

N/A- Informational item only

# Resolutions

# STAFF REPORT



To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: May 25, 2023  
Subject: Reclamation Budget 2023-2024

## RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving the Carmel Area Wastewater District (CAWD)/Pebble Beach Community Service District (PBCSD) Fiscal Year 2023-2024 Reclamation Project Budget.

## DISCUSSION

The CAWD/PBCSD Reclamation Project Fiscal Year 2023-24 Budget was approved at the Technical Advisory Committee group level on May 2, 2023. Final approval was given by the Reclamation Management Committee (RMC) at its May 9, 2023 meeting. A copy of the Project 2023-24 Budget is attached.

Items approved by the RMC are brought to the CAWD or PBCSD Board, as appropriate, for approval and any applicable resolution.

## FUNDING

All funding is covered by the Reclamation Project or by the Pebble Beach Company and Independent Reclaimed Water Users Group, as project guarantors.

### **Attachment:**

- CAWD/PBCSD Reclamation Project 2023-2024 Budget



CAWD/PBCSD RECLAMATION  
PROJECT

2023-24 BUDGET

Reviewed by Technical Advisory Committee (TAC) on May 2, 2023

Presented to Reclamation Management Committee (RMC) on May 9, 2023

CAWD/PBCSD Reclamation Project  
2023-24

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**CAWD/PBCSD RECLAMATION PROJECT  
2023-24 BUDGET SUMMARY**

	Actual 2021-22	Estimated Actual 2022-23	2022-23 Budget	Proposed 2023-24 Budget	Inc/(Dec) Proj.Actual 2023-24 2022-23	Proposed to Budget 2022-23
<b>User Revenue</b>						
Water Sales	3,108,609	3,067,000	3,421,188	3,314,586	8.07%	-3.12%
Non Operating Share	4,116,000	4,057,000	4,057,756	1,420,215	-64.99%	-65.00%
<b>Operating Expenses</b>						
Plant Operating Expenses	2,148,490	2,154,627	2,535,195	2,388,312	10.85%	-5.79%
PBCSD Expenses	512,914	478,537	580,000	600,000	25.38%	3.45%
CAWD Admin. Expenses	114,599	116,561	111,798	113,681	-2.47%	1.68%
MPWMD Admin. Expenses	60,350	52,398	61,520	73,760	40.77%	19.90%
PBCo / IRWUG Expenses	52,265	54,888	55,926	57,084	4.00%	2.07%
Potable Water Costs	4,980	68,662	6,750	6,750	-90.17%	0.00%
MPWMD fee	77,184	70,000	70,000	75,000	7.14%	7.14%
	<u>2,970,783</u>	<u>2,995,673</u>	<u>3,421,189</u>	<u>3,314,586</u>	<u>10.65%</u>	<u>-3.12%</u>
<b>Operating Income/(Loss) before Amortization</b>	<u>4,253,826</u>	<u>4,128,327</u>	<u>4,057,755</u>	<u>1,420,215</u>	<u>-65.60%</u>	<u>-65.00%</u>
<b>Non Operating Revenues/(Expenses)</b>						
Interest Income	(13,962)	(4,220)	25,015	20,170	-577.94%	-19.37%
Bond Carrying Costs	(15,467)	(20,000)	(20,000)	0	-100.00%	-100.00%
Bank charges	(10)	0	(35)	(35)	n/a	0.00%
Interest to MPWMD	(5,083)	0	0	0	n/a	n/a
Principal Pymt to MPWMD	0	0	0	0	n/a	n/a
LC Carrying Costs	(26,504)	(26,650)	(24,000)	0	-100.00%	-100.00%
COP Interest Expense	(5,957)	(2,708)	(13,000)	0	-100.00%	-100.00%
COP Principal Payment	(2,500,000)	(2,600,000)	(2,600,000)	0	-100.00%	-100.00%
Interest on Principal Advanced	(44,931)	(61,515)	(35,880)	0	-100.00%	-100.00%
Past LC fees/Bond Carry Cost	(552,000)	(552,000)	(552,000)	0	-100.00%	-100.00%
Other Revenue/(Expense)	0	0	0	0	n/a	n/a
	<u>(3,163,916)</u>	<u>(3,267,093)</u>	<u>(3,219,900)</u>	<u>20,135</u>	<u>-100.62%</u>	<u>-100.63%</u>
<b>Income/(Loss) before Capital</b>	<u>1,089,910</u>	<u>861,234</u>	<u>837,855</u>	<u>1,440,350</u>	<u>67.24%</u>	<u>71.91%</u>
<b>Capital Budget</b>						
Purchases	115,000	46,887	237,300	65,350	39.38%	-72.46%
Improvement Projects	379,453	1,180,050	1,220,556	550,000	-53.39%	-54.94%
Addition to Reserves	0	0	0	825,000		
	<u>494,453</u>	<u>1,226,937</u>	<u>1,457,856</u>	<u>1,440,350</u>	<u>17.39%</u>	<u>-1.20%</u>
<b>Net Income/(Loss)</b>	<u>595,457</u>	<u>(365,703)</u>	<u>(620,001)</u>	<u>0</u>	<u>-100.00%</u>	<u>-100.00%</u>
Unbudgeted Capital		29,215				
Less Unspent Capital		367,000	620,000	0		
Less Excess O&M Contributions				0		
<b>Balanced Net Income</b>	<u>595,457</u>	<u>30,512</u>	<u>(1)</u>	<u>0</u>	<u>-100.00%</u>	<u>n/a</u>
<b>Amortization Exp</b>	<u>1,748,879</u>	<u>1,700,000</u>	<u>1,700,000</u>	<u>1,750,000</u>	<u>2.94%</u>	<u>2.94%</u>

**CAWD/PBCSD RECLAMATION PROJECT  
REVENUE PROJECTIONS  
FY 2023-24**

Description	Acct. No.	Actual 2021-22	Estimated Actual 2022-23	Budget 2022-23	Proposed 2023-24 Budget	Comments
Revenue						
Interest Income - County	99906	8	12	15	40	O&M operating funds are on deposit with the County of Monte
Interest Income - Bank of America	99904	0	7	0	40	Water sales revenue funds are invested in money market acc
Interest Income- (O&M Reserve & Cap Repl)	99908	6,482	4,188	10,000	10,000	Renewal & replacement funds invested in highly rated comm'l
Gain (loss) on Securities	99936	(20,452)	(8,427)	15,000	10,000	
Interest Income - Union Bank (O&M)	99910	0	0	0	75	
Interest Income - Wells Fargo Escrow Acct	99912	0	0	0	15	
Other Revenue	99945	0	0	0	0	
Water Sales (inc. late pmnts)	52000	3,108,609	3,067,000	3,421,188	3,314,586	See schedule p. 17
Fixed Cost Charge	52100	4,116,000	4,057,000	4,057,756	1,420,215	
MPWMD fees (8.325%)	99997	(77,184)	(70,000)	(70,000)	(75,000)	Increase due to resumption of Districts User Fee on Cal-Am bills
<b>TOTAL REVENUE</b>		<b>7,133,462</b>	<b>7,049,780</b>	<b>7,433,959</b>	<b>4,679,971</b>	<b>57.4% increase from 22-23 budget</b> <b>48.8% increase from 22-23 Projected actual</b>

Note 1: The origin of the 8.325% charge is based on the premise that all users of water provided by the Reclamation Project will pay the exact same cost as they would pay for a similar quantity of potable water. The specific provision related to the MPWMD User Fee is contained in Section 5, Bond Carrying Costs, Operation and Maintenance Expenses and Operating Revenues, of the Financing Implementation Agreement Relating to Wastewater Reclamation Project dated Dec 1, 1992.

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2023-24**

ITEM	Acct No.	Actual 2021-22	Estimated Actual 2022-23	Budget 2022-23	Proposed 2023-24 Budget	Proposed to Prior Yr Actual	Comments/Notes
<b>PLANT OPERATING EXPENSES:</b>							
Plant Salaries, Benefits & Overhead							
Plant Superintendent	61100	18,534	20,411	19,655	18,031	-11.7%	From CAWD O&M Recl 23-24
Laboratory Supervisor	61200	21,937	26,552	25,392	26,469	-0.3%	
Laboratory Technicians	61300	66,387	61,782	79,635	74,833	21.1%	
Plant Operators	61400	183,830	177,680	213,818	205,743	15.8%	
Maintenance Supervisor	61450	16,414	14,530	20,589	17,678	21.7%	
Maintenance Mechanics	61500	26,347	26,656	32,815	26,587	-0.3%	
Plant Engineer	61600	26,107	38,112	17,338	14,032	-63.2%	
Safety Officer	61700	12,247	10,829	13,906	14,163	30.8%	
Differential PR	62000	16,547	17,351	19,576	19,247	10.9%	
Payroll Taxes, Benefits & Indirect Overhead	62100	190,598	196,951	221,362	201,375	2.2%	
<b>TOTAL PLANT SALARIES</b>		<b>578,947</b>	<b>590,853</b>	<b>664,086</b>	<b>618,158</b>	4.6%	COLA 6.0%
<b>Energy Cost</b>							
Tertiary Operations	63300	205,414	188,483	278,598	278,598	47.8%	plus/minus due to weather conditions and storage levels
MF/RO Pad	63400	248,106	211,738	295,648	295,648	39.6%	Budget estimate assumes operational 12 mos. and does not account for rain or shut downs
Secondary Costs - EQ Basin PD Blower	63500	139,714	153,264	151,033	151,033	-1.5%	
<b>SUBTOTAL</b>		<b>593,234</b>	<b>553,486</b>	<b>725,279</b>	<b>725,279</b>	31.0%	
<b>Chemical Costs:</b>							
Clean-in-place chemicals	64200	20,776	19,588	42,000	41,580	112.3%	
Antiscalant	64400	36,423	37,431	48,000	36,722	-1.9%	
Phenylarsine oxide	64410	881	0	1,150	525	n/a	
Acetate buffer solution	64420	122	156	320	250	60.3%	
Iodine solution	64430	208	47	500	324	594.3%	
Citric Acid	65160	41,807	80,965	85,000	81,545	0.7%	
Sulfuric Acid	65170	36,792	31,777	40,755	48,450	52.5%	
Acetic Acid	65180	1,009	632	1,050	1,093	73.0%	
Sodium Bisulfite	65200	56,412	40,847	69,000	56,610	38.6%	
Sodium Hypochlorite	65250	44,192	43,138	45,000	72,420	67.9%	
Polymer	65400	16,704	22,500	19,620	23,358	3.8%	
Miscellaneous chemicals	65600	1,947	85	1,150	1,000	1078.7%	
Potassium Hydroxide	65700	24,721	0	29,960	33,396	n/a	
Potassium iodate solution	65725	0	614	800	780	27.1%	
Potassium iodide	65750	0	0	2,900	2,200	n/a	
Ammonia Hydroxide	65800	77,773	93,818	89,000	78,033	-16.8%	
Ammonium Sulfate	65900	0	7,934	0	0	n/a	
PHOS-58	65910	128,469	124,422	100,000	108,900	-12.5%	
Enzymes	65920	0	0	7,000	7,650	n/a	
<b>SUBTOTAL</b>		<b>488,237</b>	<b>503,953</b>	<b>583,205</b>	<b>594,837</b>	18.0%	
<b>Operating Supplies - Plant</b>							
Repairs & Maintenance	66100	76,466	105,692	98,000	93,310	-11.7%	
Plant Pumps	66190	37,029	37,904	30,000	29,650	-21.8%	
Laundry	66200	685	723	1,500	1,500	107.4%	
Lubricants/Packing	66300	0	0	1,000	0	n/a	
Electrical Supplies	66400	8,433	2,348	15,000	15,000	538.7%	
Laboratory Supplies	66500	44,277	43,648	46,200	57,532	31.8%	
Paint	66600	0	235	2,000	500	113.1%	
Postage & Office Supplies	67000	67	0	1,000	0	n/a	
First Aid Supplies	67100	0	0	200	0	n/a	
Janitorial Supplies	67100	0	0	0	1,000	n/a	
Personnel Supplies	67400	0	0	1,000	0	n/a	
Hand Tools	67600	77	1,365	1,500	1,000	-26.7%	
General Operating Supplies	67700	628	5,773	1,000	200	-96.5%	
Safety	67800	4,282	1,572	3,275	3,500	122.6%	

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2023-24**

ITEM	Acct No.	Actual 2021-22	Estimated Actual 2022-23	Budget 2022-23	Proposed 2023-24 Budget	Proposed to Prior Yr Actual	Comments/Notes
Training	67900	0	0	2,500	3,500	n/a	
<b>SUBTOTAL</b>		<b>171,944</b>	<b>199,260</b>	<b>204,175</b>	<b>206,692</b>	<b>3.7%</b>	
<b>Membrane Costs</b>							
Microfilter Membrane Modules	67510	132,700	160,000	160,000	0	n/a	
Annual Cartridge Filter Replacement	66700	10,426	12,958	12,500	12,500	-3.5%	
RO Membrane Elements	67500	33,887	0	15,000	37,170	n/a	
Spare Parts & Outfitting	66750	7,827	11,336	25,000	13,800	21.7%	
<b>SUBTOTAL</b>		<b>184,840</b>	<b>184,293</b>	<b>212,500</b>	<b>63,470</b>	<b>-65.6%</b>	
<b>Contractual Services:</b>							
Chemical Waste Disposal	68100	0	0	500	0		
Plant Instrumentation	68200	25,061	48,705	38,800	51,350	5.4%	
Fire Extinguisher Service	68300	226	184	500	200	8.7%	
Calibration	68400	1,855	17,765	7,400	4,700	-73.5%	
Contract Laboratory Analysis	68500	9,129	11,563	6,500	9,500	-17.8%	
Contract Lab Staffing		0	0	0	0	n/a	
Gypsum Injection System Maintenance/Lease	68600	0	0	0	0	n/a	
Contract Painting	68700	0	0	0	0	n/a	
System software/IT consulting	68710	32,303	16,368	30,500	44,200	170.0%	
SAR Equipment Maintenance	68720	0	0	0	5,500	n/a	
Hoist Certification	68730	816	0	1,000	1,000	n/a	
Alarm-Tertiary Equipment	68900	186	191	250	300	57.3%	
<b>SUBTOTAL</b>		<b>69,576</b>	<b>94,776</b>	<b>85,450</b>	<b>116,750</b>	<b>23.2%</b>	
Fees & Permits	69110	2,125	3,183	5,500	5,126	61.1%	
<b>Engineering Fees:</b>							
Consulting	69200	59,879	24,837	35,000	38,000	53.0%	Need number from Plant Engineer
Membrane Cleaning Pilot	69250	0	0	20,000	20,000	n/a	
Discounts		(293)	(14)	0	0	-100.0%	
<b>SUBTOTAL</b>		<b>59,587</b>	<b>24,823</b>	<b>55,000</b>	<b>58,000</b>	<b>133.7%</b>	
<b>TOTAL PLANT OPERATING EXPENSES</b>		<b>2,148,490</b>	<b>2,154,627</b>	<b>2,535,195</b>	<b>2,388,312</b>	<b>10.8%</b>	<b>6.58% decrease from 22-23 budget 9.92% increase from 22-23 Projected actual</b>
<b>PEBBLE BEACH COM SVC DISTRICT DISTRIBUTION SYSTEM ADMIN &amp; MAINT:</b>							
<b>Salaries, Benefits &amp; Overhead</b>							
General Manager	71000	0	0	0	0	n/a	Calculated based on the estimated PBCSD Admin staff time for CAWD/PBCSD Reclamation Project related duties. Prior years experience and next year's anticipated activities are used in the predictions of the FY 2023-24 estimated hours. FY 23-24 COLA estimated at 5.1% and 5% step increases for 7 qualified admin/engineering personnel; Other: In Jun 21 a senior accountant was promoted to Finance Director and the Finance/Info Sys Coord was promoted to Accountant. In 07-22 Assist Eng was promoted to Associate Eng, leaving vacant Asst Eng position. In 01-23 Environmental Compliance Coord position was filled and In 04-23 a new Accounting Tech position was filled.
Principal Engineer	71100	9,167	8,417	10,000	8,000	-5.0%	
Finance Director	71200	1,946	1,471	2,000	2,000	36.0%	
Senior Accountant/Accountant	71300	3,458	3,917	4,500	4,500	14.9%	
Administrative Coordinator	71400	1,153	693	500	1,000	44.3%	
Environmental Compliance Coordinator	71500	0	658	0	3,000	355.9%	
Senior/Associate/Associate Engineers	71600	4,645	3,958	10,500	4,500	13.7%	
Engineering Intern	71700	60	200	500	500	150.0%	
Payroll Taxes, Benefits & Overhead	71800	10,184	9,657	14,000	11,500	19.1%	The payroll taxes, benefits and indirect overhead is calculated at 50% as agreed upon by the project participants.
<b>SUBTOTAL</b>		<b>30,613</b>	<b>28,971</b>	<b>42,000</b>	<b>35,000</b>	<b>20.8%</b>	
<b>Other Administrative &amp; General Expenses:</b>							
Insurance - Property & Liability	72100	5,805	7,813	7,500	9,000	15.2%	Property (\$5,000) / Liability (\$3,000) FY 2023/24 Budgeted based on an 15% increase from actual paid In 2022/23 \$25M Policy limit - FL Reservoir (\$21,000) & Poppy Hills Storage Tank (\$10,000); FY 2022/23 Budget based on an 18% increase from actual paid in 2022/23
Insurance - Earthquake	72100	23,071	26,482	26,000	31,000	17.1%	

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2023-24**

ITEM	Acct No.	Actual 2021-22	Estimated Actual 2022-23	Budget 2022-23	Proposed 2023-24 Budget	Proposed to Prior Yr Actual	Comments/Notes
Insurance - Forest Lake Dam Failure Liability	72100	3,476	3,824	4,000	4,500	17.7%	In 2020-21 due to substantial increase in insurance costs, reduced coverage from \$10M to \$5M. (The cost of \$10M coverage is \$28,000); FY 2023/24 Budget based on an 15% increase from actual paid in 2022/23
Directors Fees	72200	250	200	500	500	150.0%	2 Directors x 5 meetings/year x \$50 per meeting
<b>SUBTOTAL</b>		<b>32,602</b>	<b>38,319</b>	<b>38,000</b>	<b>45,000</b>	<b>17.4%</b>	2 Directors x 5 meetings/year x \$50 per meeting
<b>Total Administrative &amp; General Expenses</b>		<b>63,215</b>	<b>67,290</b>	<b>80,000</b>	<b>80,000</b>	<b>18.9%</b>	

Distribution System O.&M. Expenses:  
Salaries, Benefits & Overhead:

Field Operations Supervisor	73000	8,738	11,917	10,000	10,000	-16.1%	Calculated based on the estimated time to operate and maintain the Forest Lake Reservoir, 8 miles of distribution pipeline, the 2.5M gallon storage tank, and the Viscaino Rd emergency potable water station. FY 2023/24 COLA estimated at 5.1%; Total of 4 Maintenance staff budgeted (1 Ops Supervisor and 3 Maint Technicians/Workers) expected to receive 5% merit increases; Planned addition of Maintenance Worker I not included in proposed budget, as effect is unknown.
Maintenance Technicians	73100	49,128	60,808	50,000	55,000	-9.6%	
Payroll taxes, Benefits & Overhead	73200	28,933	36,363	30,000	33,000	-9.2%	The payroll taxes, benefits and indirect overhead is calculated at 50% as agreed upon by the project participants.
<b>SUBTOTAL</b>		<b>86,799</b>	<b>109,088</b>	<b>90,000</b>	<b>98,000</b>	<b>-10.2%</b>	

Energy & Utilities:

Potable Water Pump Station - PG&E	74000	639	1,404	1,000	1,000	-28.8%	PBCSD pumps will be turned on during emergencies. PBCSD pays a minimum of 1% of the cost per agreement with CalAm.
SCADA System: DSL ATM / Telemetry Analg	74200	10,977	12,110	12,000	13,000	7.3%	Monthly AT&T / Comcast & Verizon charges for lines between Potable Water Pump Station, Forest Lake, CAWD and PBCSD.
Wireless Alarm Sys Chg (Mission)	74300	911	911	1,000	1,500	64.7%	Annual maint agmt for Cell Phone Alarm System at Poppy Hills Storage Tank and PB Golf Links 4th Fairway / 18th Green.
Forest Lake Treatment Facility (PG&E)	74400	30,630	27,742	30,000	30,500	9.9%	Budgeted based on previous experience & anticipated operations (2019/20: Includes add of a new VFD pump at Forest Lake while Reclam tank out of commission due to rehab project);
Forest Lake Eyewash Station (CalAm)	74500	1,074	1,135	1,500	1,500	32.2%	Budgeted based on previous experience. Includes service to eyewash station at the chemical building.
Poppy Hill Booster Pump Station - PG&E	74600	1,084	1,068	1,500	1,500	40.4%	Budgeted based on previous experience & anticipated operations.
Cathodic Protection	74700	959	641	1,000	1,000	56.0%	2 Locations: Forest Lake Rd & Whitman Ln; Budgeted based on previous experience & anticipated operations
<b>SUBTOTAL</b>		<b>46,274</b>	<b>45,011</b>	<b>48,000</b>	<b>50,000</b>	<b>11.1%</b>	

Source Water / Dry Weather Diversion

Reclamation Source Water	77600	6,798	34	3,000	4,000	11664.7%	Materials/Supplies for Reclam Wells (MPCC #8 / MPCC #9 / Bird Rock); FY 2022/23 Budgeted \$1,000 per location.
4th Fairway Dry Weather Diversion Facility	77700	3,302	1,738	2,000	3,000	72.6%	Materials / Supplies for dry-weather diversion facilities at the PB Golf Links 4th Fairway & 18th Green (came on-line in 2021/22); FY 2022/23 Budgeted \$1,000 per location.
Remote Flow Monitoring	77900	0	2,750	4,000	4,000	45.5%	FY 2022/23: Neptune Meter at Bird Rock Well / Remote Reporting (Cloud-Based) Annual Service (\$2,750); Badger Meter annual cellular svc chg (\$250) for the other 2 well sites, and 2 dry-weather diversion sites. Bird Rock Well Level / MPCC #8 Well Level (In-Situ) \$480 (2x\$120/site) cost to provide primary and secondary treatment at CAWD Treatment Plant. Alternative Source Water Locations @ MPCC Well No 8 / 9 & Bird Rock; Pebble Beach Golf Links 4th Fairway / 18th Green (came on line in 2021/22); 18th Fairway
Water Treatment Cost	77800	109,451	85,000	115,000	95,000	11.8%	



**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2023-24**

ITEM	Acct No.	Actual 2021-22	Estimated Actual 2022-23	Budget 2022-23	Proposed 2023-24 Budget	Proposed to Prior Yr Actual	Comments/Notes
<b>SUBTOTAL</b>		119,551	89,522	124,000	106,000	18.4%	
Distribution System - Other O.&M. Expenses:							
Other professional services	75200	642	1,530	1,500	1,500	-2.0%	Mgmt Comm Mtg Attendance & Minutes (Nov / Feb / May / Aug)
<b>Permits</b>	75300	25,275	27,054	30,000	30,000	10.9%	1. SWRCB-General Permit (\$5,000) 2. DSOD-Forest Lake Operating Permit (\$24,000) 3. MBUAPCD-Viscaino Generator (\$400) / Environ Health-Viscaino Fuel Tank Permit (\$600) (PBCSD: 2/5 & CalAm: 3/5)
<b>Fuel</b>	75500	3,511	3,844	4,000	4,000	4.1%	FY 2023/24: 1) Estimated fuel use for vehicles billed in May (mileage retrib rate / mile increased from \$0.585 to \$0.655) and 2) Diesel fuel for Viscaino Rd. pump station UGST (Cal Am 3/5; Reclam Prj 2/5); UGST diesel fuel last purchased in Feb 2023.
Training & Tuitions	75600	2,488	2,050	2,500	2,500	22.0%	Maint & safety programs (regist/materials/travel/misc exp. Memberships & Certif) Includes Water Awareness Committee Membership (\$1K); Watereuse Membership & training for maint emolovees (\$1.5K)
GIS Development & Maintenance	75800	4,939	2,500	7,000	10,000	300.0%	Consulting svcs related to GIS Development (E2C Assign # 54)
SCADA Platform Support Svcs Subscription	75900	1,134	9,040	7,000	10,000	10.6%	Inductive Ignition Support Services Subscription (25% Reclam = \$1.5K); Annual SCADA Updates & Programming Costs (E2 Consulting / Frisch Engineering) - Assignment #50 (\$8.5K)
Consulting Services	76000	63,505	24,249	80,000	70,000	188.7%	Misc General Consulting (\$45K); Annual DSOD Report (\$20K); Forest Lake Annual Monument Survey (\$5K).
Reclamation Line Distribution Sys	76300	4,325	0	10,000	10,000	n/a	Meter calibration & Other General Repairs and Maintenance (R&M); Materials & Supplies
Viscaino Rd/Poppy Hills Pump Station	76400	2,595	1,796	4,000	14,000	679.5%	Prev Maint / Annual load bank test / Underground tank leak detect & general R&M
Call Out Mileage Expense	76500	1,467	1,407	2,000	2,000	42.1%	Quarterly Reimbursement to Maintenance Crew for vehicle mileage paid for work performed after hours, weekends & holidays
Forest Lake Reservoir - R & M	76600	27,428	33,710	25,000	35,000	3.8%	General repairs and maintenance to Forest Lake \$25,000; FY 2023/24: FL Outlet Structure Level (\$10,000) replaced every 10 years.
Poppy Hills Storage Tank (2.5 million gallon)	76700	1,569	0	2,000	2,000	n/a	Includes Cathodic Protect Inspection (every 3 yrs) / Tank (15-Point) Inspection (every 3 yrs) / Annual Cleaning Svc (done Feb/Mar) and Misc R&M
Forest Lake Chemicals	76900	30,317	30,524	40,000	40,000	31.0%	Sulfuric Acid / Hypochlorite Tablets. Actual costs will be based on water usage. Chemicals needed based on demand, wet weather decreases demand which reduces the chemical purchases.
SCADA system equipment	77000	285	0	0	0	n/a	
Forest Lake Reservoir - Materials & Supplies	77100	5,263	29,922	23,000	35,000	17.0%	Supplies & Equipment (\$10K) / Gopher Contri (\$5K) / Vegetation Management (\$15K)
Forest Lake reservoir equipment	77200	1,668	0	0	0	n/a	
Forest Lake reservoir ops service	77300	20,665	0	0	0	n/a	
<b>SUBTOTAL</b>		197,075	167,626	238,000	266,000	58.7%	
Professional Fees - PBCSD: Remote Flow Monitoring	77900	0	0	0	0	n/a	
<b>SUBTOTAL</b>		0	0	0	0	n/a	
<b>Total Distribution System O.&amp;M. Expenses</b>		449,699	411,247	500,000	520,000	26.4%	
<b>TOTAL PBCSD EXPENSES.....</b>		512,914	478,537	580,000	600,000	25.4%	<b>3.45% increase from 22-23 budget 25.38% increase from 22-23 Projected actual</b>

CAWD ADMIN & GENERAL EXPENSES

**CAWD/PBCSD Reclamation Project  
Operations and Maintenance Budget  
Fiscal Year 2023-24**

ITEM	Acct No.	Actual 2021-22	Estimated Actual 2022-23	Budget 2022-23	Proposed 2023-24 Budget	Proposed to Prior Yr Actual	Comments/Notes
<b>ADMINISTRATIVE SALARIES</b>							
General Manager	81000	1,057	821	1,194	1,078	31.4%	
Project Accountant	81200	10,376	12,228	13,207	13,283	8.6%	
Engineering Associate	81100	0	0	0	0	n/a	
Admin. Services Coordinator/Scanner	81400	18,541	17,760	13,918	12,523	-29.5%	
Payroll Taxes, Benefits & Overhead	82100	18,563	15,404	14,160	13,442	-12.7%	
<b>SUBTOTAL</b>		<b>48,537</b>	<b>46,212</b>	<b>42,479</b>	<b>40,326</b>	<b>-12.7%</b>	<b>COLA 6.0%</b>
<b>Administrative &amp; General Expenses:</b>							
Office Supplies & Postage	84000	175	0	250	250	n/a	
Audit & Consulting Fees	84100	18,450	16,850	16,850	17,355	3.0%	
Employee training	84200	0	0	0	0	n/a	
Directors Fees	85000	1,050	200	1,050	1,000	400.0%	
Legal Notices	89400	0	0	0	0	n/a	
Legal Fees	89400	551	203	750	750	270.1%	
Insurance Expense	89500	45,836	53,096	50,419	54,000	1.7%	CSRMA recommends 10-15% increase in insurance
Consulting	89600	0	0	0	0	n/a	
<b>SUBTOTAL</b>		<b>66,062</b>	<b>70,348</b>	<b>69,319</b>	<b>73,355</b>	<b>4.3%</b>	
<b>TOTAL CAWD EXPENSES</b>		<b>114,599</b>	<b>116,561</b>	<b>111,798</b>	<b>113,681</b>	<b>-2.5%</b>	<b>1.68% increase from 22-23 budget 2.47% decrease from 22-23 Projected actual</b>
<b>MONTEREY PENINSULA WATER MANAGEMENT DISTRICT</b>							
<b>ADMINISTRATIVE EXPENSES:</b>							
<b>Administrative Salaries, Benefits &amp; Overhead</b>							
General Manager	91000	9,120	6,000	6,300	6,500	8.3%	based on 10 hours
Administrative Services Manager	91200	9,560	8,000	8,300	8,600	7.5%	based on 35 hours
Accountant	91300	4,272	4,000	4,200	4,400	10.0%	based on 65 hours
Accounting/Office Specialist	91400	1,386	0	0	0	n/a	
IT Manager	91500	7,500	7,000	7,200	7,500	7.1%	based on 40 hours
Payroll Taxes, Benefits & Overhead	92100						
<b>SUBTOTAL</b>		<b>31,838</b>	<b>25,000</b>	<b>26,000</b>	<b>27,000</b>	<b>8.0%</b>	
<b>Administrative &amp; General Expenses</b>							
CAL-Am Water Meter Service Charge	94300	26,453	27,398	30,720	41,760	52.4%	8" meter (assumes 20% increase based on actual billings)
Legal Fees	99400	0	0	500	500	n/a	
Office Expense	99410	2,059	0	4,300	4,500	n/a	Software annual maintenance fee (financial & billing combine)
<b>SUBTOTAL</b>		<b>28,512</b>	<b>27,398</b>	<b>35,520</b>	<b>46,760</b>	<b>70.7%</b>	
<b>TOTAL MPWMD EXPENSES</b>		<b>60,350</b>	<b>52,398</b>	<b>61,520</b>	<b>73,760</b>	<b>40.8%</b>	<b>19.9% increase from 22-23 budget 40.8% increase from 22-23 Projected actual</b>
<b>PBCo / IRWUG Representative</b>							
Payroll Taxes, Benefits & Overhead	79920	35,995	37,802	37,284	39,314	4.0%	4% increase
R&D Water Sources	79990	16,270	17,086	18,642	17,770	4.0%	
	99965	0	0	0	0	n/a	
<b>SUB TOTAL</b>		<b>2,888,618</b>	<b>2,857,011</b>	<b>3,344,439</b>	<b>3,232,836</b>	<b>13.2%</b>	
<b>POTABLE WATER COSTS</b>	99601	4,980	68,662	6,750	6,750	-90.2%	
<b>TOTAL OPERATING EXPENSES</b>		<b>2,893,599</b>	<b>2,925,673</b>	<b>3,351,189</b>	<b>3,239,586</b>	<b>10.7%</b>	<b>3.9% increase from 22-23 budget 16.0% increase from 22-23 Projected actual</b>

CAWD/PBCSD Reclamation Budget  
CAWD O M - 2023/24

GL	Item Description	Units	Unit Cost	Quantity	Total
64150	currently not used		\$ -	0	\$ -
64200	20% increase by vendor	pound	\$ 7.70	5400	\$ 41,580
64400	for the RO system	pound	\$ 3.50	10492	\$ 36,722
64410	chemicals used for calibration	gallon	\$ 175.00	3	\$ 525
64420	chemicals used for calibration	gallon	\$ 125.00	2	\$ 250
64430	chemicals used for calibration	gallon	\$ 54.00	6	\$ 324
65160	mini-bulk costs: \$10.95/gal	gallon	\$ 20.66	3947	\$ 81,545
65170	mini-bulk costs: \$3.89/gal	gallon	\$ 5.70	8500	\$ 48,450
65180	4 gal/case	case	\$ 91.10	12	\$ 1,093
65200	de-chlorinate RO Reject for ocean discharge	gallon	\$ 1.53	37000	\$ 56,610
65250	162% increase/gallon	gallon	\$ 2.13	34000	\$ 72,420
65400	costs include delivery/surcharges	pound	\$ 2.55	9160	\$ 23,358
65500	currently not used		\$ -	0	\$ -
65600		misc	\$ 1,000.00	1	\$ 1,000
65700	CIP netualization	pound	\$ 0.69	48400	\$ 33,396
65725	chemicals used for analyzers	box	\$ 130.00	6	\$ 780
65750	chemicals used for analyzers	bucket	\$ 2,200.00	1	\$ 2,200
65800	price per pound- 7% increase by vendor	pound	\$ 0.55	141879	\$ 78,033
65900	not used anymore		\$ -		\$ -
65910	suspended solids/phosphorous removal	pound	\$ 0.99	110000	\$ 108,900
65920	20% increase by vendor- 2 cleanings a year	pound	\$ 8.50	900	\$ 7,650
66100					
	MF Electric air relief valves		\$ 1,000	3	\$ 3,000
	Pipe repairs		\$ 5,000	1	\$ 5,000
	RO high pressure isolation valves		\$ 1,000	4	\$ 4,000
	Electrical repairs		25000	1	\$ 25,000
	ABZ RO Electric Actuated Valves		\$ 3,000	8	\$ 24,000
	HDPE repair parts		\$ 2,000	1	\$ 2,000
	Distiller maintenance		\$ -	0	\$ -
	Pallet jack		\$ -	0	\$ -
	General repairs		\$ 20,000	1	\$ 20,000
	Lab microscope maintenance 50/50		\$ 310	1	\$ 310
	Valve repairs		\$ 10,000	1	\$ 10,000
	subtotal				\$ 93,310
66190					
	Recondition Reclaim pump 933		\$ 12,000	1	\$ 12,000
	Hypo/SBS Tuthill annual PM kits		\$ 5,000	1	\$ 5,000
	Gould pump PM parts		\$ 10,000	1	\$ 10,000
	Sample pumps		\$ 550	3	\$ 1,650
	Utility pumps		\$ 1,000	1	\$ 1,000
	subtotal				\$ 29,650
66200	Cintas		\$ 1,500	1	1500
66300			\$ -	0	0
66400	VFDs under \$10,000		\$ 3,000	5	15000
66500					
	UV lamp \$250(50/50)		\$ 250	0	\$ 250
	lab general supplies		\$ 39,750	0	\$ 39,750
	IDEXX		\$ 15,822	0	\$ 15,822
	IC- replacing which will reduce buffer cost and consumables first year		\$ 1	0	\$ -
	Hach		\$ 1,500	0	\$ 1,500
	Culligan (softener) 50/50		\$ 210	1	\$ 210
	Fischer Scientific				



CAWD/PBCSD Reclamation Budget  
CAWD O M - 2023/24

	Peninsula Welding (IC gas)				
	DI water consumables				
		subtotal			\$ 57,532
66600	Paint and supplies		\$ 500	1	\$ 500
67000			\$ -	0	\$ -
67100			\$ -	0	\$ -
67100	brooms, dust pans, towels, cleaners		\$ 1,000	1	\$ 1,000
67300			\$ -	0	\$ -
67400			\$ -	0	\$ -
			\$ -	0	\$ -
			\$ -	0	\$ -
		subtotal			\$ -
67600	Wrenches, screwdrivers, cordless batteries		\$ 1,000	1	\$ 1,000
67700					
	Circular Charts		\$ 50	4	\$ 200
	Wall keyboards		\$ -	0	\$ -
			\$ -	0	\$ -
subtotal		subtotal			\$ 200
67800					
			\$ 1	1	\$ 1
			\$ 1	1	\$ 1
		subtotal			\$ 2
67900	SWMOA membrane conference		\$ 3,500	1	\$ 3,500
67510			\$ -	0	\$ -
66700	RO prefilter and CIP		\$ 12,500	1	\$ 12,500
67500	replacement for 3rd and 4th stages		\$ 590	63	\$ 37,170
66750					
	level switches, pressure switches	part	\$ 2,500	1	\$ 2,500
	Hach controllers	part	\$ 2,800	2	\$ 5,600
	Turbidity supplies	consumable	\$ 1,800	1	\$ 1,800
	Analyzer parts	consumable	\$ 2,500	1	\$ 2,500
	MF/RO supplies	consumable	\$ 1,400	1	\$ 1,400
			\$ -	0	\$ -
			\$ -	0	\$ -
		subtotal			\$ 13,800
68100			\$ -	0	\$ -
68200					
	RO flow meters train A		\$ 22,000	1	\$ 22,000
	Tesco		\$ 1,000	1	\$ 1,000
	Hach (turbs including benchtop)		\$ 4,000	1	\$ 4,000
	Eaton UPS Annual Maintenance Contract 50/50		\$ 2,350	1	\$ 2,350
	Tesco all flow meter calibrations		\$ 12,000	1	\$ 12,000
	Instrument replacements		\$ 10,000	1	\$ 10,000
			\$ -	0	\$ -
		subtotal			\$ 51,350
68300	Annual service		\$ 200	1	\$ 200

CAWD/PBCSD Reclamation Budget  
CAWD O M - 2023/24

68400	Lab scale/balance calibration 50/50		\$ 1,200	1	\$ 1,200
	Myronel		\$ 500	3	\$ 1,500
	Instrument calibrations		\$ 2,000	1	\$ 2,000
					\$ -
					\$ 4,700
68500	RO quarterly		\$ -	0	\$ -
			\$ -	0	\$ -
68600			\$ -	0	\$ -
68700			\$ -	0	\$ -
68710					
	Johnson-E-NPDES 50/50		\$ 1,200	1	\$ 1,200
	ATL-LIMS annual 50/50		\$ 2,800	1	\$ 2,800
	Parser (custom)		\$ 1,000	1	\$ 1,000
	H2O Portal		\$ 6,000	1	\$ 6,000
	Ignition Annual 33%		\$ 2,200	1	\$ 2,200
	Exceedio		\$ 2,000	1	\$ 2,000
	CMMS support 33%		\$ 9,000	1	\$ 9,000
	PLC programming		\$ 20,000	1	\$ 20,000
					\$ 44,200
68720					
	Gallery service contract PM 50/50		\$ 3,000	1	\$ 3,000
	TOC service contract PM 50/50		\$ 2,500	1	\$ 2,500
					\$ 5,500
68730			\$ -	0	\$ -
68900	Alarm Notification	quarterly	\$ 75	4	\$ 300
68910			\$ -	0	\$ -
69400			\$ -	0	\$ -
69110					
	SWRCB		\$ 3,000	1	\$ 3,000
	TNI Accreditation 50/50		\$ 1	1	\$ 1
	ELAP 50/50		\$ 2,125	1	\$ 2,125
					\$ 5,126
69200					
	Trussell		\$ 35,000	1	\$ 35,000
	Beecher		\$ 15,000	1	\$ 15,000
					\$ -
					\$ 50,000

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
2023-24

5 yr avg	ACCT No.	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	ANNUAL BUDGET 2023-24
		14.85%	14.36%	11.98%	9.80%	4.16%	0.74%	0.98%	2.73%	2.09%	8.14%	14.15%	16.02%	
Water Sales	52000	703,034	679,729	567,089	464,158	197,122	34,958	46,610	129,149	99,046	385,504	670,019	758,384	4,734,801
Less MPWMD Fees	2225	(11,136)	(10,767)	(8,983)	(7,352)	(3,122)	(554)	(738)	(2,046)	(1,569)	(6,106)	(10,613)	(12,013)	(75,000)
		691,898	668,962	558,106	456,806	193,999	34,404	45,872	127,103	97,477	379,397	659,406	746,371	4,659,801
Plant Superintendent	61100	1,387	2,081	1,387	1,387	1,387	1,387	2,081	1,387	1,387	1,387	1,387	1,387	18,031
Laboratory Supervisor	61200	2,036	3,054	2,036	2,036	2,036	2,036	3,054	2,036	2,036	2,036	2,036	2,036	26,469
Laboratory Technicians	61300	5,756	8,635	5,756	5,756	5,756	5,756	8,635	5,756	5,756	5,756	5,756	5,756	74,833
Plant Operators	61400	15,826	23,740	15,826	15,826	15,826	15,826	23,740	15,826	15,826	15,826	15,826	15,826	205,743
Maint Supervisor	61450	1,360	2,040	1,360	1,360	1,360	1,360	2,040	1,360	1,360	1,360	1,360	1,360	17,678
Plant Mechanics	61500	2,045	3,068	2,045	2,045	2,045	2,045	3,068	2,045	2,045	2,045	2,045	2,045	26,587
Safety Officer		1,079	1,619	1,079	1,079	1,079	1,079	1,619	1,079	1,079	1,079	1,079	1,079	14,032
Plant Engineer		1,089	1,634	1,089	1,089	1,089	1,089	1,634	1,089	1,089	1,089	1,089	1,089	14,163
Differential	62000	1,481	2,221	1,481	1,481	1,481	1,481	2,221	1,481	1,481	1,481	1,481	1,481	19,247
Payroll Taxes & Benefits & OH	62100	15,490	23,236	15,490	15,490	15,490	15,490	23,236	15,490	15,490	15,490	15,490	15,490	201,375
		47,551	71,326	47,551	47,551	47,551	47,551	71,326	47,551	47,551	47,551	47,551	47,551	618,158
Tertiary Treatment	63300	41,367	39,996	33,368	27,311	11,599	2,057	2,743	7,599	5,828	22,683	39,424	44,624	278,598
MFRO Electrical	63400	43,899	42,443	35,410	28,983	12,309	2,183	2,910	8,064	6,185	24,071	41,837	47,355	295,648
Secondary Costs - EQ Basin PD Blo	63500	22,426	21,682	18,089	14,806	6,288	1,115	1,487	4,120	3,159	12,297	21,373	24,191	151,033
		107,691	104,121	86,867	71,100	30,195	5,355	7,140	19,783	15,172	59,052	102,634	116,170	725,279
Low Mag Ferric	64150	0	0	0	0	0	0	0	0	0	0	0	0	0
Clean-in-place chemicals	64200	6,174	5,969	4,980	4,076	1,731	307	409	1,134	870	3,385	5,884	6,660	41,580
Sodium hydroxide	64300	0	0	0	0	0	0	0	0	0	0	0	0	0
Antiscalant	64400	5,453	5,272	4,398	3,600	1,529	271	361	1,002	768	2,990	5,197	5,882	36,722
Phenylarsine oxide	64410	78	75	63	51	22	4	5	14	11	43	74	84	525
Acetate buffer solution	64420	37	36	30	25	10	2	2	7	5	20	35	40	250
Iodine solution	64430	48	47	39	32	13	2	3	9	7	26	46	52	324
Chlorine	65100	0	0	0	0	0	0	0	0	0	0	0	0	0
Citric Acid	65160	12,108	11,707	9,767	7,994	3,395	602	803	2,224	1,706	6,639	11,539	13,061	81,545
Sulfuric Acid	65170	7,194	6,955	5,803	4,750	2,017	358	477	1,322	1,014	3,945	6,856	7,760	48,450
Acetic Acid	65180	162	157	131	107	46	8	11	30	23	89	155	175	1,093
Sodium Bisulfite	65200	8,406	8,127	6,780	5,550	2,357	418	557	1,544	1,184	4,609	8,011	9,067	56,610
Sodium Hypochlorite	65250	10,753	10,397	8,674	7,099	3,015	535	713	1,975	1,515	5,896	10,248	11,600	72,420

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
**2023-24**

	<b>ACCT No.</b>	<b>Jul-23</b>	<b>Aug-23</b>	<b>Sep-23</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>ANNUAL BUDGET 2023-24</b>
Polymer	65400	3,468	3,353	2,798	2,290	972	172	230	637	489	1,902	3,305	3,741	23,358
Gypsum	65500	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous chemicals	65600	148	144	120	98	42	7	10	27	21	81	142	160	1,000
Potassium Hydroxide	65700	4,959	4,794	4,000	3,274	1,390	247	329	911	699	2,719	4,726	5,349	33,396
Potassium iodate solution	65725	116	112	93	76	32	6	8	21	16	64	110	125	780
Potassium iodide	65750	327	316	263	216	92	16	22	60	46	179	311	352	2,200
Ammonia Hydroxide	65800	11,587	11,203	9,346	7,650	3,249	576	768	2,128	1,632	6,353	11,042	12,499	78,033
Phosphoric Acid	65900	0	0	0	0	0	0	0	0	0	0	0	0	0
PHOS-58	65910	16,170	15,634	13,043	10,676	4,534	804	1,072	2,970	2,278	8,867	15,410	17,443	108,900
Enzymes	65920	1,136	1,098	916	750	318	56	75	209	160	623	1,083	1,225	7,650
		<b>88,323</b>	<b>85,395</b>	<b>71,244</b>	<b>58,313</b>	<b>24,765</b>	<b>4,392</b>	<b>5,856</b>	<b>16,225</b>	<b>12,443</b>	<b>48,431</b>	<b>84,175</b>	<b>95,276</b>	<b>594,837</b>
Repairs & Maintenance	66100	13,855	13,396	11,176	9,147	3,885	689	919	2,545	1,952	7,597	13,204	14,946	93,310
Plant Pumps	66190	4,403	4,257	3,551	2,907	1,234	219	292	809	620	2,414	4,196	4,749	29,650
Laundry	66200	223	215	180	147	62	11	15	41	31	122	212	240	1,500
Lubricants\Packing	66300	0	0	0	0	0	0	0	0	0	0	0	0	0
Electrical Supplies	66400	2,227	2,153	1,797	1,470	624	111	148	409	314	1,221	2,123	2,403	15,000
Laboratory Supplies	66500	8,542	8,259	6,891	5,640	2,395	425	566	1,569	1,203	4,684	8,141	9,215	57,532
Paint	66600	74	72	60	49	21	4	5	14	10	41	71	80	500
Postage	67000	0	0	0	0	0	0	0	0	0	0	0	0	0
First Aid Supplies	67100	0	0	0	0	0	0	0	0	0	0	0	0	0
Janitorial Supplies	67100	148	144	120	98	42	7	10	27	21	81	142	160	1,000
Tertiary Pump Alarm	67300	0	0	0	0	0	0	0	0	0	0	0	0	0
Personnel Supplies	67400	0	0	0	0	0	0	0	0	0	0	0	0	0
Hand Tools	67600	148	144	120	98	42	7	10	27	21	81	142	160	1,000
Operating Supplies	67700	30	29	24	20	8	1	2	5	4	16	28	32	200
Safety	67800	520	502	419	343	146	26	34	95	73	285	495	561	3,500
Training	67900	520	502	419	343	146	26	34	95	73	285	495	561	3,500
		<b>30,690</b>	<b>29,673</b>	<b>24,756</b>	<b>20,262</b>	<b>8,605</b>	<b>1,526</b>	<b>2,035</b>	<b>5,638</b>	<b>4,324</b>	<b>16,829</b>	<b>29,249</b>	<b>33,106</b>	<b>206,692</b>
Microfilter Membrane Modules	67510	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Cartridge Filter Replacement	66700	1,856	1,795	1,497	1,225	520	92	123	341	261	1,018	1,769	2,002	12,500
RO Membrane Elements	67500	5,519	5,336	4,452	3,644	1,547	274	366	1,014	778	3,026	5,260	5,954	37,170
Spare Parts & Outfitting	66750	2,049	1,981	1,653	1,353	575	102	136	376	289	1,124	1,953	2,210	13,800
		<b>9,424</b>	<b>9,112</b>	<b>7,602</b>	<b>6,222</b>	<b>2,642</b>	<b>469</b>	<b>625</b>	<b>1,731</b>	<b>1,328</b>	<b>5,168</b>	<b>8,982</b>	<b>10,166</b>	<b>63,470</b>
Chemical Waste Disposal		0	0	0	0	0	0	0	0	0	0	0	0	0
Plant Instrumentation	68200	7,625	7,372	6,150	5,034	2,138	379	505	1,401	1,074	4,181	7,267	8,225	51,350

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
2023-24

	<b>ACCT No.</b>	<b>Jul-23</b>	<b>Aug-23</b>	<b>Sep-23</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>ANNUAL BUDGET 2023-24</b>
Fire Extinguisher Service	68300	30	29	24	20	8	1	2	5	4	16	28	32	200
Calibration	68400	698	675	563	461	196	35	46	128	98	383	665	753	4,700
Contract Laboratory Analysis	68500	1,411	1,364	1,138	931	396	70	94	259	199	773	1,344	1,522	9,500
Gypsum Injection System Maintenance	68600	0	0	0	0	0	0	0	0	0	0	0	0	0
Contract Painting	68700	0	0	0	0	0	0	0	0	0	0	0	0	0
System software/IT consulting	68710	0	0	0	0	0	0	0	0	0	0	0	0	0
SAR Equipment Maintenance	68720	6,563	6,345	5,294	4,333	1,840	326	435	1,206	925	3,599	6,255	7,080	44,200
Hoist Certification	68730	817	790	659	539	229	41	54	150	115	448	778	881	5,500
Alarm - Tertiary	68900	148	144	120	98	42	7	10	27	21	81	142	160	1,000
Alarm - Chlorine	68910	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment Rent - Ion Chromatograph	69400	45	43	36	29	12	2	3	8	6	24	42	48	300
Demolition		0	0	0	0	0	0	0	0	0	0	0	0	0
Clerlogx rental		0	0	0	0	0	0	0	0	0	0	0	0	0
		17,335	16,761	13,983	11,445	4,861	862	1,149	3,185	2,442	9,506	16,521	18,700	116,750
<b>Fees &amp; Permits (MBUAPCD)</b>														
Engineering Fees	69100	761	736	614	503	213	38	50	140	107	417	725	821	5,126
Consulting	69200	5,642	5,455	4,551	3,725	1,582	281	374	1,037	795	3,094	5,377	6,087	38,000
Membrane Cleaning Pilot	69250	2,970	2,871	2,395	1,961	833	148	197	546	418	1,628	2,830	3,203	20,000
Disposal expense	69350	0	0	0	0	0	0	0	0	0	0	0	0	0
		8,612	8,326	6,947	5,686	2,415	428	571	1,582	1,213	4,722	8,208	9,290	58,000
		310,387	325,450	259,562	221,081	121,247	60,620	88,752	95,834	84,580	191,675	298,044	331,080	2,388,312
<b>General Manager</b>	71000	0	0	0	0	0	0	0	0	0	0	0	0	0
Principal/Assistant Engineer	71100	1,188	1,148	958	784	333	59	79	218	167	651	1,132	1,281	8,000
Deputy General Manager/CFO	71200	297	287	240	196	83	15	20	55	42	163	283	320	2,000
Senior Accountant	71300	668	646	539	441	187	33	44	123	94	366	637	721	4,500
Administrative Assistant	71400	148	144	120	98	42	7	10	27	21	81	142	160	1,000
Finance & Info Sys Coordinator	71500	445	431	359	294	125	22	30	82	63	244	425	481	3,000
Associate Engineers	71600	668	646	539	441	187	33	44	123	94	366	637	721	4,500
Engineering Intern	71700	74	72	60	49	21	4	5	14	10	41	71	80	500
PR Taxes, Benefits & Overhead	71800	1,708	1,651	1,377	1,127	479	85	113	314	241	936	1,627	1,842	11,500
		5,197	5,025	4,192	3,431	1,457	258	345	955	732	2,850	4,953	5,606	35,000
<b>Insurance - Property &amp; Liability</b>	72100	1,336	1,292	1,078	882	375	66	89	245	188	733	1,274	1,442	9,000
Insurance - Earthquake	72100	4,603	4,450	3,713	3,039	1,291	229	305	846	648	2,524	4,387	4,965	31,000
Insurance - FL Dam Failure Liability	72100	668	646	539	441	187	33	44	123	94	366	637	721	4,500



**CAWD/PBCSD Reclamation Project**  
 Monthly Budget Projections  
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	ACCT No.	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	ANNUAL BUDGET 2023-24
Directors Fees	72200	74	72	60	49	21	4	5	14	10	41	71	80	500
		6,607	6,388	5,330	4,362	1,853	329	438	1,214	931	3,623	6,297	7,128	45,000
Salaries, Benefits & Overhead:														
Field Maintenance Supervisor	73000	1,485	1,436	1,198	980	416	74	98	273	209	814	1,415	1,602	10,000
Maintenance Technicians	73100	8,167	7,896	6,587	5,392	2,290	406	541	1,500	1,151	4,478	7,783	8,809	55,000
PR Taxes, Benefits & O.H.	73200	4,900	4,737	3,952	3,235	1,374	244	325	900	690	2,687	4,670	5,286	33,000
		14,551	14,069	11,737	9,607	4,080	724	965	2,673	2,050	7,979	13,868	15,697	98,000
Potable Water Pump Station - PG&E	74000	148	144	120	98	42	7	10	27	21	81	142	160	1,000
SCADA System: DSL ATM/Telemetry	74200	1,930	1,866	1,557	1,274	541	96	128	355	272	1,058	1,840	2,082	13,000
Wireless Alarm Sys Chg (Mission)	74300	223	215	180	147	62	11	15	41	31	122	212	240	1,500
Forest Lake Treatment Facility (PG&E)	74400	4,529	4,379	3,653	2,990	1,270	225	300	832	638	2,483	4,316	4,885	30,500
Forest Lake Eyewash Station (CalA)	74500	223	215	180	147	62	11	15	41	31	122	212	240	1,500
Poppy Hill Booster Pump Station - PG&E	74600	223	215	180	147	62	11	15	41	31	122	212	240	1,500
Cathodic Protection	74700	148	144	120	98	42	7	10	27	21	81	142	160	1,000
		7,424	7,178	5,989	4,902	2,082	369	492	1,364	1,046	4,071	7,075	8,009	50,000
Reclamation Source Water	77600	594	574	479	392	167	30	39	109	84	326	566	641	4,000
4th Fairway Dry Weather Diversion Facility	77700	445	431	359	294	125	22	30	82	63	244	425	481	3,000
Remote Flow Monitoring	77900	594	574	479	392	167	30	39	109	84	326	566	641	4,000
Water Treatment Cost	77800	14,106	13,638	11,378	9,313	3,955	701	935	2,591	1,987	7,735	13,443	15,216	95,000
		15,739	15,217	12,696	10,391	4,413	783	1,043	2,891	2,217	8,630	15,000	16,978	106,000
Other professional services	75200	223	215	180	147	62	11	15	41	31	122	212	240	1,500
Permits	75300	4,454	4,307	3,593	2,941	1,249	221	295	818	628	2,443	4,245	4,805	30,000
Fuel	75500	594	574	479	392	167	30	39	109	84	326	566	641	4,000
Training & Tuitions	75600	371	359	299	245	104	18	25	68	52	204	354	400	2,500
SCADA System software/IT consulting	75800	1,485	1,436	1,198	980	416	74	98	273	209	814	1,415	1,602	10,000
Consulting Services		10,394	10,049	8,384	6,862	2,914	517	689	1,909	1,464	5,699	9,906	11,212	70,000
Reclamation Line Distribution System	76300	1,485	1,436	1,198	980	416	74	98	273	209	814	1,415	1,602	10,000
Viscaino Rd/Poppy Hills Pump Station	76400	2,079	2,010	1,677	1,372	583	103	138	382	293	1,140	1,981	2,242	14,000
Call Out Mileage Expense	76500	297	287	240	196	83	15	20	55	42	163	283	320	2,000
Forest Lake Reservoir - R & M	76600	5,197	5,025	4,192	3,431	1,457	258	345	955	732	2,850	4,953	5,606	35,000
Poppy Hills Storage Tank (2.5 million gallons)	76700	297	287	240	196	83	15	20	55	42	163	283	320	2,000
Rescue & Safety Supplies & Equipment	76800	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Lake Chemicals	76900	5,939	5,742	4,791	3,921	1,665	295	394	1,091	837	3,257	5,660	6,407	40,000
SCADA system equipment	77000	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Lake Reservoir - Material	77100	5,197	5,025	4,192	3,431	1,457	258	345	955	732	2,850	4,953	5,606	35,000
		39,496	38,187	31,859	26,076	11,074	1,964	2,619	7,256	5,564	21,658	37,642	42,606	266,000

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
**2023-24**

	ACCT No.	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	ANNUAL BUDGET 2023-24
Consulting	76000	0	0	0	0	0	0	0	0	0	0	0	0	0
Remote Flow Monitoring	77900	0	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0	0
		73,276	70,847	59,107	48,378	20,546	3,644	4,858	13,461	10,323	40,180	69,835	79,045	600,000
General Manager	81000	83	124	83	83	83	83	124	83	83	83	83	83	1,078
Project Accountant	81200	1,022	1,533	1,022	1,022	1,022	1,022	1,533	1,022	1,022	1,022	1,022	1,022	13,283
Engineering Assistant	81100	0	0	0	0	0	0	0	0	0	0	0	0	0
Secretary/Finance Tech.	81400	963	1,445	963	963	963	963	1,445	963	963	963	963	963	12,523
Payroll Taxes & Benefits	82100	1,034	1,551	1,034	1,034	1,034	1,034	1,551	1,034	1,034	1,034	1,034	1,034	13,442
Indirect Overhead	82100	0	0	0	0	0	0	0	0	0	0	0	0	0
		3,102	4,653	3,102	3,102	3,102	3,102	4,653	3,102	3,102	3,102	3,102	3,102	40,326
Office Supplies & Postage	84000	37	36	30	25	10	2	2	7	5	20	35	40	250
Audit & Consulting Fees	84100	0	5,000	10,000	2,355	0	0	0	0	0	0	0	0	17,355
Employee Training	84200	0	0	0	0	0	0	0	0	0	0	0	0	0
Directors Fees	85000	148	144	120	98	42	7	10	27	21	81	142	160	1,000
Legal Notices	89400	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal Fees	89400	111	108	90	74	31	6	7	20	16	61	106	120	750
Insurance Expense	89500	8,018	7,752	6,468	5,294	2,248	399	532	1,473	1,130	4,397	7,642	8,649	54,000
		8,315	13,039	16,707	7,845	2,331	413	551	1,527	1,171	4,559	7,925	8,970	73,355
		11,417	17,692	19,809	10,947	5,433	3,515	5,204	4,629	4,273	7,661	11,027	12,072	113,681
General Manager	91000	965	933	779	637	271	48	64	177	136	529	920	1,041	6,500
Admin Services Manager	91200	1,277	1,235	1,030	843	358	63	85	235	180	700	1,217	1,377	8,600
Accountant	91300	653	632	527	431	183	32	43	120	92	358	623	705	4,400
Chief Tech Officer	91500	1,114	1,077	898	735	312	55	74	205	157	611	1,061	1,201	7,500
Payroll Taxes & Benefits & O.H.	92100	0	0	0	0	0	0	0	0	0	0	0	0	0
		4,009	3,876	3,234	2,647	1,124	199	266	736	565	2,198	3,821	4,325	27,000
CAL-Am Water Meter Svc. Chg.	94300	6,201	5,995	5,002	4,094	1,739	308	411	1,139	874	3,400	5,909	6,689	41,760
Legal Fees	99400	74	72	60	49	21	4	5	14	10	41	71	80	500
Software Maint Fees	99410	668	646	539	441	187	33	44	123	94	366	637	721	4,500

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
**2023-24**

	ACCT No.	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	ANNUAL BUDGET 2023-24
		10,284	9,943	8,295	6,790	2,883	511	682	1,889	1,449	5,639	9,801	11,094	73,760
PBCo / IRWUG Representative		4,757	4,757	4,757	4,757	4,757	4,757	4,757	4,757	4,757	4,757	4,757	4,757	57,084
Total Expenses		410,121	428,689	351,531	291,953	154,866	73,047	104,253	120,571	105,383	249,913	393,463	438,047	3,232,836
Exp less Revenues		281,777	240,273	206,575	164,853	39,133	(38,643)	(58,381)	6,532	(7,905)	129,484	265,942	308,324	1,426,965
POTABLE WATER COSTS	99601	1,002	969	808	662	281	50	66	184	141	550	955	1,081	6,750
		280,775	239,304	205,767	164,191	38,852	(38,693)	(58,447)	6,348	(8,047)	128,935	264,987	307,242	1,420,215
Interest Income - Reserve Funds	551	1,485	1,436	1,198	980	416	74	98	273	209	814	1,415	1,602	10,000
Interest Income- Union Bank	553	11	11	9	7	3	1	1	2	2	6	11	12	75
Interest Income - Well Fargo/Phase	554	2	2	2	1	1	0	0	0	0	1	2	2	15
Water Entitlements	555	0	0	0	0	0	0	0	0	0	0	0	0	0
Gain/(loss) on Mkt Value of Securities	560	1,485	1,436	1,198	980	416	74	98	273	209	814	1,415	1,602	10,000
Interest Income-County	550	6	6	5	4	2	0	0	1	1	3	6	6	40
Interest Income - Bank of Amer.	549	6	6	5	4	2	0	0	1	1	3	6	6	40
Other Income	561	0	0	0	0	0	0	0	0	0	0	0	0	0
Bank Charges - BoA	571	(5)	(5)	(4)	(3)	(1)	(0)	(0)	(1)	(1)	(3)	(5)	(6)	(35)
Bond Carrying Costs	573	0	0	0	0	0	0	0	0	0	0	0	0	0
O&M Reserve Funds	10.1	0	0	0	0	0	0	0	0	0	0	0	0	0
Contribution to Capital Repl. Fund	11.1	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal		2,990	2,891	2,412	1,974	838	149	198	549	421	1,639	2,849	3,225	20,135
Interest Income - Construction Fd.	25100	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Income - Bond Fund	25101	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Income - W.F.-Construct.	25104	0	0	0	0	0	0	0	0	0	0	0	0	0
Loss on Disposal	26300	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Expense - COP's	99958	0	0	0	0	0	0	0	0	0	0	0	0	0
Principal Payment - COP's	26450	0	0	0	0	0	0	0	0	0	0	0	0	0
L/C Carrying Costs	573	0	0	0	0	0	0	0	0	0	0	0	0	0
Amortization Expense	576	(259,844)	(251,231)	(209,598)	(171,555)	(72,857)	(12,920)	(17,227)	(47,734)	(36,608)	(142,484)	(247,642)	(280,301)	(1,750,000)

**CAWD/PBCSD Reclamation Project**  
**Monthly Budget Projections**  
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	<b>ACCT No.</b>	<b>Jul-23</b>	<b>Aug-23</b>	<b>Sep-23</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>ANNUAL BUDGET 2023-24</b>
Interest Pymt to MPWMD		0	0	0	0	0	0	0	0	0	0	0	0	0
Principal Pymt to MPWMD		0	0	0	0	0	0	0	0	0	0	0	0	0
Interest on Principal Advanced		0	0	0	0	0	0	0	0	0	0	0	0	0
Past LC fees/Bond Carry Cost payable		0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Subtotal</b>		<b>(259,844)</b>	<b>(251,231)</b>	<b>(209,598)</b>	<b>(171,555)</b>	<b>(72,857)</b>	<b>(12,920)</b>	<b>(17,227)</b>	<b>(47,734)</b>	<b>(36,608)</b>	<b>(142,484)</b>	<b>(247,642)</b>	<b>(280,301)</b>	<b>(1,750,000)</b>
		<b>(256,854)</b>	<b>(248,340)</b>	<b>(207,186)</b>	<b>(169,581)</b>	<b>(72,019)</b>	<b>(12,772)</b>	<b>(17,029)</b>	<b>(47,185)</b>	<b>(36,187)</b>	<b>(140,844)</b>	<b>(244,792)</b>	<b>(277,076)</b>	<b>(1,729,865)</b>
		<b>283,765</b>	<b>242,195</b>	<b>208,178</b>	<b>166,165</b>	<b>39,690</b>	<b>(38,545)</b>	<b>(58,249)</b>	<b>6,897</b>	<b>(7,625)</b>	<b>130,574</b>	<b>267,837</b>	<b>310,468</b>	<b>1,440,350</b>

**CAWD/PBCSD Reclamation Project  
Non-Operating Expenses  
Fiscal Year 2023-24**

ITEM	Acct No.	Actual 2021-22	Estimated Actual 2022-23	Budget 2022-23	Proposed 2023-24 Budget	Comments
<b>NON-OPERATING EXPENSES:</b>						
Project - Bond Carrying Costs	99956	15,467	20,000	20,000	0	Bond Carrying Costs
						U.S. Bank (Admin fee) \$3,850
						U.S. Bank (Incidental fee) \$ 385
						Arbitrage Calculation - Yield Restriction (3-13 next due 3-23) \$0
						Moody's - annual fee \$5,000
						Standard & Poors - review credit rating \$3,500
						Stifel, Nicolaus & Co - quarterly \$16,000
						Total..... \$28,735
Bank charges	99952	10	0	35	35	Stop payments (0 @ \$20) & wire transfer fees (3 @ \$25)
L/C Carrying Costs	99959	26,504	26,650	24,000	0	
COP Interest Expense	99958	5,957	2,708	13,000	0	
COP Principal Payment	22041	2,500,000	2,600,000	2,600,000	0	
Interest on Principal Advanced	99957	44,931	61,515	35,880	0	
Past LC fees/Bond Carry Cost payable	22041	552,000	552,000	552,000	0	
Interest Payment to MPWMD	99961	5,083	0	0	0	Paid in full 10-31-21
Funding Agreement with MPWMD		0	0	0	0	
R & D Water Sources		0	0	0	0	
Abandoned Well Costs/R&D Water Costs		0	0	0	0	
Contribution to Capital Replacement Fund	11.1	0	0	0	0	current balance 03-31-22 \$494.6K
Amortization Exp	99962	1,748,879	1,700,000	1,700,000	1,750,000	
<b>TOTAL NON OPERATING EXPENSES</b>		<b>4,898,833</b>	<b>4,962,873</b>	<b>4,944,915</b>	<b>1,750,035</b>	<b>64.6% decrease from 22-23 budget</b> <b>64.7% decrease from 22-23 Projected actual</b>
	COP	Payment 07/01	Year			Bond Carrying Costs
		2,300,000	2019-20			
		2,400,000	2020-21			
		2,500,000	2021-22		552,000	yr ending 06-30-22
		2,600,000	2022-23		552,000	yr ending 06-30-23
		9,800,000				
	MPWMD	15,250	10/31/20 Interest			
		500,000	10/31/20 Principal			
		7,625	4/30/21 Interest			
		7,625	10/31/21 Interest			
		500,000	10/31/21 Principal			

CAWD/PBCSD Reclamation Project

Capital Budget

Fiscal Year 2023-24

<b>CAWD/PBCSD Reclamation Project</b>	<b>FY 2023/24 thru 2027/28</b>
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Project #	PROJECT	23/24	24/25	25/26	26/27	27/28	Unscheduled
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**CAPITAL PROJECTS**

1	CAWD WWTP Phase 2 - Reclamation Share	\$ 25,000					
2	CAWD 15-Year Treatment Facilities Master Plan	\$ 200,000					
3	PBCSD Pipeline Cathodic Protection (Carmel)	\$ 250,000					
4	PBCSD Viscaino Pumps & Motor Starters (2)	\$ 50,000					
5	PBCSD Flow Meters Remote Measuring System (12) Installatio	\$ 25,000					

**CAPITAL PURCHASES**

a	CAWD Laboratory Ion Chromatograph (10% CAWD)	\$ 61,500					
b	CAWD ATL LIMS System new generation (50% CAWD)					\$ 38,790	
c	CAWD Laboratory Autoclave (50% CAWD)	\$ 20,000					
d	CAWD Laboratory Dishwashers (2) (75% CAWD/25% Reclamation)					\$ 30,000	

<b>Total</b>	<b>\$ 631,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,790</b>
RECLAMATION Share	\$ 615,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,895
PBCSD Share	\$ 5,378	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,493
CAWD Share	\$ 10,772	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,403
<b>Allocated Total</b>	<b>\$ 631,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,791</b>

1 **FY 2023-24 Budget**  
CAWD/PBCSD Reclamation Project

Project Name: WWTP Phase 2 - Reclamation Share  
Agency: CAWD  
Total Cost: \$ 255,127  
CY Budget \$ 25,000

Contact: Treanor  
Area: Effluent Building and Lab  
Asset Type: Electrical  
Avg Useful Life: 30 years  
Est Residual Life: 10 years  
% Consumed Life: 66%  
Category: Maintenance  
Urgency: High  
Carry Forward: No

**Project Description**

CAWD is currently constructing the Elec/Mech Rehab and Sludge Holding Tank Project which includes Reclamation costs for new electrical and wet well mixing equipment for the Effluent Building and new power feeder to the Laboratory. About 2.7% of the total project is attributable to Reclamation based on the bid price and contractor schedule of values.

Year Built: Various  
Rehabilitation Date (Extending life of Asset): Various  
Rehab Life Extension: 30 years

**Justification**

Electrical improvements are required to address aging electrical in the Effluent Building which includes the RO Concentrate Effluent Pump. The project also includes providing a new power feed to the lab so that the lab equipment has automatic standby power from the main switchgear. Additional cost attributable to Reclamation includes the Effluent Pump Station wet well mixing system which is needed to avoid build up of precipitates from RO Concentrate in the wet well which can cause discharge permit exceedences for TSS.

**Budget Impact/Other**

	Prior Yrs	23-24	24-25	25-26	26-27	27-28	Total
Labor	\$ 55,555						\$ -
Engineering	\$ 12,500						\$ -
Parts & Supplies	\$ 55,555						\$ -
Chemicals							\$ -
Utility							\$ -
Other	\$ 106,556	\$ 25,000					\$ 25,000
<b>Total</b>	<b>\$ 230,166</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>



2      **FY 2023-24 Budget**  
 CAWD/PBCSD Reclamation Project

Contact:            Treanor  
 Area                Tertiary/MF/RO  
 Asset Type:        NA  
 Avg Useful Life:   NA  
 Est Residual Life: NA  
 % Consumed Life: NA  
 Category:         Study  
 Urgency:          Med  
 Carry Forward:    No

Project Name:    15-Year Treatment Facilities Master Plan  
 Agency           CAWD  
 Total Cost:      \$    200,000  
 CY Budget       \$    200,000

**Project Description**  
 Development of a 15-year Capital Improvement Plan for the MF/RO and Tertiary Facilities.

Year Built:        NA  
 Rehabilitation Date (Extending life of Asset):    NA  
 Rehab Life Extension:            NA

**Justification**  
 Long Term Budget Planning

<b>Budget Impact/Other</b>							
	Prior Yr	23-24	24-25	25-26	26-27	27-28	Total
Labor							\$ -
Engineering	\$ 100,000.00	\$ 200,000					\$ 300,000
Parts & Supplies							\$ -
Chemicals							\$ -
Utility							\$ -
Other							\$ -
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

a **FY 2023-24 Budget**  
CAWD/PBCSD Reclamation Project

Contact: Waggoner  
Area: Misc Structures  
Asset Type: Support Equipment  
Avg Useful Life: 10 years  
Est Residual Life: 1 year  
% Consumed Life: 97%  
Category: Capital Equipment  
Urgency: 2 = Very Important  
Carry Forward: Yes

Project Name: Laboratory Ion Chromatograph (90% Reclamation)  
Agency:  
Total Cost: \$ 61,500  
CY Budget

**Asset Description**

The Ion Chromatograph unit is a Laboratory instrument used to analyze various chemical constituents for the process control and reporting for the Reclamation Project.

Year Built: Jul-05  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A

**Justification**

The Ion Chromatography unit (IC) is coming to the end of its useful life as outlined by the manufacturer service representative. The manufacture of the Ion Chromatography unit will stop supporting parts and services in the next two years. Once that support stops replacement parts and consumables will become difficult to obtain along with service request of the equipment. The Ion Chromatography unit is used to analyze the reclaim water sent to Pebble Beach for golf course irrigation. The samples are tested at different intervals ranging from weekly, monthly and daily if needed. Samples collected and tested on a weekly schedule are the Reclaim Line and MF/RO Blend, for the monthly schedule samples that are collected are PBCSD Storage Tank, Pebble Beach Golf Course, Spanish Bay Golf Course and Forest Lake Reservoir, and depending if Pebble Beach Wells are turned on there are three other samples. The specific analysis that can be performed on the IC are the Anion and Cation ions in the water sample. The Anions are negative charged ions- Fluoride, Chloride, Nitrate, Sulfate and Phosphate. The Cations are positive charged ions- Sodium, Ammonium, Potassium, Magnesium, Calcium. Also the Sodium Absorption Ratio (SAR) and Adjusted SAR are calculated from the various test. Since the feed source of water is coming from the CAWD Secondary Effluent we are also testing the water coming in.

Budget Impact/Other							
	Prior Yr	23-24	24-25	25-26	26-27	27-28	Total
Labor							\$ -
Engineering							\$ -
Parts & Supplies		\$ 61,500					\$ 61,500
Chemicals							\$ -
Utility							\$ -
Other							\$ -
<b>Total</b>	\$ -	\$ 61,500	\$ -	\$ -	\$ -	\$ -	\$ 61,500

b **FY 2022-23 Budget**  
Carmel Area Wastewater District

Contact: Waggoner  
Area: Misc Structures  
Asset Type: Office Equip  
Avg Useful Life: 20 years  
Est Residual Life: 15 years  
% Consumed Life: 25%  
Category: Capital Equipment  
Urgency: 5 = Future  
Carry Forward: Yes

Project Name: ATL Laboratory Information Management System (LIMS)  
Dept: Treatment  
Total Cost: \$ 38,790  
CY Budget \$ -  
GL Account:

**Asset Description**

The Accelerated Technology Laboratory (ATL) Laboratory Information Management System (LIMS) is used for laboratory data management. All the laboratory data (NPDES and process control) is entered into the LIMS and able to generate reports, and queries from all the different projects and analysis tests.

Year Built: 2014  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A

**Justification**

This is entered into the "Unscheduled" due to uncertainty of when ATL will update the software current version being used. ATL works from the Microsoft programs and when Microsoft makes changes to the operating system some of the ATL features will not work. The ATL representative could not give me any updates on what Microsoft will upgrade. The new version of LIMS are built from different modules that the customer would like to have.

**Budget Impact/Other**

	Unscheduled	Total
Labor		
Engineering		\$ -
Parts & Supplies	\$ 36,000	\$ 36,000
Chemicals		\$ -
Utility		\$ -
Other	\$ 2,790	\$ 2,790
<b>Total</b>	<b>\$ -</b>	<b>\$ 38,790</b>

c **FY 2022-23 Budget**  
Carmel Area Wastewater District

Contact: Waggoner

Area Lab

Project Name: Laboratory Autoclave  
Dept: Treatment  
Total Cost: \$ 20,000  
CY Budget \$ -  
GL Account:

Asset Type: Support Equipment  
Avg Useful Life: 20 years  
Est Residual Life: 1 year  
% Consumed Life: 95%  
Category: Capital Equipment  
Urgency: 3 = Important  
Carry Forward: Yes

**Asset Description**

The autoclave is used for sterilizing bacteriological media used for microbiological analysis of the final effluent, tertiary effluent and ocean receiving samples if needed. The unit

Year Built: 1993  
Rehabilitation Date (Extending life of Asset): N/A  
Rehab Life Extension: N/A  
Asset Condition Rating: Rehab unlikely

**Justification**

Lab staff has been able to keep autoclave operational by changing gaskets so that the unit can maintain the correct sterilization temperature and pounds per square inch (psi). The

**Asset Risk Management Strategy**

Capital Improvement Risk Plan Rehabilitation/Replacement  
Maintenance Risk Management Predictive & Preventative Maintenance  
Non Asset Risk Management

**Funding Source**

Primary CAWD 50% Secondary Reclamation 50%

**Budget Impact/Other**

	Prior Yr	22-23	23-24	24-25	25-26	26-27	Unscheduled	Total
Labor							\$	-
Engineering							\$	-
Parts & Supplies			\$ 20,000				\$	20,000
Chemicals							\$	-
Utility							\$	-
Other							\$	-
<b>Total</b>	\$	- \$	- \$ 20,000	\$	- \$	- \$	- \$	- \$ 20,000

c **FY 2023-24 Budget**  
**Carmel Area Wastewater District**

Project Name: Laboratory Dishwashers (2) (75% CAWD/25% Reclamation)  
 Dept: Treatment  
 Total Cost: \$ 30,000  
 CY Budget \$ -  
 GL Account:

Contact: Waggoner  
 Area: Lab  
 Asset Type: Process Equip (Chemical)  
 Avg Useful Life: 10 years  
 Est Residual Life: 5 years  
 % Consumed Life: 50%  
 Category: Capital Equipment  
 Urgency: 5 = Future  
 Carry Forward: Yes

**Asset Description**

The laboratory uses two specialized, industrial dishwasher configured for different bottle washing uses. One dishwasher is used for glassware of BOD bottles, beakers and flasks that go through a washing cycle of hot water, soap wash, rinse -tap and DI water, and acid wash. The second dishwasher is used as a universal wash that larger items can be washed and the sample bottles used for sample collection.

Year Built: 2016  
 Rehabilitation Date (Extending life of Asset): N/A  
 Rehab Life Extension: N/A  
 Asset Condition Rating: Good

**Justification**

This is listed as "Unscheduled", the dishwashers are currently working well - no time frame when to replace. These Laboratory dishwashers are Speciality Industrial Units designed to accommodate specifically designed laboratory glassware and equipment.

**Budget Impact/Other**

	Unscheduled	Total
Labor	\$ 2,000	\$ 2,000
Engineering		\$ -
Parts & Supplies	\$ 26,000	\$ 26,000
Chemicals		\$ -
Utility		\$ -
Other	\$ 2,000	\$ 2,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 30,000</b>

**CAWD/PBCSD RECLAMATION PROJECT**  
**STATUS OF FY 2022-23 CAPITAL OUTLAYS AND 2023-24 PROPOSED BUDGET**

ITEM	Actual thru 3/31/23	Projected thru 6/30/23	FY 2022-23 Original Budget	FY 2022-23 Adjusted Budget	STATUS	\$ to Rebudget	Comments/Notes
<b>CAPITAL FY 2022-23</b>							
Pipeline Cathodic Protection (Carmel)	-	-	250,000	250,000	Re-budget in FY 2023-24	250,000	
Flow Meters Remote Measuring System (12)	2,005	37,000	120,000	120,000	Re-budget in FY 2023-24	25,000	Purchase Meters \$35K by 6-30-23; Rebudget \$25K for install
Forest Lake Mixers Installation	11,328	11,328	25,000	25,000	Complete & In Service		
Forest Lake Backwash Basin Pump	17,672	17,672	25,000	25,000	Complete & In Service		
Bird Rock Well No. 2	51,327	250,000	-	250,000	Planned completion by 6/30/23		Budget Addition - PBCSD Board Sep 30, 2022; RMC Nov 2022
<b>TOTAL PBCSD CAPITAL EXPENSES</b>	<b>82,331</b>	<b>316,000</b>	<b>420,000</b>	<b>670,000</b>			

PROPOSED BUDGET FY 2023-24		Proposed FY 2023-24	DESCRIPTION
Pipeline Cathodic Protection (Carmel)	Rebudget	\$ 250,000	Rebudget from 2022/23: The recycled water transmission main throughout the City of Carmel is not protected against corrosion. A cathodic protection system is scheduled be designed and installed to reduce the potential for corrosion and extend the useful life of the pipeline.
Viscaino Pumps & Motor Starters (2)	LTCOP (Mar 2023)	50,000	Replace the two potable water pumps and motor starters at the Viscaino pump station that supplies potable water to the 2.5 million-gallon storage tank.
Flow Meters Remote Measuring System (12) Installation	Rebudget	25,000	Re-budget for installation of meters & related equipment which are planned to be purchased prior to 6-30-23
<b>TOTAL PBCSD CAPITAL EXPENSES</b>		<b>325,000</b>	

**CAWD/PBCSD Reclamation Project**

**RECLAIMED & POTABLE WATER SALES**

Total Water sales - excluding meter changes.

Year	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Annual Change
1994-95 (partial year)	n/a	n/a	675,863	780,669.00	\$1,155	
1995-96	277.00	726.56	1,003.56	1,142,810.00	\$1,139	46.39%
1996-97	372.00	689.00	1,061.00	1,291,410.00	\$1,217	13.00%
1997-98	166.31	626.00	792.31	960,924.43	\$1,213	-25.59%
1998-99	189.53	646.37	835.90	1,004,078.00	\$1,201	4.49%
1999-00	282.92	780.41	1,063.33	1,278,885.77	\$1,203	27.37%
2000-01	317.00	636.00	953.00	1,379,969.00	\$1,448	7.90%
2001-02	344.37	642.49	986.86	1,413,050.00	\$1,432	2.40%
2002-03	272.16	706.55	978.71	1,406,089.00	\$1,437	-0.49%
2003-04	486.60	810.31	1,296.91	2,158,690.00	\$1,664	53.52%
2004-05	240.79	684.36	925.15	1,544,984.00	\$1,670	-28.43%
2005-06	156.16	718.51	874.67	1,490,644.00	\$1,704	-3.52%
2006-07	181.21	883.00	1,064.21	1,891,132.53	\$1,811	26.87%
2007-08	128.92	1,061.01	1,189.93	2,235,363.00	\$1,879	18.20%
2008-09	56.00	980.00	1,036.00	1,915,828.00	\$1,849	-14.29%
2009-10	61.84	866.66	928.50	1,807,929.00	\$1,947	-5.63%
2010-11	0.00	867.00	867.00	1,840,264.00	\$2,123	1.79%
2011-12	0.00	977.00	977.00	2,344,687.00	\$2,400	27.41%
2012-13	0.00	964.00	964.00	4,315,770.67	\$4,477	84.07%
2013-14	0.00	1,039.00	1,039.00	5,420,192.00	\$5,217	25.58%
2014-15	0.00	1,001.30	1,001.30	5,379,027.00	\$5,372	-0.76%
2015-16	24.00	1,006.00	1,030.00	5,513,758.00	\$5,353	2.50%
2016-17	0.00	839.00	839.00	5,661,358.00	\$6,748	2.68%
2017-18	0.00	1,032.00	1,032.00	6,328,302.00	\$6,132	11.78%
2018-19	15.37	894.00	909.37	6,299,411.00	\$6,927	-0.46%
2019-20	0.00	1,066.00	1,066.00	7,163,291.00	\$6,720	13.71%
2020-21	0.00	1,025.00	1,025.00	6,838,737.84	\$6,672	-4.53%
2021-22	0.00	1,077.00	1,077.00	7,220,935.02	\$6,705	5.59%
2022-23 (est.)	0.00	896.60	896.60	7,385,226.60	\$8,237	2.28%
2023-24 (budget)	0.00	1,000.00	1,000.00	4,734,801.31	\$4,735	-35.89%

Actual 2022-23	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-22	0.00	146.00	146.00	837,083.00	5,733.00	-14.49%
Aug-22	0.00	143.00	143.00	826,901.00	5,783.00	-13.75%
Sep-22	0.00	103.00	103.00	690,321.00	6,702.00	-0.04%
Oct-22	0.00	75.00	75.00	593,252.00	7,910.00	17.98%
Nov-22	0.00	18.00	18.00	398,103.00	22,117.00	229.87%
Dec-22	0.00	1.00	1.00	342,061.00	342,061.00	5001.83%
Jan-23	0.00	2.00	2.00	346,558.00	173,279.00	2484.45%
Feb-23	0.00	4.00	4.00	350,618.00	87,655.00	1207.37%
Mar-23 est.	0.00	31.00	31.00	685,627.00	22,117.00	229.87%
Apr-23 est.	0.00	79.40	79.40	628,054.00	7,910.00	17.98%
May-23 est.	0.00	138.00	138.00	791,154.00	5,733.00	-14.49%
Jun-23 est.	0.00	156.20	156.20	895,494.60	5,733.00	-14.49%
YTD	0.00	896.60	896.60	7,385,226.60	8,237.00	22.85%

Actual 2021-22	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-21	0.00	122.00	122.00	694,873.84	5,696.00	-15.04%
Aug-21	0.00	132.00	132.00	723,497.84	5,481.00	-18.25%
Sep-21	0.00	121.00	121.00	691,107.65	5,712.00	-14.81%
Oct-21	0.00	72.00	72.00	551,595.94	7,661.00	14.26%
Nov-21	0.00	33.00	33.00	440,602.39	13,352.00	99.14%
Dec-21	0.00	9.00	9.00	365,237.13	40,582.00	505.28%
Jan-22	0.00	26.00	26.00	418,126.37	16,082.00	139.86%
Feb-22	0.00	74.00	74.00	556,358.86	7,518.00	12.13%
Mar-22	0.00	74.00	74.00	556,463.00	7,520.00	12.16%
Apr-22	0.00	86.00	86.00	591,612.00	6,879.00	2.60%
May-22	0.00	164.00	164.00	816,539.00	4,979.00	-25.74%
Jun-22	0.00	164.00	164.00	814,921.00	4,969.00	-25.89%
YTD	0.00	1,077.00	1,077.00	7,220,935.02	6,705.00	0.00%

Actual 2020-21	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-20	0.00	146.00	146.00	730,113.74	5,001.00	-25.04%
Aug-20	0.00	128.00	128.00	682,039.00	5,328.00	-20.14%
Sep-20	0.00	105.00	105.00	621,987.97	5,924.00	-11.21%
Oct-20	0.00	101.00	101.00	610,503.60	6,045.00	-9.40%
Nov-20	0.00	51.00	51.00	479,193.55	9,396.00	40.83%
Dec-20	0.00	22.00	22.00	402,919.10	18,315.00	174.51%
Jan-21	0.00	13.00	13.00	378,586.19	29,122.00	336.48%
Feb-21	0.00	8.00	8.00	364,055.73	45,507.00	582.07%
Mar-21	0.00	46.00	46.00	466,058.67	10,132.00	51.86%
Apr-21	0.00	117.00	117.00	654,258.85	5,592.00	-16.19%
May-21	0.00	136.00	136.00	702,903.82	5,168.00	-22.54%
Jun-21	0.00	152.00	152.00	746,117.62	4,909.00	-26.42%
YTD	0.00	1,025.00	1,025.00	6,838,737.84	6,672.00	0.00%

Actual 2019-20	Potable AF	Reclaimed AF	Total AF	Total Water Sales	Cost per AF	Cost per AF Est. Act. Variance
Jul-19	0.00	155.00	155.00	776,100.00	5,007.00	-25.49%
Aug-19	0.00	155.00	155.00	776,422.00	5,009.00	-25.46%
Sep-19	0.00	139.00	139.00	729,402.00	5,247.00	-21.92%
Oct-19	0.00	127.00	127.00	697,805.00	5,495.00	-18.23%
Nov-19	0.00	51.00	51.00	481,889.00	9,449.00	40.61%
Dec-19	0.00	2.00	2.00	343,410.00	171,705.00	2455.13%
Jan-20	0.00	3.00	3.00	346,009.00	115,336.00	1616.31%
Feb-20	0.00	46.00	46.00	466,461.00	10,140.00	50.89%
Mar-20	0.00	19.00	19.00	391,008.00	20,579.00	206.24%
Apr-20	0.00	61.00	61.00	576,389.00	9,449.00	40.61%
May-20	0.00	151.00	151.00	792,297.00	5,247.00	-21.92%
Jun-20	0.00	157.00	157.00	786,099.00	5,007.00	-25.49%
YTD	0.00	1,066.00	1,066.00	7,163,291.00	6,720.00	0.00%

## Cost Breakdown 2023-24

### Operating Costs - billed per AF usage

Operating Expenses	3,239,586.31
MPWMD fee	75,000.00
Prior Yr O&M rollover	0.00
	3,314,586.31

Estimated AF 1,000.00

Price per AF 3,314.59

### Non Operating Costs - billed per Agreement %

Addition to Reserves	825,000.00
Non Operating	(20,135.00)
Capital Budget	615,350.00
Prior Yr Capital Projects (rollover)	0.00
	1,420,215.00

### Monthly

MPCC-Dunes	12.13%	14,350.09
MPCC-Shore	12.13%	14,350.09
Cypress Point	12.13%	14,350.09
Poppy Hills	12.13%	14,350.09
Pebble Beach	12.13%	14,350.09
Spyglass Hill	12.13%	14,350.09
Spanish Bay	12.13%	14,350.09
PB Range	3.63%	4,290.23
Peter Hay	3.50%	4,142.29
PB Resorts	3.50%	4,142.29
Equestrian Center	3.00%	3,550.54
Stevenson School	1.50%	1,775.27
	100.00%	118,351.25



## CAWD-PBCSD Reclamation Project Cash Flow Analysis

As of March 31, 2023

Projected to June 30, 2023

Unrestricted cash per Balance Sheet at 6-30-13	1,289,200.47
Net Income per Income Statement at 6-30-14	1,541,422.40
Net Income per Income Statement at 6-30-15	1,458,758.12
Net Income per Income Statement at 6-30-16	1,224,125.25
Net Income per Income Statement at 6-30-17	1,640,115.74
Net Income per Income Statement at 6-30-18	2,161,733.90
Net Income per Income Statement at 6-30-19	1,685,371.22
Net Income per Income Statement at 06-30-20	2,569,737.58
Net Income per Income Statement at 06-30-21	2,524,469.00
Net Income per Income Statement at 06-30-22	2,387,357.00
Net Income per Income Statement at 03-31-23	2,563,074.30
Amortization at 6-30-14	1,585,572.00
Amortization at 6-30-15	1,589,847.00
Amortization at 6-30-16	1,592,269.00
Amortization at 6-30-17	1,607,679.00
Amortization at 6-30-18	1,617,720.00
Amortization at 6-30-19	1,663,234.00
Amortization at 6-30-20	1,680,274.00
Amortization at 6-30-21	1,744,169.00
Amortization at 6-30-22	1,748,879.00
Amortization at 3-31-23	0.00
A/R at 3-31-23	(693,852.81)
A/R at 6-30-13	1,518,947.77
Other a/r at 3-31-23	(17,537.60)
Other a/r at 6-30-13	15,337.58
Capital at 3-31-23	(1,026,937.02)
Capital at 6-30-13	8,104.11
Water resale rights 3-31-23	(69,955,057.29)
Water resale rights 6-30-13	63,232,989.26
Restricted cash at 3-31-23	0.00
Restricted cash at 6-30-13	1,136.12
A/P at 3-31-23	397,891.08
A/P at 6-30-13	(147,777.11)
Due to MPWMD 3-31-23	43,896.00
Due to MPWMD 6-30-13	(171,097.22)
Due to PBCo 03-31-23	787,999.97

## CAWD-PBCSD Reclamation Project Cash Flow Analysis

As of March 31, 2023

Projected to June 30, 2023

Due to PBCo 6-30-13	0.00	
Accrual to Cash adjustments		8,823,685.84
PBCo COP payments FYE 6-30-14	(1,700,000.00)	
PBCo prior bond cost payments FYE 6-30-14	(552,000.00)	
PBCo working capital payments FYE 6-30-14	(1,641,213.00)	
PBCo COP payments FYE 6-30-15	(552,000.00)	
PBCo prior bond cost payments FYE 6-30-15	(1,700,000.00)	
PBCo COP payments FYE 6-30-16	(1,800,000.00)	
PBCo prior bond cost payments FYE 6-30-16	(552,000.00)	
PBCo COP payments FYE 6-30-17	(1,900,000.00)	
PBCo prior bond cost payments FYE 6-30-17	(552,000.00)	
PBCo COP payments FYE 6-30-18	(2,000,000.00)	
PBCo prior bond cost payments FYE 6-30-18	(552,000.00)	
PBCo COP payments FYE 6-30-19	(2,100,000.00)	
PBCo prior bond cost payments FYE 6-30-19	(552,000.00)	
PBCo COP payments at 6-30-20	(2,300,000.00)	
PBCo prior bond cost payments at 6-30-20	(552,000.00)	
PBCo COP payments at 6-30-21	(2,400,000.00)	
PBCo prior bond cost payments at 6-30-21	(552,000.00)	
PBCo COP payment at 6-30-22	(2,500,000.00)	
PBCo prior bond cost payments at 6-30-22	(552,000.00)	
PBCo bond payment 7-1-22	(2,600,000.00)	
Debt payments		(27,609,213.00)
Unrestricted Cash per Balance Sheet at 3-31-23		1,707,840.43
Unrestricted cash per Balance Sheet at 6-30-13		(1,289,200.47)
Increase (Decrease) in Unrestricted cash 3-31-23		418,639.96
Cash receipts-April estimated		380,000.00
Cash receipts-May estimated		540,000.00
Cash receipts-June estimated		650,000.00
Cash disbursements-April estimated		(425,000.00)
Cash disbursements-May estimated		(600,000.00)
Cash disbursements-June estimated		(450,000.00)
Estimated Increase (Decrease) in Unrestricted cash 6-30-23		513,639.96

RESOLUTION NO. 2023-29

A RESOLUTION ADOPTING THE CARMEL AREA WASTEWATER DISTRICT  
(CAWD)/PEBBLE BEACH COMMUNITY SERVICE DISTRICT (PBCSD)  
FISCAL YEAR 2023-2024 RECLAMATION PROJECT BUDGET

-oOo-

WHEREAS, the attached CAWD/PBCSD Reclamation Project Fiscal Year 2023-2024 Budget was approved at the Technical Advisory Committee group level and final approval was given by the Reclamation Management Committee (RMC) at its May 9, 2023 meeting; and

WHEREAS, items approved by the RMC are brought to the CAWD or PBCSD Board, as appropriate, for approval and any applicable resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby adopt the attached CAWD/PBCSD Reclamation Project Fiscal Year 2023-2024 Budget.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 25, 2023, by the following vote:

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

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Ken White, President of the Board

ATTEST:

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Domine Barringer, Secretary of the Board

# STAFF REPORT



To: Board of Directors  
From: Rachél Lather, Principal Engineer  
Date: May 25, 2023  
Subject: Engineering Support For River Watch  
Report and other items as needed

## RECOMMENDATION

It is recommended that the Board of Directors approve a resolution authorizing the General Manager to enter into a contract with Kennedy/Jenks Consultants, Inc. to provide engineering support services for the Principal Engineer. The project support includes providing assistance in writing the report to River Watch, updating the Capital Improvement Project maps and other services as needed for completing the report in the amount of \$134,780.

## DISCUSSION

On November 12, 2019, California River Watch (CRW) served Carmel Area Wastewater District with a 60-day Notice of Violations and Intent to File Suit alleging violation of the Clean Water Act and the National Pollutant Discharge Elimination System (NPDES) permit. On February 21, 2020 a "Settlement Agreement and Release" was signed by CAWD and CRW that summarizes tasks to be performed by CAWD in order to avoid the high costs of litigation. The original agreement required that CAWD complete all items by February 2023 but an amendment to the agreement was approved on August 4, 2020 that added a year to the deadline due to COVID related staffing issues.

Additional engineering support is needed in order to prepare the report by the deadline. Support would include preparation of tables and figures for the report. In addition, the 15-year Capital Improvement Plan will be updated with more current figures. CAWD has been utilizing the services of Kennedy/Jenks for engineering staff support at the treatment plant and we have been happy with the services provided. Kennedy/Jenks was contacted for an additional proposal to fulfill this type of engineering support for the District Principal Engineer.

The attached proposal summarizes the work proposed to be provided by Kennedy/Jenks including additional undefined services that may be needed once we start compiling the River Watch report. Kennedy/Jenks proposes to provide the services for a not-to exceed amount of \$134,780.

## FUNDING

Consulting Engineering is included in the 2023/2024 budgets in the amount of \$224,800.  
Attachment 1: Kennedy Jenks Consultants, Inc. Proposal  
Resolution 2023-30

April 28, 2023

Rachél Lather, M.S., P.E.  
Principal Engineer  
Carmel Area Wastewater District  
3945 Rio Road  
Carmel, CA 93922

Subject: Proposal for Professional Engineering Services  
Collection System Support  
KJ Proposal No. B018340\*32101

Dear Ms. Lather,

Kennedy Jenks (KJ) is pleased to submit this proposal to provide professional engineering services to support Carmel Area Wastewater District (CAWD) with its sewer collection system.

## Project Overview

CAWD is continually working to maintain and improve its extensive collection system, and seeks assistance with multiple related projects. CAWD has identified at least 38 future projects in a detailed Capital Improvement Plan, and needs figures delineating each project to facilitate communication and planning. Additionally, CAWD entered into a Settlement Agreement and Release in 2020 with California River Watch, a nonprofit corporation. The terms and conditions of the 2020 Settlement Agreement included tasks related to Sewer Collection System Investigation and Repair and Sewer System Overflow Reporting and Response. CAWD now seeks support documenting the completed actions in an Engineering Report.

## Scope of Work

### Task 1 – Capital Improvement Plan Support

KJ will create figures for CAWD's Capital Improvement Plan (CIP) spreadsheet; one for each of 38 planned collection system projects. If desired, additional figures can be provided under Task 4 Optional Services. KJ staff will revise the figures after CAWD review, before the deadline of October 2023. KJ will prepare for and facilitate two (2) meetings with two (2) KJ staff (Project manager and GIS specialist). The two meetings will consist of the following:

- Meeting #1: review the project locations (virtual, 2 hours)
- Meeting #2: review CAWD comments on draft figures (virtual, 2 hours)

#### Task 1 Assumptions

- Up to 40 figures
- CAWD will provide base GIS files (.shp)

#### Task 1 Deliverables

- Set of draft electronic figures (.jpg or other file size small enough to include in Excel)
- Set of final electronic figures (.jpg or other file size small enough to include in Excel)

## **Task 2 – Engineering Report Support**

KJ will assist CAWD with draft figures, tables, and sections of text for the Engineering Report due February 2024. KJ will revise the draft figures, tables, and sections of text based on CAWD comments. KJ will prepare for and facilitate three (3) meetings with two (2) KJ staff (project manager and project engineer). The meetings will consist of the following:

- Meeting #3: Data gaps and analysis (virtual, 1 hour)
- Meeting #4: Site visit (in person, 2 hours)
- Meeting #5: Review CAWD comments on draft materials (virtual, 1 hour)

### Task 2 Assumptions

- CAWD will compile, complete and submit the final report
- Up to 10 tables
- Up to 10 figures
- Up to 10 pages of text
- One round of revisions for tables, figures, and text after CAWD comments

### Task 2 Deliverables

- Draft electronic figures and tables
- Draft sections of text to be included in the report (.docx)
- Final figures, tables, and text (electronic)

## **Task 3 – Project Management**

KJ will provide project management services to manage project costs, meet the project schedule requirements, collaborate with CAWD on project progress, and maintain effective communication. KJ will provide monthly invoices to CAWD that include hourly expenditures separated into each budget task. A project file will be maintained, including copies of correspondence, reports, minutes of meetings, and memoranda. The proposed budget includes 9 months of project management, quality assurance and quality control (QA/QC) and an internal combined kickoff and concept and criteria review meeting. After notice to proceed, the KJ project manager will organize a kickoff meeting with CAWD to review the project scope and update the project schedule if necessary. The KJ project manager will also participate in monthly coordination calls with CAWD for the duration of the project.

### Task 3 Assumptions

- Project duration of nine (9) months
- Kickoff meeting and monthly check-in calls (1 hour each, virtual)

### Task 3 Deliverables

- Electronic invoices and status reports

## **Task 4 – Optional Services**

Upon request from CAWD, KJ can provide additional assistance for the CIP, Engineering Report, and/or additional projects related to the collection system. KJ will discuss each specific request with CAWD before proceeding with additional work, and can provide additional support up to the maximum proposed optional budget below.

## Estimated Schedule

It is anticipated that the task order will be completed approximately 9 months from notice to proceed, excluding optional tasks.

<u>Milestone</u>	<u>Completion Date</u>
Notice to Proceed	6/1/2023
Draft CIP Figures	7/13/2023
Final CIP Figures	8/25/2023
Draft Materials for the Engineering Report	9/22/2023
Final Materials for the Engineering Report	11/13/2023
Optional Services	2/28/2024

## Compensation for Consulting Services

<u>Task</u>	<u>Budget</u>
Task 1 – Capital Improvement Plan Support	\$21,320
Task 2 – Engineering Report Support	\$67,615
Task 3 – Project Management	\$15,845
Task 4 – Optional Services	\$30,000
Total	\$134,780

In accordance with the attached Custom Schedule of Charges dated January 1, 2022, we propose a budget of \$134,780. A breakdown of our proposed project budget and line-item descriptions of the project deliverables is provided in Attachment A. It is acknowledged the individual task budget breakdowns are an estimate and may be transferred among each work element depending on specific interim work needs, as long as the total budget is not exceeded.

## Standard Conditions

To assure a clear understanding of all matters related to our mutual responsibilities, the attached Standard Conditions dated 1 August 2021 are made part of this agreement. We have found these terms to be appropriate for use in agreements for provision of consultant services. Accordingly, if any conflicts exist between the attached terms and the form of any purchase order or confirmation issued, the terms of this proposal and the attached Standard Conditions will prevail in the absence of our express written agreement. This proposal is based on current projections of staff availability and costs and, therefore, is valid for 90 days following the date of this letter.

## Authorization

The KJ team appreciates the opportunity to submit another proposal for the continual improvements of the Carmel Area Wastewater District's Collection System and looks forward to continuing to work with you and your staff. Please feel free to contact the proposed Project Manager Rachelle Thompson at (650) 852-2808 should you have any questions.

**KENNEDY/JENKS CONSULTANTS, INC.**

Signature:



Printed Name: Nick Lazarakis, P.E.

Title: Principal

Date: 4/28/2023

**CARMEL AREA WASTEWATER DISTRICT**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## Contact Information

### **CONTACT**

Rachelle Thompson, PE  
[rachellethompson@kennedyjenks.com](mailto:rachellethompson@kennedyjenks.com)

### **ADDRESS**

2350 Mission College Boulevard  
Suite 700, Santa Clara, CA 95054

**Client/Address:** Carmel Area Wastewater District  
3945 Rio Road  
Carmel, CA 93922

**Contract/Proposal Date:** April 2023

## Custom Schedule of Charges

**Date:** January 1, 2022

### PERSONNEL COMPENSATION

Classification	Hourly Rate
Engineer-Scientist-Specialist 1 .....	\$140
Engineer-Scientist-Specialist 2 .....	\$170
Engineer-Scientist-Specialist 3 .....	\$190
Engineer-Scientist-Specialist 4 .....	\$205
Engineer-Scientist-Specialist 5 .....	\$225
Engineer-Scientist-Specialist 6 .....	\$250
Engineer-Scientist-Specialist 7 .....	\$275
Engineer-Scientist-Specialist 8 .....	\$295
Engineer-Scientist-Specialist 9 .....	\$310
CAD-Technician .....	\$130
Senior CAD-Technician .....	\$145
CAD-Designer .....	\$160
Senior CAD-Designer .....	\$175
Project Assistant .....	\$135
Administrative Assistant .....	\$115
Aide.....	\$90

No Associated Project Cost charge will be added to the Personnel Compensation.

### Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus ten percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

If prevailing wage rates apply, the above billing rates will be adjusted as appropriate.

Overtime for non-exempt employees will be billed at one and a half times the Hourly Rates specified above.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective through December 31, 2023. After December 31, 2023, invoices will reflect the January 1, 2023 Schedule of Charges.

**Client:**

**Contract/Proposal Date:**

## Standard Conditions

**1 August 2021**

CLIENT and KENNEDY/JENKS CONSULTANTS, INC. ("CONSULTANT") agree that the following provisions shall be a part of their agreement.

1. **TERMS OF PAYMENT.** CLIENT will be invoiced at the end of the first billing period following commencement of work and at the end of each billing period thereafter. Payment in full of an invoice must be received by CONSULTANT within thirty (30) days of the date of such invoice.
2. **EFFECT OF INVOICE.** The work performed shall be deemed approved and accepted by CLIENT as and when invoiced unless CLIENT objects within fifteen (15) days of invoice date by written notice specifically stating the details in which CLIENT believes such work is incomplete or defective, and the invoice amount(s) in dispute. CLIENT shall pay undisputed amounts as provided for in the preceding paragraph.
3. **INTEREST; SUSPENSION OF WORK.** Failure of CLIENT to make full payment of an invoice so that it is received by CONSULTANT within said sixty (60) days of the date thereof subjects the amount overdue to a delinquent account charge of one percent (1%) of the invoice amount per month, compounded monthly, but not to exceed the maximum rate permitted by law. Failure of CLIENT to submit full payment of an invoice within sixty (60) days of the date thereof subjects this agreement and the work herein contemplated to suspension or termination at CONSULTANT's discretion.
4. **ADVANCE PAYMENT: WITHHOLDING OF WORK PRODUCT.** CONSULTANT reserves the right to require payment in advance for work it estimates will be done during a given billing period. CONSULTANT, without any liability to CLIENT, reserves the right to withhold any services and work products herein contemplated pending payment of CLIENT's outstanding indebtedness or advance payment as required by CONSULTANT. Where work is performed on a reimbursable basis, budget may be increased by amendment to complete the scope of work. CONSULTANT is not obligated to provide services in excess of the authorized budget.
5. **STANDARD OF CARE.** CONSULTANT's services performed under this agreement will be performed in a manner consistent with the care and skill ordinarily exercised by members of the profession practicing under similar conditions at the same time and in the same or similar locality. When the findings and recommendations of CONSULTANT are based on information supplied by CLIENT and others, such findings and recommendations are correct to the best of CONSULTANT's knowledge and belief. No warranty, express or implied, is made or intended by this agreement, or by the foregoing statement of the applicable standard of care, or by providing consulting services or by furnishing oral or written reports of findings made. No entity other than CLIENT or CONSULTANT shall be construed as a beneficiary to this Agreement.
6. **INSURANCE COVERAGE.** CONSULTANT is protected by Worker's Compensation insurance as required by applicable state laws and will maintain employer's liability coverage of \$1,000,000 each accident for bodily injury, \$1,000,000 each employee and \$1,000,000 policy limit for bodily injury by disease. During the performance of this agreement CONSULTANT will maintain professional liability insurance with a limit of \$1,000,000 on a claims made, annual aggregate basis, and commercial general liability and automobile liability insurance each with a limit of not less than \$1,000,000 million on an occurrence basis.
7. **ALLOCATION OF RISK.** CLIENT and CONSULTANT have discussed the risks associated with this project and the extent to which those risks should be shared by CLIENT and by CONSULTANT, and have agreed:  
(a) To the fullest extent permitted by law, CLIENT agrees to limit the liability of CONSULTANT, its officers, employees, and subconsultants to CLIENT, all landowners, contractors, subcontractors, lenders, suppliers, manufacturers, third parties, and their employees such that the total aggregate liability, including all attorneys fees and costs shall not exceed \$50,000.00 or the total fees paid for CONSULTANT's services on this project, whichever is greater. (b) All damages such as loss of use, profits, anticipated profits, and the like losses are consequential damages for which CONSULTANT is not liable. (c) CLIENT shall give written notice to CONSULTANT of any claim of negligent act, error or omission within one (1) year after the completion of the work performed by CONSULTANT. Failure to give notice herein required shall constitute a waiver of said claim by CLIENT.
8. **SERVICES DURING CONSTRUCTION.** Any construction inspection or testing provided by CONSULTANT is for the purpose of determining compliance by contractors with the functional provisions of project documents only. CLIENT agrees that CONSULTANT will have no inspection responsibilities at the jobsite except to the extent specifically provided for in the agreed upon scope of work. CONSULTANT shall not be held in any way to guarantee any contractor's work, nor to assume responsibility for means, methods or appliances used by any contractor nor to assume responsibility for a contractor's compliance with laws and regulations or for contractor's errors, omissions, or defective work. CLIENT agrees that in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for jobsite conditions during the course of construction of the project, including safety of all persons and property and that this responsibility shall be continuous and not be limited to normal working hours. CLIENT agrees to require in all construction contracts for the project, provisions that CLIENT and CONSULTANT shall be defended and indemnified by the contractor and its subcontractors and named additional insureds on contractor's and subcontractor's insurance. Any Opinion of Probable Construction Cost furnished by CONSULTANT are based on professional opinions and judgment, and CONSULTANT will not be responsible for fluctuations in construction costs.
9. **SERVICES BY CLIENT.** CLIENT will provide access to site of work, obtain all permits, provide all legal services in connection with the project, and provide environmental impact reports and energy assessments unless specifically included in the scope of work. CLIENT shall pay the costs of checking and inspection fees, zoning application fees, soils engineering fees, testing fees, surveying fees, and all other fees, permits, bond premiums, and all other charges not specifically covered by the scope of work. CLIENT shall designate to CONSULTANT the location of all subsurface utility lines and other subsurface man-made objects (in this agreement collectively called "buried utilities") within the boundaries of the jobsite. CONSULTANT will conduct at CLIENT's expense such additional research as in CONSULTANT's professional opinion is appropriate to attempt to verify the location of buried utilities at the jobsite, but CLIENT shall remain responsible for the accurate designation of their location and, shall indemnify, defend, and hold CONSULTANT harmless from any claims or loss arising from the failure to accurately locate buried utilities.
10. **COMPLIANCE WITH LAWS.** CLIENT and CONSULTANT shall each use reasonable care in its efforts to comply with laws, codes, ordinances and regulations in force at the time of the performance by each under this agreement, insofar as such laws are applicable to a party's performance. Unless otherwise provided for in the scope of work of this agreement or by law, the responsibility for making any disclosures or reports to any third party, for notifying all governmental authorities of the discovery of hazardous materials on the jobsite, and for taking corrective, remedial, or mitigative action shall be solely that of CLIENT. It is CONSULTANT's belief that the work is not subject to California or any applicable state Prevailing Wage Law, unless expressly identified as such within the scope of work. Should it be alleged or determined that some or all of the work is subject to California's or any applicable state Prevailing Wage Law, then CLIENT shall reimburse CONSULTANT for the additional costs associated with CONSULTANT complying with those laws.

## Standard Conditions (Page 2)

1 August 2021

11. **USE OF DOCUMENTS.** Drawings, reports, writings and other original documents (documents) furnished by CONSULTANT are for the exclusive use of CLIENT and CONSULTANT retains all intellectual property rights including copyrights. Documents are furnished to CLIENT upon CLIENT's specific agreement that it assumes all liability resulting from the further distribution of such documents, or any portion of them, and that CLIENT will indemnify CONSULTANT and hold it harmless against any claims associated with the unauthorized use of such documents. In no event will CLIENT or any person acting on its behalf edit, abridge, or modify any document prepared by CONSULTANT without CONSULTANT's express written consent.
12. **ELECTRONIC DATA.** Documents provided by CONSULTANT in electronic formats are provided under the following conditions unless detailed otherwise in the scope of work or by a written amendment. Documents are provided in CONSULTANT's standard software formats. CLIENT recognizes that electronic data and its transmission can be easily damaged, may not be compatible with CLIENT'S software formats and systems, may develop inaccuracies during conversion or use, and may contain viruses or other destructive programs, and that software and hardware operating systems may become obsolete. As a condition of delivery of electronic data, CLIENT agrees to defend indemnify and hold CONSULTANT, its subconsultants, agents and employees harmless from and against all claims, loss, damages, expense and liability arising from or connected with its use, reuse, misuse, modification or misinterpretation. In no event shall CONSULTANT be liable for any loss of use, profit or any other damage.
13. **TERMINATION.** This agreement may be terminated by either party by written notice should the other party fail substantially to perform its obligations under this agreement and continue such default after the expiration of a seven (7) day notice period. Either party may terminate this agreement without necessity of cause upon the expiration of a thirty (30) day notice period. If this agreement is terminated by CLIENT in the absence of default by CONSULTANT, CONSULTANT shall be paid for services performed and costs incurred by it prior to its receipt of notice of termination from CLIENT, including reimbursement for direct expenses due, plus an additional amount, not to exceed ten percent (10%) of charges incurred to the termination notice date, to cover services to orderly close the work and prepare project files and documentation, plus any additional direct expenses incurred by CONSULTANT including but not limited to cancellation fees or charges. CONSULTANT will use reasonable efforts to minimize such additional charges.
14. **PRECEDENCE OF CONDITIONS.** Should any conflict exist between the terms herein and the terms of any purchase order or confirmation issued by CLIENT, the terms of these Standard Conditions shall prevail in the absence of CONSULTANT's express written agreement to the contrary.
15. **ASSIGNMENT: SUBCONTRACTING.** Neither CLIENT nor CONSULTANT shall assign any of its rights including a right to sue, or delegate its duties under this agreement without the written consent of the other.
16. **FORCE MAJEURE.** Any delay or default in the performance of any obligation of CONSULTANT under this agreement resulting from any cause(s) beyond CONSULTANT's reasonable control shall not be deemed a breach of this agreement. The occurrence of any such event shall suspend the obligations of CONSULTANT as long as performance is delayed or prevented thereby, and the fees due hereunder shall be equitably adjusted.
17. **MERGER: WAIVER: SURVIVAL.** This agreement constitutes the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations and/or agreements, written or oral. One or more waiver of any term, condition or other provision of this agreement by either party shall not be construed as a waiver of a subsequent breach of the same or any other provision. Any provision hereof which is legally deemed void or unenforceable shall not void this entire agreement and all other provisions shall survive and be enforceable.
18. **APPLICABLE LAW.** This agreement shall be interpreted and enforced according to the laws of the State of California. In the case of invalidity or unenforceability of any provision or portion thereof, the provision shall be rewritten and enforced to the maximum extent permitted by laws to accomplish as near as possible the intent of the original provision. Nothing herein shall be construed to provide for indemnification against damages arising from a party's gross negligence or willful misconduct.
19. **COUNTERPARTS; SIGNATURES.** This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The parties agree that electronic (including without limitation .pdf), email or facsimile signatures of this Agreement shall have the same force and effect as original signatures. Each undersigned representative of the parties to this Agreement certifies that he or she is fully authorized to enter into the terms and conditions of this Agreement and to execute and legally bind such party to this Agreement.

**Proposal Fee Estimate**

CLIENT Name: Carmel Area Wastewater District  
 PROJECT Description: Collection System Support  
 Proposal/Job Number: B018340\*32101 Date: 4/28/2023

January 1, 2022 Rates	Eng-Sci-9 Legal	Eng-Sci-8 QC	Eng-Sci-7 PE	Eng-Sci-6 PM	Eng-Sci-5	Eng-Sci-4 GIS	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	Sr. CAD-Design	CAD-Design	Sr. CAD-Tech	CAD-Tech	Project Assistant	Admin. Assist.	Aide	Total	KJ Labor	KJ ODCs	KJ ODCs Markup	Total Labor	Total Expenses	Total Labor + Expenses
Classification:	\$310	\$295	\$275	\$250	\$225	\$205	\$190	\$170	\$140	\$175	\$160	\$145	\$130	\$135	\$115	\$90	Hours	Fees	Fees	10%			Fees
<b>Task 1 - Capital Improvement Plan Support</b>																							
Setup + Draft Figures (40)			2	5		45		5									57	\$11,875		\$0	\$11,875	\$0	\$11,875
Final Figures (40)		2	2	5		20		5							1		35	\$7,455		\$0	\$7,455	\$0	\$7,455
Project Meetings				4		4									1		9	\$1,935	\$50	\$5	\$1,935	\$55	\$1,990
<b>Task 1 - Subtotal</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>14</b>	<b>0</b>	<b>69</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>101</b>	<b>\$21,265</b>	<b>\$50</b>	<b>\$5</b>	<b>\$21,265</b>	<b>\$55</b>	<b>\$21,320</b>
<b>Task 2 - Engineering Report Support</b>																							
Collect, Compile, Review Background Information			5	10		15		15									45	\$9,500		\$0	\$9,500	\$0	\$9,500
Analysis		2	10	20		20		20									72	\$15,840		\$0	\$15,840	\$0	\$15,840
Tables and Figures		2	10	20		30		20							2		84	\$18,120		\$0	\$18,120	\$0	\$18,120
Report Writing	2	2	10	30		30		20							2		96	\$21,240	\$50	\$5	\$21,240	\$55	\$21,295
Project Meetings	2		2	4		2									1		11	\$2,695	\$150	\$15	\$2,695	\$165	\$2,860
<b>Task 2 - Subtotal</b>	<b>4</b>	<b>6</b>	<b>37</b>	<b>84</b>	<b>0</b>	<b>97</b>	<b>0</b>	<b>75</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>308</b>	<b>\$67,395</b>	<b>\$200</b>	<b>\$20</b>	<b>\$67,395</b>	<b>\$220</b>	<b>\$67,615</b>
<b>Task 3 Project Management</b>																							
Project Management		4	2	20										15	2		43	\$8,985		\$0	\$8,985	\$0	\$8,985
QA/QC	4	6	4	8		2		2									26	\$6,860		\$0	\$6,860	\$0	\$6,860
<b>Task 3 - Subtotal</b>	<b>4</b>	<b>10</b>	<b>6</b>	<b>28</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>2</b>	<b>0</b>	<b>69</b>	<b>\$15,845</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,845</b>	<b>\$0</b>	<b>\$15,845</b>
<b>Task 4 Optional Services</b>																							
Additional support for Tasks 1 and 2																	0	\$0		\$0	\$0	\$0	\$10,000
Supplemental projects																	0	\$0		\$0	\$0	\$0	\$20,000
<b>Task 4 - Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>
<b>All Tasks Total</b>	<b>8</b>	<b>18</b>	<b>47</b>	<b>126</b>	<b>0</b>	<b>168</b>	<b>0</b>	<b>87</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>9</b>	<b>0</b>	<b>478</b>	<b>\$104,505</b>	<b>\$250</b>	<b>\$25</b>	<b>\$104,505</b>	<b>\$275</b>	<b>\$134,780</b>

RESOLUTION 2023-30

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH KENNEDY/JENKS CONSULTANTS, INC. TO PROVIDE ENGINEERING SUPPORT FOR PREPARATION OF THE REPORT FOR THE CALIFORNIA RIVER WATCH SETTLEMENT AGREEMENT IN AN AMOUNT NOT TO EXCEED \$134,780

PROJECT # 20-05

WHEREAS, the District plans to approve the 2023/2024 budget that includes funding for Consulting Engineering in the Collections operating budget in the amount of \$224,800;

WHEREAS, there is a need for engineering support to complete the report summarizing completion of the California River Watch settlement agreement requirements prior to the February 20, 2024 deadline;

WHEREAS, in order to complete the summary and analysis of the data collected as part of the settlement agreement, it is necessary for the District to execute a contract with Kennedy/Jenks Consultants, Inc. to provide engineering support services not to exceed an amount of \$134,780.

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 Kennedy/Jenks Consultants, Inc. to provide engineering support services for the California River Watch report;

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 25, 2023.

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

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Ken White, President of the Board

ATTEST:

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Domine Barring, Secretary to the Board

# General Manager's Oral Report

## Other Items Before the Board



# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: May 25, 2023

SUBJECT: Road work

## RECOMMENDATION

Staff is asking for direction from the Board of Directors on this item.

## DISCUSSION

The Board expressed dissatisfaction with the condition of the roads in the District service area where there has been sewer work. The Board agreed that the issue be returned to the full board for discussion.

In general, there are two types of projects where paving might apply:

- 1) Private sewer lateral work – if a homeowner needs to connect to the main line in the roadway they typically must leave their parcel and enter the roadway. The District routinely advises our customers to obtain an encroachment permit from either the City of Carmel-by-the-Sea or the County of Monterey as they are the owners of the roadway.

When our staff inspects a sewer lateral job we only inspect the sewer itself. Inspection of the roadway is left for either the City or County to complete as the owners of the roadway asset.

- 2) Sewer Repair or Replacement work performed by District – if the District is performing a project in the roadway we will then include paving in the contract and require that it meet the County/City requirements for trench backfill and paving. In this example the construction inspector is responsible for ensuring that the work is done correctly and meets the requirements stated in our plans.

In neither of these two examples do we require that the entire roadway be resurfaced, currently patch paving is acceptable. However, as stated above, the final decision comes from the City or County, who will as appropriate, determine the requirements based on the condition of the existing street. All work is done in accordance with the requirements of the City, County, or other Agency having jurisdiction thereover.

There has been a suggestion that we require contractors to get a sign off from the City Inspector prior to our sign off. That would not work because the City already sends contractors back to us saying they will not sign until the District signs. We would be creating a circular permitting approval problem.

An additional suggestion was to require s sack slurry, a weak concrete mixture that does not require compaction as the top level of compaction. Our current Standard Plans and Specifications, Section 5.05, states “The material, placement and compaction shall be done in accordance with the requirements and inspection of the District City or County as applicable.” CAWD would need to clear this method with the City and/or County prior to requiring it, and we would not eliminate the need for an encroachment permit.

CAWD details paving replacement in Section 6 of the Standard Plans and Specifications (2019).

- 6.02 PAVING IN PUBLIC RIGHTS-OF-WAY OR PUBLIC UTILITY EASEMENT  
Paving in these areas shall be done in accordance with the requirements of the City, County or other Agency having jurisdiction thereover.
- 6.03 PAVING IN CAWD EASEMENTS AND IN PRIVATE PROPERTY  
Pavement shall be replaced in kind unless otherwise shown on Plans or required by the Engineer.

[https://codelibrary.amlegal.com/codes/carmelwastewaterca/latest/carmelwastewater\\_ca/0-0-0-2067](https://codelibrary.amlegal.com/codes/carmelwastewaterca/latest/carmelwastewater_ca/0-0-0-2067)

**§ 33.207 PAVING IN CAWD EASEMENTS AND IN PRIVATE PROPERTY.**

(A) Pavement shall be replaced in kind unless otherwise shown on plans or required by the Engineer.

**§ 33.206 PAVING IN PUBLIC RIGHTS-OF-WAY OR PUBLIC UTILITY EASEMENT.**

Paving in these areas shall be done in accordance with the requirements of the city, county or other agency having jurisdiction thereover.

(Ord. 2019-02, passed 4-25-2019)

**FINANCIAL**

Undetermined at this time.

However, in general, if we add paving to a project it can add up to 20% to total costs.

# STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: May 25, 2023

Subject: Summary of Monterey County Treasurer  
Report dated March 31, 2023



## RECOMMENDATION

Action required – requesting acceptance of report.

## DISCUSSION

Inflation has shown itself to be more entrenched than previously expected as the Federal Reserve's preferred price tracker inches lower but remains far elevated above their long-term average inflation target. Meanwhile, the broader outlook has become more uncertain following the announcement of two large bank failures and the takeover of a third. The Federal Reserve acknowledged the negative shock from the issues in the banking sector but remains committed to fighting inflation as they near the end of this rate hike cycle.

The Federal Reserve Summary of Economic Projections for March changed slightly from December, still projecting the federal funds rate to end 2023 just above 5%. While the current rate of 4.75% to 5.00% is still a 25 basis point (0.25%) hike away from that target, market expectations point to no additional rate hikes and a target rate lowered to 4.25% by the end of the year. Although the Federal Reserve has maintained that they will keep rates elevated for some time, the market pricing assumes that there will be a slight chance of an economic downturn or worsening financial conditions.

One March 21, 2023, the Monterey County investment portfolio contained an amortized book value of \$2,823,035,433 spread among 300 separate securities and funds. The par value of those funds was \$2,846,291,249 with a market value of \$2,764,310,402 or 98% of amortized book value.

The investment portfolio had a weighted average maturity of 406 days. The County Treasury continues to utilize shorter term debt to provide portfolio liquidity and enhanced investment opportunities in the current market environment.

<b>PORTFOLIO CHARACTERISTICS</b>			
	09-30-22	12-31-22	03-31-23
Total Assets	\$2,479,457,264	\$2,951,545,544	\$2,846,291,249
Market Value	\$2,382,359,729	\$2,847,146,415	\$2,764,310,402
Days to Maturity	450	441	406
Yield	1.06%	1.78%	2.33%
Estimated Earnings	\$6,528,970	\$11,952,629	\$16,181,866

The Monterey County Treasurer’s portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code §53601.

<b>PORTFOLIO ASSET COMPOSITION 03-31-23</b>	
Corporate Notes	17.1%
Overnight Liquid Assets	19.5%
US Treasuries	38.3%
Federal Agencies	19.2%
Commercial Paper	1.8%
Negotiable CDs	1.8%
Supranationals	2.1%
Municipal Bonds	<0.1%
Asset Backed Securities	<0.1%

Future Strategy: The Treasury continues to strategically invest matured assets while accounting for potential liquidity needs. Opportunities are actively evaluated to safely add value to the County’s portfolio while maintaining a strong sense of safety and risk management.

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

Note: the Monterey County Treasurer Report is available on the Monterey County Treasury [website](#).

# Information/Discussion Items

**Carmel Area Wastewater District**

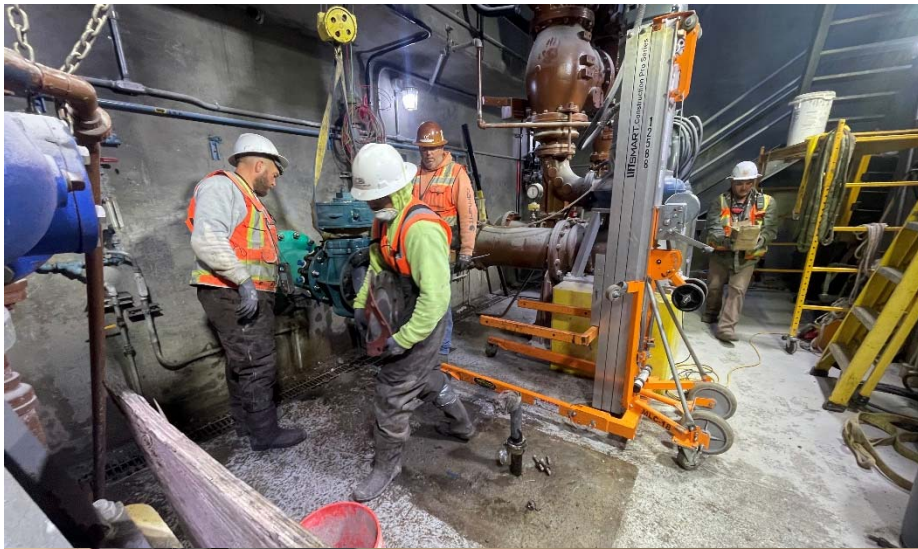
WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project

**Construction Progress Report**

May 11<sup>th</sup>, 2023

Prepared by: Patrick Treanor, Plant Engineer

Contractor: Clark Bros Inc (CBI)



## Section 1: Project Summary

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Project Summary			
General Contractor		Clark Bros Inc	
Contract Value			
Contract Bid Amount		\$7,291,500	
Change Orders Issued to Date		1	
Value Added Change Order Cost <sup>(1)</sup>	% of Bid Amount	\$59,212.57	0.81%
Non Value Added Change Order Cost <sup>(2)</sup>	% of Bid Amount	\$73,505.95	1.0%
Total Change Order Cost	% of Bid Amount	\$132,718.52	1.8%
Current Contract Value		\$7,424,218.52	
Open/Pending Potential Change Orders (PCO)		0	
Contract Time			
Notice To Proceed		September 7 <sup>th</sup> , 2021	
Original Contract Time		550 Calendar Days	
Calendar Days Elapsed		610 Days	
Weather Days: Accepted to Date		5 Days	
Contract Change Order(s) Time Extension		0 Days	
Current Contract Completion Date		March 11 <sup>th</sup> , 2023	
Contract Progress Summary			
Total Project Time Expended		111%	
Total Project Construction Cost Expended		71% (not including retention)	

Notes:

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

## **Section 2: Work Performed This Month**

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### **2.1 General**

Work this month focused on commissioning of the new Motor Control Center (MCC) for the Headworks, startup of one new Mechanical Barscreen for the Headworks, and installation of the second new Influent Pump.

#### **2.1.1 Submittals**

Submittals reviewed this month included the Temporary Bypass Pumping Plan for the Effluent Building, Schedule Update, ventilation ductwork, and various startup reports.

#### **2.1.2 PLC Programming**

PLC programming by Frisch Engineering is in progress.

### **2.2 Site Work**

#### **2.2.1 Potholing/Locating Existing Utilities**

None.

### **2.3 Sludge Holding Tank Replacement**

Clark Bros is waiting for the ground to dry up more before the remainder of backfill and compaction is completed at the location of the demolished sludge tanks.

### **2.4 Influent Pump Station Rehab**

The first new Influent Pump has been in operation for about one month and has not ragged up. This month Clark Bros has been installing the second new Influent Pump and associated piping. New electrical from the new MCC was hooked up to several existing equipment motors in the Influent Pump Station.

### **2.5 Headworks Rehab**

The new MCC for the Headworks was commissioned this month allowing startup of one of two new Mechanical Bar Screens, and the associated Screen Wash Press. This equipment removes rags and other debris before it enters into the downstream treatment system. Coatings were applied to the inside of the new Grit Classifier prior to installation scheduled for early June.



## 2.6 Chlorination Building Rehab/3W System Improvements

No work observed.

## 2.7 Effluent Pump Station Rehab

The plan for the Temporary Bypass Pumping is undergoing engineering review. Stockpiled material for work in this area was inventoried in preparation for work to begin in June/July. Also, the new compressor for the large bubble mixing system was installed in the building.

## Section 3: Project Issues

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On September 1<sup>st</sup>, 2022, Clark Bros notified CAWD that the MCC were experiencing extended delays beyond what was previously anticipated and that the MCC may not be onsite until June of 2023. CAWD sent a notice to Clark Bros on September 7<sup>th</sup>, 2022 stating that CAWD will incur financial loss if the work is not completed in the Contract Time, and reaffirming that there hasn't been a change to the Contract Time stipulated in the Agreement.

Clark Bros has been working diligently with the supplier in getting the MCC onsite without significant delays. The Influent Pump Station MCC was delivered on March 2<sup>nd</sup>, 2023. The Headworks MCC was delivered on March 24<sup>th</sup>, 2023. The Chlorination Building MCC and the Effluent Building MCC are projected to arrive onsite in June.

## Section 4: RFI and Submittals Review Summary

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

	<b>Total Number Processed</b>	<b>Number Received in Current Month</b>
<b>RFI/Clarifications</b>	57	5
<b>Submittals</b>	177	5

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## Section 5: Change Order Summary

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

	Total Number Processed to Date	Open PCO Pending Quote/Approval	Number Generated in Current Month	Total Cost Approved to Date
Potential Change Orders (PCO)	12	0	1	NA
Change Orders	4	1	0	\$132,718.52

## Section 6: Project Schedule and Budget

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### 6.1 Schedule

MCC deliveries have been a moving target and have already delayed the project by about 6 months. Clark Bros submitted a revised schedule in April that reflects the delays to project completion. Clark Bros and CAWD are currently negotiating a potential time extension to account for delays in MCC procurement.

### 6.2 Budget

At this time the approved change orders amount to 1.8% of the project cost. The project management team is continually monitoring the costs of potential changes to manage costs.

Currently the amount to be paid to CBI is 71% (not including retention) of the total approved budget (77% with retention).

## Section 7: Photos

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- Influent Pump Station Rehab
  - Headworks Rehab
  - Sludge Holding Tank Replacement
  - Effluent Pump Station Rehab
-

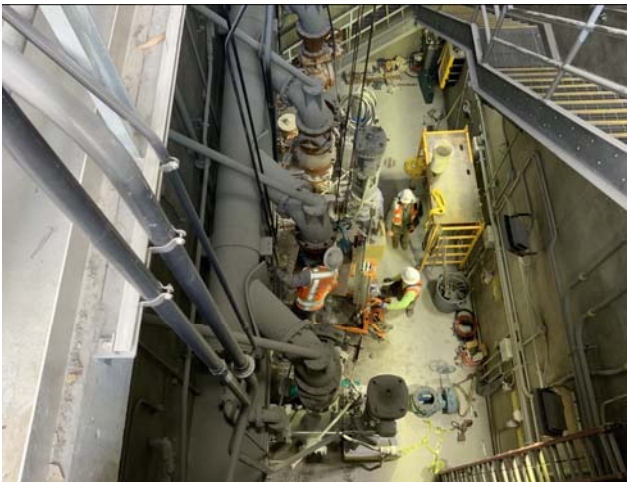
Photos:  
Influent Pump Station Rehab



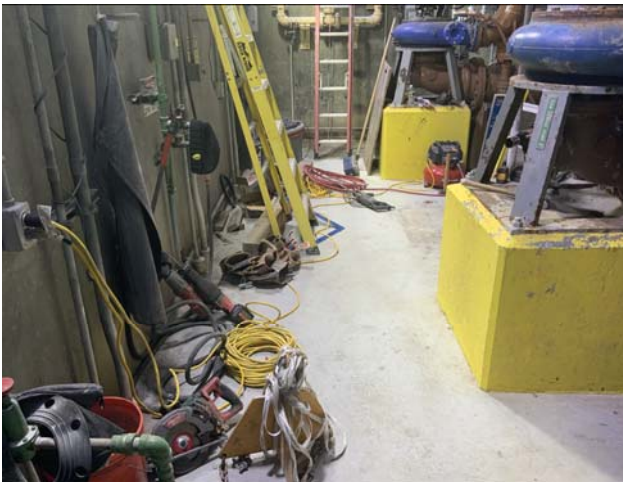








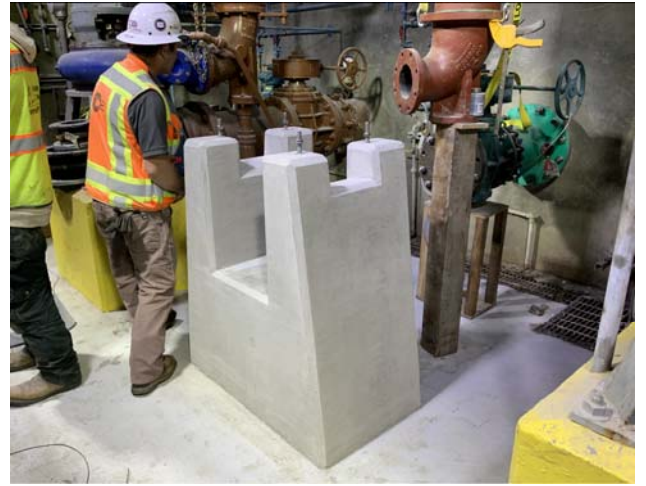










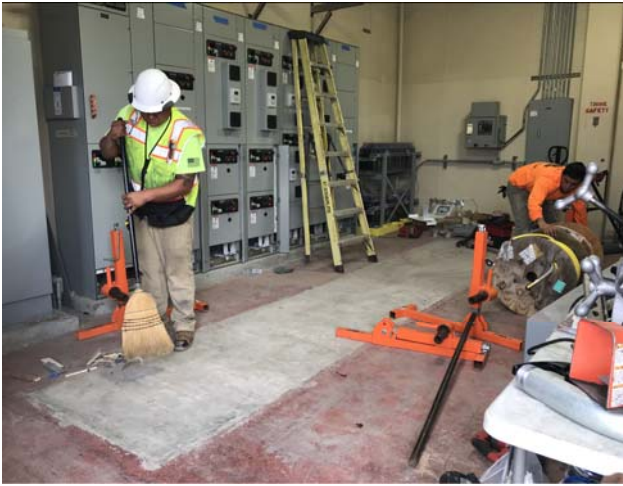




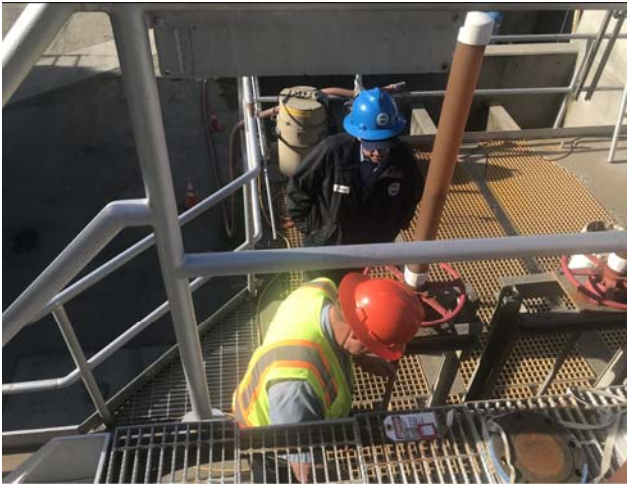


Photos:  
Headworks Rehab









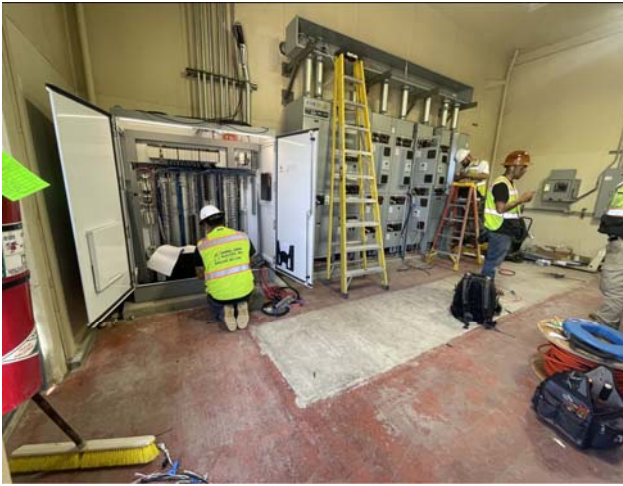








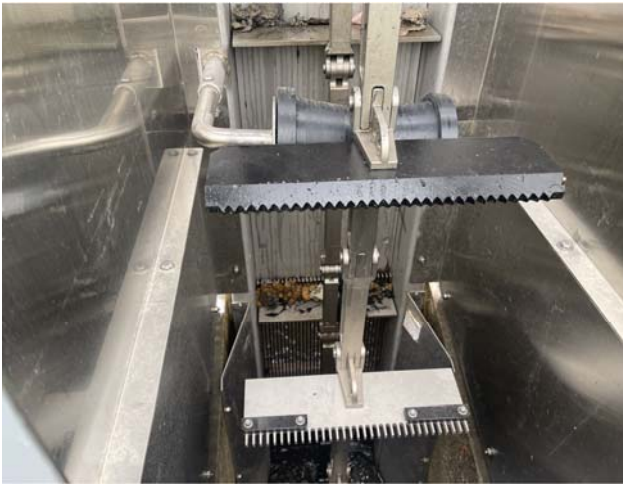












Photos:  
Sludge Holding Tank  
Replacement





Photos:  
Effluent Pump Station Rehab







# STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer (Acting  
General Manager)

Date: May 25, 2023

Subject: Pebble Beach Community Services District (PBCSD)- Regular Board Meeting  
on April 28, 2023

## DISCUSSION

Agenda items from April 28, 2023, meeting that are of specific interest to this District:

- Total cash balance at the end of March 2023 was \$30.7M; of that \$24M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues with user fees making up 22% of the total actual cost of wastewater operations.
- Total revenues through March 2023 in the cash-based budget were \$15.3M or 52% of the FY22-23 budget. Total expenditures were \$12.4M or 42% of the FY22-23 budget.
- PBCSD revised their Organization Chart to include two new positions: an additional maintenance worker and an assistant engineer. The new positions are being added in anticipation of transitions in staffing due to retirements.
- Staff presented the FY23-24 Preliminary Budget to the Board for approval. The annual total preliminary budget was \$30.8M. Operation & Maintenance costs amounted to about 57% of the budget and Capital Outlays were about 43%.
- Approximately 115 million gallons (MG) or 353 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 100% of permitted capacity. The storage volume is slightly higher than the historic average of 111 MG or 340 AF.
- Average daily wastewater flow of 978,000 gallons per day (GPD) was measured in March at the PBCSD-Carmel gate. This represents 42% of the total flow at the Carmel Area Wastewater District (CAWD) treatment facility.

The measured PBCSD flow was 88% above the five-year average of 518,000 GPD for the month of March. The CAWD total flows were 58% above the five-year average of 1,469,000 GPD for March.

- Total irrigation water demand for the 2023 calendar year through March was 8 AF. Total demand for the calendar year is 89% below the 5-year average of 75 AF through March. The month of March reflected no change in storage volume at Forest Lake.
- PBCSD staff requested approval of a construction contract with Triton Construction for \$75,000 to replace a diesel fuel underground storage tank at Pump Station P7.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
Aug -22	35.881	24.412	11.469	31.96%
Sept - 22	33.941	23.173	10.768	31.73%
Oct -22	31.961	22.411	9.55	29.88%
Nov - 22	34.002	22.641	11.361	33.41%
Dec -22	57.963	33.771	24.192	41.74%
Jan -23	81.216	45.825	35.391	43.58%
Feb-23	43.194	26.652	16.542	38.30%
Mar-23	102.585	72.259	30.326	29.56%
<b>Total</b>	<b>420.743</b>	<b>271.144</b>	<b>149.599</b>	<b>35.56%</b>

## FUNDING

Informational item only

# Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: May 25, 2023

SUBJECT: Reclamation Management Committee 05-09-23

## RECOMMENDATION

This is informational for discussion purposes only.

## DISCUSSION

The primary function of the May meeting each year is to approve the upcoming budget and review project finances and functional areas.

- **Approval of Project Budget for fiscal year 2023-2024**

This year marks the first year where the Project has no debt on its budget. The Certificates of Participation (COP) and Past Letter of Credit Fees/Bond Carrying Costs are paid off as of 06-30-23. As a result, the fixed component of water costs decreased significantly, and the Project was able to add \$825,000 to reserves for the project. Operating Expenses increased 10.65% over prior year actuals but were 3.12% less than prior year budget. Capital Projects reflected a continuation of the Facilities Master Plan at CAWD and the Pipeline Cathodic Protection project for Pebble Beach Community Service District.

- **Financial Statements March 31, 2023**

Highlights of the Preliminary Reclamation Financial Statements for the nine months ended March 31, 2023 show unrestricted cash up \$348K from the prior year, total current assets down \$68K from prior year and long-term debt is zero. Water sales went down 12%, due in large measure to a wet winter. Plant expenses down 9% due to membrane modules still not purchased. Distribution expenses are down \$44K due to source water and consulting costs.

Water sales are 21% below budget. To date, 494 acre feet sold or 134 acre feet under the budget of 628 acre feet. Operating income is \$76K or 3% under budget.

- **Treatment Plant**

Staff continues to work with Trussell Engineering to maintain optimal secondary operations. Staff has ordered a replacement set of Scinor modules, expected delivery is May 20<sup>th</sup>. Clean in Place (CIPs) were conducted on all three Reverse Osmosis trains. Maintenance replaced high pressure isolation valves on Reverse Osmosis trains. The valves were leaking, which could create over pressure on the Polyvinyl Chloride (PVC) piping and lead to failure.

- **Distribution System**

Staff participated in a field visit with corrosion engineer Corrpro to assess project site constructability and to generate a revised construction cost proposal. Staff anticipates receiving related cost proposal sometime in May.

Alternative Source Water – Bird Rock Well No. 02 was placed into service in mid April with an estimated flow rate of 10-15 gpm.

Total irrigation demand for the 2023 calendar year through April is 89 acre feet. This is 66% below last year's demand of 260 acre feet.

**FINANCIAL-None**



# STAFF REPORT

To: Board of Directors  
From: Barbara Buikema, General Manager  
Date: May 25, 2023  
Subject: Codification Project Update



## RECOMMENDATION

Receive Report- Informational only; no action required.

## DISCUSSION

This report is provided to update the Board of the Carmel Area Wastewater District on the Codification Project. You can view the end product as follows:

1. Go to [cawd.org](http://cawd.org) and click on the box labelled "District Administrative Code", which directs the user to the District website landing page.



2. This landing page has a hyperlink to the published District Administrative Code, which is hosted by American Legal Publishing. . Click the link "Published Code of Ordinances and Resolutions"

# District Administrative Code

Click on the link below to view the District Administrative Code:

[Published Code of Ordinances and Resolutions](#)

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- The user will be directed to the American Legal hosting site. The left side of the page is where the user can search for specific criteria. There is also search function that can be used to facilitate the user in their search.

The screenshot displays the website for the Carmel Area Wastewater District. At the top, there is a navigation bar with a search icon, a login icon, a language selection dropdown, and a resources dropdown. Below the navigation bar, a breadcrumb trail shows the path: CA > Carmel Area Waste... > Overview. The main content area is titled "Carmel Area Wastewater District, California" and includes the text "Current through: Ordinance No. 2022-03, passed 6-30-2022". A "GET HELP" button is visible. The "Website" section contains the URL <https://www.cawd.org/>. The "Address" section lists "Carmel Area Wastewater District, 3945 Rio Road, Carmel, California 93922". A disclaimer states that the code of ordinances is for informational purposes only and should not be relied upon as the definitive authority. Contact information for the Municipality and American Legal Publishing is provided. The page is hosted by American Legal Publishing. On the left side, a sidebar menu shows the current year (2023 Code (current)) and a list of links including "Carmel Area Wastewater District, CA Code of Ordinances", "CARMEL AREA WASTEWATER DISTRICT, CALIFORNIA CODE OF ORDINANCES", "ROSTER OF OFFICIALS of the CARMEL AREA WASTEWATER DISTRICT", and several titles (I-IV) and a table of special resolutions.

The online site is updated monthly. The hard or paper copy will be updated on a quarterly basis and kept at the Administrative Office. This platform provides access to the most current and relevant District ordinances and there is a parallel reference table to prior code sections for local ordinances and resolutions that is easily searchable to staff and the public in a logical structure.

# Announcements Subject of Interest to the Board Made by Members of the Board or Staff

- *PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:*
  - *Friday, May 26, 2023, at 9:30 a.m. – Director Urquhart is scheduled to attend.*
  - *Friday, June 30, 2023, at 9:30 a.m. – President White is scheduled to attend.*
  
- *Special Districts Association of Monterey County – The next SDA meeting is scheduled for:*
  - *Tuesday, July 18, 2023, at 6:00 p.m. –President White is scheduled to attend.*
  - *Tuesday, October TBD , 2023, at 6:00 p.m. –Director Rachel are scheduled to attend.*
  -
  
- *Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:*
  - *Tuesday, November 7, 2023, at 9:30 a.m. President White and Director Rachel is scheduled to attend.*

# Adjournment