CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

Thursday, July 30, 2026

9:00 a.m.

3945 Rio Road

Carmel, California 93923

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Public Comment

Agenda Changes

Public Hearing
&
Ordinance 2026-03

Staff Report

TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: November 19, 2026

SUBJECT: Amend the Board Meeting Schedule For A Set Time Of 9:00 a.m., on the Third Thursday For The Months of November & December

RECOMMENDATION

Staff recommends that the Board adopt Ordinance No. 2026-03, amending Ordinance No. 2006-01 to establish an amended Board meeting schedule for the set time of 9:00 a.m. and the third Thursday for the months of November and December.

DISCUSSION

It is District policy that the regular monthly Board meetings are held the last Thursday of each month (Ord. 2006-01). In 2006 policy was amended to read:

> Section 1: That the time of holding regular meetings of the Board of Directors shall be the fourth Thursday of each month at the hour of 9:30 A.M. except for the November meeting which shall be the third Thursday of the month at said hour.

Staff's long standing practice has been to return to the board annually to establish the November and December meeting dates to accommodate the holidays.

Given the length of time this practice has been in effect, staff recommends amending Ordinance No. 2006-01 to formally codify the November and December meeting schedule. Doing so would eliminate the need for the Board to establish these dates separately each year.

Staff proposes deleting Section 1 from Ord. 2006-01 in its entirety and replacing with the following:

> Section 1: That the time of holding regular meetings of the Board of Directors shall be the last Thursday of each month at the hour of 9:00 a.m., except that the November and December regular meetings shall be held on the third Thursday of each respective month at 9:00 a.m.

The amendment will become effective, upon the Board's approval, one week after it is published in the local newspaper, which will be published in the newspaper, on Friday, November 20, 2026. The notice of the public hearing was published in the Pine Cone on Friday, November 6th, 2026 noticing a public meeting regarding the proposed meeting date change (see attached publication).

FINANCIAL

No cost impact to CAWD – it is a continuation of regular practice to hold meetings the week prior to holiday.

Attachments:

1. Ordinance 2006-01, Ordinance No. 87, Ordinance No. 68
2. The Pine Cone Publication – Notice of Public Hearing to consider Ordinance 2026-03

ORDINANCE NO. 06-_01

AN ORDINANCE AMENDING ORDINANCE NO. 68
TO CHANGE THE DAY AND TIME FOR
HOLDING MEETINGS AND FORMALLY DESIGNATE THE PLACE OF
MEETINGS OF THE BOARD OF DIRECTORS

-oOo-

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

1. Ordinance No. 68 Amended. Ordinance No. 68, as previously amended, is hereby amended to delete Sections 1 and 2 its their entirety and add new Sections 1 and 2, so that the Sections now read as follows:

"Section 1: That the time of holding regular meetings of the Board of Directors shall be the fourth Thursday of each month at the hour of 9:30 A.M. except for the November meeting which shall be the third Thursday of the month at said hour."

"Section 2: That the Regular meeting place of the Board of Directors is hereby designated as the Board Room of the Carmel Area Wastewater District, 3945 Rio Road, Carmel, California 93922."

2. Publication. Following adoption, this ordinance shall be published once in a newspaper published in the District.

3. Effective Date. This ordinance shall take effect and be in force one (1) week after the date it is published in the newspaper, or July 1, 2006, whichever is later.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on May 18, 2006, by the following vote:

AYES: BOARD MEMBERS: Englander, Kohn, Stevens, Townsend, White

NOES: BOARD MEMBERS: None

ABSENT: BOARD MEMBERS: None

WELLINGTON
LAW OFFICES
857 Cass Street
Suite D
Monterey, CA
93940
Telephone:
(831) 373-8733

President of the Board

ATTEST:

Secretary of the Board

WELLINGTON
LAW OFFICES
857 Cass Street
Suite D
Monterey, CA
93940
Telephone:
(831) 373-8733

ORDINANCE NO. 87

REPEALING ORDINANCE NO. 83 AND AMENDING ORDINANCE NO. 68 TO CHANGE THE TIME FOR HOLDING MEETINGS

IT IS HEREBY ORDAINED by the Board of Directors of the Carmel Sanitary District that Section 1 of Ordinance No. 68, adopted on the 28th day of February 1977, is hereby repealed and the following language substituted therefor:

"Section 1: That the time of holding regular meetings of the Board shall be the third Thursday of each month at the hour of 1:30 P.M."

Section 2: That Ordinance No. 83 is hereby repealed.

Section 3: That this Ordinance shall be published once in the Carmel Pine Cone, a newspaper of general circulation published in the District.

Section 4: That this Ordinance shall be in full force and effect one week after the date of publication.

* * * *

PASSED AND ADOPTED at a regular meeting of the Board of the Carmel Sanitary District held therein on the 18th day of December 1980, at the regular meeting place of the Board by the following vote:

YES, MEMBERS: HEAD, HURST, McGINNIS, PRUITT and WELLER

NOES, MEMBERS: -------

ABSENT, MEMBERS: ------

Charlotte Townsend Hurst
President of the Board of Directors
of the Carmel Sanitary District

Countersigned:

M. Ogareau
Secretary of the Board

* * * * *

I, the undersigned Secretary of the Board of the Carmel Sanitary District, do hereby certify:

That the foregoing Ordinance is a true and correct copy of Ordinance No. 87 of said Board, which was introduced at a regular meeting of said Carmel Sanitary District Board held on the 18th day of December 1980, at 1:00 P.M. and passed and adopted by said Board.

ATTEST:

M. Bjelow

Secretary, Carmel Sanitary District

SEAL

Date of Publication:

December 31, 1980

ORDINANCE NO. 68

FIXING THE TIME AND PLACE AND MANNER OF HOLDING MEETINGS AND ESTABLISHING PROCEDURE FOR CALLING SPECIAL MEETINGS

IT IS HEREBY ORDAINED by the Board of the Carmel Sanitary District that Ordinances No. 63, 64 and 65 and all Ordinances and Resolutions in conflict herewith are hereby repealed.

Section 1: That the time of holding regular meetings of the Board shall be the second Tuesday of each month at the hour of 8:00 P.M., provided that if such day shall fall on a legal holiday, the meeting shall be held on the following day at 8:00 P.M.

Section 2: That the regular meeting place is hereby designated as the Council Chamber of the City Hall of the City of Carmel-by-the-Sea, located on the east side of MonteVerde Street in said city between Ocean Avenue and 7th Avenue.

Section 3: That after any meeting of the Board has been called to order at the regular meeting place indicated heretofore, it may adjourn to some other place for the consideration of any business that may properly come before the meeting. That the time and place of said adjourned meeting shall be posted on the door of the District office the next business day following the meeting at which the adjournment was taken and remain on the door until the next meeting.

Section 4: That a quorum shall be composed of three members of the Board and shall have full authority to act as a board, provided that three affirmative votes shall be required for the passage and adoption of any ordinance or resolution for the engagement and termination of the services of any individual, company or corporation, or for entering into or terminating any contract, or for the approval of any bill for services rendered or materials furnished, or for approving the purchase of any services or materials.

Section 5: That provided a quorum is present, regular meetings may be adjourned to reconvene at any time (day or evening) stated in the motion of adjournment, provided that if the hour of reconvening is not stated, it shall be 8:00 P.M. of the day to which the meeting is adjourned; and provided that if a quorum is not present at any regular meeting or any adjournment of a regular meeting, the meeting shall, without any action on the part

of any Board member, be adjourned from day to day until a quorum is present.

Section 6: A special meeting may be called at any time by the President of the Board or by any three members by delivering personally or by mail written notice to each member of the Board, and to each local newspaper of general circulation, radio or television station which has requested written notice of special meetings. Such notice must be delivered personally or by mail at least twenty-four (24) hours before the time of such meeting as specified in the notice of meeting. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meeting by the Board. Such written notice may be dispensed with as to any member who at or prior to the time of the meeting files a written waiver of notice.

Section 7: That this Ordinance shall be published once in the Carmel Pine Cone, a newspaper of general circulation published in the District.

Section 8: That this Ordinance shall be in full force and effect one week after the date of publication.

* * * * * * * * * * * * * * *

PASSED AND ADOPTED at a special meeting of the District Board of the Carmel Sanitary District, held therein on the 28th day of February, 1977, at the regular meeting place of the Board by the following vote:

AYES, MEMBERS: Hurst, Kirk, McGinnis
NOES, MEMBERS: Pruitt, Weller
ABSENT, MEMBERS: None

Charlotte T. Hurst
President of the Carmel Sanitary District Board

Countersigned:

Secretary of the Board

* * * * * * *

I, the undersigned Secretary of the Board of the Carmel Sanitary District, do hereby certify:

That the foregoing Ordinance is a true and correct copy of Ordinance No. 68 of said Board, which was introduced at a special meeting of said Carmel Sanitary District Board held on the 28th day of February, 1977, at 8:00 P.M. and passed and adopted by said Board.

ATTEST:
Secretary, Carmel Sanitary District Board

S E A L
Date of Publication: March 3, 1977.

ORDINANCE NO. 83

REPEALING ORDINANCE NO. 81 AND AMENDING ORDINANCE NO. 68 TO CHANGE THE TIME FOR HOLDING MEETINGS

IT IS HEREBY ORDAINED by the Board of Directors of the Carmel Sanitary District that Section 1 of Ordinance No. 68, adopted on the 28th day of February 1977, is hereby repealed and the following language substituted therefor:

"Section 1: That the time of holding regular meetings of the Board shall be the third Thursday of each month at the hour of 1:00 P.M."

Section 2: That Ordinance No. 81 is hereby repealed.

Section 3: That this Ordinance shall be published once in the Carmel Pine Cone, a newspaper of general circulation published in the District.

Section 4: That this Ordinance shall be in full force and effect one week after the date of publication.

* * * *

PASSED AND ADOPTED at a regular meeting of the Board of the Carmel Sanitary District held therein on the 17th day of Apr. 1980, at the regular meeting place of the Board by the following vote:

YES, MEMBERS: HEAD, HURST, McGINNIS, PRUITT AND WELLER

NOES, MEMBERS: None

ABSENT, MEMBERS: None

Vernon L. Head
President of the Board of Directors
of the Carmel Sanitary District

Countersigned:

Secretary of the Board

* * * * * * * * *

I, the undersigned Secretary of the Board of the Carmel Sanitary District, do hereby certify:

That the foregoing Ordinance is a true and correct copy of Ordinance No. 83 of said Board, which was introduced at a regular meeting of said Carmel Sanitary District Board held on the 17th day of April 1980, at 2:00 P.M. and passed and adopted by said Board.

ATTEST:
Secretary, Carmel Sanitary District

SEAL

Date of Publication:

May 1, 1980

NOTICE OF PUBLIC HEARING

TO CONSIDER ORDINANCE 2026-03

ORDINANCE 2026-03

Notice is hereby given that the Board of Directors of the Carmel Area Wastewater District will hold a Public Hearing at 9:00 a.m. on Thursday, November 19, 2026, at the District office, 3945 Rio Road, Carmel, CA 93923, to consider adopting Ordinance 2026-03.

The Public Hearing will begin at or shortly thereafter:

9:00 A.M., Thursday, November 19, 2026

SUBJECT OF THE HEARING:

An ordinance amending **Ordinance No. 68** to permanently change the regular meeting schedule for the months of November and December, so that regular meetings in those months will be held on the third Thursday of the month at 9:00 a.m.

REASON FOR THE AMENDMENT:

The purpose of this change is to avoid scheduling conflicts with the Thanksgiving and Christmas holiday seasons and to support participation by Staff, Board members, and the general public.

Any questions regarding this date change should be sent to the General Manager, Barbara Buikema, at downstream@cawd.org.

Posted:
November 6, 2026

PUBLIC NOTICES

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20261818
Filing type: ORIGINAL FILING.
The following person(s) is (are) doing business as:
ANGELES Y QUERUBINES DAYCARE, 38 Las Lomas Dr. #C, Royal Oaks, CA 95076.
County of Principal Place of Business: MONTEREY
Registered Owner(s):
ARACELI CARDOSO, 38 Las Lomas Dr. #C, Royal Oaks, CA 95076.
This business is conducted by an individual.
Registrant commenced to transact business under the fictitious business name or names listed above on Not Applicable.
S/Araceli Cardoso
Date signed: Sept. 13, 2026
This statement was filed with the County Clerk of Monterey County on Sept. 18, 2026.
Publication Dates: Oct. 30, Nov. 6, 13, 20, 2026 (PC 1051)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20261969
The following person(s) is(are) doing business as:
Cowboy Latte, 24520 Outlook Dr, Unit 29, Carmel, CA 93923,
County of Monterey
Registered Owner(s):
GOOD CLEAN FUN ENTERTAINMENT LLC, 24520 OUTLOOK DR, UNIT 29, CARMEL, CA 93923; CALIFORNIA
This business is conducted by a limited liability company
Registrant commenced to transact business under the fictitious business name listed above on Not applicable
S/ John Strong, Managing Member
This statement was filed with the County Clerk of Monterey County on 10/14/2026
10/30, 11/6, 11/13, 11/20/26
CNS-4090633#
CARMEL PINE CONE
Publication Dates: Oct. 30, Nov. 6, 13, 20, 2026 (PC 1052)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20261945
Filing type: ORIGINAL FILING.
The following person(s) is (are) doing business as:
BEACH BUDDIES RC, 660 Pine Ave., Apt. 1, Pacific Grove, CA 93950.
County of Principal Place of Business: MONTEREY
Name of Corporation or LLC as shown in the Articles of Inc./Org./Reg.:
BEACH BUDDIES RC LLC.
State of Inc./Org./Reg.: CA
Way, Salinas, CA 93907-8811
This business is conducted by an individual.
Registrant commenced to transact business under the fictitious business names listed above: Not Applicable.
S/ Joel M. Denning
Date signed: Oct. 23, 2026
This statement was filed with the County Clerk of Monterey County on Oct. 23, 2026.
Publication Dates: Oct. 30, Nov. 6, 13, 20, 2026 (PC 1055)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20261960
Filing type: ORIGINAL FILING.
The following person is doing business as:
Mil Pétalos y Raices, 526 #B Fremont St., Salinas, CA 93905
County of Principal Place of Business: MONTEREY
Registered Owner:
ISMAEL SOTO MORENO, 526 #B Fremont St., Salinas, CA 93905
This business is conducted by an individual.
Registrant commenced to transact business under the fictitious business names listed above: Oct. 13, 2026.
S/ Ismael Soto Moreno
Date signed: Oct. 13, 2026
This statement was filed with the County Clerk of Monterey County on Oct. 13, 2026.
Publication Dates: Oct. 30, Nov. 6, 13, 20, 2026 (PC 1058)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20262053
Filing type: ORIGINAL FILING.
The following person(s) is (are) doing business as:
BERNABE CARPET CLEANING, 500 Windsor St., King City, CA 93930.
County of Principal Place of Business: MONTEREY
Registered Owner(s):
LEOCADIO BERNABE ROMERO.
This business is conducted by an individual.
Registrant commenced to transact business under the fictitious business name or names listed above on Oct. 27, 2026.
S/Leocadio Bernabe Romero
Date signed: Oct. 27, 2026
This statement was filed with the County Clerk of Monterey County on Oct. 27, 2026.
Publication Dates: Oct. 30, Nov. 6, 13, 20, 2026 (PC 1059)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20262057
Filing type: NEW FILING - with CHANGE(S)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20262067
Filing type: ORIGINAL FILING.
The following person(s) is (are) doing business as:
VARCELLE, 20 Russell Rd., Spc. 55, Salinas, CA 93906.
County of Principal Place of Business: MONTEREY
Registered Owner(s):
NATAN MONROY CASTILLO, 20 Russell Rd., Spc. 55, Salinas, CA 93906.
This business is conducted by an individual.
Registrant commenced to transact business under the fictitious business name or names listed above on N/A.
S/Natan Monroy Castillo
Date signed: Oct. 29, 2026
This statement was filed with the County Clerk of Monterey County on Oct. 29, 2026.
Publication Dates: Nov. 6, 13, 20, 27, 2026 (PC 1105)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20261872
Filing type: ORIGINAL FILING.
The following person(s) is (are) doing business as:
ERIC Q. RUIZ BUILDING DESIGN & CONSULTING, 14 Tulip Circle, Salinas, CA 93905.
County of Principal Place of Business: MONTEREY
Registered Owner(s):
ERIC QUINTANILLA RUIZ, 14 Tulip Circle, Salinas, CA 93905.
This business is conducted by an individual.
Registrant commenced to transact business under the fictitious business name or names listed above on Jan. 1, 2010.
S/Eric Quintanilla Ruiz
Date signed: Sept. 29, 2026
This statement was filed with the County Clerk of Monterey County on Sept. 29, 2026.
Publication Dates: Nov. 6, 13, 20, 27, 2026 (PC 1106)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20262019
The following person(s) is(are) doing business as:
Rarefied, 818 University Ave, Salinas, CA 93901, County of Monterey
Registered Owner(s):
Julio Palacios-Aguilar
This business is conducted by an individual
Registrant commenced to transact business under the fictitious business name listed above on Not applicable
S/ Julio Palacios-Aguilar
This statement was filed with the County

THE COURT ORDERS that all persons interested in this matter appear before this court at the hearing indicated below to show cause, if any, why the petition for change of name should not be granted. Any person objecting to the name changes described above must file a written objection that includes the reasons for the objection at least two court days before the matter is scheduled to be heard and must appear at the hearing to show cause why the petition should not be granted. If no written objection is timely filed, the court may grant the petition without a hearing.

NOTICE OF HEARING:
DATE: Dec. 8, 2026
TIME: 11:00 a.m.
DEPT: 13A
The address of the court is 1200 Aguajito Road, Monterey, CA 93940.

A copy of this Order to Show Cause shall be published at least once each week for four successive weeks prior to the date set for hearing on the petition in the following newspaper of general circulation, printed in this county: The Carmel Pine Cone.

(s) Ian A. Rivamonte
Judge of the Superior Court
Date filed: Oct. 20, 2026
Publication Dates: Nov. 6, 13, 20, 27, 2026 (PC 1109)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20262030
Filing type: ORIGINAL FILING.
The following person(s) is (are) doing business as:
BLUEPRINT SIGNATURE BUILDER, 1250 San Lucas Ave. Apt. A, Seaside, CA 93955.
County of Principal Place of Business: MONTEREY
Registered Owner(s):
ALDAIR MARTINEZ, 1250 San Lucas Ave. Apt. A, Seaside, CA 93955.
This business is conducted by an individual.
Registrant commenced to transact business under the fictitious business name or names listed above on Oct. 1, 2026.
S/Aldair Martinez
Date signed: Oct. 16, 2026
This statement was filed with the County Clerk of Monterey County on Oct. 23, 2026.
Publication Dates: Nov. 6, 13, 20, 27, 2026 (PC 1110)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20262021
The following person(s) is (are) doing business as:
CENTRAL COAST COOL RIDES, 26545 CARMEL RANCHO BLVD, CARMEL, CA 93923

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20261870
The following person(s) is (are) doing business as:
YOGA WITH YAS, 333 N. PALM CANYON DR, STE 102, PALM SPRINGS, CA 92262.
County of Principal Place of Business: RIVERSIDE
Name of Corporation or LLC as shown in the Articles of Inc./Org./Reg.:
A FASHION GAL LLC, PO BOX 4013, CARMEL BY THE SEA, CA 93921.
This business is conducted by: a limited liability company.
Registrant commenced to transact business under the fictitious business name listed above on: 05/12/2026.
S/ Yasemin Paetsch Newgren, Managing Member
Date signed: Sept. 12, 2026
This statement was filed with the County Clerk of Monterey County on Sept. 29, 2026.
Publication Dates: Nov. 6, 13, 20, 27, 2026 (PC 1116)

FICTITIOUS BUSINESS NAME STATEMENT
File No. 20262101
The following person(s) is (are) doing business as:
SOL VIDA, 26365 CARMEL RANCHO BLVD, CARMEL, CA 93923.
County of Principal Place of Business: MONTEREY
Name of Corporation or LLC as shown in the Articles of Inc./Org./Reg.:
JHL BRANDS LLC, 26365 CARMEL RANCHO BLVD, CARMEL, CA 93923.
This business is conducted by: a limited liability company.
Registrant commenced to transact business under the fictitious business name listed above on: Not Applicable.
S/ Jack Cassady, Manager
Date signed: Nov. 3, 2026
This statement was filed with the County Clerk of Monterey County on Nov. 3, 2026.
Publication Dates: Nov. 6, 13, 20, 27, 2026 (PC 1117)

HTTPS://CARMELPINECONE.COM

NOTICE OF PUBLIC HEARING TO CONSIDER ORDINANCE 2026-03

ORDINANCE 2026-03

Notice is hereby given that the Board of Directors of the Carmel Area Wastewater District will hold a Public Hearing at 9:00 a.m. on Thursday, November 19, 2026, at the District office, 3945 Rio Road, Carmel, CA 93923, to consider adopting Ordinance 2026-03.

The Public Hearing will begin at or shortly thereafter:
9:00 A.M., Thursday, November 19, 2026

SUBJECT OF THE HEARING:
An ordinance amending **Ordinance No. 68** to permanently change the regular meeting schedule for the months of November and December, so that regular meetings in those months will be held on the third Thursday of the month at 9:00 a.m.

REASON FOR THE AMENDMENT:
The purpose of this change is to avoid scheduling conflicts with the Thanksgiving and Christmas holiday seasons and to support participation by Staff, Board members, and the general public.

Any questions regarding this date change should be sent to the General Manager, Barbara Buikema, at downstream@cawd.org.

Posted:
November 6, 2026

Publication dates: Nov. 6, 2026 (PC1112)

ORDINANCE NO. 2026-03

AN ORDINANCE AMENDING ORDINANCE NO. 68 THAT THE TIME OF HOLDING REGULAR MEETINGS OF THE BOARD OF DIRECTORS SHALL BE THE LAST THURSDAY OF EACH MONTH AT THE HOUR OF 9:00 A.M., EXCEPT FOR THE NOVEMBER AND DECEMBER MEETING WHICH SHALL BE THE THIRD THURSDAY OF THE MONTH AT SAID HOUR.

~oOo~

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

1. ORDINANCE NO. 68 AMENDED. Ordinance No. 68, as previously amended, is hereby amended to delete Section 1 in its entirety and add a new Section 1, so that it now reads as follows:

   "Section 1: That the time of holding regular meetings of the Board of Directors shall be the last Thursday of each month at the hour of 9:00 a.m. except that the November and December regular meetings shall be held on the third Thursday of each respective month at 9:00 a.m.

   The purpose of this change is to avoid scheduling conflicts with the Thanksgiving and Christmas holiday seasons and to support participation by both Board members and the general public.

2. PUBLICATION. Following adoption, this ordinance shall be published once in a newspaper published in the District's jurisdiction.

3. EFFECTIVE DATE. This ordinance, if approved shall take effect one week upon the publication of the of this notice in the newspaper, to occur on Friday, November 20, 2026.

PASSED AND ADOPTED at a regula meeting of the Board of Directors of the Carmel Area Wastewater District duly held on November 19, 2026, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

_____

Robert Siegfried, President of the Board

ATTEST:

_____

Domine Barringer, Clerk of the Board

Consent Calendar

CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., October 29, 2026

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

Call to Order / Roll Call

President Siegfried called the meeting to order at 9:00 a.m.

** Signifies virtual attendance.*

Present: President Siegfried; Pro Tem Urquhart (arrived 9:05 a.m.); and Directors Weiland, White, and *Cole (arrived 9:01 a.m.)

A quorum of the Board was present in person, and Director *Cole attended remotely.

****Director Cole participated remotely pursuant to the Brown Act teleconferencing provisions authorized by SB 707. The Board determined that Director Cole qualified for remote participation under a statutory "just cause" circumstance: family medical emergency. There were multiple other people over the age of 18 in the room, but were not participating in the meeting. Director Cole participated by audio and video communication until her departure at 9:51 a.m., and all votes taken during that time were conducted by roll call.***

Absent: None

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD/District)
Domine Barringer, Board Clerk, CAWD
Patrick Treanor, District Engineer, CAWD
Jeff Bandy, Ph.D., Principal Engineer, CAWD
Alex Henson, Associate Engineer, CAWD
Mohammed Serageldin, Laboratory Manager, CAWD
Erik Van Duren, Laboratory Analyst II, CAWD
Chris Foley, Facilities Manager, CAWD
Jessica Reclusado, Information Technology Intern, CAWD
*Kevin Young, Water System Analyst, CAWD
Matt Green, Chief Plant Operator, CAWD
Daryl Lauer, Collections Superintendent, CAWD
*Jeffrey B. Froke, Pebble Beach Community Services District Director (PBCSD)
Nick Becker, General Manager, PBCSD
Alex Lorca, Fenton & Keller, Attorneys at Law, CAWD Legal Counsel

In-Person Public Attendees: None

***Virtual Public Attendees:**

*Steve Thomas, TBC Communications
*Yuriana Nuñez, Administrative Services Manager/Board Clerk, PBCSD
*Michael Miller (Guest)

1. ***Appearances/Public Comments:*** *Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

   President Siegfried shared his views on employee housing, noting that housing shortages affect the broader community. He expressed interest in exploring a joint powers authority as a possible approach.

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

   The Clifton Larson Allen (CLA) August 2026 Bank Statement Review was added because it was listed on the agenda but was not available when the Board packet was prepared.

3. ***Introduction of Information Technology Intern, Jessica Reclusado –*** *Oral Report by Chris Foley, Facilities Manager*

   The Board formally welcomed Ms. Reclusado to the District.

4. **Congratulations to Erik Van Duren *for passing the CWEA Laboratory Analyst II Certification*** *– Oral Report by Mohammed Serageldin, Laboratory Manager*

   The Board congratulated Mr. Van Duren on passing the CWEA Laboratory Analyst II certification.

5. **Recognition and Congratulations to Ray DeOcampo Upon His Retirement** *– Oral Report by General Manager, Barbara Buikema*

   Mr. Serageldin reported that Mr. DeOcampo was unable to attend. President Siegfried asked him to convey the Board's congratulations and best wishes on Mr. DeOcampo's retirement.

   General Manager Barbara Buikema noted Mr. DeOcampo's 30 years of service to the District and announced that a lunch would be provided in recognition, to which Board members were invited.

6. **Unfinished Business** – Consideration and Approval of Amended Draft Minutes regarding the August 27, 2026 meeting minutes that were pulled and not approved – *Report by General Manager, Barbara Buikema*

Motion: Director Urquhart moved to approve the amended minutes of the August 27, 2026 meeting. Director Cole seconded the motion.

Vote: President Siegfried called for the vote, and the motion carried unanimously. Directors Urquhart, Weiland, and White and President Siegfried voted "Aye." Director Cole responded, "Aye."

Action: The Board approved the amended minutes of the August 27, 2026 meeting.

7. **Clarification of the Reclamation Management Committee Authority and Board Communication Protocol –** *Report by General Manager, Barbara Buikema*

Motion: Director White moved to request a legal review by Counsel of item number 8 on the agenda (Resolution No. 2026-68) for the Reclamation Management Committee's authority and the Board communication protocol. Director Weiland seconded.

Vote: President Siegfried called for the vote. The motion carried, with Directors Urquhart, Weiland, and White voting "Aye," Director Cole responding "Aye," and President Siegfried voting "No."

Action: The Board directed Counsel to conduct a legal review of the Reclamation Management Committee's authority and the Board communication protocol.

8. **Resolution No. 2026-68 – A Resolution Of Carmel Area Wastewater District (CAWD) Specifying The Authority And Roles Of Committee Members In Various Committee Meetings –** *Report by Barbara Buikema, General Manager*

This item was voted on together with Item 7. Resolution No. 2026-68 was referred to legal counsel to review the Reclamation Management Committee's authority, as outlined in the resolution.

Motion: Director White moved to request a legal review by Counsel. President Siegfried clarified that Item 8, Resolution No. 2026-68, would be referred to Legal Counsel to review the Reclamation Management Committee's authority and the Board communication protocol set out in the resolution. Director Weiland seconded.

Vote: Upon President Siegfried's call for the vote, the motion carried. Directors Urquhart, Weiland, and White voted "Aye"; Director Cole responded "Aye"; and President Siegfried voted "No."

Action: The Board directed Counsel to review the Reclamation Management Committee's authority and the Board communication protocol set out in Resolution No. 2026-68.

9. Designated Reclamation Task Force, Representative Governance Subcommittee (GSC) (Jeff Bandy) - *Report by Jeff Bandy, Principal Engineer*

Requesting the Board to Receive the Report

President Siegfried requested that the Board receive the report. Directors Urquhart, Weiland, and White agreed to receive the report, and Director Cole abstained.

Action: The Board received the GSC report presented by Mr. Bandy.

Consent Calendar: Approval of Minutes, Financial Statements and Monthly Reports—All Reports Relate to Current Year

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

Public Comment on Consent Calendar

There were no public comments on the Consent Calendar.

The Board took the following action on the remaining Consent Calendar Items, Nos. 10–16 and 18–23:

Motion: Director Urquhart moved to approve the Consent Calendar items Nos. 10–16 and 18–23. The motion was seconded by Director White.

Vote: President Siegfried called for the vote. The motion carried unanimously, with Directors Urquhart, Weiland, White, and President Siegfried voting Aye. Director Cole responded, "Yes" and there were no objections.

Action: The Board approved Consent Calendar Items Nos. 10–16, and 18-23; Item No. 17 was pulled from the consent calendar for further discussion later in the meeting.

10. September 24, 2026 Regular Board Minutes, August 6, 2026 Pension & Long-term Investment Minutes
11. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA), September & August 2026 (not available at the time of the Board meeting) & July 2026 (included)
12. Receive and Accept Schedule of Cash Receipts & Disbursements September 2026
13. Approve Register of Disbursements – Carmel Area Wastewater District September 2026
14. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project September 2026
15. Receive and Accept Financial Statements and Supplementary Schedules September 2026
16. Receive and Accept Collection System Superintendent's Report For September, August, and July 2026
17. PULLED: Receive and Accept Safety and Regulatory Compliance Report September 2026
18. Receive and Accept Treatment Facility Operations Report For September, August, and July
19. Receive and Accept Laboratory/Environmental Compliance Report September 2026
20. Receive and Accept Capital Projects Report/Implementation Plan
21. Receive and Accept Project Summaries – Capital & Non-Capital
22. Receive and Accept Facilities Manager's Maintenance & Operations Report – September 2026
23. Receive and Accept Source Control-Environmental Compliance Report September 2026

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, (4) Call for a Motion, and (5) Board Discussion and Action.

RESOLUTIONS

24. **Resolution No. 2026-69 – A Resolution Of Carmel Area Wastewater District (CAWD) Specifying Rules Of Decorum For Participation In Board And Committee Meetings –** *Report by Barbara Buikema, General Manager*

Motion: Director Urquhart moved to approve Resolution No. 2026-69, as amended to strike the words in the top line of bottom paragraph "under the Brown Act". The motion was seconded by Director White.

Vote: President Siegfried requested that a roll call vote be taken. The motion carried, with all Directors present voting "Aye." Director Cole responded, "Aye." After the roll call was completed, Director Cole exited the meeting at 9:51 a.m.

Action: The Board adopted the amended resolution specifying rules of decorum for participation in Board and committee meetings.

COMMUNICATIONS

25. General Manager's Report – *Presented by Barbara Buikema, General Manager*

a. *Board Retreat - Strategic Planning*

The General Manager, Barbara Buikema, stated that the committee unanimously decided to go with David M. Ceppos – Public Policy Mediation & Facilitation.

Director White requested that each Director have an individual discussion with the facilitator.

Motion: President Siegfried moved to approve the committee's suggestion to hire Mr. Ceppos for the board retreat and strategic planning. Director White seconded.

Vote: President Siegfried called for the vote. The motion carried, with Directors Urquhart, Weiland, and White and President Siegfried voting "Aye." Director Cole was absent.

Action: The Board approved the hiring of Mr. Ceppos for the board retreat and strategic planning.

b. *Update - Centers for Disease Control and Prevention (CDC) National Wastewater Surveillance System (NWSS) awarded to Verily Health through September 27, 2031*

Informational only

Ms. Buikema stated that the CDC has changed slightly, but the monitoring will continue.

c. *Discussion of institutionalizing the November and December Board meeting dates for the third week of the month and* ***request for Board consensus*** *(Oral Report)*

Note: The General Manager, Barbara Buikema, stated that this change is typically done by ordinance, and it will need to be published in the paper.

Motion: Director Urquhart moved to formalize the date change for the November and December regular Board meeting dates in the third week of the month, as it is a benefit to the public and staff. The motion was seconded by President Siegfried.

Vote: President Siegfried requested board consensus and there were no objections. Director Cole was absent.

Action: The Board agreed to move the November and December regular board meeting dates to the third week of the month for the benefit of the public and staff.

d. *Ethics Training, November 13th at 11:00 a.m.*

The General Manager reminded the Board about the Ethics Training.

OTHER ITEMS BEFORE THE BOARD

26. **Wastewater Treatment Plant Electricity Use Update & Heat Usage (January – June 2026)** – *Report by Chris Foley, Facilities Manager*

Requesting the Board to Receive the Report

Mr. Foley presented the wastewater treatment plant electricity report to the Board.

INFORMATION/DISCUSSION ITEMS

27. **Pebble Beach Community Services District September 25, 2026 Meeting –** *Report by Barbara Buikema, General Manager*

Informational Only

28. **Sewer Replacement Construction Update Regarding Scenic Road Sewer Replacement & Santa Rita & Guadalupe Sewer Replacement** – *Report by District Engineer, Patrick Treanor*

Informational Only

Mr. Treanor provided an update on the project.

29. **Special Districts Association of Monterey County – *October 20, 2026* –** *Report by General Manager, Barbara Buikema*

Informational Only

The General Manager, Barbara Buikema, reported on the meeting that she and President Siegfried attended the Special Districts Association of Monterey County. United States Representative Jimmy Panetta will be attending the meeting in January 2027.

30. **California Public Employees' Retirement System (CalPERS) Funding Report –** *Report by General Manager, Barbara Buikema*

Informational Only

The General Manager reported that as of June 2025 the District is overfunded, and there is no accrued unfunded liability. President Siegfried commented that the fragility lies with the member districts and whether they can offset it with earnings.

31. **Carmel Area Wastewater District (CAWD) - Americans with Disabilities Act (ADA) Policy –** *Report by General Manager, Barbara Buikema*

Requesting Board Direction

Ms. Buikema stated that the District has a policy, which is included in the board packet, and asked for Board direction.

President Siegfried stated that on page 191 "undue hardship would be defined as being significant difficulty or expense". Nowhere in this document is significant expense defined. Could there be a statement to the effect of "We are open to hiring people with job-related disabilities"?

Director Urquhart stated that ADA is driven by case law and this will be addressed on a case-by-case basis. The open-ended statement and the policy as written are acceptable.

Motion: President Siegfried moved to accept the report, but asked for further consideration of a more proactive position on hiring people with disabilities in lieu of the following statement: "undue hardship would be defined as being significant difficulty or expense." The motion was seconded by Director White.

Vote: The roll call vote was as follows: President Siegfried and Directors Weiland and White voted "Aye"; Director Urquhart voted "No." Director Cole was absent.

Action: The Board agreed to move to a more proactive position of hiring people with disabilities.

32. **The Carmel Pine Cone Publication – CalAM Eminent Domain –** *Report by General Manager, Barbara Buikema*

Informational Only

33. 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, October 30, 2026, at 9:30 a.m. – President Siegfried scheduled to attend
No regular PBCSD Board meeting is scheduled for November 2026.
Friday, December 11, 2026, at 9:30 a.m. – Pro Tem Urquhart scheduled to attend

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Date to be determined in January 2027, at 6:00 p.m. – President Siegfried scheduled to attend the meeting

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 17, 2026, at 9:30 a.m. Director Cole and Director Weiland are scheduled to attend.

Consent Item #17 was taken up at this time: 10:20 a.m.

- PULLED: Receive and Accept Safety and Regulatory Compliance Report September 2026

Action: The Board approved item #17 by consensus. Director Cole was absent.

President Siegfried asked staff to come back with an overview of membership and training costs. Director Urquhart suggested Cal/OSHA training.

President Siegfried moved that the Board ask staff to come back with an overview of our memberships, training, and budgetary costs to bring the District up to the standards that are expected. The motion was then withdrawn by President Siegfried.

Director Urquhart stated that, for employee edification, it is good to obtain any certifications that exist. If there are certifications from outside safety agencies, industrial safety agencies, or similar organizations, he would encourage the employee to pursue them with the District's support and to pay for the certification. He added that it would be good to look at the Cal/OSHA training courses.

Motion: President Siegfried moved to accept item #17 by consensus. The motion was seconded by Director Urquhart.

Vote: Accepted by consensus.

Action: The Board accepted item #17 on the consent agenda by consensus

34. ADJOURNMENT

Current regular Board meeting:
Thursday, November 19, 2026, at 9:00 a.m., or on an alternative acceptable date.

Following regular Board meeting:
Thursday, December 17, 2026, at 9:00 a.m., or on an alternative acceptable date.

NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at 831-624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

There being no further business to come before the Board, the meeting was adjourned at 10:30 a.m.

As Reported To: _____
Domine Barringer, Board Clerk

APPROVED: _____
Robert Siegfried, President of the Board

CARMEL AREA WASTEWATER DISTRICT

Pension & Investment Long Term Investments

STANDING COMMITTEE MEETING MINUTES

1:00 p.m. Monday, October 26, 2026

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:
The meeting was called to order at 1:00 p.m.

Present: President Siegfried, Pro Tem Urquhart

**Signifies Virtual Attendance*

Other Attendees:
Barbara Buikema, General Manager
Kevin Young, Wastewater System Analyst

Absent:

1. **Appearances/Public Comments:** *Anyone wishing to address the Committee on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person per topic. No action shall be taken on any item not appearing on the agenda.*

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

3. **INFORMATION/DISCUSSION ITEMS:**

   - *Cost Of Living Adjustment (COLA) review – there was a discussion of legal and actuarial analysis of awarding a 2% COLA to legacy Carmel Area Wastewater District Pension Plan. Recommendation was to return with further analysis of CalPERS COLA compared to flat COLA calculation. Plan to bring to full board in November.*

4. **ADJOURNMENT:** *The next regular Board meeting will be held at 9:00 a.m., Thursday, October 29, 2026, in person or with a teleconference webinar link. The following regular board meeting will occur on Thursday, November 19, 2026. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

The Committee adjourned the meeting at 1:40 p.m.

AS REPORTED TO:

_____

Barbara Buikema, General Manager

APPROVED:

_____

Robert Siegfried, President of the Board

CARMEL AREA WASTEWATER DISTRICT
SPECIAL BOARD MEETING MINUTES

Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project Informational Meeting

In person or by teleconference (Zoom webinar)

At The Carmel Foundation, southeast corner of Eighth Avenue and Lincoln Street, Carmel-by-the-Sea, CA 93923; Phone: (831) 624-1248

Wednesday, 5:30 p.m., October 28, 2026

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

The meeting was called to order at 5:30 p.m.

** Signifies virtual attendance.*

Present: President Siegfried, *Pro Tem Urquhart, Director White, *Director Cole
Absent: Director Weiland

A quorum of the Board was present, and Directors *Cole and *Urquhart attended remotely, and no action was taken.

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)
Domine Barringer, Board Clerk (CAWD)
Jeff Bandy, Principal Engineer (CAWD)
*Alex Henson, Associate Engineer (CAWD)

In-Person Public Attendees:	Association
Richard Warren	Neighborhood Association
Jim and Sharon Brunis	Neighborhood Association
Marion Abaunza	Neighborhood Association
Laurence Vifry	Neighborhood Association
Charles & Maria Murphy	Neighborhood Association
Jeff & Desiree Millikan	Neighborhood Association
Berj Moosekian	Neighborhood Association
Jim & Sue Goodacre	Neighborhood Association
Reg & Christina Miller	Neighborhood Association
Cynthia & Rick Ciare	Neighborhood Association
Steve Thomas	TBC Communications, Inc.

Virtual Public Attendees:
*Lise Aissen

*Kelly (Guest)

ORDERS OF BUSINESS & ANNOUNCEMENTS

1. **Appearances/Public Comments:** *Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

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

3. **Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project Informational Meeting**

   Mr. Bandy gave a PowerPoint presentation and answered questions regarding the project.

4. **Adjournment**

   Current regular Board meeting:
   Thursday, November 19, 2026, at 9:00 a.m., or on an alternative acceptable date.

   Following regular Board meeting:
   Thursday, December 17, 2026, at 9:00 a.m., or on an alternative acceptable date.

   NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at 831-624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

   There being no further business to come before the Board, the meeting was adjourned at 6:30 p.m.

APPROVED: _____
Robert Siegfried, President of the Board

As Reported To:

_____
Domine Barringer, Board Clerk

CARMEL AREA WASTEWATER DISTRICT
SPECIAL BOARD MEETING MINUTES

ETHICS TRAINING

In person or by teleconference (Zoom webinar)

3945 Rio Road,
Carmel-by-the-Sea, CA 93923

Phone: (831) 624-1248

Friday, 11:00 a.m., November 13, 2026

** Signifies virtual attendance.*

The meeting convened at 11:00 a.m.

A quorum was present and no action were taken

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

Present: President Siegfried, Pro Tem Urquhart (arrived at 11:02 a.m.), Director White, Director Cole

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)
Domine Barringer, Board Clerk, CAWD
James Grover, Accounting Manager, CAWD
*Patrick Treanor, District Engineer, CAWD
Jeff Bandy, Ph.D., Principal Engineer, CAWD
Alex Henson, Associate Engineer, CAWD
Chris Foley, Facilities Manager, CAWD
*Mike Skinkle, Maintenance Supervisor, CAWD
Kevin Young, Water System Analyst, CAWD
*Daryl Lauer, Collections Superintendent, CAWD
Alex Lorca, Fenton & Keller, Attorneys at Law, CAWD Legal Counsel
Beth Ingram, Human Resource Consultant

In-Person Public Attendees: None

Virtual Public Attendees: None

ORDERS OF BUSINESS & ANNOUNCEMENTS

1. **Appearances/Public Comments:** *Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

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

3. **Ethics Training**

   - **Presented by Fenton & Keller Attorneys At Law**

     Mr. Lorca presented the Ethics Training. The presentation that was presented during the board meeting is posted on the District website: Ethics PowerPoint Presentation - (20261113-AB 1234(1).pdf

4. **Adjournment**

   There being no further business to come before the Board, the meeting was adjourned at 1:00 p.m.

The next regular Board meeting will be held at 9:00 a.m. on Thursday, November 19, 2026, or on an alternate acceptable date. The following regular Board meeting will be held at 9:00 a.m. on Thursday, December 17, 2026. *NOTE: The meeting will have a teleconference (Zoom webinar) option. You can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at (831) 624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any*

APPROVED: _____
Robert Siegfried, President of the Board

As Reported To:

_____
Domine Barringer, Board Clerk

Clifton Larson Allen LLP (CLA)

Independent Accountants' Report

October 2026
(not available at time of Board meeting preparation) &

September 2026
(not available at time of Board meeting preparation)

Financial Statements For October & November Available In December 2026

Note: December 2026 will have the months of October & November and the Supporting schedules:
(CAWD) Cash Receipts & Disbursements,

Financial Statements For October & November Available In December 2026

Note: December 2026 will have the months of October & November and the supporting schedules:
(CAWD) Disbursements,

Financial Statements For October & November Available In December 2026

Note: December 2026 will have the months of October & November and the supporting schedules:
CAWD/PBSCD Reclamation Disbursements

Financial Statements For October & November Available In December 2026

Note: December 202 will have the months of October & November along with the supporting schedules:
Financial Statements

STAFF REPORT

TO: Board of Directors

FROM: Daryl Lauer, Collection Superintendent

DATE: November 19th, 2026

SUBJECT: Monthly Report – October 2026

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in October 8

Total Fees $1,160.00

Maintenance

Attached is a map identifying the areas cleaned over the past three months. During October, a total of 68,814 feet of sewer lines were cleaned. No Closed-Circuit Television (CCTV) inspections were conducted in October, but are scheduled to resume in November. Staff received the new CCTV van during the month and completed training on the new equipment and software. A summary of collections system maintenance activities for the month of October is provided below.

Sanitary Sewer Spills

- No sanitary sewer spills were reported during the reporting period.

Maintenance Activity	October 2026	Calendar Year to Date	5-year Annual Average
Cleaning/Jetting (Linear Feet)	68,814	518,723	549,332
CCTV Inspections (Linear Feet)	0	40,377	47,937
Lateral Inspections (# Completed)	9	138	228
Private Sewer Lateral Certifications (# Completed)	8	135	209
Service Calls (#Completed)	3	27	52
Spot Repairs (# Completed)	0	21	6
Underground Service Alerts (# Completed)	159	1,924	2,019
Asphalt Patch Verification (# Completed)	2	37	N/A
Easement Maintenance (Miles)	0	6.8	4
Root Foaming (Linear Feet)	0	60,857	34,000

Construction and Repairs

- Contractors replaced the generators and transfer switch at Highlands, Calle La Cruz and 8th & Scenic pump stations in late September and early October. Each replacement took about two weeks from start to finish. The contractor has completed the work and are working on a small punch list. The three generator replacements were part of the Collections Capitol Equipment replacement for Fiscal Year (FY) 2026/27.

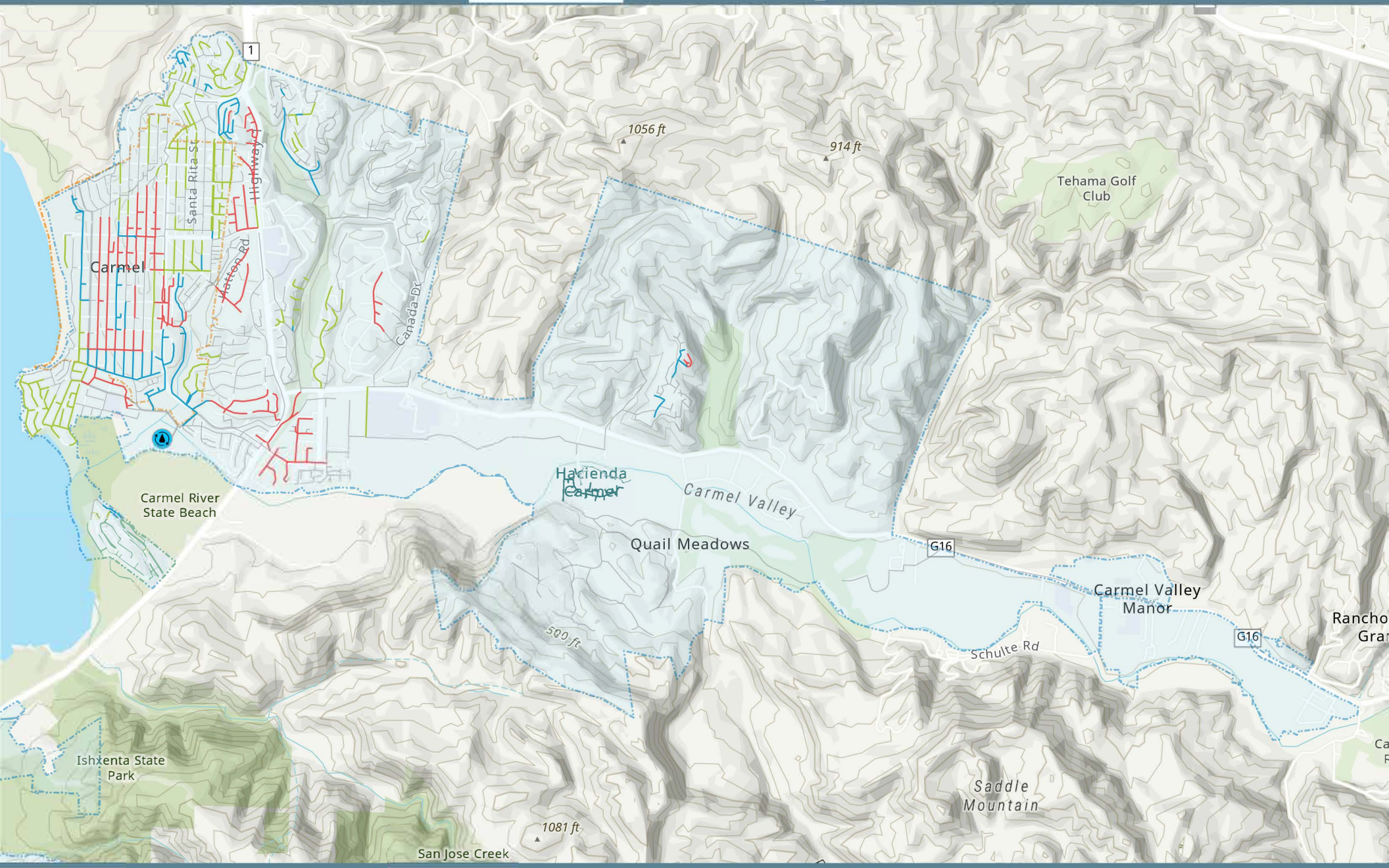
Staff Development

Staff attended weekly tailgate safety tailgate training sessions throughout the month of October. Staff attended operational training on the new CCTV van in October.

Service calls responded to by crew

Date	Time	Callout	Resolution
10/7/2026	5:08 PM	Private Lateral Spill	Staff responded to a report from a local homeowner regarding an overflowing private sewer lateral. Upon inspection, staff confirmed the lateral was blocked and overflowing. The District sewer main was evaluated and found to be functioning properly with no deficiencies observed. The property owner was advised to contact a licensed plumber to address the blockage in the lateral line. Refer to Service Call Map.
10/11/2026	10:46 PM	Private Lateral Spill	Staff responded to a report from a local homeowner regarding an overflowing private sewer lateral. Upon inspection, staff confirmed the lateral was blocked and overflowing. The District sewer main was evaluated and found to be functioning properly with no deficiencies observed. The property owner was advised to contact a licensed plumber to address the blockage in the lateral line. Refer to Service Call Map.
10/12/2026	5:38 PM	Smart Cover Alert	Notified by Smart Cover manhole monitoring system for a high-level alert. Staff found the flow was normal and the manhole was not surcharging. Refer to service call map.
10/20/2026	10:00 AM	Asphalt patch verification	Staff conducted a one-year verification inspection of the asphalt patch associated with a private lateral repair within the street. No deficiencies were observed. Location: 36°32′44″ N, 121°55′34″ W. Refer to service call map.
10/21/2026	9:00 AM	Asphalt patch verification	Staff conducted a one-year verification inspection of the asphalt patch associated with a private lateral repair within the street. No deficiencies were observed. Location: 36°33′22″ N, 121°54′56″ W. Refer to service call map.

Carmel Area Wastewater District - Line Cleaning - October 2026



CARMEL AREA WASTEWATER DISTRICT
3945 RIO RD, CARMEL CA 93922
TELEPHONE (831) 624-1248
Info@CAWD.org

LEGEND

- Treatment Plant
- Service Area
- Carmel by the Sea

Sewer Gravity Mains - Line Cleaning

- August 2026 - 46,301 FT
- September 2026 - 56,919FT
- October 2026 - 68,814 FT

Map Disclaimer: CAWD 2026 ● All rights reserved.

This map is distributed "AS - IS" without any warranties of any kind. This map is intended as a graphical representation of field conditions; the actual location of features in the field may differ from the depiction on the map.

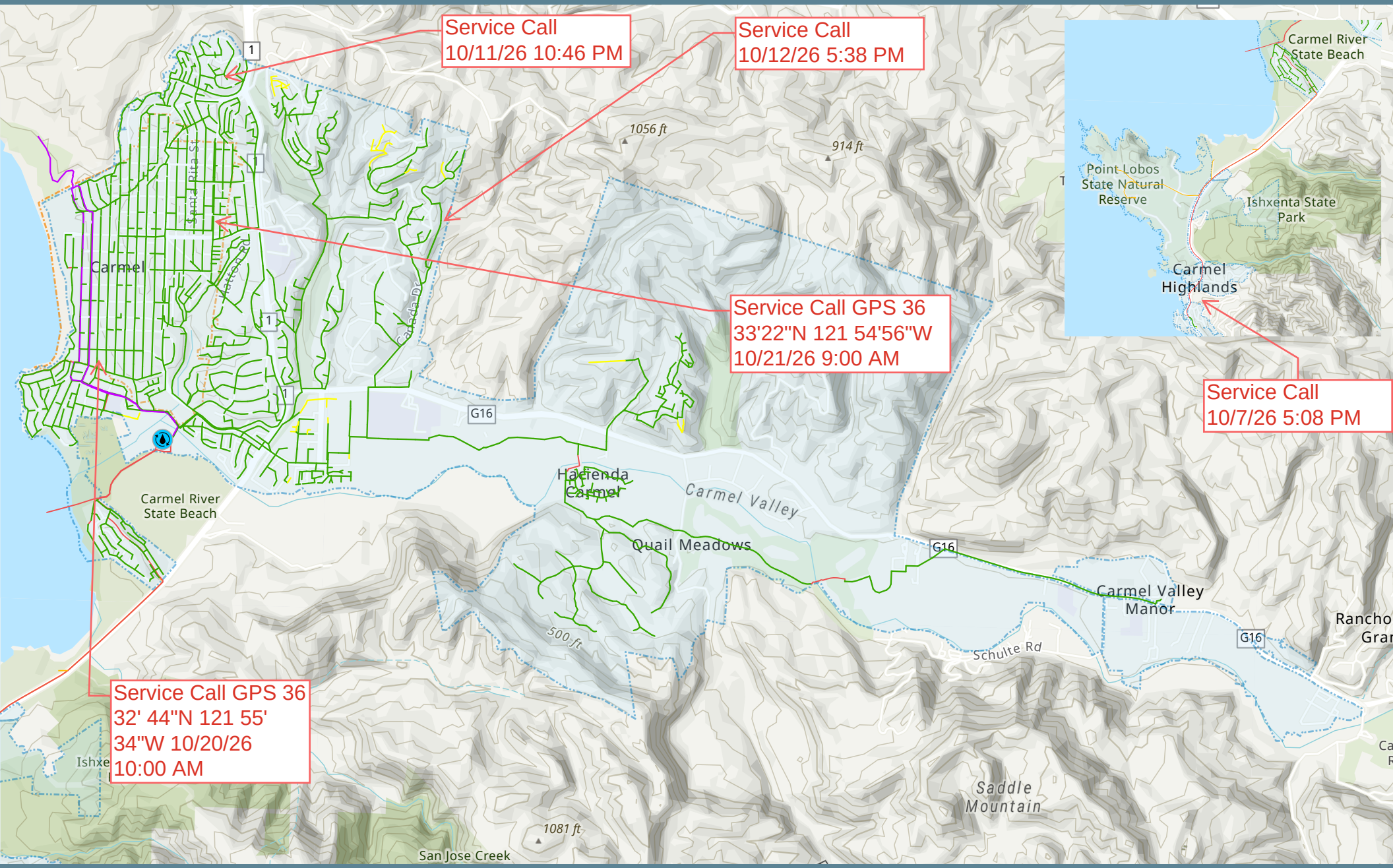
NAD83 State Plane CA Zone 4 US Feet | 1:42,000

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N

Carmel Area Wastewater District - Service Calls Map

South Region Inset



CARMEL AREA WASTEWATER DISTRICT
3945 RIO RD, CARMEL CA 93922
TELEPHONE (831) 624-1248

LEGEND

	Sewer Gravity Mains	Sewer Forced Mains
Treatment Plant	CAWD	CAWD
Service Area	PBCSD	State Parks
Carmel by the Sea	Private	Private

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NAD83 State Plane CA Zone 4 US Feet | 1:42,000

0 0.25 0.5 1 Miles

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STAFF REPORT

To: Board of Directors

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

Date: November 19, 2026

Subject: Monthly Safety Report (for October 2026)

RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **Oct 7: Tailgate Training- Perimeter Gate Access.** In early October the automated main gate at the plant experienced a failure and would not open via remote control. An after-hours call-out occurred and workers had to climb the fence to access the control box to open the gate. A key lockbox was purchased and placed at the small swing gate adjacent to the main mechanical gate. Employees can now open the box and use a key to enter the property to avoid having to climb the fence. Also, given that there were several new employees who did not know how to manually open the gate, a demonstration was given on how to disconnect the drive gear and push the gate open.
- **Oct 14: Tailgate Training- Hazard Assessment and Selection of Personal Protective Equipment (PPE).** General safety regulations require that PPE must be used for the hazards present. This requires the worker to accurately identify those hazards. The video went through four different scenarios with multiple/various hazards and which PPE to use.
- **Oct 22: Forklift Inspections.** S/C Admin Dias reminded the group that forklifts must be inspected and documented prior to first use of each shift. It was suggested that the forklift inspection form be streamlined to focus on the key/critical inspection items and remove numerous non-essential items. See the Ongoing Safety Improvement section below for more details.
- **Oct 27- Hands-on Fire Extinguisher Training.** Employees were shown how to extinguish a live gasoline fire and then each employee was given an extinguisher and practiced putting out a fire.

Ongoing Safety Improvements

Facilities Manager Chris Foley and S/C Admin Dias continued to implement safety improvements in coordination with District staff and the Safety Committee. Activities in October included:

- **Streamlined Forklift Inspection Form.** Regulations require that forklifts must be inspected prior to use. The inspections must be documented, and the completed forms must be retained for one year. However, the legacy form that had been in use for well over a decade was lengthy and overly detailed resulting in perfunctory rubber-stamped inspections. At the suggestion of a senior operator the form was streamlined and now focuses on the most critical safety checks while remaining compliant with regulations.

Tours and Outreach

- **Tours**: No tours were requested in October.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no Worker's Comp claims or first aid injuries in October. The most current tracking table is below.

	Work Related Injuries and Illnesses for 2026 Calendar Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction* (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	3	0	0	0

*Excludes holidays, vacation days and sick days

FUNDING-N/A- Informational item only

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2026 YEAR-TO-DATE	
Report for: October 2026	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.242	0.782	0.747	0.833	70.403	278.14	853.19
PBCSD Flow	10.191	0.329	0.275	0.369	29.597	139.76	428.70
Total Plant Flow	34.433	1.111	1.022	1.202	100.00	417.90	1281.89
Tertiary Flow	25.504	0.823	0.595	1.081	74.068	262.59	805.50
Ocean Discharge	7.625	0.246	0.072	0.575	22.144	152.27	467.09
Potable Water (2)	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2026)	262.59MG (805.50acre-ft.)
Total Lifetime Reclamation Production (94-26)	10.42 BG (31.98 K acre-ft.)
12 Month Rolling Total Reclamation Production	326.45 MG (1001.87 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Oct'26 kWh	Price per kWh	Oct'26	Sep'26	Aug'26	July'26
Secondary	91,986.15	$ 0.259	$ 23,842.56	$ 31,125.81	$ 29,581.69	$ 29,884.98
Blowers	53,456.80	$ 0.233	$ 12,466.53	$ 17,943.25	$ 18,752.94	$ 17,760.81
CAWD Total	145,442.95		$ 36,309.09	$ 49,069.06	$ 48,334.63	$ 47,645.79
Tertiary	64,629.88	$ 0.298	$ 19,256.24	$ 28,985.17	$ 31,374.91	$ 29,548.89
MF/RO (4)	N/A		N/A	$ 32,958.64	$ 35,883.65	$ 33,390.55
Reclaim Total	#VALUE!		#VALUE!	$ 61,943.81	$ 67,258.56	$ 62,939.44
Adjusted Monthly Totals (1)	CAWD Total	N/A		Reclamation Total		N/A

kW-h Per Acre Foot

	2025				2026			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1111.69	1149.23	1224.01	1229.19	937.31	1151.91	1165.63	N/A
Reclamation	2820.11	1938.59	1810.47	2025.98	2289.36	1892.63	1887.09	N/A

MICROTURBINE SUMMARY

Month	Oct'26 kW-h (3)	Sep'26	Aug'26	Jul'26	Accumulated Totals
Production,kW-h	3,617	21,481	22,345	14,486	1,812,723.00

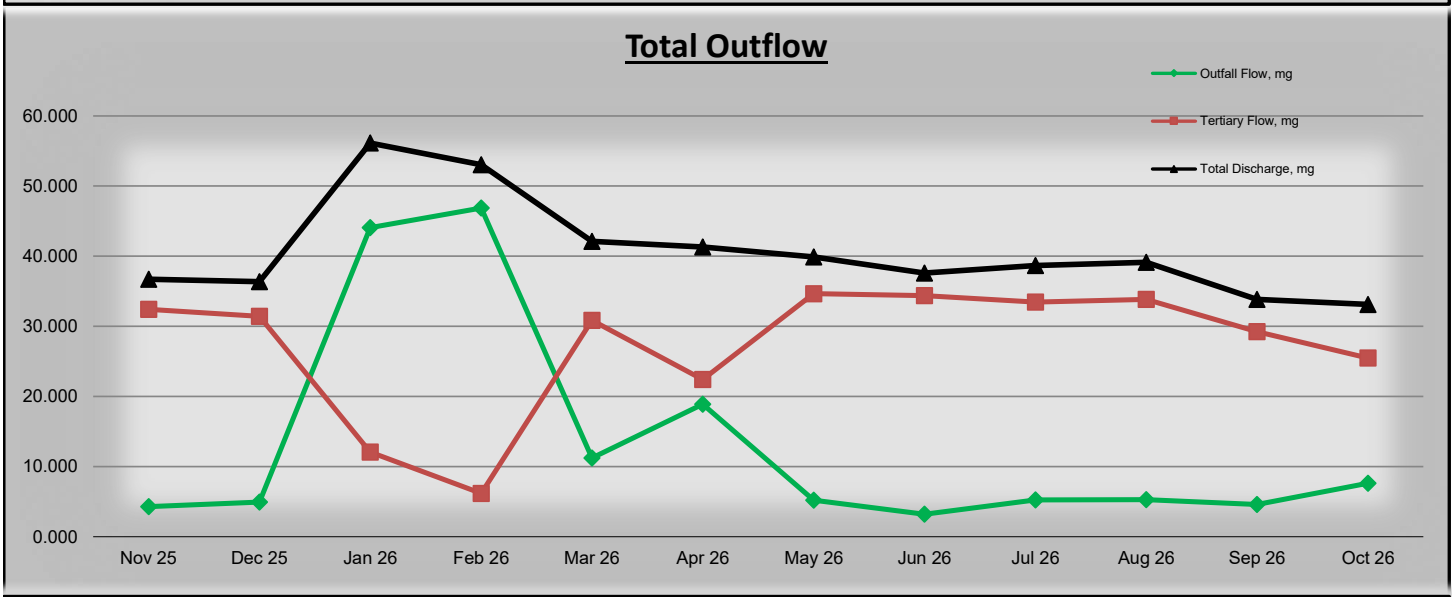
(1) Data not available at the time this board report was due.

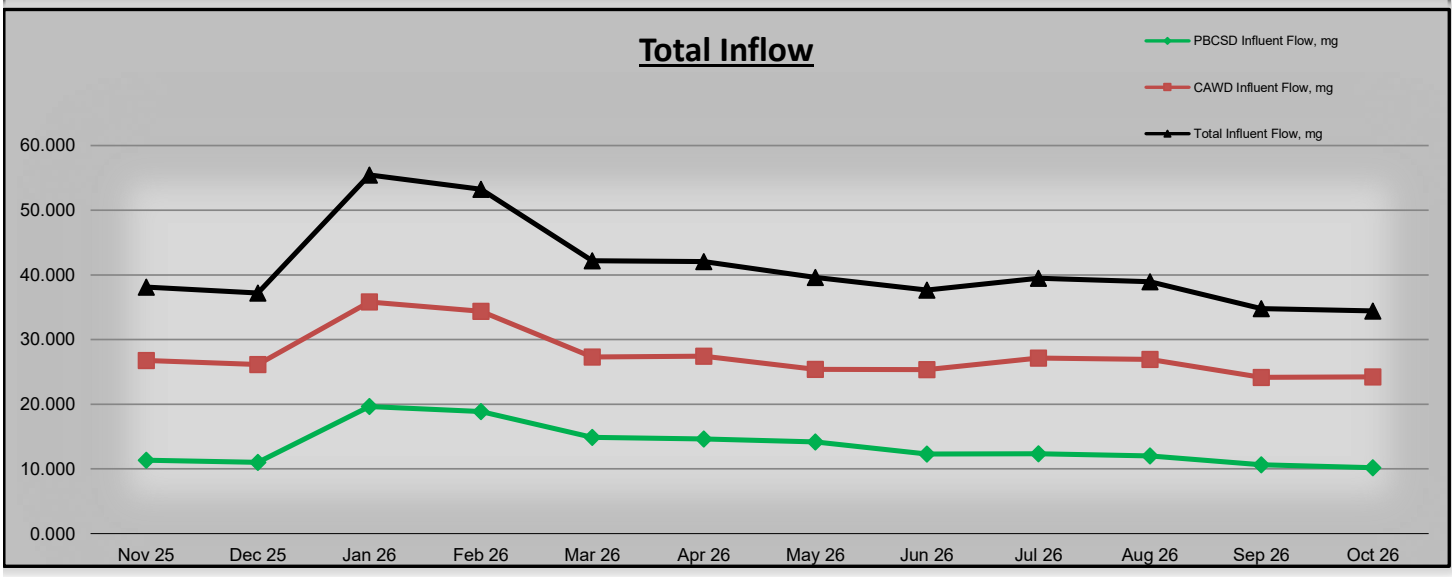
(2) California American Water bills Reclamation a monthly surcharge for the emergency potable water pump station that feeds the Poppy Hills storage tank in the event that potable water is required.

(3) Microturbine system off-line due to new iron sponge tank valves and new 65kW microturbine installation

(4) Data not available at the time this board report was due.


Total Golf Course Usage
Tertiary Flow, mg
Total Potable, mg
Total Golf Course, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26
Sep 26
Oct 26


Total Outflow
Outfall Flow, mg
Tertiary Flow, mg
Total Discharge, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26
Sep 26
Oct 26


Total Inflow
PBCSD Influent Flow, mg
CAWD Influent Flow, mg
Total Influent Flow, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26
Sep 26
Oct 26

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2026 YEAR-TO-DATE	
Report for: September 2026	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.161	0.768	0.765	0.880	69.410	264.55	811.49
PBCSD Flow	10.648	0.355	0.328	0.399	30.590	118.92	364.78
Total Plant Flow	34.809	1.123	1.093	1.279	100.00	383.46	1176.27
Tertiary Flow	29.234	1.008	0.606	1.158	83.984	237.09	727.27
Ocean Discharge	4.606	0.154	0.082	1.168	13.232	144.65	443.70
Potable Water (2)	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2026)	237.09MG (727.27acre-ft.)
Total Lifetime Reclamation Production (94-26)	10.40 BG (31.91 K acre-ft.)
12 Month Rolling Total Reclamation Production	332.40 MG (1020.14 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Sep'26 kWh	Price per kWh	Sep'26	Aug'26	July'26	June'26
Secondary	83,786.40	$ 0.371	$ 31,125.81	$ 29,581.69	$ 29,884.98	$ 32,700.17
Blowers	55,569.84	$ 0.323	$ 17,943.25	$ 18,752.94	$ 17,760.81	$ 17,809.77
CAWD Total	139,356.24		$ 49,069.06	$ 48,334.63	$ 47,645.79	$ 50,509.94
Tertiary	78,936.96	$ 0.367	$ 28,985.17	$ 31,374.91	$ 29,548.89	$ 28,072.73
MF/RO	98,932.80	$ 0.333	$ 32,958.64	$ 35,883.65	$ 33,390.55	$ 37,209.84
Reclaim Total	177,869.76		$ 61,943.81	$ 67,258.56	$ 62,939.44	$ 65,282.57
Adjusted Monthly Totals (1)	CAWD Total	$ 27,557.69		Reclamation Total		$ 83,455.18

kW-h Per Acre Foot

	2025				2026			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1111.69	1149.23	1224.01	1229.19	937.31	1151.91	1165.63	N/A
Reclamation	2820.11	1938.59	1810.47	2025.98	2289.36	1892.63	1887.09	N/A

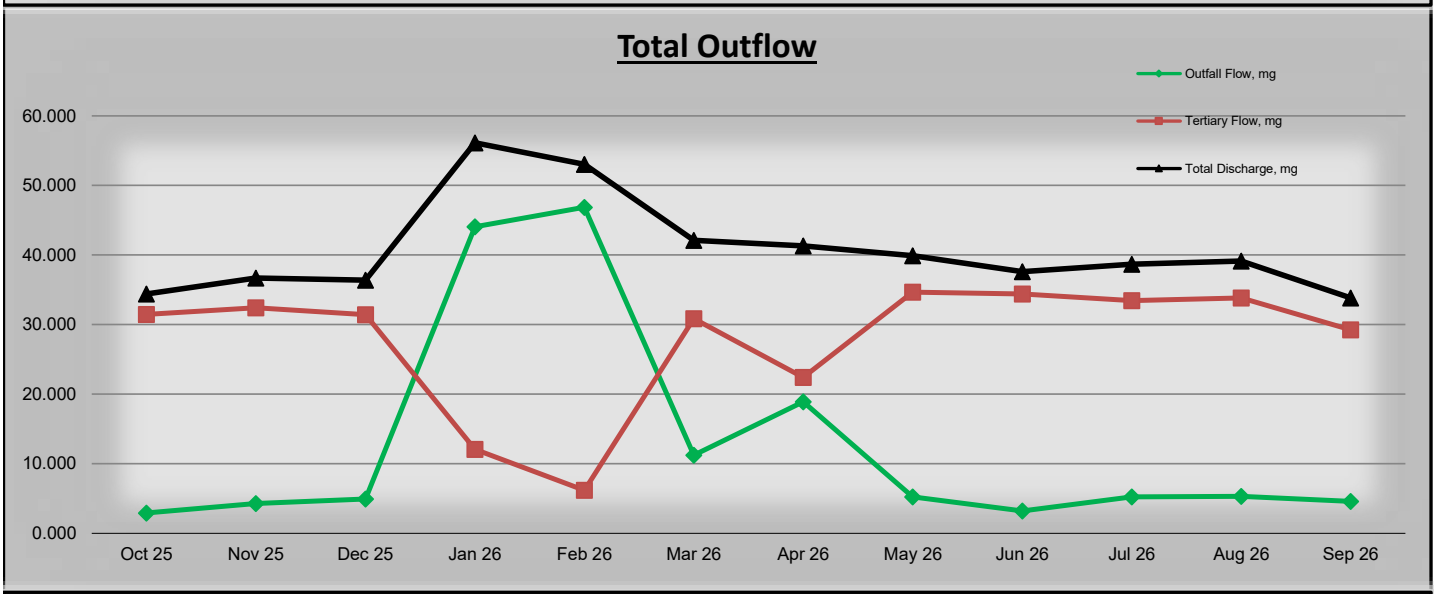
MICROTURBINE SUMMARY

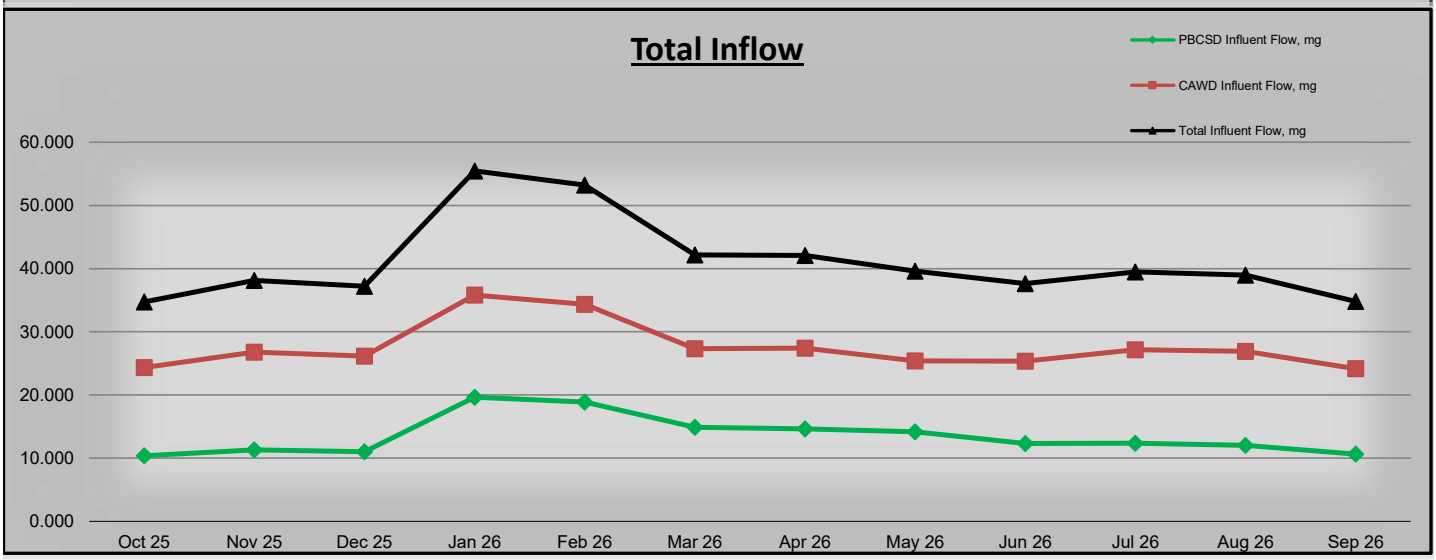
Month	Sep'26 kW-h	Aug'26	Jul'26	Jun'26	Accumulated Totals
Production,kW-h	21,481	22,345	14,486	6,302	1,809,106.00

(1) Cost adjustment for Reclamation percentage for Secondary power costs and Laboratory power usage.

(2) California American Water bills Reclamation a monthly surcharge for the emergency potable water pump station that feeds the Poppy Hills storage tank in the event that potable water is required.


Total Golf Course Usage
Tertiary Flow, mg
Total Potable, mg
Total Golf Course, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Oct 25
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26
Sep 26


Total Outflow
Outfall Flow, mg
Tertiary Flow, mg
Total Discharge, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Oct 25
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26
Sep 26


Total Inflow
PBCSD Influent Flow, mg
CAWD Influent Flow, mg
Total Influent Flow, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Oct 25
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26
Sep 26

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2026 YEAR-TO-DATE	
Report for: August 2026	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.927	0.869	0.794	0.922	69.122	229.74	704.72
PBCSD Flow	12.029	0.388	0.330	0.472	30.878	118.92	364.78
Total Plant Flow	38.956	1.257	1.124	1.394	100.00	348.66	1069.49
Tertiary Flow	33.825	1.091	0.640	1.208	86.829	207.86	637.59
Ocean Discharge	5.300	0.171	0.088	1.117	13.605	140.04	429.57
Potable Water (2)	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2026)	207.86MG (637.59acre-ft.)
Total Lifetime Reclamation Production (94-26)	10.37 BG (31.82 K acre-ft.)
12 Month Rolling Total Reclamation Production	334.60 MG (1026.89 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Aug'26 kWh	Price per kWh	Aug'26	July'26	June'26	May'26
Secondary	80,544.30	$ 0.367	$ 29,581.69	$ 29,884.98	$ 32,700.17	$ 23,551.12
Blowers	53,563.52	$ 0.350	$ 18,752.94	$ 17,760.81	$ 17,809.77	$ 12,405.19
CAWD Total	134,107.82		$ 48,334.63	$ 47,645.79	$ 50,509.94	$ 35,956.31
Tertiary	88,587.20	$ 0.354	$ 31,374.91	$ 29,548.89	$ 28,072.73	$ 19,058.34
MF/RO	107,798.72	$ 0.333	$ 35,883.65	$ 33,390.55	$ 37,209.84	$ 32,802.33
Reclaim Total	196,385.92		$ 67,258.56	$ 62,939.44	$ 65,282.57	$ 51,860.67
Adjusted Monthly Totals (1)	CAWD Total	$ 27,683.74		Reclamation Total		$ 87,909.45

kW-h Per Acre Foot

	2025				2026			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1111.69	1149.23	1224.01	1229.19	937.31	1151.91	N/A	N/A
Reclamation	2820.11	1938.59	1810.47	2025.98	2289.36	1892.63	N/A	N/A

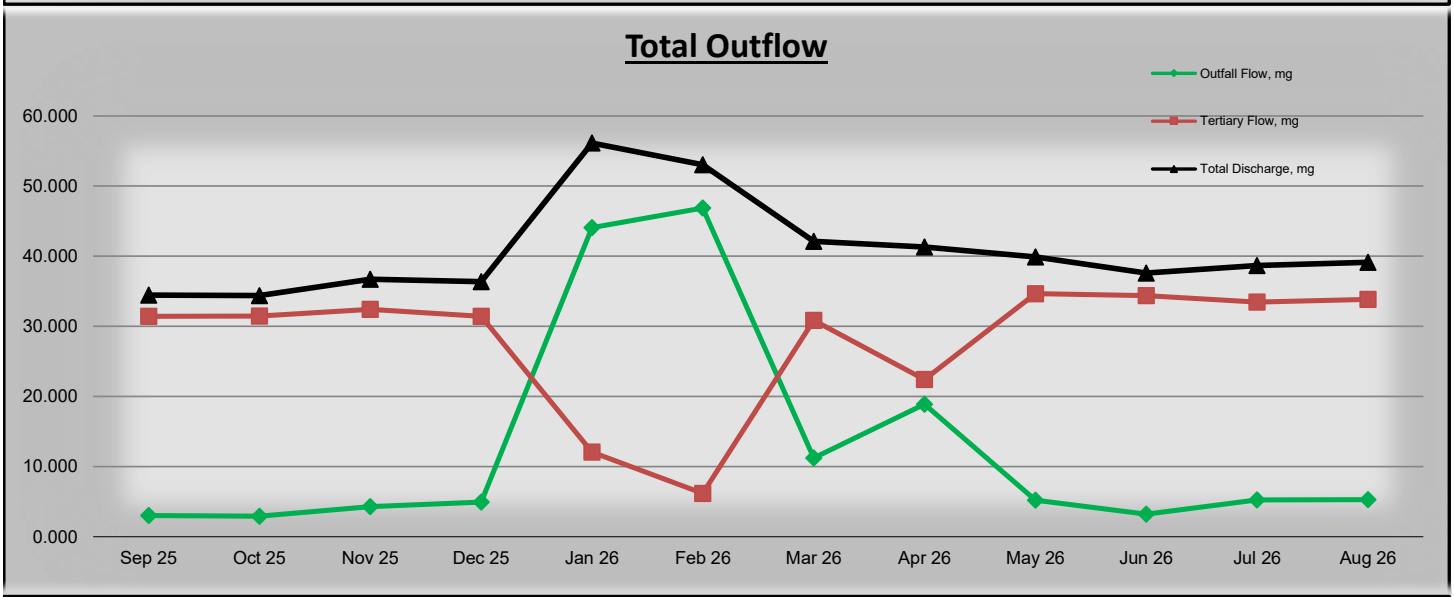
MICROTURBINE SUMMARY

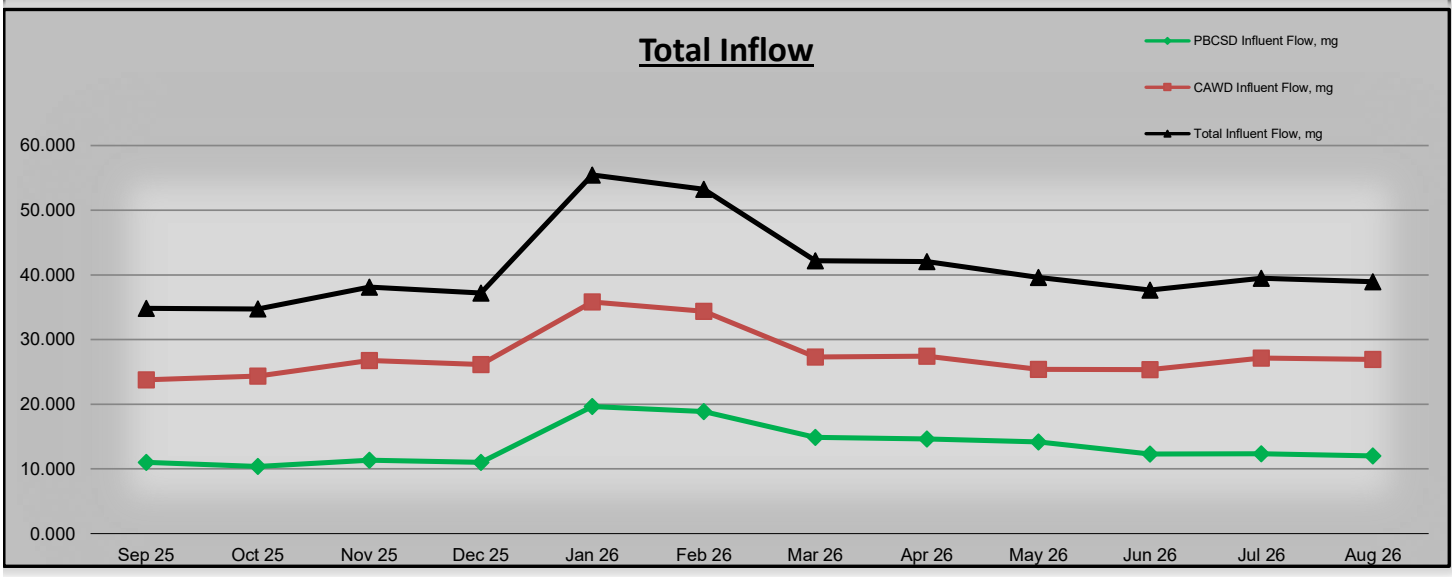
Month	Aug'26 kW-h	Jul'26	Jun'26	May'26	Accumulated Totals
Production,kW-h	22,345	14,486	6,302	8,353	1,787,625.00

(1) Cost adjustment for Reclamation percentage for Secondary power costs and Laboratory power usage.

(2) California American Water bills Reclamation a monthly surcharge for the emergency potable water pump station that feeds the Poppy Hills storage tank in the event that potable water is required.


Total Golf Course Usage
Tertiary Flow, mg
Total Potable, mg
Total Golf Course, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Sep 25
Oct 25
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26


Total Outflow
Outfall Flow, mg
Tertiary Flow, mg
Total Discharge, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Sep 25
Oct 25
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26


Total Inflow
PBCSD Influent Flow, mg
CAWD Influent Flow, mg
Total Influent Flow, mg
60.000
50.000
40.000
30.000
20.000
10.000
0.000
Sep 25
Oct 25
Nov 25
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26

STAFF REPORT

To: Board of Directors

From: Mohammed Serageldin, Lab Manager

Date: November 19th, 2026

Subject: Monthly Lab Report

RECOMMENDATION

Receive Report - Informational only; no action required.

DISCUSSION

1- Sampling

Monitoring and Compliance Sampling Activities Completed	
Monitoring Frequency	**Type of Sampling Activity**
Weekly	CAWD Sodium Adsorption Ratio (SAR)
Weekly	CAWD NPDES Permit Monitoring
Monthly	Pebble Beach Sodium Adsorption Ratio (SAR) and Total Nitrogen monitoring
Monthly	CAWD Total Nitrogen (TN) Monitoring
Every 13 days	NPDES Discharge Monitoring for Oil and Grease

2. General

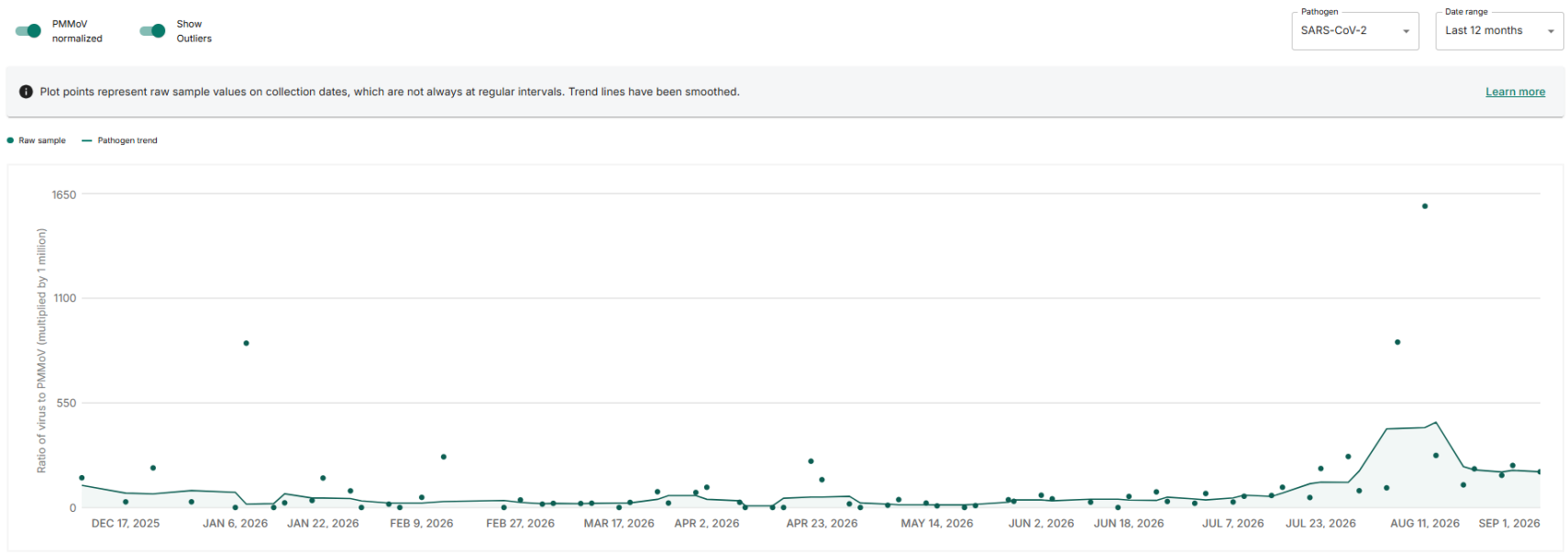
- The new Anion unit of the ion chromatography (IC) is installed and working properly. Training was performed immediately after installation by Metrohm.
- The lab received the new spectrophotometer.
- We now have access to the new laboratory management information system (LIMS). Labworks team are training us on the system.
- We will start the hiring process for the Lab Analys I-II position this month.

Wastewater Public Health Surveillance Update: The following graphs provide a summary of ongoing wastewater plant influent public health surveillance testing being funded by the Center for Disease Control National Wastewater Surveillance System program.

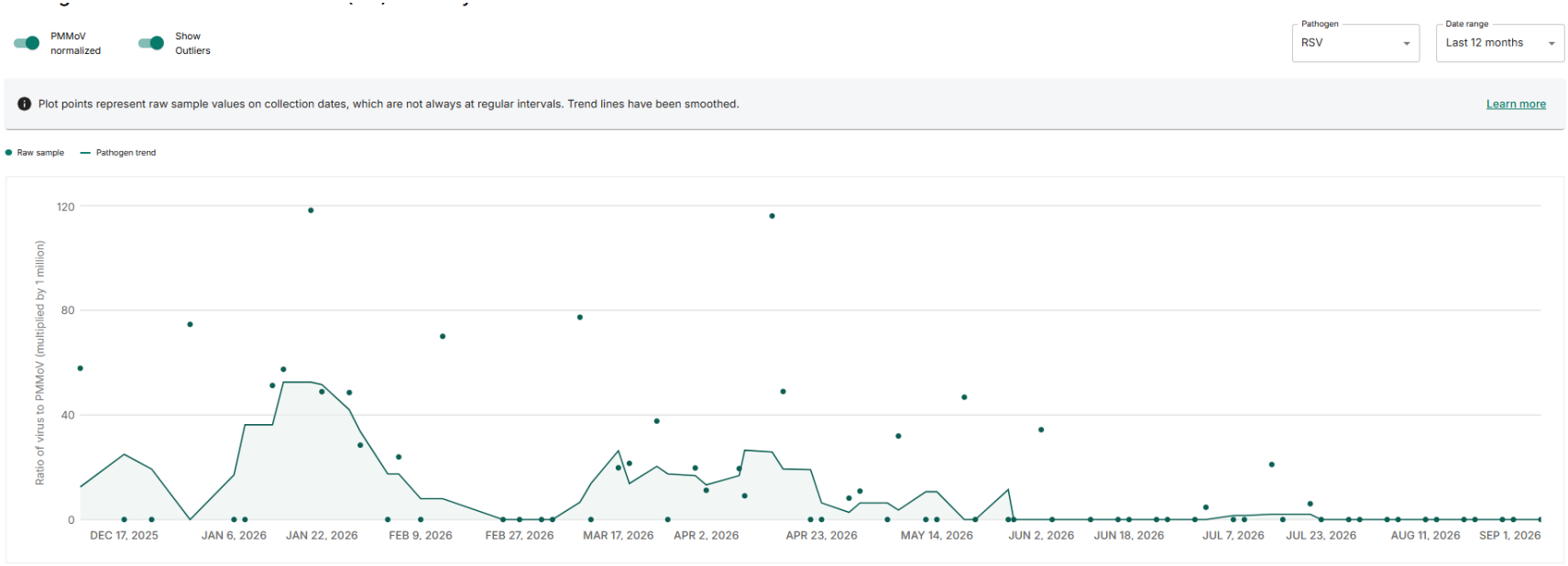
VIRUSES

Note: Samples taken twice per week at CAWD Wastewater Treatment Plant. Tests completed by Verily Life Sciences LLC. Full graphs are available at www.cawd.org/pathogen-concentration-levels

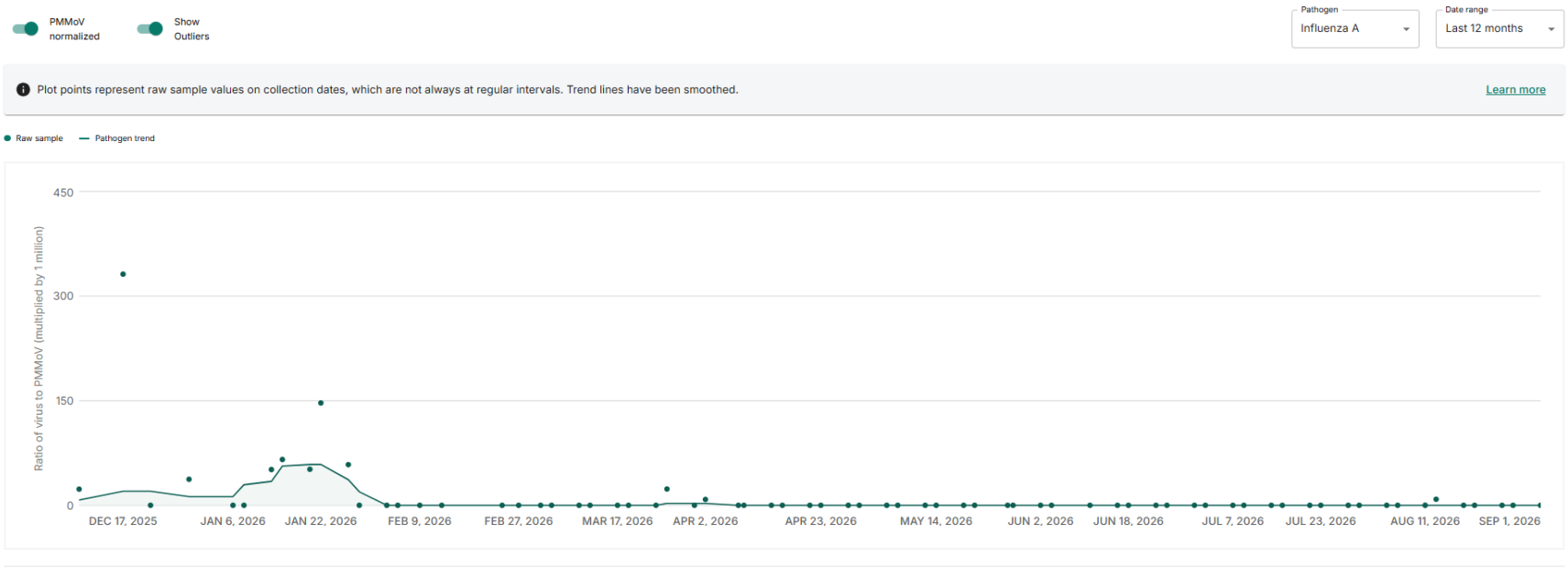
SARS-CoV-2 (COVID) – Past 12 Months:



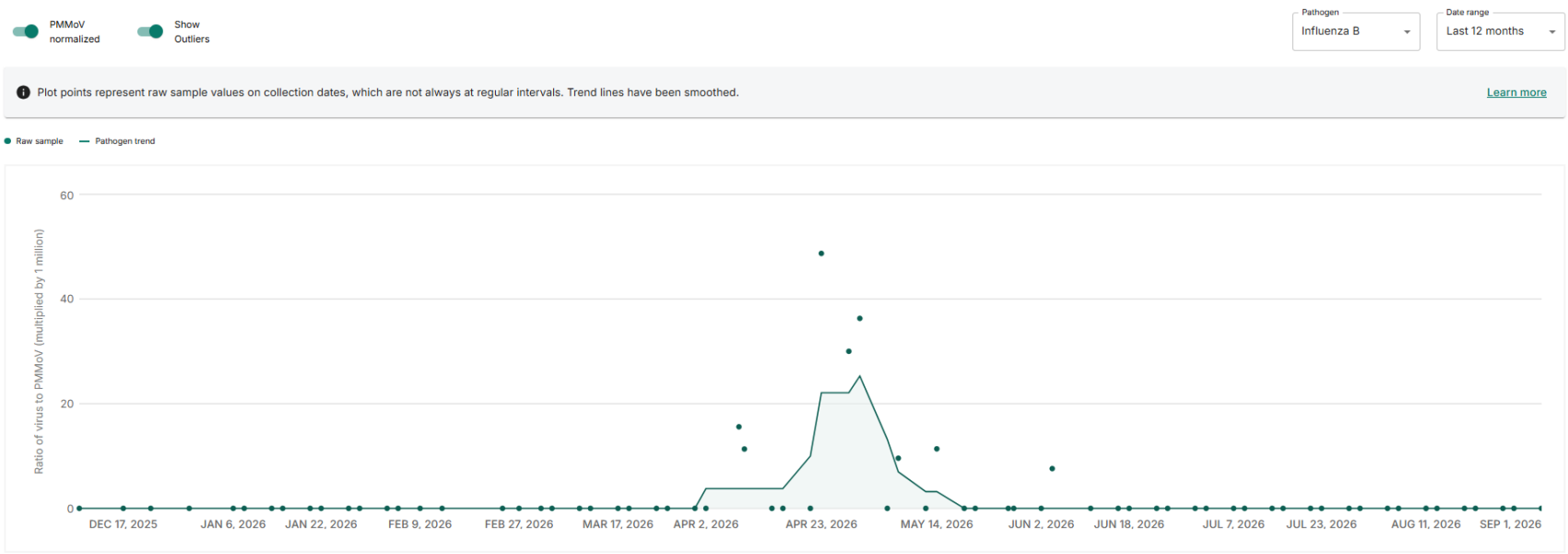
Respiratory Syncytial Virus (RSV) – Past 12 Months:



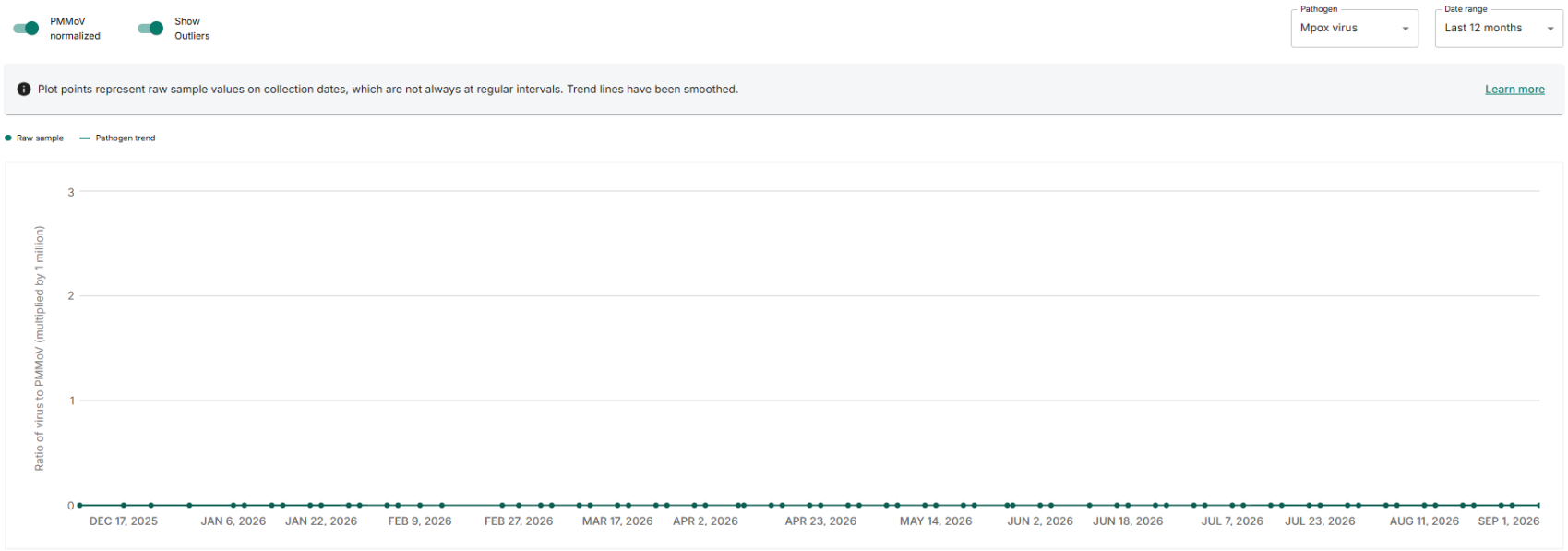
Influenza A– Past 12 Months:



Influenza B– Past 12 Months:



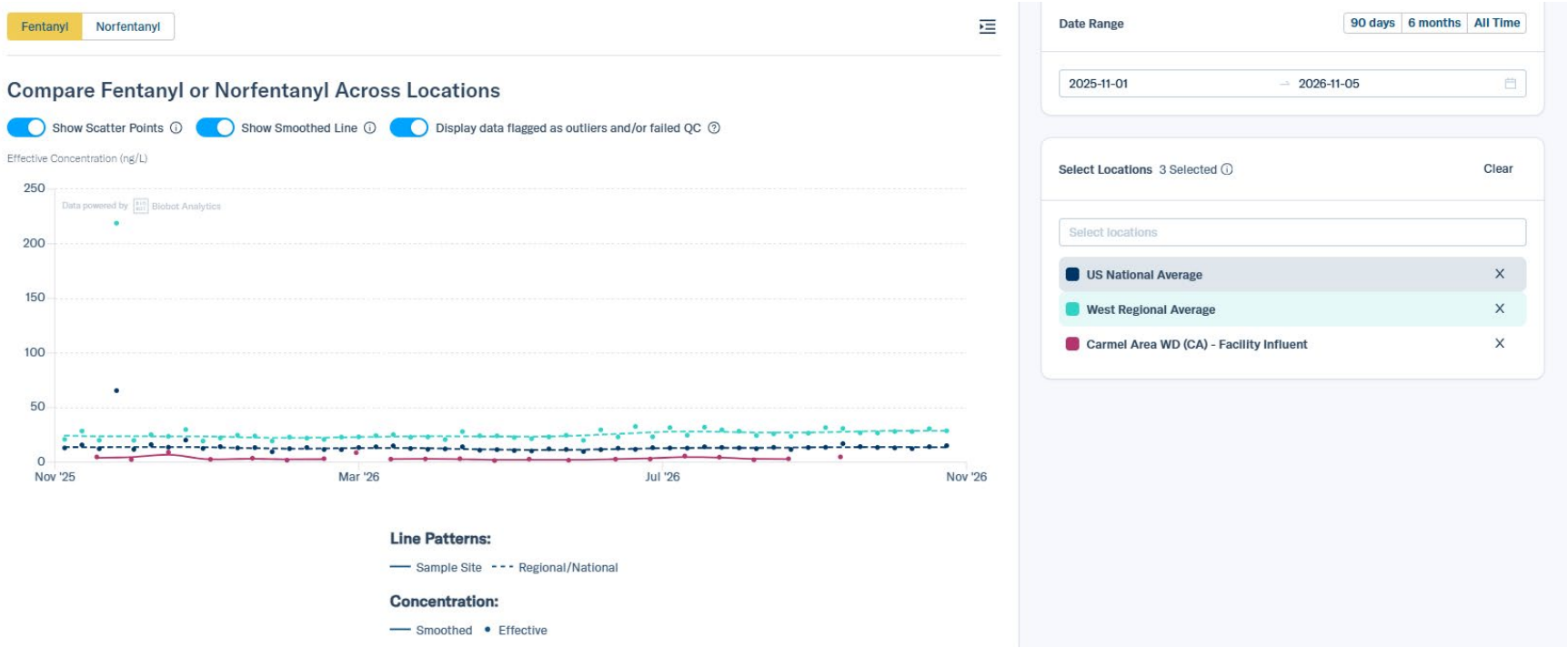
Monkey Pox Virus (MPKV) – Past 12 Months:



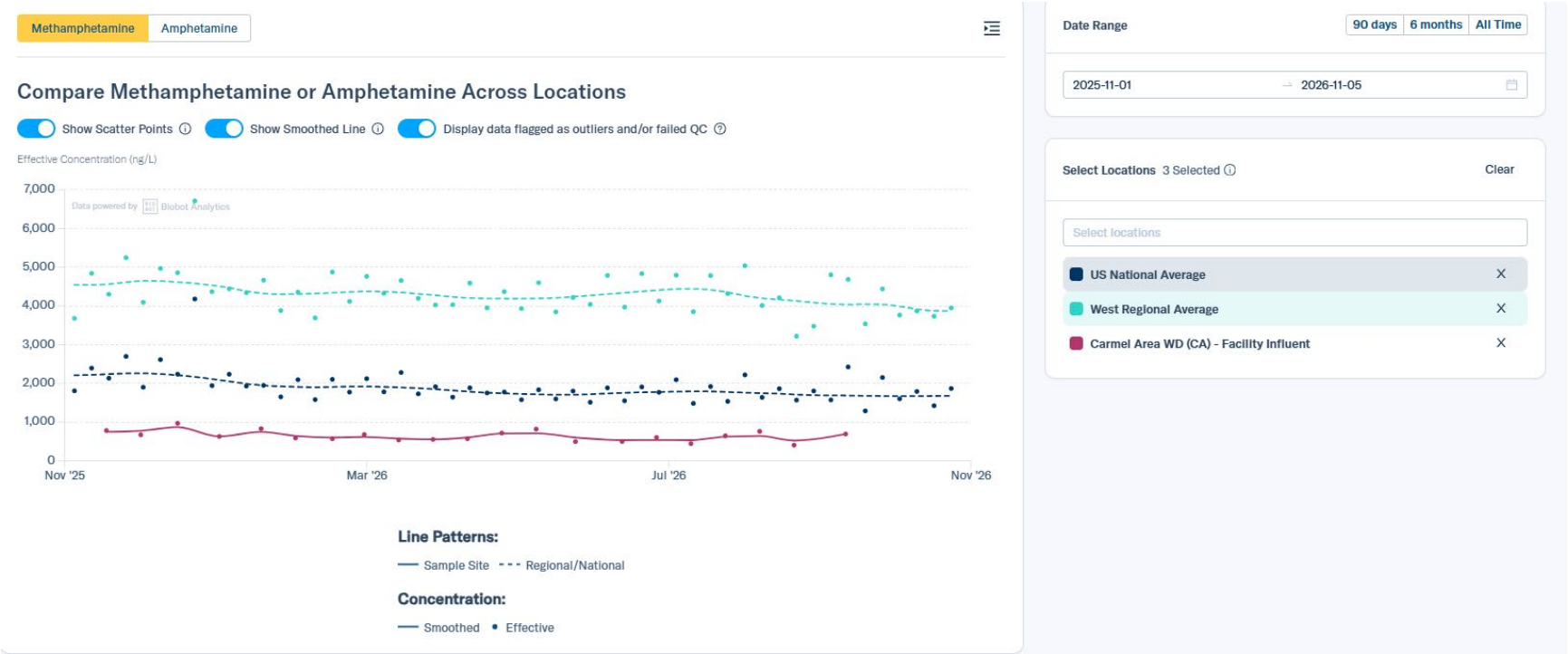
HIGH RISK SUBSTANCES

Note: Samples taken once per week at CAWD Wastewater Treatment Plant. Tests completed by Bibot Analytics.

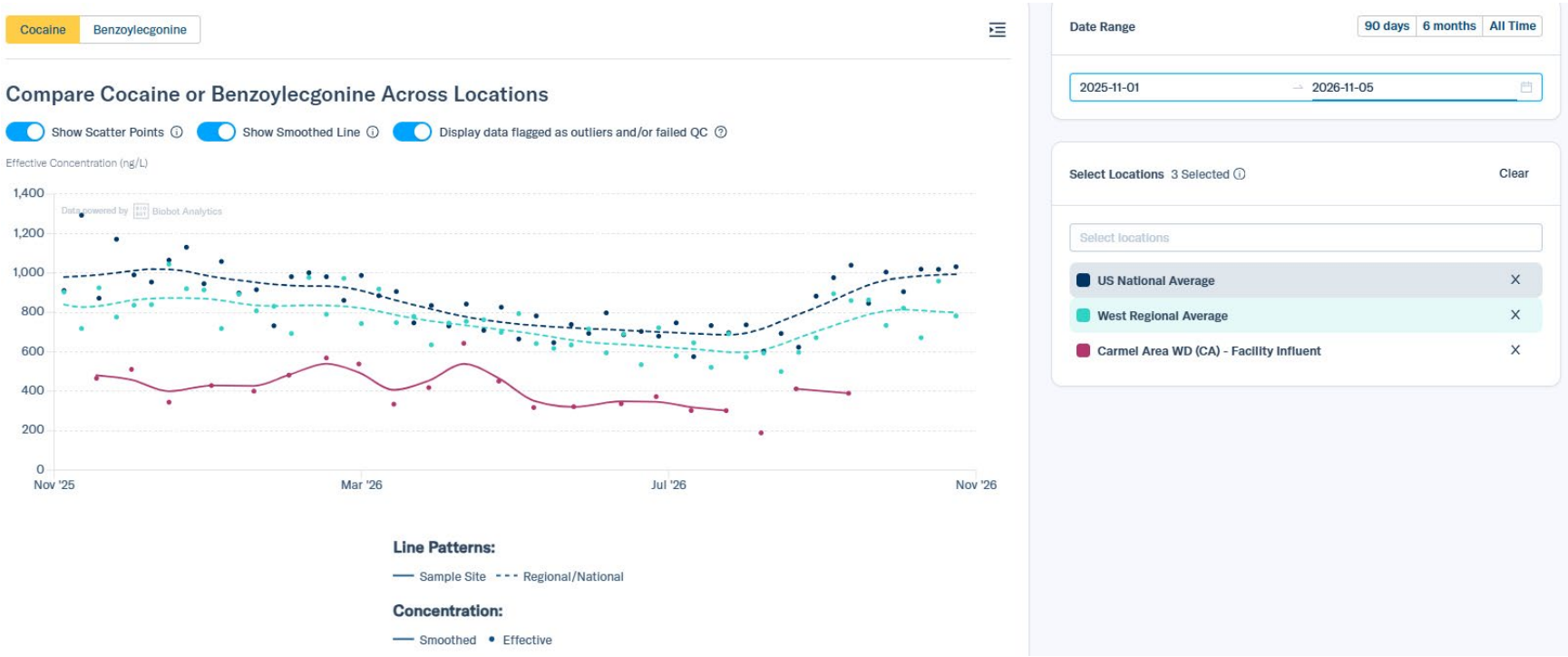
Fentanyl – Past 12 Months:



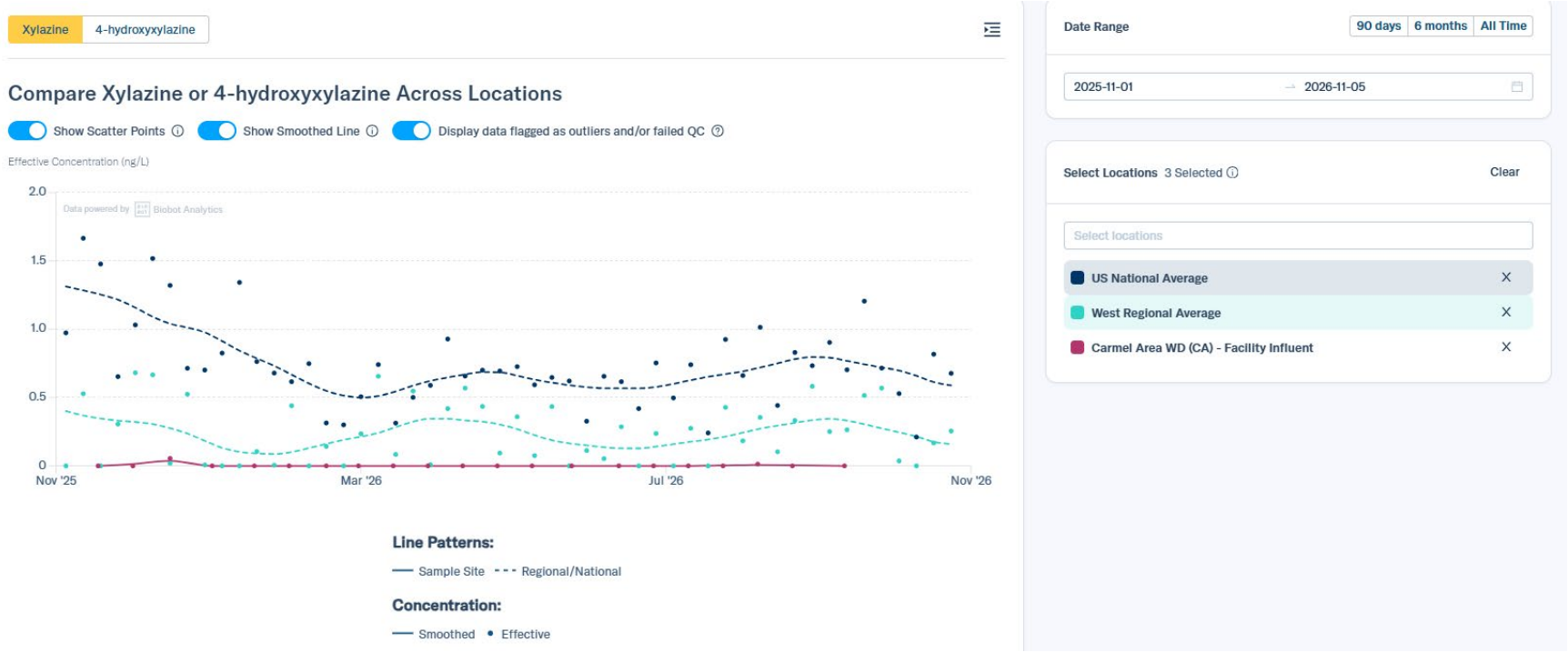
Methamphetamine – Past 12 Months:



Cocaine – Past 12 Months:



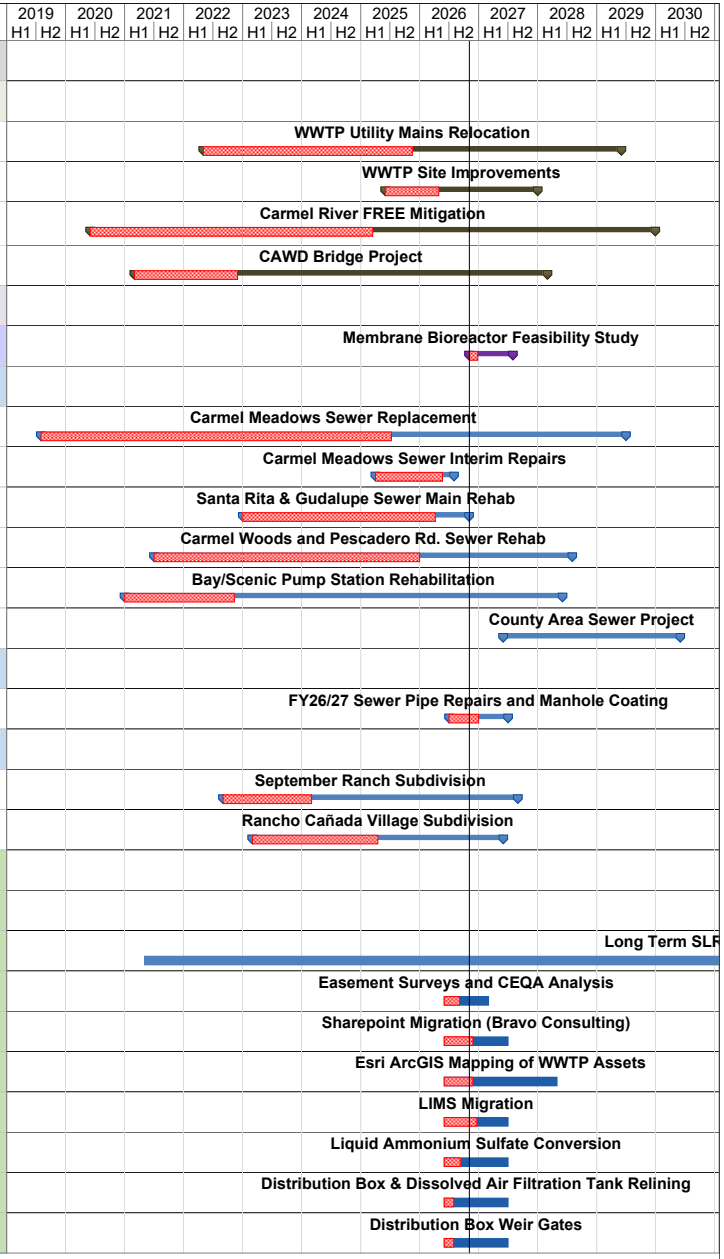
Xylazine (Tranq) – Past 12 Months:



FUNDING

N/A Information Only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status
		Projects Implementation Plan Schedule						
		Treatment Plant Capital Projects						
22-03	1639.000	WWTP Utility Mains Relocation	Bandy	Mon 5/2/22	Fri 6/1/29	$750,000	$1,047,266	On Hold
25-02	1993.000	WWTP Site Improvements	Bandy	Sun 6/1/25	Fri 12/31/27	$750,000	$828,995	Design
19-21	1993.000	Carmel River FREE Mitigation	Treanor	Mon 6/1/20	Fri 12/28/29	$0	$0	Pending County Funding Agreement
22-04	1642.000	CAWD Bridge Project	Treanor	Mon 3/1/21	Tue 2/29/28	$100,000	$175,133	Preliminary Design
		Reclamation Capital Projects						
22-05	14794	Membrane Bioreactor Feasibility Study	Bandy	Mon 11/2/26	Fri 7/30/27	$0	$0	RFQ Evaluation
		Collections Capital Projects						
19-03	1586.000	Carmel Meadows Sewer Replacement	Treanor	Thu 8/1/19	Fri 6/29/29	$400,000	$1,633,852	Design
25-01	1586.000	Carmel Meadows Sewer Interim Repairs	Henson	Tue 4/1/25	Fri 7/31/26	$0	$0	In Construction
23-01	1643.000	Santa Rita & Gudalupe Sewer Main Rehab	Treanor	Sun 1/1/23	Sun 11/1/26	$200,000	$4,802,663	In Construction
21-05	1637.000	Carmel Woods and Pescadero Rd. Sewer Rehab	Bandy	Thu 7/1/21	Tue 8/1/28	$3,600,000	$4,431,885	Bid Phase
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Henson	Thu 12/31/20	Thu 6/1/28	$150,000	$346,021	Predesign
		County Area Sewer Project	Henson	Tue 6/1/27	Fri 5/31/30	$0	$0	Study Phase
		Collections Non-Capital Projects						
	6130/40.005	FY26/27 Sewer Pipe Repairs and Manhole Coating	Lauer	Wed 7/1/26	Wed 6/30/27	$250,000	$250,000	In Progress
		Assessment Districts/Annexations						
18-29	2500.000	September Ranch Subdivision	Treanor	Thu 9/1/22	Mon 8/30/27	$0	$0	In Construction
23-03		Rancho Cañada Village Subdivision	Treanor	Wed 3/1/23	Tue 6/1/27	$0	$0	In Construction
		Other Non-Capital Projects		Thu 3/1/18	Wed 2/29/40	$0	$0	
		Source Control Six Sigma	Henson	Thu 3/1/18	Thu 3/1/18	$0	$0	Compliance Phase
22-01	5500.006	Long Term SLR Planning	Henson	Mon 5/3/21	Wed 2/29/40	$125,000	$125,000	Scoping Adaptation Study
	5500.005	Easement Surveys and CEQA Analysis	Bandy	Mon 6/1/26	Mon 3/1/27	$125,000	$125,000	CEQA underway
		Sharepoint Migration (Bravo Consulting)	Foley	Mon 6/1/26	Wed 6/30/27	$122,408	$122,408	Underway
		Esri ArcGIS Mapping of WWTP Assets	Foley	Mon 6/1/26	Fri 4/28/28	$30,000	$30,000	Underway
		LIMS Migration	Serageldin	Mon 6/1/26	Wed 6/30/27	$126,000	$126,000	Underway
		Liquid Ammonium Sulfate Conversion	Young	Mon 6/1/26	Wed 6/30/27	$0	$0	Underway
		Distribution Box & Dissolved Air Filtration Tank Relining	Young	Mon 6/1/26	Wed 6/30/27	$195,000	$195,000	Underway
		Distribution Box Weir Gates	Young	Mon 6/1/26	Wed 6/30/27	$99,200	$99,200	Underway



Project: Projects Implementation Plan
Date: Thu 11/5/26

Task | Summary | Manual Summary Rollup | Manual Summary | % Complete

Treatment Plant Capital Project Summaries



Photo: Gas Meter on North Side of River

Project Number:	**22-03**	
Project Name:	**WWTP Utility Mains Relocation**	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	On hold	
Project Description:	The natural gas and water utility service lines cross the Carmel River to reach the WWTP. These PVC lines have a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion. 12 kV PG&E power will be undergrounded as part of the project.	
Department:	Treatment	
Financial:	Cumulative Budget: $1,047,266	Cumulative Spent: $297,266
	FY Budget: $750,000	FY Spent: $0
Reclamation Share:	N/A	
Other Entities:	Cost Share w/ Collections @ 5.5%	
Permits Required:	TBD	
Challenges:	Coordination with State Parks, PG&E and CalAM	
Schedule:	On hold pending temporary easement from State Parks	
Consultants:	Kennedy Jenks, Denise Duffy & Associates	
Contractor:	TBD	



Photo: Office trailers at WWTP

Project Number:	**25-02**	
Project Name:	**WWTP Site Improvements**	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	50% Design	
Project Description:	The office trailers at the WWTP do not have adequate space for current and future staff and have reached the end of their useful life. The pavement is in poor condition and several vaults and lids are failing.	
Department:	Treatment	
Financial:	Cumulative Budget: $828,995	Cumulative Spent: $78,995
	FY Budget: $750,000	FY Spent: $0
Reclamation Share:	N/A	
Other Entities:	Cost Share w/ Collections @ 5.5%	
Permits Required:	TBD	
Challenges:	Seismic design requirements	
Schedule:	Design underway. 90% Dec 2026. Construction est. Q2 2027.	
Consultants:	Kennedy/Jenks	
Contractor:	TBD	



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

Project Number:	**19-21**	
Project Name:	**Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation**	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	Pending County Funding Agreement	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines, which are currently crossing over a portion of the lagoon, are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Coastal Conservancy Grant Budget: $750,000	Cumulative Spent: $618,569 FY Spent: $0
** Project is being funded by CRFREE initiated grants		
Reclamation Share:	N/A	
Other Entities:	Monterey County	
Permits Required:	Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Reginal Water Quality Control Board (RWQCB)	
Challenges:	Construction near environmentally sensitive habitat and obtaining new easement from State Parks	
Schedule:	Pending funding agreement	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	TBD	



Photo: Conceptual Rendering of Public Use and Bridge

Project Number:	**22-04**	
Project Name:	**CAWD Bridge and Trail Project**	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	Preliminary design	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget: $175,133	Cumulative Spent: $75,133
	FY Budget: $100,000	FY Spent: $0
**No budget. Funding potential via Carmel River settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining funding and community support	
Schedule:	Preliminary design underway	
Consultants:	MME Civil + Structural	
Contractor:	TBD	

Reclamation Capital Project Summaries

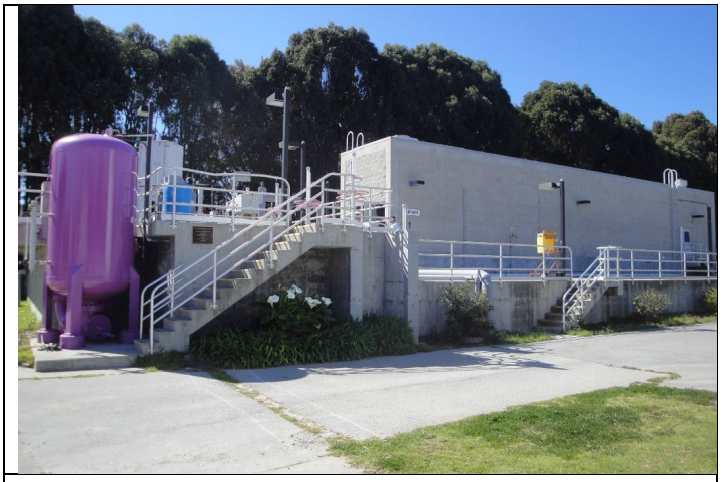


Photo: Exterior of Tertiary Building

Project Number:	**22-05**	
Project Name:	**Membrane Bioreactor Feasibility Study**	
Project Location:	Reclamation – Microfiltration (MF)/Reverse Osmosis (RO) and Tertiary Building	
Project Manager:	Bandy	
Status:	RFQ responses received	
Project Description:	Feasibility/constructability analysis of MBR alternative identified in Phase II of 15-Year CIP Master Plan.	
Department:	Treatment	
Financial:	Cumulative Budget: $0	Cumulative Spent: $0
	FY Budget: $0	FY Spent: $0
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	None	
Challenges:	Complexity	
Schedule:	RFQ responses under review.	
Consultants:	TBD	
Contractor:	N/A	

Collections Capital Project Summaries



Photo: Aerial gravity pipe in easement

Project Number:	**19-03**	
Project Name:	**Carmel Meadows Sewer Replacement**	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Design Update in Progress	
Project Description:	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. Located on an easement parallel to Ribera Road. Line was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget: $1,633,852	Cumulative Spent: $1,233,852
	FY Budget: $400,000	FY Spent: $0
Permits Required:	Local Coastal Development Permit	
Challenges:	Community Buy-In	
Schedule:	TBD	
Consultants:	Kennedy/Jenks Consultants	
Contractor:	TBD	



Photo: Sagged Pipeline

Project Number:	**25-01**	
Project Name:	**Carmel Meadows Sewer Interim Repairs**	
Project Location:	Collection System	
Project Manager:	Henson	
Status:	Construction Phase	
Project Description:	Minor repairs to easement sewer line in response to Violation Letter from Regional Water Quality Control Board. Costs for interim repairs are being combined with Project 19-03.	
Department:	Collections	
Financial:	Cumulative Budget: $0	Cumulative Spent: see 19-03
	FY Budget: $0	FY Spent: $0
Reclamation Share:	0%	
Other Entities:	Regional Water Quality Control Board	
Permits Required:	Minor Repairs Exempt	
Challenges:	Construction on hillside	
Schedule:	Under construction	
Consultants:	Kennedy/Jenks Consultants	
Contractor:	Brett George	

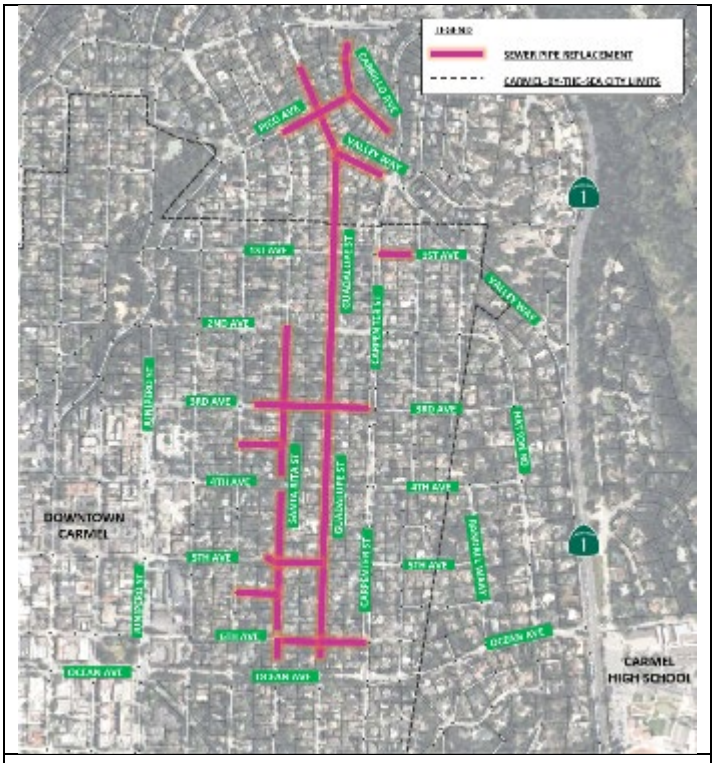


Photo: Project Map

Project Number:	**23-01**	
Project Name:	**Santa Rita & Guadalupe**	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Construction Phase	
Project Description:	Approx. 5,800 ft of 6” vitrified clay pipe to be replaced with 8-inch High-Density Polyethylene (HDPE), manhole rehabilitation.	
Department:	Collections	
Financial:	Cumulative Budget: $4,802,663	Cumulative Spent: $4,602,663
	FY Budget: $200,000	FY Spent: $0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Monterey Co.	
Permits Required:	None	
Challenges:	Traffic Controls	
Schedule:	Final additional work underway	
Consultants:	MNS, Harris & Assoc., TBC Communications	
Contractor:	Pacific Trenchless	



Photo: Carmel Woods and Pescadero Rd Map

Project Number:	**21-05**	
Project Name:	**Carmel Woods and Pescadero Sewer Improvements**	
Project Location:	Collection System	
Project Manager:	Bandy	
Status:	Bid Phase	
Project Description:	Install new pipe in Pescadero Rd. to divert majority of flow from pipe on slope. Replacement of approx. 14,000 ft of 6” vitrified clay pipe with 8” HDPE pipe. Manhole rehabilitation.	
Department:	Collections	
Financial:	Cumulative Budget: $4,431,885	Cumulative Spent: $831,885
	FY Budget: $3,600,000	FY Spent: $0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Monterey Co.	
Permits Required:	Encroachment permits	
Challenges:	Narrow road, depth of manholes, environmentally sensitive area	
Schedule:	Bids opened 11/4. Construction est. Jan. 2027.	
Consultants:	MNS, Denise Duffy, TBC Communications & Media	
Contractor:	Pacific Trenchless (apparent low bidder)	



Photo: Pump Station Exterior

Project Number:	**20-07**	
Project Name:	**Bay/Scenic Pump Station Rehabilitation**	
Project Location:	Collection System	
Project Manager:	Henson	
Status:	Predesign	
Project Description:	Eliminate flooding risk by relocating electrical panels above grade.	
Department:	Collections	
Financial:	Cumulative Budget: $296,021	Cumulative Spent: $196,021
	FY Budget: $100,000	FY Spent: $0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	Exemptions from CEQA and Coastal dependent on panel location requirements.	
Challenges:	Traffic Control, Panel Location away from bluff	
Schedule:	Predesign study in 2026, construction in 2027	
Consultants:	TBD	
Contractor:	Pending	

Collections Non-Capital Project Summaries



Photo: Pipe Repairs

Project Number:	**24-01**	
Project Name:	**2025 Sewer Pipe Repairs**	
Project Location:	Collection System	
Project Manager:	Lauer	
Status:	In Progress	
Project Description:	Miscellaneous repairs of existing pipes in the collection system	
Department:	Collections	
Financial:	Cumulative Budget: $200,000	Cumulative Spent: N/A
	FY Budget: $200,000	FY Spent: $0
Other Entities:	N/A	
Permits Required:	City and County Encroachment Permits	
Challenges:	Varied site conditions from location to location, as well as various types of deficiencies to repair throughout the collections system.	
Schedule:	Ongoing	
Contractor:	TBD	



Photo: Inside of Sewer Manhole

Project Number:	**24-02**	
Project Name:	**2025 Manhole Coating**	
Project Location:	Collection System	
Project Manager:	Lauer	
Status:	On Hold	
Project Description:	Coating manholes to extend life span	
Department:	Collections	
Financial:	Cumulative Budget: $50,000	Cumulative Spent: N/A
	FY Budget: $50,000	FY Spent: $0
Other Entities:	N/A	
Permits Required:		
Challenges:		
Schedule:		
Contractor:	TBD	

Assessment Districts/Annexations

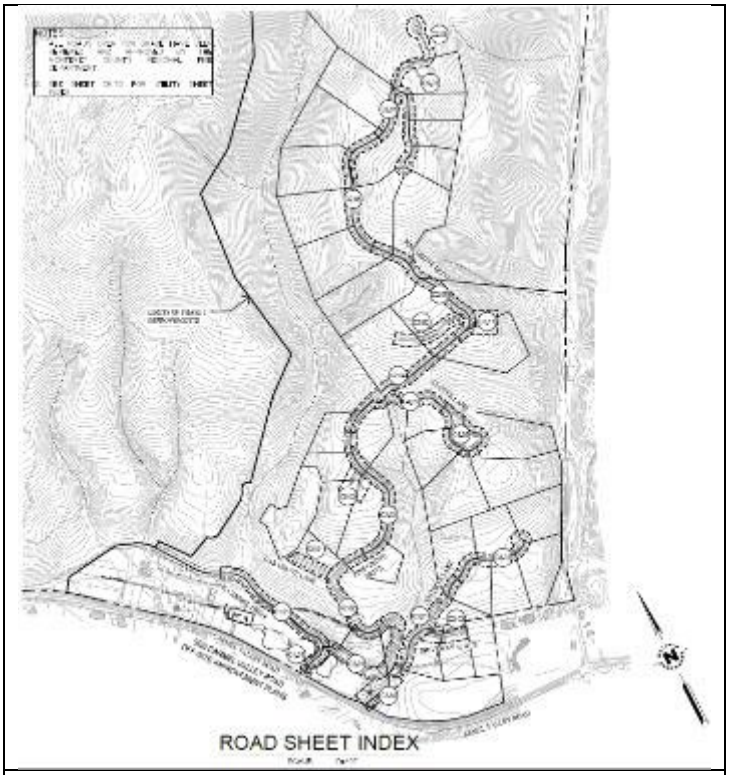


Photo: Map of September Ranch Subdivision

Project Number:	**18-29**	
Project Name:	**September Ranch Subdivision**	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Construction	
Project Description:	New housing subdivision is being built. Sewer infrastructure is being constructed by developer under jurisdiction of CAWD. Approximately 35 undeveloped lots.	
Department:	Collections	
Financial: this is an unbudgeted item- under repayment agreement	Cumulative Budget: $0	Cumulative Spent: $0
	FY Budget: $0	FY Spent: $0
Other Entities:	N/A	
Permits Required:	Developer Obtained Permits	
Challenges:	Construction by developer.	
Schedule:	Construction underway	
Consultants:	MNS Engineers, Inc.	
Contractor:	Don Chapin	

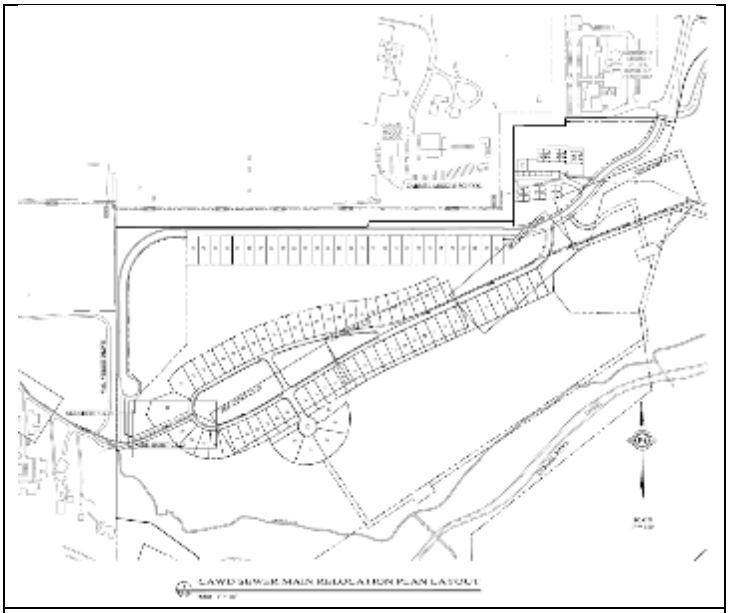


Photo: Location of Rancho Cañada Village Subdivision

Project Number:	**23-03**	
Project Name:	**Rancho Cañada Village Subdivision**	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Sewer Agreement	
Project Description:	New housing subdivision is being built. Sewer infrastructure is being constructed by developer under jurisdiction of CAWD.	
Department:	Collections	
Financial: this is an unbudgeted item- under repayment agreement	Cumulative Budget: $0	Cumulative Spent: $0
	FY Budget: $0	FY Spent: $0
Other Entities:	N/A	
Permits Required:	Developer Obtained Permits.	
Challenges:	Construction by developer.	
Schedule:	Construction underway	
Consultants:	Unknown	
Contractor:	Unknown	

Other Non-Capital Project Summaries

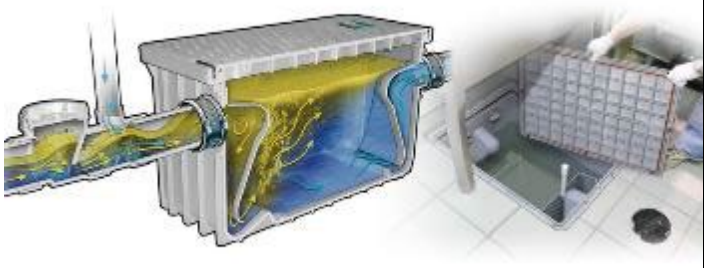


Photo: Grease Trap Graphic

Project Number:	**N/A**	
Project Name:	**Source Control -Environmental Compliance -Six Sigma**	
Project Location:	Collection System	
Project Manager:	Henson	
Status:	Compliance Phase	
Project Description:	A Six Sigma project to improve source control for grease laden wastewater being discharged from restaurants. Grease problems are ongoing and require more oversight of restaurants' grease control activities.	
Department:	Engineering	
Financial:	Cumulative Budget: $0	Cumulative Spent: $2,000
	FY Budget: $0	FY Spent: $0
Permits Required:	None	
Challenges:	Restaurant plumbing.	
Schedule:	Compliance letters being sent to restaurants	
Consultants:	n/a	



Photo: California coastline

Project Number:	**22-01**	
Project Name:	**Long-Term Sea Level Rise Planning**	
Project Location:	Treatment Plant	
Project Manager:	Henson	
Status:	2025 Study Complete	
Project Description:	As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Five-Year Hazards and Local Projects Update on 5-1-25.	
Department:	Administration	
Financial:	Cumulative Budget: $125,000	Cumulative Spent: $0
	FY Budget: $125,000	FY Spent: $0
Permits Required:	In response to California Coastal Commission	
Challenges:	Establishing focus on long term objectives and committing to follow through items as outlined.	
Schedule:	Adaptation alternatives analysis underway	
Consultants:	GEI	



Photo: Easement with downed tree

Project Number:	N/A	
Project Name:	**Easement Surveys and CEQA Analysis**	
Project Location:	Easements and Rights-of-Way	
Project Manager:	Bandy	
Status:	CEQA study underway	
Project Description:	Program-level CEQA analysis, easement and tree surveys for ongoing easement maintenance and tree removal	
Department:	Collections	
Financial:	Cumulative Budget: $125,000	Cumulative Spent: $0
	FY Budget: $125,000	FY Spent: $0
Permits Required:	As-needed for future tree removal	
Challenges:	Collections management of future easement maintenance and tree removal contractors	
Schedule:	CEQA analysis and high-priority easement surveys est. complete Q1 2027	
Consultants:	Rincon	

STAFF REPORT

To: Board of Directors

From: Chris Foley, Facilities Manager

Date: November 19th, 2026

Subject: Monthly Treatment Plant Report – October 2026

RECOMMENDATION

Receive Report - Informational only; no action required.

TREATMENT PLANT OVERVIEW

Operations

- The existing samplers have recently experienced refrigeration failures. Staff surveyed other districts regarding their experiences and Hach was recommended based on their reliability and fewer reported failures. To address this issue, a new Hach refrigerated sampler was installed at Primary Clarifier 2 and is awaiting start up and commissioning.

- New pH probes were installed as part of routine preventative maintenance at critical compliance monitoring locations. The replacements improve the reliability and accuracy of pH measurements, helping ensure consistent process monitoring and regulatory compliance.

- Annual Fire extinguisher maintenance was performed throughout the treatment plant by an outside vendor. This preventive maintenance helps ensure that fire extinguishers remain operational and ready for use in an emergency, supporting employee safety and overall plant fire protection

- Operators continue with cleanup activities associated with the September polymer leak. Approximately 150 gallons were manually removed from the downstairs dewatering sump. Based on a revised estimate, approximately of 180 gallons of polymer reached the front of the treatment plant contributing to the September upset. Staff quickly identified the problem and shut off the sump pump, preventing any additional polymer from entering the treatment process and potentially causing a more significant leak. As an interim corrective measure, the drains have been sealed until a new containment system can be installed to prevent future polymer from entering the sump.

- Microorganism continue to improve with a variety of life and increasingly better floc structure. Below you will see Stalked Ciliates, A Free Swimming Ciliate and some Crawling Ciliates.

Current image:



Last months image:



Maintenance

- Maintenance staff coordinated with and assisted On-Point Generator with replacement of standby generators at Highlands, Calle la Cruz, and 8th & Scenic stations. All generators have been tested and are ready for emergency use during any potential PG&E power failures this winter.

- A new Capstone 65 kilowatt (kW) microturbine was installed by Maintenance staff to replace the obsolete 35kW unit. The exhaust contractor still needs to modify exhaust ducting for new larger microturbine.

- Valves for the gas conditioning system, which feed the microturbine system, were replaced. The old valves were frozen in position and would not allow Operations staff to make changes to gas flow through hydrogen sulfide removal section of the conditioning system.

- Maintenance staff deployed the "AquaDam" flood control device on the east side of the plant. The AquaDam is a portable, water-filled dam used to prevent flooding from the river. During the deployment, staff determined that the slope of the area needs to be adjusted to provide a level surface for proper placement of the AquaDam. This work has been scheduled.

- The front gate failure was attributed to rodent damage to the control unit. Maintenance staff coordinated with a gate technician to replace the damaged control unit and added additional seals to protect the equipment. A rodent monitoring station was installed as a preventive measure and to reduce future damage, and improve the reliability of the gate system.

Projects

- A valuable networking opportunity occurred with staff from Scotts Valley Wastewater Treatment Plant during a tour at our facility. Staff discussed with Scotts Valley their plan to transition from dry polymer system to a premixed polymer system, and we reviewed the polymer skids as part of their preparation for their conversion.

- Computer Integrator was onsite to clean up and separate microfiltration (MF) alarms. Previously, the system displayed only a grouped common alarm, requiring staff to investigate and further identify and find the specific cause. The System Integrator was successful in separating the alarms, which will allow the operators to identify the exact issue saving time troubleshooting and increase operational efficiency.

RECLAMATION OVERVIEW

Operations

- Forest Lake Reservoir started the month of October at 50.6 MG and ended the month at 46.1 MG, which is 10.9 MG less than last year at this time. This variance is due to a large storm last year increasing the volume in the reservoir, as well as the MF cell 3 flow valve that failed. The valve failure caused the flow feed to operate at 66% capacity until parts came in.

- Clean-In-Place was completed on train B 3rd and 4th stage.

- Autopsy results for train C stage 4 were received. Data has been shared with staff and Trussel Technology. Trussel will analyze and recommend any changes to cleaning regiment.

- Operators Dixon, Garrison and Lopez attended reverse osmosis (RO) training. Staff reports that it was a "great class." Staff were able to see how an RO autopsy was performed and look at the samples under a microscope. They were also given the ability to use modeling software and see how different parameters could change the production of an RO system. Lastly, they made great networking connections and Avista plans to visit our plant with possible process and chemical suggestions to optimize efficiency and output.

Maintenance

- Maintenance changed out a faulty actuator and valve for the feed flow into MF cell 3. This valve maintains the proper amount of flow for the cell to achieve the desired output, flow and operating pressure.

- Maintenance has found multiple pneumatic (air powered) actuators reaching their end-of-life span. These are mechanical parts that wear over time. Spare parts inventory has been adjusted and increased to prevent possible reclamation plant downtime.

PERMIT UPDATES

WASTE DISCHARGE REQUIREMENTS (WDR) ORDER NO. R3-2014-0012 (OCEAN DISCHARGE)

- National Pollution Discharge Elimination System (NPDES) monthly report for August was successfully submitted with no violations.

- NPDES semiannual report was successfully submitted with no violations.

WASTE DISCHARGE REQUIREMENTS (WDR) ORDER NO. 93-72 (RECLAMATION)

- 4th Quarter reclamation data has started with no current violations to report

FUNDING
N/A – Informational item only no action required

STAFF REPORT

To: Board of Directors

From: Alex Henson, Associate Engineer

Date: November 19, 2026

Subject: Source Control Update

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report provides an update on the District's Source Control Program activities related to the management and control of Fats, Oils, and Grease (FOG) discharges. Staff continue to actively engage with local restaurant operators and plumbing contractors to ensure and support compliance with CAWD FOG requirements. The second notice of non-compliance was sent to both restaurant and property owners with a reminder of the early December deadline for required improvements.

Below are the restaurants that CAWD has been in contact with:

Restaurant	Contact	Site Visit	Plumber Engaged	Work Completed
2025 Coordination				
Hog's Breath	Yes	Yes	Yes	Yes
Highlands Inn	Yes	Yes	Yes	Partial
Grasings	Yes	Yes	Yes	Yes
2026 Coordination				
Casanova	Yes	Yes	Yes	No
Vesuvio	Yes	Yes	Yes (J. Ramirez)	No
L'Escargot	Yes	Yes	Yes	No
Akaoni	Yes	Yes	Yes (PSTS)	No
Katy's Place	Yes	Yes	Yes (PSTS)	No (CAWD permit issued)
Village Corner Bistro	Yes	Yes	Yes (J.Ramirez)	No
Brophy's Tavern	Yes	Yes	Yes (JD's)	No
Carmel's Bistro Giovanni	Yes	Yes	Yes (Poe's)	No (CAWD permit issued)
Cultura	Yes	Yes	Unknown	No
Café Carmel**	Yes	Yes	Yes (Poe's)	No
Yafa	Yes	Yes	Yes (PSTS)	No (CAWD & City permits issued)

Restaurants in Construction Planning				
Mammone Restaurant*	Yes	No	No	No
Heron's Lodge Bar & Kitchen*	Yes	Yes	Yes (JD's)	In progress (CAWD permit issued)
Banju*	Yes	Yes	Yes (Poe's)	No

*Restaurants that contacted CAWD during their design phase for FOG management guidance

**Café Carmel was sold; notice of non-compliance will be transferred to property owner and/or any future restaurant

FUNDING

N/A Information Only

Resolutions

STAFF REPORT

To: Board of Directors

From: Jeff Bandy, Principal Engineer

Date: November 19, 2026

Subject: Project #21-05 – Contract for Engineering Services During Construction for Carmel Woods and Pescadero Road (Rd.) Sewer Main Rehabilitation Project– MNS Engineers, Inc.

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a Contract Amendment with MNS Engineers, Inc. (MNS) for engineering services during construction in support of the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project (Project) for a not-to-exceed price of $860,796.

DISCUSSION

The purpose of the Project is to replace and rehabilitate the damaged sewer mains to continue to provide reliable service to the District's customers and minimize the potential for sewer spills in the future. Approximately 13,400 Linear Feet (LF) of existing deteriorated 6-inch diameter vitrified clay pipe (VCP) gravity sewer main in the Carmel Woods neighborhood will be replaced with new polyvinyl chloride (PVC) or high-density polyethylene (HDPE) sewer mains or lined with cured-in-place-pipe. A new sewer main will be constructed in Pescadero Road to reroute the upstream flows away from the pipeline along the hillside easement behind Pescadero Road that has been the source of spills, and the existing 2,200 feet of hillside pipeline will be replaced with new HDPE pipe. The Final Mitigated Negative Declaration (MND) and Mitigation Monitoring and Reporting Plan (MMRP) were adopted by the BOD on July 30, 2026 and were subsequently filed with the Monterey County Clerk.

MNS will provide office engineering support during the Project's construction phase including: submittal review, weekly construction meeting attendance, record drawing completion, change order assistance, and other construction-phase support.

The contract with MNS will also include subcontracted services from Albion for environmental compliance support services including: project management, cultural resources management, nesting bird surveys, and biological monitoring.

JUSTIFICATION

Public Contract Code Context

The District was legally established as a sanitary district under the Sanitary District Act of 1923 as codified under the 2024 California Health and Safety Code Div. 6 (Sanitary Districts), and the regulations governing the District's process for awarding construction contracts are defined by the 2024 California Public Contract Code (PCC) Div. 2 (General Provisions) Part 3 (Contracting by Local Agencies) Ch. 1 (Local Agency Public Construction Act) Art. 52 (Sanitary Districts)). These sections of the PCC are inclusive of §20800 through §20806 and require the District to pursue competitive bids for "district projects" (i.e., "construction, reconstruction, alteration, enlargement, renewal, or replacement of sewer facilities" per PCC §20801) exceeding fifteen thousand dollars ($15,000) and to award the contract to the lowest responsible bidder. Provisions for purchasing materials or products through sole-source award are addressed in PCC §3400.

The process of bidding and awarding construction contracts (i.e., "district projects") is distinct from professional services contracts, whereby the selection of "private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms" must be based on the "…demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required" per California Government Code §4526. Since the proposed resolution is for a professional services contract and not for a construction contract, the District must award this contract based solely on "demonstrated competence and…professional qualifications."

Reason for Consultant Selection

Since Public Contract Code requires the District to select consultants providing professional services based solely on "demonstrated competence and…professional qualifications," District staff have an obligation to the Board of Directors and the District's ratepayers to hold consultants and contractors to the highest standards. Staff engineers directly manage every stage of the capital improvement projects delivered by the District. Proposals are aggressively negotiated before being brought to the Board of Directors to ensure that projects are appropriately scoped and costs are minimized.

Staff maintain District standards and continuity across different departments and critically evaluate the consultant's performance on each project. Ultimately, staff provide accountability for the consultant teams that they recommended.

MNS was selected for these professional services because, as the engineers of record for the Project, they are well qualified to provide engineering support during construction. District staff have reviewed the proposed scope and fee in detail and negotiated the minimum level of effort necessary to complete the work. MNS has previously provided engineering services during construction for the Santa Rita St. and Guadalupe St. Sewer Main Rehabilitation Project and the Scenic Rd. Sewer Main Rehabilitation Project, in addition to having prepared the contract documents for these projects.

When considering whether a firm is qualified to perform work for the District, past performance is a main determinant for considering that firm's qualifications. MNS has effectively managed their time and budget on previous contracts with the District, meeting or exceeding the District's expectations for professional services. MNS is familiar with the needs and priorities of the District and has developed good working relationships with District staff, maintaining consistent and open communication.

The proposal from MNS includes approximately $20,000 in optional as-needed services (approximately 2% of the total proposed fee) for planning and design work associated with sewer segments that may be added to the scope of the Project. These optional services would only be rendered at the direction of District staff.

FUNDING

The CAWD Collections Long Term Capital Budget includes $3,600,000 in Fiscal Year (FY) FY2026/27 and $4,400,000 in FY2027/28 for Project #21-05.

Attachment:

1. Proposal – MNS Engineers, Inc. (September 10, 2026)

811 El Capitan Way, Suite 130 | San Luis Obispo, CA 93401
805.692.6921 OFFICE
mnsengineers.com

September 10, 2026

Carmel Area Wastewater District
Attention: Mr. Patrick Treanor, P.E.
3945 Rio Road
Carmel-By-The-Sea CA 93923

SUBJECT: Pescadero Road Sewer Main Replacement Project – Amendment No. 4 – Engineering Services During Construction

Dear Mr. Treanor,

Thank you for the opportunity to submit this amendment request for the Pescadero Road Sewer Main Replacement Project (Project) for the Carmel Area Wastewater District (District).

Project Understanding

The District retained the services of MNS to prepare contract documents for replacement and relocation of approximately 2,400 linear feet (LF) of existing gravity sewer main in the vicinity of Pescadero Road, and the rehabilitation or replacement of approximately 13,400 LF of existing gravity sewer main in the Carmel Woods area. The project design is currently completed through 100% design, with bidding and construction slated to begin Fall 2026.

It is our understanding that the District would like MNS to provide engineering and other professional services to support the Project during the construction phase. Construction is expected to start in the fourth quarter of 2026. The District has indicated that additional sewer main rehabilitation/replacement work may be added to the contract by change order during construction.

During design development, an Initial Study / Mitigated Negative Declaration (ISMND) was prepared for compliance with the California Environmental Quality Act. The District has requested MNS provide environmental compliance support services to comply with the requirements of the ISMND, including cultural monitoring support provided by our subconsultant, Albion.

Public outreach support will be contracted directly by the District with TBC Communications.

MNS DETAILS

LEGAL NAME
MNS Engineers, Inc.

FIRM OWNERSHIP TYPE
C-Corporation

YEAR FIRM ESTABLISHED
1962

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS
DIR No. 1000003564

CORPORATE OFFICE
201 N. Calle Cesar Chavez, Suite 300
Santa Barbara, CA 93103
805.692.6921 Office/Fax
BKF.com

LOCAL OFFICE
811 El Capitan Way, Suite 130
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(805) 692-6921

PROJECT CONTACT/ AUTHORIZED SIGNATURE
Nick Panofsky, PE
Vice President – Water Resources
(805) 592-2074
Nick.panofsky@BKF.com

Scope of Work

MNS proposes the following scope of work to provide construction phase services for the Project. Brief descriptions of tasks and responsibilities are described below.

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

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

1.1 – Project Management

The Project Manager, Nick Panofsky, P.E., will continue to provide ongoing project management and coordination between the District, subconsultant, and the internal project team. We will also coordinate with the District's construction manager throughout the duration of bidding and construction.

Task 11 – Bid Phase Services

MNS will support the District during advertisement of the Project. The MNS Project Manager will attend the pre-bid meeting. MNS will respond to questions and requests for information (RFIs) from contractors forwarded to MNS by the District and prepare addenda during the bid period. We assume we will prepare up to two addenda. We assume attendance at the bid opening will not be required.

These services will be provided utilizing funds remaining from the design phase of the project. No new budget is allocated for these services.

Task 12 – Construction Phase Services

This task includes construction phase services. MNS will attend construction meetings, review Requests for Information (RFI), review contractor shop drawing submittals, perform construction site visits, and prepare record drawings.

Subtask 12.1: Construction Meetings
MNS' Project Manager will attend the pre-construction meeting virtually. We have budgeted 16 hours for the Project Manager, and 80 hours for the Project Engineer to attend the pre-construction meeting and weekly meetings during construction virtually.

Subtask 12.2: Submittal Review
MNS will review the Contractor's shop drawings and submittals for conformance with the Project drawings and specifications. For budgeting, we have assumed 80 submittals, with 30 requiring re-submittal. We will prepare a Shop Drawing Review Letter (SDRL) for each submittal and maintain a Submittal Log. We have assumed all submittals and SDRLs will be transmitted electronically.

Subtask 12.3: Responses to Contractor RFIs
MNS will prepare responses to requests for information/clarification (RFI/RFCs) forwarded by the District from the Contractor, or develop recommendations based on changed field conditions. We have assumed responses will be prepared for a total of 20 RFIs/RFCs.

Subtask 12.4: Construction Site Visits
MNS staff will perform up to three site visits to review the general progress of construction including a punch list walk with the District staff. At the conclusion of the punch list walk, MNS will assist with the development of a Project punch list.

Subtask 12.5: Change Order Management
MNS staff will assist the District with developing scopes of work and design concepts associated with sewer collection system improvements added to the Project during construction. We have budgeted 16 hours for the Project Manager, and 40 hours for an Associate Engineer, and 24 hours for an Assistant Engineer for this task. We assume field survey work will not be required to support this work.

Subtask 12.6: Record Drawing Preparation
MNS will prepare record drawings based on a single consolidated set of District and Contractor red-line drawings provided by the District's construction manager. We will provide electronic versions of the record drawings in both AutoCAD and Adobe PDF format. We assume record drawings will require one round of modifications following review by the District.

Subtask 12.7: Optional Additional Services
At the request of the District, a budget of $20,000 has been established to provide additional professional services in support of the Project on an as-needed basis. This may include planning and design work associated with sewer segments added to the scope of the Project, or other as-needed services. Budget associated with this task will not be utilized without written authorization from the District. Work will be completed on a mutually agreeable schedule.

Deliverables:

- SDRLs (110)
- Responses to RFIs (20)
- Project Punch List
- Record Drawings

Task 13 – Environmental Compliance Support Services

This task includes environmental compliance support services for biological and cultural resources per the Carmel Woods/Pescadero Road Sewer Rehabilitation Project ISMND prepared by Denise Duffy and Associates for the Project.

Subtask 13.1: Environmental Compliance Support Services Management

MNS' Environmental Compliance Manager, Laura Burris, is available to provide additional oversight and guidance on environmental issues. Laura will attend the pre-construction meeting and provide final oversight of implementation of biological and cultural resource monitoring, coordination, and reporting. She will ensure compliance and deliverable quality control. Laura and the MNS team can also provide guidance on appropriate steps for the Project team in the event of an unanticipated discovery of cultural artifacts during construction.

Per ISMND Mitigation Measure BIO-1, MNS qualified biologists will develop an Employee Education Program for the construction crew prior to construction activities. The program will be presented in automated video format with digital sign-in sheets. This task assumes MNS' Environmental Compliance Manager attendance at up to 10 construction meetings. This task also assumes that the first education program will be delivered by a qualified biologist, and subsequent trainings will be handled by an onsite designee.

Deliverables:

- Employee Education Program in automated digital format and electronic sign-in sheet

Subtask 13.2: Cultural Resources Management Services

MNS will support the implementation of environmental mitigation measures for the Project associated with cultural resources. MNS has teamed with Albion, led by Sarah Peelo, to provide support for Cultural Resources monitoring as outlined in the ISMND. The full scope of Albion's services is detailed in their proposal, attached.

Deliverables:

- Cultural Resources Monitoring and Discovery Plan
- Cultural Resources Monitoring Report

Subtask 13.3: Nesting Bird Surveys

Per ISMND Mitigation Measure BIO-2, MNS qualified biologists will conduct nesting bird surveys prior to tree removal if such work is scheduled between February 1 and September 15. The survey will consist of one survey within 15 days prior to the start of any construction work, including tree removal or trimming. If nesting birds are identified during the survey, the biologist will document the species, distance, and nest stage and an appropriate avoidance buffer will be established and will remain in place until the nest becomes inactive, as determined by the MNS qualified biologist. The qualified biologist will monitor work re-initiation in the vicinity of the nest offset to ensure that the nest buffer is adequate. Due to the linear nature of this project, MNS assumes that multiple nesting bird surveys will be required to cover the entire work area. Thus, this task assumes up to two (2) nesting bird surveys and up to five (5) 10-hour monitoring days for work occurring between February 1 and September 15.

Deliverables:

- Nesting bird survey report

- Daily monitoring forms

Subtask 13.4: Biological Monitoring
Per ISMND Mitigation Measures BIO-1 and BIO-3, MNS qualified biologists will be onsite during initial demarcation of the limits or work and installation of protective fencing to ensure avoidance of sensitive habitats including Monterey Pine Forest and wetlands. To ensure avoidance of protected resources, MNS proposes monitoring work adjacent to sensitive habitat. MNS assumes no more than five (5) 10-hour days of monitoring will be necessary. The monitoring biologists will collect photographic documentation of the day's work and record observations and notes on a standardized daily monitoring form.

Deliverable:
- Daily monitoring forms

Assumptions

MNS has made the following assumptions in preparation of this amendment request:

- The District will retain the services of a third-party construction manager and inspector to act as the District representative during construction. The District's construction management/inspection firm will be responsible for leading weekly meetings.

Compensation

MNS proposes to perform the services described herein for a not-to-exceed fee estimate of **$860,796**. A detailed fee proposal spreadsheet is provided as an attachment. Hourly rates are in accordance with the 2021 MNS rate schedule per the original contract with applicable escalation assuming work will be completed in 2027, except for employee classifications not available in the 2021 MNS rate schedule will be in accordance with the 2026 BKF/MNS Standard Fee Schedule with applicable escalations, provided as an attachment. Mark-ups on subconsultant services have been reduced to 5% compared to the 15% listed on the MNS fee schedules.

Task	Fee
Task 1 – Project Management	$16,144
Task 11 – Bid Phase Services	$0
Task 12 – Construction Phase Services	$132,396
Task 13 – Environmental Compliance Support Services	$712,256
Total	**$860,796**

Closing

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

Sincerely,
MNS Engineers, Inc.

Nick Panofsky, PE
Vice President – Water Resources

Attachments: BKF/MNS 2026 Rate Schedule, Detailed Fee Estimate, Albion Proposal

PROJECT MANAGEMENT

Principal-in-Charge	$395.00
Manager VI*	$365.00
Manager V*	$335.00
Manager IV*	$315.00
Manager III*	$300.00
Manager II*	$285.00
Manager I*	$265.00
Project Coordinator III	$220.00
Project Coordinator II	$190.00
Project Coordinator I	$165.00
Project Assistant II	$140.00
Project Assistant I	$120.00

CONSTRUCTION MANAGEMENT

Principal Construction Manager	$375.00
Construction Manager V	$345.00
Construction Manager IV	$305.00
Construction Manager III	$285.00
Construction Manager II	$250.00
Construction Manager I	$225.00
Resident Engineer IV	$315.00
Resident Engineer III	$295.00
Resident Engineer II	$265.00
Resident Engineer I	$245.00
Assistant Resident Engineer	$230.00
Office Engineer II	$165.00
Office Engineer I	$140.00
Structure Representative IV	$310.00
Structure Representative III	$295.00
Structure Representative II	$265.00
Structure Representative I	$240.00
Construction Inspector III	$220.00
Construction Inspector II	$210.00
Construction Inspector I	$195.00

FIELD SURVEYING

Utility Locator IV	$245.00
Utility Locator III	$215.00
Utility Locator II	$180.00
Utility Locator I	$130.00
Survey Party Chief II	$255.00
Survey Party Chief I	$245.00
Survey Chainperson II	$170.00
Survey Chainperson I	$160.00
Survey Apprentice IV	$155.00
Survey Apprentice III	$145.00
Survey Apprentice II	$130.00
Survey Apprentice I	$100.00

DESIGN & TECHNICAL SERVICES

Principal Engineer	$310.00
Engineer V	$290.00
Engineer IV	$265.00
Engineer III	$245.00
Engineer II	$215.00
Engineer I	$190.00
Designer V	$245.00
Designer IV	$215.00
Designer III	$190.00
Designer II	$175.00
Designer I	$160.00
Design Assistant	$115.00
Principal Surveyor	$310.00
Surveyor V	$290.00
Surveyor IV	$265.00
Surveyor III	$245.00
Surveyor II	$215.00
Surveyor I	$190.00
Survey Technician V	$245.00
Survey Technician IV	$215.00
Survey Technician III	$190.00
Survey Technician II	$175.00
Survey Technician I	$160.00
Survey Assistant	$115.00
BIM Specialist III	$245.00
BIM Specialist II	$215.00
BIM Specialist I	$190.00
Technician Manager	$245.00
Technician IV	$215.00
Technician III	$190.00
Technician II	$175.00
Technician I	$160.00
Technical Analyst	$160.00

ADMINISTRATIVE SUPPORT

Graphics/Visualization Specialist	$165.00
Office Administrator II	$135.00
Office Administrator I	$110.00

PLANNING

Lead Technical Specialist	$310.00
Technical Specialist V	$275.00
Technical Specialist IV	$240.00
Technical Specialist III	$205.00
Technical Specialist II	$170.00
Technical Specialist I	$135.00
Planner/Scientist V	$215.00
Planner/Scientist IV	$200.00
Planner/Scientist III	$185.00
Planner/Scientist II	$165.00
Planner/Scientist I	$140.00
Technician/Field Monitor V	$175.00
Technician/Field Monitor IV	$160.00
Technician/Field Monitor III	$145.00
Technician/Field Monitor II	$130.00
Technician/Field Monitor I	$115.00

GOVERNMENT SERVICES

City Engineer	$295.00
Deputy City Engineer	$250.00
Plan Check Engineer	$205.00
Permit Engineer	$195.00
Senior City Inspector	$215.00
City Inspector	$200.00
Inspector	$185.00
Stormwater Specialist V	$250.00
Stormwater Specialist IV	$220.00
Stormwater Specialist III	$190.00
Stormwater Specialist II	$160.00
Stormwater Specialist I	$130.00
Building Official	$285.00
Senior Building Inspector	$220.00
Building Inspector	$195.00
Grant Writer/Specialist IV	$220.00
Grant Writer/Specialist III	$190.00
Grant Writer/Specialist II	$160.00
Grant Writer/Specialist I	$130.00

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

PREVAILING WAGE RATES Several categories above are used for field work on projects and subject to federal or state prevailing wage law and are subject to increases per DIR.

ANNUAL ESCALATION The rates shown are subject to periodic increases, including January 1st of each year.

OVERTIME for non-exempt employees will be charged at 1.5 times the hourly rate shown above; overtime for exempt employees and other classifications will be charged at 1.0 times the hourly rate shown above.

LATE FEE *Monthly invoices are due within 30 days from invoice date. A late fee will be charged at 1.5% per month on past due accounts.*

****MANAGER CLASSIFICATIONS*** include Program Manager, Project Manager, and Technical Manager.

Carmel Area Wastewater District
Pescadero Sewer Replacement Project - Amendment No. 4

		PM		ENGINEERING				Environmental					SUBCONSULTANTS						
		Principal-in-Charge - NP	Manager II - LB	Senior Project Engineer - JA	Traffic Lead Engineer	Traffic Associate Engineer	Assistant Engineer - JM	Biologist/Planner II- AJ	Biologist/Planner I - CS	GIS Specialist / Technician I	Total Resource Hours	Total Hours*Rates	Subconsultant Participation	Albion	Total Subconsultant Costs	Summary	Total MNS Resource Costs	Total Subconsultant Costs & All Reimbursable Expenses With 5% Markup	Total
	2021 Rates + Escalation	$334	$294	$227	$257	$185	$167	$170	$149	$165									
1 – Project Management, QA/QC, and Meetings	**Task 1**												**Task 1**			**Task 1**			
1.1 Project Management	**Task 1.1**	32		24							56	$16,144	**Task 1.1**	$0	$0	**Task 1.1**	$16,144	$0	$16,144
Task 1 Subtotal		**32**	**0**	**24**	**0**	**0**	**0**	**0**	**0**	**0**	**56**	**$16,144**		**$0**	**$0**		**Task 1 Subtotal**		**$16,144**
11 - Bid Phase Services	**Task 11**												**Task 11**			**Task 11**			
11.1 Bid Phase Services	**Task 11.1**										0	$0	**Task 11.1**	$0	$0	**Task 11.1**	$0	$0	$0
Task 11 Subtotal		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		**$0**	**$0**		**Task 11 Subtotal**		**$0**
12 - Construction Phase Services	**Task 12**												**Task 12**			**Task 12**			
12.1 Construction Meetings	**Task 12.1**	16		80							96	$23,499	**Task 12.1**	$0	$0	**Task 12.1**	$23,499	$0	$23,499
12.2 Submittal Review (110)	**Task 12.2**	16		40	6	12	110				184	$36,574	**Task 12.2**	$0	$0	**Task 12.2**	$36,574	$0	$36,574
12.3 Responses to Contractor RFIs (20)	**Task 12.3**	10		40			25				75	$16,597	**Task 12.3**	$0	$0	**Task 12.3**	$16,597	$0	$16,597
12.4 Construction Site Visits	**Task 12.4**	6		12							18	$4,728	**Task 12.4**	$0	$0	**Task 12.4**	$4,728	$0	$4,728
12.5 Change Order Management Support	**Task 12.5**	16		40			24				80	$18,436	**Task 12.5**	$0	$0	**Task 12.5**	$18,436	$0	$18,436
12.6 Record Drawing Preparation	**Task 12.6**	4		20			40				64	$12,561	**Task 12.6**	$0	$0	**Task 12.6**	$12,561	$0	$12,561
12.7 Optional Additional Services	**Task 12.7**										0	$0	**Task 12.7**	$0	$0	**Task 12.7**	$20,000	$0	$20,000
Task 12 Subtotal		**68**	**0**	**232**	**6**	**12**	**199**	**0**	**0**	**0**	**517**	**$112,396**		**$0**	**$0**		**Task 12 Subtotal**		**$132,396**
13 - Environmental Compliance Support Services	**Task 13**												**Task 13**			**Task 13**			
13.1 Environmental Compliance Support Services Management	**Task 13.1**	2	30	8					28	4	72	$16,131	**Task 13.1**	$0	$0	**Task 13.1**	$16,131	$0	$16,131
13.2 Cultural Resource Management Services	**Task 13.2**	16	24								40	$12,395	**Task 13.2**	$624,117	$624,117	**Task 13.2**	$12,395	$655,323	$667,718
13.3 Nesting Bird Surveys	**Task 13.3**		16					66		8	90	$17,232	**Task 13.3**	$0	$0	**Task 13.3**	$17,232	$0	$17,232
13.4 Biological Monitoring	**Task 13.4**							58		8	66	$11,176	**Task 13.4**	$0	$0	**Task 13.4**	$11,176	$0	$11,176
Task 13 Subtotal		**18**	**70**	**8**	**0**	**0**	**0**	**124**	**28**	**20**	**268**	**$56,933**		**$624,117**	**$624,117**		**Task 13 Subtotal**		**$712,256**
Sub-Total	**Hours**	118	70	264	6	12	199	124	28	20	**841**	**$185,473**	**Sub-Total**	**$0**	**$0**	**Grand Total**	$205,473	$655,323	**$860,796**
	Cost	$39,451	$20,549	$59,894	$1,540	$2,221	$33,266	$21,074	$4,182	$3,296									

August 26, 2026

Jordyn Arreola
Senior Project Engineer
BKF Engineers

Email Transmittal

RE: Proposal to Provide Cultural Resource Monitoring Services for the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project in Carmel-by-the-Sea, Monterey County, California.

Dear Ms. Arreola:

Albion Environmental, Inc. (Albion) is pleased to respond to your request to provide Cultural Resource Monitoring Services for the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project (Project). The Project alignment is located within the City of Carmel-by-the-Sea (City) and in unincorporated County of Monterey (County), California. The Project consists of the proposed repair and replacement of the wastewater infrastructure to improve the long-term reliability of the wastewater system by replacing existing sewer mains. The Project is subject to the California Environmental Quality Act (CEQA), and the Carmel Area Wastewater District (CAWD) is the CEQA Lead Agency for the Project. CAWD has adopted an Initial Study-Mitigated Negative Declaration (IS-MND) for the Project in accordance with CEQA (State Clearinghouse Number 2026060127) (Carmel Area Wastewater District and Rincon Consultants Inc. 2024; Denise Duffy & Associates 2026). In our proposal, we provide a brief background of the project, previous research, and approved mitigation measures. We then provide our Scope of Work and Assumptions. Attachment 1 contains our Cost Estimate, and Attachment 2 contains key team member resumes for Albion Archaeologists meeting the Secretary of the Interior's Professional Qualification Standards for Archaeology, as required by MM CUL-1.

BACKGROUND

PROJECT LOCATION

The Project is located on two areas in a residential area within the northern limits of the City of Carmel-by-the-Sea ("City") and unincorporated Monterey County (County). The first area ("Pescadero Road") is located along Pescadero Road, Lincoln Street, 2nd Avenue, and Monte Verde Street on Assessor's Parcel Number (APN) 008-161-014, 009-112-013, and the public rights-of-way (ROW). The second area ("Carmel Woods") is located along Camino Del Monte, San Juan Road, San Marcos Road, San Lucas Road, Portola Avenue, San Luis Road, South San Luis Road, San Pedro Lane, San Mateo Avenue, Carpenter Street, and along Highway 1 in the Carmel Woods residential area, directly northwest of the Pescadero Road area, between Highway 1 and 17 Mile Drive, bounded by Camino Del Monte in the south. This area is located on the following APNs and the public rights-of-way (ROW): 009-033-005, 009-021-002, 009-033-008, 009-

031-014, 009-031-016, 009-024-010, 009-021-015, 009-012-020, 009-012-002, 009-012-003, 009-012-004, 009-012-005, 009-012-006, 009-023-009, 009-023-002, 009-023-003, 009-023-004, 009-041-054, 009-041-056, 009-041-060, 009-041-045, 009-051-021, 009-051-020, 009-051-022, 009-022-003, 009-022-002, 009-012-012, 009-012-013, 009-012-014, 009-012-015, 009-012-016, 009-013-008, 009-013-006, 009-013-002, 009-091-001, 009-091-019, and 009-091-020.

PROJECT DESCRIPTION

The sewer main pipeline and associated manholes were installed approximately 80 years ago and replacing the damaged sewer main is necessary to continue to provide reliable service and minimize the potential for sanitary sewer overflows in the future.

Pescadero Road

For the Pescadero Road area, CAWD is seeking to replace a damaged section of sewer main located in and parallel to Pescadero Road on the northwest side of the City (primarily outside the City limits) to continue to provide reliable service to the District's customers and minimize the potential for future sewer spills. The existing sewer main on the forested hillside of Pescadero Canyon has been damaged by tree falls and is in poor condition. Localized high points and other condition issues have caused several sewer spills, and maintenance crews have had difficulty accessing the sewer main for maintenance. Frequent maintenance is required due to its poor condition. The pipeline and associated manholes were installed approximately 80 years ago and are constructed of 6-inch vitrified clay pipe (VCP). Record drawings of the existing sewer main are not available.

The sewer main crosses several properties along the existing alignment to be replaced including private residential properties and property owned by the Del Monte Forest Conservancy, designated as the "Pescadero Canyon Property." The ground surface in this area is steeply sloped from the east to the west, unstable, and currently inhabited by various plant and animal species, including Monterey pines and coast live oaks. The existing sewer main runs upslope from, and parallel to, the Pacheco Creek and associated riparian corridor. The sewer main conveys wastewater from approximately 275 parcels, primarily residential, within the District's service area. Of these parcels, 19 are located along Pescadero Road and have service laterals directly connected to the sewer main to be replaced. Five manholes and approximately 1,600 LF of sewer main lie within the Pescadero Canyon Property. The section of sewer main to be replaced begins at District manhole N601, located within the roadway near 24652 Pescadero Road. From this point, it extends from Pescadero Road to the west, inside of the property line at 24652 Pescadero Road (APN 009-112-013) to manhole N602, then turns south in the Pescadero Canyon Property (APN 008-161-014); the segment to be replaced terminates on a private property at the north of Toyon Heights (APN 009-122-012) at manhole N609.

Carmel Woods

For the Carmel Woods area, the District assessed the condition of the existing gravity sewer mains and manholes and identified various replacement and rehabilitation measures. Damaged VCP mains are recommended to be replaced with new PVC or HDPE pipes in accordance with CAWD standards. For existing sewer mains with minimal defects, it is recommended that an internal lining system be installed. Manholes in poor condition are recommended to be replaced with new pre-cast concrete manholes or

rehabilitated with a lining system. For existing manholes without substantial defects, various minor repairs are recommended to extend the life of the manhole.

PROJECT COMPONENTS

Pescadero Road

For the Pescadero Road area, the proposed project would consist of constructing a new sewer main in Pescadero Road and abandoning a portion of the existing sewer main in the hillside. The proposed alignment would reconfigure existing upstream manhole N601 and connect a new gravity sewer to existing downstream manhole N610 with new 10-inch polyvinyl chloride (PVC) gravity sewer. The existing sewer segment between manhole N601 and cleanout N603 would be demolished and removed or abandoned in place. Flow direction along this segment would be reversed with installation of the new gravity sewer. Existing manholes and sewer between manhole N618 and N620 would be replaced in place. The existing manholes would be demolished, removed, and reconstructed in place. The new sewer would be installed with HDPE using pipe bursting in the existing horizontal and vertical alignment. Between manhole N620 and N610, the proposed alignment would travel through the cul-de-sac on Monte Verde Street and continue to manhole N610 below. The new sewer would be constructed using open trench construction from approximately 200 LF east of existing manhole N601 to existing manhole N618. From manhole N618 to approximately 8 LF before manhole N620, the new sewer would be installed with HDPE using pipe bursting in the existing horizontal and vertical alignment. From the new manhole at the intersection of Lincoln Street and 2nd Avenue, new PVC sewer main would be installed to the existing cleanout to the west end of 2nd Avenue by open trench construction. From the existing cleanout, where a new manhole is planned, to manhole N610, the new sewer would be installed with HDPE using pipe bursting in the existing horizontal and vertical alignment. In total, approximately 2,210 LF of new 10-inch sewer main and 11 manholes would be constructed.

Trench excavation depths are anticipated to range between 6 and 22 feet below grade. Pipeline trenches would be backfilled with crushed rock and/or Class II aggregate base and paved, except in unimproved areas. Manholes would be constructed of precast concrete or poured in place per District standards. Reconfiguring existing manhole N601 several feet upstream to a slightly higher elevation and minimizing the manhole depth could reduce excavation costs in the area immediately downstream of this manhole where the gravity sewer main could reach depths of 22 feet below grade. This option would be considered in subsequent design phases.

In addition to the sewer improvements in the Pescadero area, the project will address drainage issues on both sides of Pescadero Road by re-establishing the drainage ditch through grading.

Carmel Woods

The Carmel Woods area of the project consists of the replacement, or rehabilitation of approximately 14,850 LF of existing deteriorated 6-inch diameter VCP gravity sewer main with new PVC or HDPE sewer mains or installation of a lining system. The majority of the sewer mains would be replaced or rehabilitated along the existing alignments, where feasible; several segments would be realigned to improve ease of maintenance. The gravity sewer main is expected to be replaced using pipe-bursting construction for replacement where feasible or rehabilitated using a CIPP liner system to minimize open trench construction. Slip lining would also be used to convert some sewer main segments into sewer

laterals (6-inch to 4-inch). Manholes in poor condition are recommended to be replaced with new pre-cast concrete manholes, or rehabilitated, per District preference, in accordance with CAWD standards. For existing manholes without substantial defects, various minor repairs are recommended to extend the life of the manhole. In total, approximately 2,150 LF of new 8-inch sewer main, 11,400 LF of new 6-inch sewer main, 400 LF of new 4-inch sewer lateral conversion, and 12 manholes would be replaced.

PROJECT CONSTRUCTION

Site Preparation

Site preparation in both project areas would involve installation of Stormwater BMPs, pre-CCTV, marking and potholing existing utilities, setting up signage and traffic control, laying out trenches, saw cutting pavement for trenches, and preparing the materials to be installed.

The ground surface in the Pescadero Road area is steeply sloped, unstable, and consists primarily of existing residential uses. Construction of this project component is anticipated to be by a combination of open trench, trenchless, and standard construction methods. This component of the proposed project includes trenching and ground disturbance of approximately 2,800 square feet (0.06 acres), and grading of 1,600 cubic yards of cut and 1,600 cubic yards of fill.

The ground surface in the Carmel Woods area includes flat and sloped areas and consists primarily of existing residential uses. Construction of this project component is anticipated to be by a combination of open trench, trenchless, and standard construction methods. This component of the proposed project includes trenching and ground disturbance of approximately 8,000 square feet (0.18 acres), and grading of 1,800 cubic yards of cut and 1,800 cubic yards of fill.

Trenchless Sewer Installation

Installation of portions of the sewer main for the project area using trenchless installation methods, specifically horizontal directional drilling (HDD), was evaluated for all segments of the alignments for the proposed project. This method was considered to reduce the costs and risks associated with excavating deep trenches. The equipment used for HDD is able to install high-density polyethylene (HDPE) pipe on a curve with a minimum radius of 600 feet. Several curved sections of Pescadero Road have a radius much smaller than 600 feet. Therefore, deep excavations would still be necessary to install multiple straight runs of pipe to navigate the bends in the roadway. HDD is not recommended for installation of gravity sewers due to the accuracy of equipment and the ability to maintain a continuous downhill slope. The District could consider allowing HDD installation of some additional pipe segments; however, this is not expected to provide significant cost savings.

A portion of the alignment on Lincoln Street and a segment from Monte Verde to 2nd Avenue within the Pescadero Road area is in the same horizontal and vertical alignment as the existing main. Trenchless installation, specifically pipe bursting, can be used in these two segments.

Pipe bursting will be used in the Carmel Woods area to replace the sewer mains within public rights-of-way, except one segment that would require open trenching due to realignment or difficulty using pipe bursting. Some segments replaced by pipe bursting require short segments of open trenching to replace fittings in the existing main line with long sweep fittings or other pipe materials.

PREVIOUS RESEARCH

Albion prepared a Phase I Cultural Resource Inventory and AB 52 Consultation for the Project sites in March 2026 (Peelo et al. 2026). The Phase I Cultural Resource Inventory includes the results of background research and field reconnaissance of the Proposed Project area. Background research consisted of a records search from the California Historical Resources Information System (CHRIS), the Northwest Information Center at Sonoma State University (NWIC), and a Sacred Land Files (SLF) search, followed by a pedestrian archaeological field survey of the Project area. CAWD separately conducted Native American outreach to facilitate Tribal consultation under Assembly Bill (AB) 52. The field reconnaissance consisted of a pedestrian survey of the Project area between January 19 and 21, 2026, which investigated the Project area for cultural and Tribal Cultural Resources (TCRs).

A search of records at the NWIC indicated that 28 previous cultural resource studies have been conducted within the Project Area and that 157 previous cultural resource studies have been conducted within a 0.25-mile radius of the Project Area. According to the record search, there is one previously identified cultural resource, P-27-002619 (Stevenson Lower & Middle School), within the Project Area, and the record search identified 17 cultural resources within a 0.25-mile radius of the Project Area. The archival research illustrates that historic-era land use within the Project Area dates to the 1940s and 1950s.

After reviewing the background research results, Albion conducted an intensive pedestrian survey of the Project Area. Throughout the Project Area, ground surface visibility was poor due to most of the area being covered by paved public roads, hardscaping, landscaping, vegetation, and private residences. Areas not obstructed by the built environment were obscured by dense vegetation. Albion's pedestrian survey of the entire Project Area yielded negative results and did not identify any cultural resources, precolonial or historic, nor anthropogenic soils.

The results of the Sacred Lands File (SLF) search conducted by the Native American Heritage Committee (NAHC) indicate that Sacred Land Files are known to be located within the Project Area. CAWD compiled outreach letters containing a brief Project description and a map of the proposed Project Area and sent them via certified mail on October 1, 2025, to all individuals/groups identified by NAHC. Albion, on behalf of CAWD, conducted follow-up emails and phone calls with the NAHC identified individuals/groups. The Project's AB 52 Consultation efforts documented tribal concerns about cultural resources within the vicinity of the Project Area.

While there is archival evidence of historic era land use and known built environment resources are recorded within the Project Area, as well as within 0.25-mile, it is not likely that the Project would cause an impact on historic-era archaeological resources or known built-environment resources (i.e., P-27-002619) because the majority of ground disturbance caused by the Project is limited to the roadways. In addition, given the fact that the geology of the Project Area is earlier than the Holocene, it is Albion's judgment that the potential for buried precolonial archaeological resources is low. However, it is Albion's assessment that given the presence of known precolonial archaeological sites within 0.25-mile, and the poor visibility of the ground surface during our pedestrian survey, it is possible that precolonial archaeological resources may be present within the Project Area.

MITIGATION MEASURES

Four mitigation measures for Cultural Resources (CUL-1 through CUL-4) and three mitigation measures for Tribal Cultural Resources (TCR-1 through TCR-3) were developed as part of the IS-MND to reduce project impacts to cultural resources to a less than significant level. We provide those mitigation measures below.

Cultural Resources Mitigation Measures

Mitigation Measure CUL-1

Prior to the start of ground disturbing activities, CAWD shall retain a qualified Archaeologist, meeting the Secretary of the Interior's Professional Qualification Standards for archaeology in either prehistoric or historic archaeology, to prepare a Cultural Resources Monitoring and Discovery Plan (CRMDP) in consultation with the Esselen Tribe of Monterey County, the Ohlone Costanoan Esselen Nation, and the Costanoan Rumsen Carmel Tribe (see Mitigation Measure TCR-2). The CRMDP shall include requirements for pre-construction cultural resources sensitivity training, monitoring protocols, monitoring schedules, communication protocol and procedures in the event of a potential discovery, consultation requirements, and documentation requirements. The qualified Archaeologist shall also oversee an archaeological monitor who shall be present during initial ground disturbing activities associated with the Proposed Project. The archaeological monitoring program shall follow protocols outlined in the CRMDP, which shall contain an allowance that the qualified Archaeologist may reduce or discontinue monitoring as warranted if it is determined that the possibility of encountering intact archaeological deposits in the area is low, based on observations during initial ground disturbance, and in coordination with the Native American monitor(s) and CAWD. The reduction or elimination of Native American monitoring may be undertaken based on the stipulations outlined in Mitigation Measure TCR-2. The qualified Archaeologist shall prepare daily monitoring logs, along with a monitoring report at the conclusion of archaeological monitoring. The CRMDP shall be submitted to CAWD for review and approval, as well as to the Esselen Tribe of Monterey County, the Ohlone Costanoan Esselen Nation, and the Costanoan Rumsen Carmel Tribe, for review and comment before finalized. The requirements outlined in the final CRMDP shall be implemented during project construction.

Mitigation Measure CUL-2

Prior to the start of ground disturbing activities, CAWD shall retain a qualified Archaeologist, as well as tribal representatives (see Mitigation Measure TCR-1), to perform a Cultural Resources Sensitivity Training for construction personnel. Cultural resources sensitivity training shall be pre-recorded for presentation to all construction personnel. The training shall focus on how to identify archaeological resources that may be encountered during earthmoving activities, and the procedures to be followed in such an event. This pre-recorded training shall be provided for any new personnel joining the construction team. The Professional Archaeologist shall keep a record (i.e., sign-in sheet) of all personnel who attended the training and provide copies of the attendance records and presentation materials to CAWD for their records.

Mitigation Measure CUL-3

In the event that Precontact (e.g., hearths, stone tools, shell and faunal bone remains, etc.) or historic-era (e.g., bottles, foundations, refuse dumps/privies, etc.) archaeological resources are unearthed, ground-disturbing activities within a 100-ft radius of the discovery should be halted or diverted away from the find. An appropriate buffer area should be established by the qualified Archaeologist, in consultation with the Native American tribal representatives, around the find where construction activities should not be allowed to continue. Work should be allowed to continue outside of the buffer area. All archaeological resources unearthed by Project construction activities should be evaluated by a qualified Archaeologist. If a resource is determined by the qualified Archaeologist to constitute a "historical resource" pursuant to CEQA Guidelines Section 15064.5(a) or a "unique archaeological resource" pursuant to Public Resources Code Section 21083.2(g), the qualified Archaeologist, in consultation with Native American tribal representatives, should develop and implement a Cultural Resources Treatment Plan (CRTP) which would outline methods to be used to mitigate project impacts. The plan shall include avoidance of the resource or, if avoidance of the resource is infeasible, the plan shall outline the appropriate treatment of the resource in coordination with the Esselen Tribe of Monterey County, the Ohlone Costanoan Esselen Nation, and the Costanoan Rumsen Carmel Tribe.

Mitigation Measure CUL-4

Throughout the duration of ground disturbing activities, the treatment of human remains, and any associated or unassociated funerary objects discovered during any soil-disturbing activity within the Project site shall comply with applicable State laws. This shall include immediate notification of the Monterey County Sheriff's Office and CAWD. If human remains are encountered unexpectedly during implementation of the Proposed Project, State Health and Safety Code Section 7050.5 requires that no further disturbance shall occur until the County Coroner has made the necessary findings as to origin and disposition pursuant to PRC Section 5097.98. If the remains are determined to be of Native American descent, the coroner has 24 hours to notify the NAHC. The NAHC shall then identify the person(s) through to be the Most Likely Descendent (MLD). The MLD may, with the permission of the landowner, or his or her authorized representative, inspect the site of the discovery of the Native American remains and may recommend to the owner or the person responsible for the excavation work means for treating or disposing, with appropriate dignity, the human remains and any associated grave goods. The MLD shall complete their inspection and make their recommendation within 48 hours of being granted access by the landowner to inspect the discovery. The recommendation may include the scientific removal and nondestructive analysis of human remains and items associated with Native American burials. Upon the discovery of the Native American remains, the landowner shall ensure that the immediate vicinity, according to generally accepted cultural or archaeological standards or practices, where the native American human remains are located, is not damaged or disturbed by further development activity until the landowner has discussed and conferred, as prescribed in this mitigation measure, with the MLD regarding their recommendations, if applicable, taking into account the possibility of multiple human remains. The landowner shall discuss and confer with the descendants all reasonable options regarding the descendants' preferences for treatment. Whenever the NAHC is unable to identify the MLD, or the MLD identified fails to make a recommendation, or the landowner or his or her authorized representatives rejects the recommendation of the descendants and the mediation provided for in Subdivision (k) of Section 5097.94, if invoked, fails to provide measures acceptable to the landowner, the landowner or his or her authorized representative shall inter the human remains and

items associated with the Native American human remains with appropriate dignity on the property in a location not subject to further and future subsurface disturbance.

Tribal Cultural Resources Mitigation Measures

Mitigation Measure TCR-1

CAWD shall notify tribal representatives from the Esselen Tribe of Monterey County (ETMC), the Ohlone Costanoan Esselen Nation (OCEN), and the Costanoan Rumsen Carmel Tribe at least 30 days prior to the start of ground disturbing activities. In the event that one or multiple of the notified tribes choose to perform a Cultural Resources Sensitivity Training for construction personnel, this training would be provided prior to start of ground disturbing activities. Cultural resources sensitivity training shall be presented to all construction personnel. The training shall focus on how to identify Tribal Cultural Resources that may be encountered during earthmoving activities, and the procedures to be followed in such an event. This training shall be provided for any new personnel joining the construction team.

Mitigation Measure TRC-2

CAWD shall notify Native American monitors associated with the ETMC, the OCEN, and the Costanoan Rumsen Carmel Tribe at least 30 days prior to start of ground disturbing activities. In the event that one or multiple tribes choose to monitor project-related ground disturbance, tribal monitoring shall be distributed equitably, based on budgeted costs, among each of these tribal groups. A Native American monitoring rotation schedule shall be incorporated into the CRMDP (see Mitigation Measure CUL-1). The monitors shall have the authority to halt and redirect work should any Tribal Cultural Resources be identified during monitoring (See Mitigation Measures CUL-3 and TCR-3). The tribal monitoring program shall follow protocols outlined in the CRMDP, which shall contain an allowance that the tribal monitor may reduce or discontinue monitoring as warranted, at the discretion of the tribal monitor, in consultation with CAWD

Mitigation Measure TRC-3

In the event that potential TCRs are identified by the tribal monitor, ground-disturbing activities within a 100-foot radius of the discovery shall be halted or diverted (See Mitigation Measure CUL-3 for a discussion of Cultural Resources Inadvertent Discoveries Protocols). Work shall be allowed to continue outside of the 100-foot buffer area. If the tribal monitor determines that any cultural resources exposed during construction constitute a Tribal Cultural Resource (TCR) under CEQA, he/she shall notify CAWD and other appropriate parties of the evaluation. Tribal monitors shall consult with the qualified Archaeologist to develop and implement a Cultural Resources Treatment Plan (CRTP), which shall consider the resources' tribal value, and would outline methods to be used to mitigate project impacts to TCRs (see Mitigation Measure CUL-3). The plan shall include avoidance of the resource or, if avoidance of the resource is infeasible, the plan shall outline the appropriate treatment of the resource in coordination with the ETMC, the OCEN, and the Costanoan Rumsen Carmel Tribe. The plan shall include measures to ensure the find is treated in a manner that respectfully retains, to the degree feasible, the qualities that render the resource significant to the participating Native American groups. Examples of appropriate mitigation for TCRs include, but are not limited to, protecting the cultural character and integrity of the resource, protecting traditional use of the resource, protecting the confidentiality of the resource, or heritage recovery.

SCOPE OF WORK

PHASE 1: MANAGEMENT

Over the course of the Project, Albion will require time for contract management, subcontractor management, meetings and correspondence, and data management. The Project Manager, Sarah Peelo, will manage the overall Project scope and budget and will be the primary Albion liaison with you. Dr. Peelo will be assisted by Albion staff archaeologists.

PHASE 2: DEVELOPMENT OF A CULTURAL RESOURCES MONITORING AND DISCOVERY PLAN

Albion will develop and implement the Cultural Resources Monitoring and Discovery Plan (CRMDP) for the project in consultation with the Esselen Tribe of Monterey County (ETMC), the Ohlone Costanoan Esselen Tribe (OCEN), and the Costanoan Rumsen Carmel Tribe (CRCT) (consulting tribes) (CUL-1). The CRMDP will include requirements for pre-construction cultural resources sensitivity training, monitoring protocols, monitoring schedules, communication protocol and procedures in the event of a potential discovery, consultation requirements, and documentation requirements. The CRMDP shall be submitted to CAWD for review and approval, as well as to the consulting tribes, for review and comment before finalized. Albion will meet with each of the consulting tribes to solicit their comments and edits on the CRMDP before finalizing the plan. The requirements outlined in the final CRMDP shall be implemented during project construction.

PHASE 3: CULTURAL RESOURCES SENSITIVITY TRAINING

Per CUL-2, Albion will provide a qualified archaeologist to develop Cultural Resources Sensitivity Training for the Project. The consulting tribes will also provide the cultural resources sensitivity training (TCR-1). The training will include (1) an overview of the cultural resources that are known to occur in the area, examples of cultural materials commonly found in the region, and procedures and protocols that must be followed upon the discovery of cultural resources and human remains or suspected human remains; (2) a review of the applicable laws and regulations that protect cultural resources and human remains, including penalties for violations; (3) procedures for temporarily halting and redirecting work to permit sampling, identification, and evaluation of possible cultural resources or human remains (4) safety protocols for working around archaeological and Native American monitors; and (5) contact information for archaeological and Native American monitors. Albion will work with the consulting tribes to develop the training which will include collective meetings, the development and review of Albion's brochure, and any additional materials that are deemed appropriate.

Albion and the consulting tribes will conduct a cultural resource awareness training for the construction crew prior to the onset of work. All presentation materials will be provided to CAWD for their records. Cultural resources sensitivity training shall be pre-recorded for presentation to all construction personnel. This pre-recorded training shall be provided for any new personnel joining the construction team, so that all personnel on-site will be fully aware of the kind of cultural resources that may be encountered in the course of the planned construction activities. Albion will retain documentation that construction personnel have received the training and provide that to CAWD (i.e. a sign-in sheet acknowledging that they received the training).

PHASE 4: ARCHAEOLOGICAL MONITORING

Albion will implement the Cultural Resources Monitoring and Discovery Plan (CRMDP) developed for the project (CUL-1). Per CUL-1, archaeological monitoring of the Project will be overseen by an archaeologist that meets the professional qualifications standards of the Secretary of the Interior for Archaeology and will have ample experience in California archaeology (see Attachment 2). Albion's archaeologists will monitor under the direct supervision of Albion Principal Sarah Peelo, who holds a PhD, and has over 25 years of experience working in California archaeology and cultural resource management. She received her Doctorate in Anthropology from UC Santa Cruz in 2009, and she meets and exceeds the U.S. Secretary of the Interior's Professional Qualification Standards (as defined in 36 CFR Part 61) for archaeologist. All work will be conducted in compliance with CEQA guidelines (Article 5: Section 15064.5).

The archaeological monitoring program shall follow protocols outlined in the CRMDP, which shall state that an archaeological monitor shall be present during initial ground disturbing activities associated with the Proposed Project and contain an allowance that the qualified Archaeologist may reduce or discontinue monitoring as warranted if it is determined that the possibility of encountering intact archaeological deposits in the area is low, based on observations during initial ground disturbance, and in coordination with the Native American monitor(s) and CAWD. Archaeological monitors will submit daily monitoring logs, which will be reviewed by Dr. Peelo. The logs will provide the name of the monitor and construction manager/foreman/superintendent, an overview of what construction activities were monitored and their locations, and a discussion of soil types and any discoveries. Representative photographs of work activities, soil types, and discoveries will be included in the logs.

Archaeological monitors will rely primarily on observation of soil disturbance during construction activities (i.e., manual or machine excavations). The monitor will periodically ask the equipment operator or laborer to temporarily halt, while the monitor takes a closer look at excavation areas. The monitor will be observing consistency or changes in soils or may be examining specific materials that may be cultural in origin, such as prehistoric artifacts (e.g., chipped stone tools and production debris, stone milling tools, ceramics), historic-period artifacts (e.g., metal, glass, ceramics), and/or soil discoloration that might indicate an archaeological deposit or feature. This will usually be done from outside the excavation area, however, on occasion the monitor may wish to observe the soils or materials at close range. In this case, the operator will be asked to hold the equipment at a safe distance while the monitor makes the close observations. While substantial finds may require up to a half hour to assess, as noted below, it is usually the case that the monitor will require only a minute or two to complete the assessment. In such cases, it will be unnecessary to turn off or move the equipment.

PHASE 5. NATIVE AMERICAN MONITORING

In accordance with TCR-2, CAWD shall retain Native American monitors to monitor all project-related ground disturbance. As per TCR-2, OCEN, ETMC, and the CRCT will all be invited to monitor. In the event that multiple tribes choose to monitor project-related ground disturbance, tribal monitoring will occur on a rotating basis between members of the consulting tribes, as outlined in the CRMDP. The monitors shall have the authority to halt and redirect work should any Tribal Cultural Resources be identified during monitoring (See Mitigation Measures CUL-3, CUL-4, and TCR-3). The tribal monitoring program shall follow protocols outlined in the CRMDP, which shall contain an allowance that the tribal monitor

may reduce or discontinue monitoring as warranted, at the discretion of the tribal monitor, in consultation with CAWD.

PHASE 6: CULTURAL RESOURCES MONITORING REPORT

Upon completion of all monitoring activities, the Albion team will create a Cultural Resources Monitoring Report that will summarize all monitoring activities and confirm that all recommended mitigation measures have been met for cultural and tribal resources. The report will, at a minimum, include the dates of monitoring, project related construction activities observed by the monitors, and personnel involved in the monitoring. Albion will include the Cultural Resources Sensitivity Training Documentation and the Daily Monitoring Forms as appendices to the monitoring report.

ASSUMPTIONS

1) CAWD will provide all Project information, including description, site plans, and CAD files for all Project design elements.
2) CAWD, with the assistance of Albion, will consult with the ETMC, OCEN, and CRCT to determine the rotation schedule for Native American monitors affiliated with each group, and develop a Native American Monitoring Schedule, as required by MM TCR-2, to be documented in the CRMDP.
3) Albion will consult with CAWD and the consulting tribes and determine protocols for the Final Disposition of Precolonial Archaeological and Tribal Cultural Resources prior to the start of construction. These decisions will be documented in the CRDMP.
4) Albion anticipates up to six, 1 hr meetings with tribal groups will be required to develop the CRDMP.
5) The CRMDP will be submitted to CAWD, ETMC, OCEN, and the CRCT for review and approval. We assume that Albion will need to provide up to two rounds of revisions of the CRMDP, and that revisions will be minor.
6) Albion anticipates up to three 1 hr meetings with tribal groups will be required to develop the Cultural Resources Awareness Training.
7) CAWD will provide Albion with the anticipated construction start date no less than 30 days prior to the start of construction.
8) CAWD will provide Albion at least 48 hours' notice prior to the start of ground disturbing activities.
9) The construction contractor will provide access to a restroom and hand-washing station.
10) The Cultural Resources Sensitivity Training will be provided via a pre-recorded presentation; no in-person Cultural Resources Sensitivity Trainings will be required.
11) The standard workday will be 8 hours, and the standard work week will be 40 hours, Monday through Friday. Any additional time will be billed as overtime.
12) BKF estimates that there will be approximately 225 days of ground disturbance. We assume that an archaeological monitor will be required for 225, 8-hour workdays. Any additional work beyond this will require a change order. Fewer days may be required if, in the field, the

archaeologist recommends monitoring be reduced or discontinued if it is determined that the possibility of encountering intact archaeological deposits in the area is low (see MM CUL-1).

13) We assume tribal monitoring will be required for a total of 225 workdays; the hourly rate for tribal monitoring will be $150; daily milage for Native American Monitors will be 100 miles; and Administrative costs will be 10%. We assume that tribes will require lodging and per diem for 30% of the project duration. As illustrated in TCR-2, in the event that one or multiple tribes choose to monitor project-related ground disturbance, tribal monitoring shall be distributed equitably, based on budgeted costs, among each of the tribal groups. Any additional work beyond this will require a change order. Fewer days may be required if, in the field, the tribal monitor recommends monitoring be reduced or discontinued, at their discretion (see MM TCR-2).

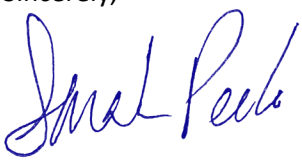
14) No potentially eligible cultural resources, tribal cultural resources, human remains will be found during construction activities. Any inadvertent discoveries will require a change order. See MM CUL-3, MM CUL-4, and MM TCR-3.

15) Albion will produce a polished draft of the Cultural Resources Monitoring Report, which will require only minor revisions upon review by the CAWD.

COST ESTIMATE

All work required will be completed on a time and materials basis not anticipated to exceed $624,117.18 (Attachment 1). If our proposal is acceptable to you, then please let me know how you would like to establish a formal contract for the work. The terms of this proposal are valid for 90 days. Please contact me at (559) 289-0639 if you have any questions.

Sincerely,



Sarah Peelo, PhD, RPA
President

Attachment 1. Cost Estimate.

Attachment 2. Key Team Member Resumes

REFERENCES

Carmel Area Wastewater District, and Rincon Consultants Inc.

2024 *Scenic Road Pipeline Replacement Project - Final Initial Study – Mitigated Negative Declaration State Clearinghouse Number 2024040697*

Denise Duffy & Associates, Inc

2026 *Final Initial Study/Mitigated Negative Declaration for the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project. Prepared for Carmel Area Wastewater District.*

Peelo, S., S. D'Oro, B. Biasi, and L. Taagepera

2026 *Phase I Cultural Resource Inventory and AB 52 Consultation for the Pescadero Road and Carmel Woods Sewer Main Rehabilitation Project Carmel, Monterey County, California*.

Attachment 1

Cost Estimate

Project Title:	*Cultural Resource Monitoring Services for the Carmel Woods and*
Planning Date	*8/26/2026*
Work To Be Done:	*2026*
Rate Sheet	*2026b Standard Rates*

ALBION

						Phase 1		Phase 2		Phase 3		Phase 4		Phase 5		Phase 6	
						Management		Cultural Resources Monitoring and Discovery Plan		Cultural Resources Sensitivty Training		Archaeological Monitoring		Native American Monitoring		Reporting	
		Total				Planned		Planned		Planned		Planned	8 hr days	Planned		Planned	
Name	Classification	Hourly Rate	OT Rate	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Days	Cost	Hours	Cost	Hours	Cost
Sarah Peelo	Principal 6B	$ 183.19	$ 183.19	96.0	$ 17,586	64.0	11724.16	23.0	4213.37	1.0	183.19	0.0	0.00	0.0	0.00	8.0	1465.52
Brittney Biasi	Senior Archaeologist 4A	$ 121.13	$ 181.70	1,013.0	$ 122,705	206.0	24952.78	52.0	6298.76	19.0	2301.47	85.0	82368.40	0.0	0.00	56.0	6783.28
Brandon Brown	Archaeologist 5A	$ 93.50	$ 140.25	1,121.0	$ 104,814	1.0	93.50	0.0	0.00	0.0	0.00	140.0	104720.00	0.0	0.00	0.0	0.00
Stella D'Oro	GIS/Graphics 9B	$ 133.89	$ 133.89	37.0	$ 4,954	24.0	3213.36	4.0	535.56	4.0	535.56	0.0	0.00	0.0	0.00	5.0	669.45
Andrew Nicchitta	Senior Archaeologist 4A	$ 121.13	$ 181.70	27.0	$ 3,271	8.0	969.04	9.0	1090.17	0.0	0.00	0.0	0.00	0.0	0.00	10.0	1211.30
Richy Strobel	Archaeologist 7A	$ 110.52	$ 165.79	10.0	$ 1,105	8.0	884.20	0.0	0.00	2.0	221.05	0.0	0.00	0.0	0.00	0.0	0.00
Avila Bright	Administrative 9C	$ 123.29	$ 184.94	64.0	$ 7,891	64.0	7890.56	0.0	0.00	0.0	0.00	0.0	0.00	0.0	0.00	0.0	0.00
		Total Labor Costs		2,368.0	$ 262,324.68	375.0	49727.60	88.0	12137.86	26.0	$ 3,241.27	225.0	187088.40	0.0	$ -	79.0	10129.55

	Total			Planned		Planned		Planned		Planned		Planned		Planned	
Other Direct Costs - Expenses	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost
Vehicle Mileage	0.760	22,500.0	17100.00	0.0	0.00	0.0	0.00	0.0	0.00	22,500.0	17100.00	0.0	0.00	0.0	0.00
	Total ODC Expenses	22,500	17100.00	0	0.00	0	0.00	0	0.00	22,500	17100.00	0	0.00	0	0.00

	Total			Planned		Planned		Planned		Planned		Planned		Planned	
Other Direct Costs - Consultants	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost
Native American Monitor	150.00	1,827.0	274050.00	0.0	0.00	18.0	2700.00	9.0	1350.00	0.0	0.00	1,800.0	270000.00	0.0	0.00
Native American Monitor mileage	0.76	22,500.0	17100.00	0.0	0.00	0.0	0.00	0.0	0.00	0.0	0.00	22,500.0	17100.00	0.0	0.00
Native American Administrative fee	1.00	30,967.5	30967.50	0.0	0.00	0.0	0.00	0.0	0.00	0.0	0.00	30,967.5	30967.50	0.0	0.00
Native American Lodging	209.00	75.0	15675.00	0.0	0.00	0.0	0.00	0.0	0.00	0.0	0.00	75.0	15675.00	0.0	0.00
Native American Per Diem	92.00	75.0	6900.00	0.0	0.00	0.0	0.00	0.0	0.00	0.0	0.00	75.0	6900.00	0.0	0.00
	Total ODC Consultants	55,444.5	344692.50	0.0	0.00	18.0	2700.00	9.0	1350.00	0.0	0.00	55,417.5	340642.50	0.0	0.00
	Total Costs >		$ 624,117.18		$ 49,727.60		$ 14,837.86		$ 4,591.27		$ 204,188.40		$ 340,642.50		$ 10,129.55

Attachment 2

Key Team Member Resumes

Sarah Peelo, PhD, RPA

Project Manager



Dr. Sarah Peelo joined Albion in 2012. She is President and a co-owner of the company, is a Registered Professional Archaeologist (RPA), and has over 20 years of experience in California archaeology. As President of the company, Dr. Peelo is responsible for the day-to-day management of the company, financial planning, marketing, personnel, and quality control/assurance.

Dr. Peelo is well-versed in preservation legislation and regulations, such as NHPA, NEPA, and CEQA, and has developed and implemented Cultural Resource Treatment Plans (under both State and federal guidelines) for projects throughout the Central Coast of California. In addition, she has worked with clients, including the Peninsula Corridor Joint Powers Board (PCJPB), Federal Transportation Authority (FTA), and the City of Santa Clara (a Certified Local Government), to facilitate SHPO consultation on various projects. Dr. Peelo manages Albion on-call contracts with Caltrans for Districts 5, Santa Clara Valley Transportation Agency, and has managed and directed projects for the Cabrillo Community College District, Santa Cruz City Schools District, and Santa Clara University. As a company Principal she oversees projects that impact colonial-era archaeological resources. She has experience conducting cultural resource assessments, creating and implementing field research designs, and managing the analyses of colonial-era artifact assemblages and historical records. Dr. Peelo recently served or is currently serving as Principal Investigator on projects at Mission Santa Antonio de Padua, Santa Cruz Mission, Rancho San Andrés Castro Adobe, Dana Adobe in Nipomo, and Mission Santa Clara.

KEY PROJECTS

2012–Present: Santa Clara University Capital Improvement and Infrastructure Projects

Cultural Resources Management Services.

2018–Present: Santa Cruz City Schools

Cultural Resource Management Services at 16 school locations.

Contact

speelo@albionenvironmental.com
(559) 289-0639 mobile

Expertise

Project Manager

Regulatory Specialist

Section 106 Consultation

California Missions Landscape

Colonial Era Archaeology

Ceramic Analysis

Education

PhD, Anthropology, University of California, Santa Cruz, 2009.

MA, Anthropology, University of California, Santa Cruz, 2004.

MA, Anthropology, Colorado State University, 2002.

BS, Combined Sciences: Minor Anthropology, Santa Clara University, 1999.

Brittney Biasi, BA

Senior Archaeologist



Britney Biasi joined Albion in 2018 after previously serving as Archaeological Project Lead for the California State Parks, Monterey District. Tasks included archaeological survey for historic and prehistoric sites, authoring survey reports, recording and updating sites on standard site record forms (DPR-523), and documentation (sketches and digital). She collected and cataloged artifacts encountered (where appropriate). Ms. Biasi maintained photographic records of monitoring, survey, Arc GIS and site visits and worked with Native Americans, and colleagues.

Ms. Biasi works on a variety of projects from small, private properties to large-scale urban development and construction sites identifying potentially significant cultural resources through, construction monitoring, survey and testing. She has experience mitigating impacts to significant resources through archaeological data recovery and documentation. In the lab, she manages the field archaeological inventory for projects related to excavations at Santa Clara University. She has experience as a Site Safety Officer during the 2019 STEM project at Santa Clara University.

KEY PROJECTS

2024–Present: 3224 17 Mile Drive Field Director

Serves as Field Director for data recovery and as Lead Archaeological Monitor for the project.

2026–Present: 4444 Scotts Valley Dr Field Director

Serves as Field Director for the project.

Contact

bbiasi@albionenvironmental.com
(831) 251-2587 mobile

Expertise

Archaeological Survey and Recording

Field Lab Management

Construction Monitoring

Site Safety Officer

Education

BA, Archaeology, University of California, Santa Cruz, 2013.

AA, Anthropology, Cabrillo College, Aptos, California, 2011.

Archaeological Field School, Cabrillo College, Aptos, California, 2011.

Training

HAZWOPER Certified

First Aid/CPR Certified

Historic Artifact Analysis

ArcGIS

RESOLUTION NO. 2026-70

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT NUMBER 4 TO AN EXISTING PROFESSIONAL SERVICES AGREEMENT WITH MNS ENGINEERS, INC. IN AN AMOUNT NOT TO EXCEED $860,796 FOR CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE CARMEL WOODS AND PESCADERO ROAD SEWER MAIN REHABILITATION PROJECT (#21-05)

-oOo-

WHEREAS, the rehabilitation of the District's sewer mains will reduce risk of interruption of critical services and improve the business continuity of the District; and

WHEREAS, the construction phase of the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project will require engineering services during construction; and

WHEREAS, MNS Engineers, Inc. has submitted an acceptable professional services proposal and is well qualified to provide these services at a competitive rate;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Carmel Area Wastewater District (CAWD) is convinced by the staff report that approval of an amendment to a professional services agreement is necessary because the services rendered will provide critical engineering services on behalf of the District during rehabilitation of the District's sewer mains, which is necessary to reduce the risk of interruption of critical District services; and

The Board of Directors further finds that the approval of this resolution furthers the Mission of the District to treat wastewater in a cost-effective manner and return clean water to the environment; and

The Board of Directors authorizes the General Manager to approve an amendment to a professional services agreement with MNS Engineers, Inc., in a not-to-exceed amount of $860,796, for engineering services during construction of the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on November 19, 2026 by the following vote:

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

_____
Robert Seigfried, President of the Board

ATTEST: _____
Domine Barringer, Board Clerk

STAFF REPORT

To: Board of Directors

From: Jeff Bandy, Principal Engineer

Date: November 19, 2026

Subject: Construction Contract Award To Pacific Trenchless, Inc.– For The Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project (#21-05)

RECOMMENDATION

After reviewing the bid proposals, staff recommend that the Board of Directors:

- Adopt a resolution awarding a contract for construction of the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project in the amount of $7,526,345 to the lowest responsive and responsible bidder – Pacific Trenchless, Inc.
- Authorize the General Manager to sign and execute a contract with Pacific Trenchless, Inc., to construct the Project per the bid documents.
- Assign the General Manager authority to execute change orders during construction not to exceed $376,000 (approx. 5% of contract amount).

DISCUSSION

The board approved Resolution No. 2026-65 on August 27, 2026 authorizing solicitation of bids for Project #21-05. Sealed bids were opened on November 4, 2026 at the District office.

During the bid period thirty-eight (38) general contractors and/or vendors obtained plans and specifications. Seven (7) bidders saw the project as a good fit, and each put in a good effort developing competitive bids.

Table 1 contains the bid results, and Photo 1 was taken during the public bid opening which was conducted in the Board of Directors meeting room at the Carmel Area Wastewater District (District) Administration Building. The Engineer's Estimate of Probable Construction Cost (OPCC) was $ 8,880,000, and all the bids were roughly similar, ranging from 85% to 190% of the OPCC.

The lowest bid was from Pacific Trenchless, Inc., located in Oakland, CA. Their bid and qualifications were reviewed and found to be in conformance with the requirements.

Table 1: Carmel Woods and Pescadero Road Sewer Main Rehabilitation Bids

BIDDER	BID AMOUNT
Precision Engineering	$8,472,150
Pacific Trenchless, Inc.	$7,526,345
Cratus, Inc.	$8,183,075
Pacific Underground Construction, Inc.	$11,938,725
Specialty Construction, Inc.	$16,833,510
KJ Woods Construction, Inc.	$7,888,000
Sierra Construction and Excavation, Inc.	$10,425,125

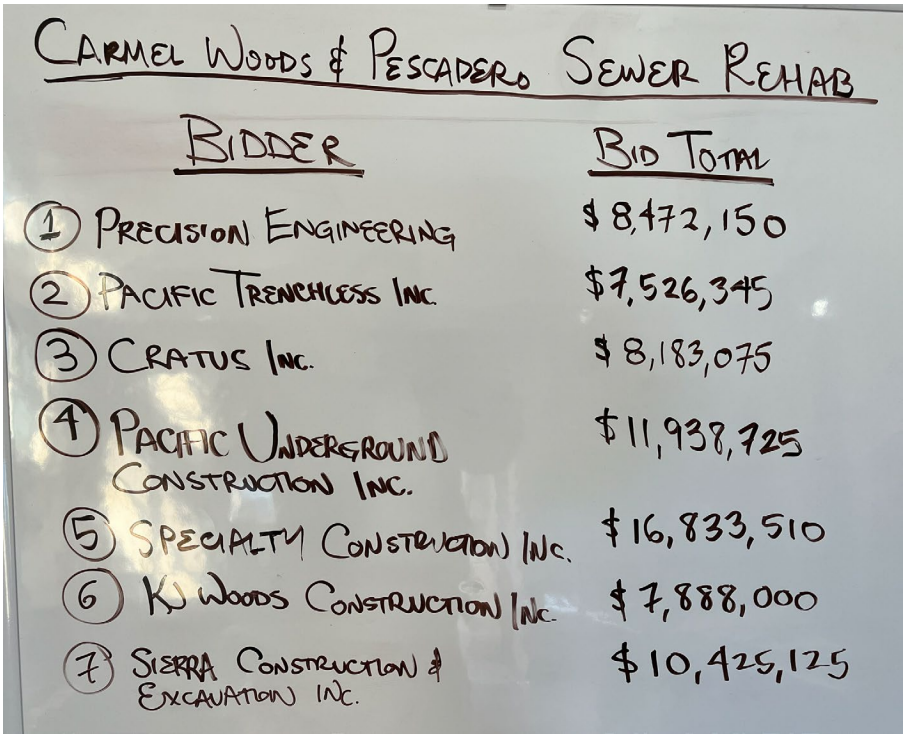


Photo 1: *The public bid opening was conducted in the Board of Directors meeting room at the CAWD Administration Building*

JUSTIFICATION

The District was legally established as a sanitary district under the Sanitary District Act of 1923 as codified under the 2024 California Health and Safety Code Div. 6 (Sanitary Districts), and the regulations governing the District's process for awarding construction contracts are defined by the 2024 California Public Contract Code (PCC) Div. 2 (General Provisions) Part 3 (Contracting by Local Agencies) Ch. 1 (Local Agency Public Construction Act) Art. 52 (Sanitary Districts)). These sections of the PCC are inclusive of §20800 through §20806 and require the District to pursue competitive bids for "district projects" (i.e., "construction, reconstruction, alteration, enlargement, renewal, or replacement of sewer facilities" per PCC §20801) in excess of fifteen thousand dollars ($15,000) and to award the contract to the lowest responsible bidder. Provisions for purchasing materials or products through sole-source award are addressed in PCC §3400.

After reviewing the list of current and previous projects included in the bid packet and speaking to provided references, staff have determined Pacific Trenchless, Inc., to be responsible per PCC §1404.2 insofar as they possess the "necessary experience, facilities, reputation, [and] financial resources" and are considered "fully capable of performing the contract."

The process of bidding and awarding construction contracts (i.e., "district projects") is distinct from professional services contracts, whereby the selection of "private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms" must be based on the "…demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required" per California Government Code §4526. Since the proposed resolution is for a construction contract, the District must follow PCC §20800 through §20806 and cannot award this contract based solely on "demonstrated competence and…professional qualifications" as would be the case for a professional services contract.

FUNDING

The CAWD Collections Long Term Capital Budget includes $3,600,000 in Fiscal Year (FY) 2026/27 and $4,400,000 in FY2026/27 for construction, construction management, and engineering services during construction for Project #21-05. District reserves are sufficient for the unbudgeted portion of this project without requiring a rate increase or delaying other projects to manage the District's cash flow.

RESOLUTION NO. 2026-71

A RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR THE "CARMEL WOODS AND PESCADERO ROAD SEWER MAIN REHABILITATION PROJECT" (PROJECT #21-05), AND AWARDING THE CONSTRUCTION CONTRACT, AND AUTHORIZING A CHANGE ORDER ALLOWANCE

-oOo-

WHEREAS, the sewer collection system requires ongoing investments to repair and maintain the facilities in good working order to continue to meet service levels for conveyance of wastewater; and

WHEREAS, the Board of Directors authorized solicitations of bids for said project in Resolution No. 2026-65; and

WHEREAS, Pacific Trenchless, Inc. submitted the lowest responsible and responsive bid of $7,526,345.

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

1. That the Board accepts the bid of the lowest responsible and responsive bidder (i.e. Pacific Trenchless, Inc.) and awards the contract for the "Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project" to said bidder at the bid price of $7,526,345.
2. That the Board authorizes and directs the General Manager to execute a written contract with the successful bidder and commence construction of the Project.
3. That the Board authorizes the General Manager to execute change orders during construction up to a cumulative amount not to exceed $376,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on November 19, 2026 by the following vote:

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

_____
Robert Siegfried, President of the Board

ATTEST:_____
Domine Barringer, Board Clerk

STAFF REPORT

To: Board of Directors

From: Jeff Bandy, Principal Engineer

Date: November 19, 2026

Subject: Kennedy/Jenks Consultants– Professional Services Agreement for Construction Management and Inspection for Carmel Woods and Pescadero Road (Rd.) Sewer Main Rehabilitation Project – Project #21-05

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a Professional Services Agreement with Kennedy/Jenks Consultants (KJ) for construction management and inspection in support of the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project (Project) for a not-to-exceed price of $928,483.

DISCUSSION

The purpose of the Project is to replace and rehabilitate the damaged sewer mains at the Pescadero Rd. and Carmel Woods sites to continue to provide reliable service to the District's customers and minimize the potential for sewer spills in the future. Approximately 13,400 Linear Feet (LF) of existing deteriorated 6-inch diameter vitrified clay pipe (VCP) gravity sewer main in the Carmel Woods neighborhood will be replaced with new polyvinyl chloride (PVC) or high-density polyethylene (HDPE) sewer mains or lined with cured-in-place-pipe. A new sewer main will be constructed in Pescadero Road to reroute the upstream flows away from the pipeline along the hillside easement behind Pescadero Road that has been the source of spills, and the existing 2,200 feet of hillside pipeline will be replaced with new HDPE pipe via pipe bursting. The Final Mitigated Negative Declaration (MND) and Mitigation Monitoring and Reporting Plan (MMRP) were adopted by the Board of Directors (BOD) on July 30, 2026 and were subsequently filed with the Monterey County Clerk.

Successful delivery of the Project will require adequate oversight during construction as well as clear, timely communications with the Contractor regarding submittals, requests for information, and change order requests. KJ's proposal meets both of these needs. The cost proposal was negotiated to provide the appropriate level of service to meet the needs of the Project. The hourly rates were determined to be competitive and compliant with prevailing wage requirements. The duration of the proposed scope of work was estimated based on anticipated speed of pipe installation. The total level of effort as a percentage of the lowest responsive, responsible bidders' price is approximately 10%, which is within the expected ranges for full-time third-party construction management and inspection services.

The Project will be highly visible to the public, and the goal is to minimize disruption to residents and visitors. An appropriately staffed team of management and oversight professionals is critical for successful project delivery and for providing our constituents with the best service.

JUSTIFICATION

Public Contract Code Context

The District was legally established as a sanitary district under the Sanitary District Act of 1923 as codified under the 2024 California Health and Safety Code Div. 6 (Sanitary Districts), and the regulations governing the District's process for awarding construction contracts are defined by the 2024 California Public Contract Code (PCC) Div. 2 (General Provisions) Part 3 (Contracting by Local Agencies) Ch. 1 (Local Agency Public Construction Act) Art. 52 (Sanitary Districts)). These sections of the PCC are inclusive of §20800 through §20806 and require the District to pursue competitive bids for "district projects" (i.e., "construction, reconstruction, alteration, enlargement, renewal, or replacement of sewer facilities" per PCC §20801) exceeding fifteen thousand dollars ($15,000) and to award the contract to the lowest responsible bidder. Provisions for purchasing materials or products through sole-source award are addressed in PCC §3400.

The process of bidding and awarding construction contracts (i.e., "district projects") is distinct from professional services contracts, whereby the selection of "private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms" must be based on the "…demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required" per California Government Code §4526.

Since the proposed resolution is for a professional services contract and not for a construction contract, the District must award this contract based solely on "demonstrated competence and…professional qualifications."

Reason for Consultant Selection

Since Public Contract Code requires the District to select consultants providing professional services based solely on "demonstrated competence and…professional qualifications," staff have an obligation to the Board of Directors and the District's ratepayers to hold consultants and contractors to the highest standards. Staff engineers directly manage every stage of the capital improvement projects delivered by the District. Proposals are aggressively negotiated before being brought to the Board of Directors to ensure that projects are appropriately scoped and costs are minimized. Staff maintain District standards and continuity across different departments and critically evaluate the consultant's performance on each project. Ultimately, staff provide accountability for the consultant teams that they recommended.

KJ was selected for these professional services because they are well qualified to provide construction management and inspection services for the Project. District staff have reviewed the proposed scope and fee in detail and negotiated the minimum level of effort necessary to complete the work. KJ has previously provided construction inspection services for the Santa Rita St. and Guadalupe St. Sewer Main Rehabilitation Project and the Scenic Rd. Sewer Main Rehabilitation Project. KJ staff are local and available to meet on short notice, coordinating with the District as needed and promoting collaboration.

When considering whether a firm is qualified to perform work for the District, past performance is a main determinant for considering that firm's qualifications. KJ has effectively managed their time and budget on previous contracts with the District, meeting or exceeding the District's expectations for professional services. KJ is familiar with the needs and priorities of the District and have developed good working relationships with District staff, maintaining consistent and open communication.

FUNDING

The CAWD Collections Long Term Capital Budget includes $3,600,000 in Fiscal Year FY2026/27 and $4,400,000 in FY2027/28 for Project #21-05.

Attachment:

1. Proposal – Kennedy/Jenks Consultants (October 23, 2026)

October 23, 2026

Jeff Bandy, P.E., Ph.D.
Principal Engineer
Carmel Area Wastewater District
3945 Rio Rd
Carmel, CA 93923

Subject: Revised Proposal for Construction Management and Inspection Services
Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project

Dear Dr. Bandy:

Kennedy Jenks (KJ) appreciates the opportunity to provide Carmel Area Wastewater District (CAWD) with construction management and inspection services for the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project. The proposed scope of services is based on our recent scoping conversations, and the contract documents developed by others for the project.

Project Understanding

The Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project (Project) will upgrade sewerage conveyance facilities in Carmel Woods and along Pescadero Road. The project is currently under design and is expected to begin construction in early 2027. In the meantime, CAWD will be meeting with the public to explain the project and solicit input to minimize disruptions to residents.

The Carmel Woods component of the Project consists of the replacement and/or rehabilitation of approximately 3 miles of existing deteriorated clay pipe with high-density plastic pipe or a plastic lining system.

The work along Pescadero Road includes construction of a new sewer main to convey wastewater from the upper Carmel Woods area and slip-lining of the existing sewer downslope of the houses along Pescadero Road. This slip-lined pipe will only convey wastewater from the homes along Pescadero Road instead of the entire upper Carmel Woods flow basin. The rehabilitated sewer system will continue to operate through gravity flow, and no homeowners will need to install ejector pumps.

The construction duration for the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project construction is expected to be from January 2027 to August 2028.

Proposed Scope of Services

KJ's proposed scope of services includes construction management and inspection services during construction, including include construction administration, field inspection, mitigation measure compliance, and punch list assistance.

Task 1.1 – Project Management

KJ will engage with CAWD throughout the duration of the project to meet project deadlines and CAWD expectations. This task includes the management responsibilities associated with proper construction management (CM) team coordination and scheduling, budget tracking and control, invoice preparation, subconsultant management and invoice processing, and coordination. Procore will be provided as the document management system, and this proposal includes administrative time to set up the project and the associated Procore fees.

Deliverables:

- Monthly submittal of invoices
- Access to Procore as document management system for the duration of the project

Task 1.2 – Pre-Construction Meeting

KJ will coordinate and conduct the preconstruction meeting with CAWD, the selected contractor, the design team, and subconsultants. The meeting will be structured around safety, budget control, schedule control, and overall partnership. The meeting will be virtual through Teams.

Deliverables:

- Meeting agenda and minutes (electronic)

Task 1.3 – Construction Progress Meetings

KJ will coordinate and conduct the weekly construction progress meetings to discuss the current progress of the work, schedule of the work, administrative issues, submittals, RFIs, claims, change proposals, payments, updates, safety, obligations under the Contract Documents, and issues that need to be resolved to facilitate the work on the project. KJ will conduct additional coordination meetings with CAWD and others as required. The meeting will be virtual through Teams.

Deliverables:

- Meetings agendas and minutes (electronic)
- Relevant tracking logs for the construction progress meetings.

Task 1.4 – Construction Observation

KJ's inspector will observe, document, and determine acceptability of construction work. The inspector will coordinate resolutions for issues encountered in the field, without direction of extra cost. The inspector will monitor all aspects of the project, including jobsite safety and testing, for compliance with contract documents. The inspector will document changes of conditions, disputed items, and extra work. The inspector will prepare daily inspection reports, punch lists, and photo documentation. The

inspector will coordinate, observe, and document required testing (pressure, leakage testing, performance), and prioritize safety and quality in the constructed product. We assumed 5% overtime during the construction period.

Deliverables:

- Daily project reports, including photo documentation.
- Document unsafe conditions.
- Coordinate testing and provide test results to CAWD. Notify CAWD of noncompliant tests.
- Notify contractor when work is not in compliance with contract documents and governing requirements.
- Notify CAWD of any accident.

Staff

KJ proposes the following key staff members to perform the proposed services.

Justin Harrison | Senior Construction Manager

Justin Harrison is a Senior Construction Manager with 31 years of experience managing construction for water and wastewater infrastructure projects. His background includes leadership roles on treatment plant expansions, reservoir improvements, pipelines, pump stations, and related utility facilities, with oversight of projects exceeding $200 million in construction value. Justin has extensive expertise in coordinating construction activities at operating facilities, minimizing impacts to ongoing operations through detailed planning, outage coordination, and contractor management. He has served as construction manager, resident engineer, lead inspector, and electrical inspector on a wide range of public infrastructure programs. His practical understanding of risk management, stakeholder coordination, and project delivery makes him a trusted advisor for complex construction projects. He will be the primary contact to provide construction management services.

Bryan Truce | Deputy Construction Manager

Bryan Truce is a Construction Manager with more than 20 years of experience delivering water, wastewater, transportation, environmental, and heavy civil infrastructure projects from planning and design through construction. His experience includes multidisciplinary coordination, alternative delivery, constructability review, cost estimating, project controls, and construction-phase services for public agencies. Bryan has successfully managed municipal infrastructure projects, groundwater facilities, and large-scale transportation programs, working closely with owners, designers, contractors, and regulatory stakeholders. He brings extensive experience developing scopes, budgets, schedules, and delivery strategies that align technical objectives with client priorities. His collaborative leadership style and broad project delivery background help position projects for successful execution from

concept through completion. Bryan will support both Justin and Michael in providing CM and inspection services.

Michael Godinho, RCI | Construction Inspector

Michael Godinho is a Registered Construction Inspector with more than 23 years of experience providing construction inspection and construction management support for municipal water, wastewater, and infrastructure projects. His expertise spans civil, structural, architectural, mechanical, electrical, and instrumentation systems, with extensive experience working on active on treatment plants, pump stations, pipelines, reservoirs, and storage facilities. Michael has served as lead inspector on complex capital improvement projects throughout California, coordinating testing, startup activities, contractor oversight, and quality assurance, including for CAWD. He is highly experienced in documentation, contract administration, change order management, and regulatory compliance. His open approach helps agencies deliver projects safely, efficiently, and in accordance with project requirements.

Compensation for Consulting Services

KJ proposes a time and materials not-to-exceed budget of $928,483 as shown in the attached Appendix A, including all labor, materials, and other direct charges necessary to complete the project.

We appreciate the opportunity to continue to partner with CAWD and prepare this proposal for you. Please call Ron Esmilla (714) 488-7677 if you have any questions or require additional information.

Very truly yours,

KENNEDY JENKS CONSULTANTS, INC.

Ron Esmilla, PE
Principal/Sr. Construction Manager

Enclosures:
Appendix A Cost Proposal
Appendix B Resumes

Proposal Fee Estimate

Kennedy Jenks

CLIENT Name: Carmel Area Wastewater District

PROJECT Description: Appendix A - Construction Management and Inspection Services for Carmel Woods and Pescadero Sewer Rehabilitation

Proposal/Job Number: B018340*35913

Classification:	Principal In Charge	Construction Manager	Deputy Construction Manager	Inspector	Inspector (Overtime)	Admin. Assistant.	Total	KJ Labor	Sub Material Testing (Pacific Crest)	KJ Sub-Markup	KJ ODCs (including Procore)	KJ ODCs Markup	Total Labor	Total Subs	Total ODCs	Total Labor + Subs + ODCs
Hourly Rate:	$343	$303	$250	$230	$325	$134	Hours	Fees	Fees	5%	Fees	5%				Fees
Task 1.1 - Project Management	10	22	2			118	152	*$ 26,397*	$ -	*$ -*	$ 13,500	$ 675	$ 26,397	$ -	$ 14,175	$ 40,572
Task 1.2 - Pre-Construction Meeting		3	2	1		2	8	*$ 1,907*	$ -	*$ -*	$ -	$ -	$ 1,907	$ -	$ -	$ 1,907
Task 1.3 - Construction Progress Meetings	10	32	60	120			222	*$ 55,742*	$ -	*$ -*	$ -	$ -	$ 55,742	$ -	$ -	$ 55,742
Task 1.4 – Construction Observation			11	2679	140		2830	*$ 665,204*	$ 131,200	*$ 6,560*	$ 26,000	$ 1,300	$ 665,204	$ 137,760	$ 27,300	$ 830,264
All Tasks Total	**20**	**57**	**75**	**2800**	**140**	**120**	**3212**	**$ 749,248**	**$ 131,200**	**$ 6,560**	**$ 39,500**	**$ 1,975**	**$ 749,248**	**$ 137,760**	**$ 41,475**	**$ 928,483**

Note:(1) Rates reflect 2027 rates. (2) Construction Management and Inspection effort thru August 2028.

Justin Harrison

Sr. Construction Manager

PROFESSIONAL SUMMARY

Justin Harrison is a Senior Construction Manager with 31 years of experience providing construction management and inspection services for reservoirs, pipelines, pump stations, and wastewater treatment plants, with specialized expertise in managing expansions and improvements at operating treatment plants ranging in size from 3- to 50-mgd. Since joining KJ, Justin has served as construction manager, resident engineer, lead inspector, and/or electrical inspector on projects representing over $200M in constructed improvements. Through this experience, he has gained specialized skills in coordinating construction to aid in minimizing risks to plant operations, including expertise in contractor work processes (including sequencing and equipment checks), contingency planning and plan review, system outage management, coordination with operators; and on-site pre-construction meetings, check-lists, and pre-checks.

TOTAL YEARS OF EXPERIENCE
31

EDUCATION
BS, Civil and Structural Engineering, University of Plymouth, 1992

CERTIFICATIONS
10-Hour OSHA Construction Training

Confined Space Entry

PROJECT EXPERIENCE

Alameda Reservoir Roof Replacement Construction Management and Inspection Services, Alameda County Water District, Fremont, CA | *Construction Manager*

Responsibilities included serving as the Construction Manager for a 16.25 MG potable water storage facility. The project involved removing and disposing of the existing wood roof system, including lead-based paint and pressure-treated lumber. The new roof featured glulam beams, dimensional lumber, galvanized and coated metal decking, and high R-value insulated panels. Seismic retrofitting included reinforcing precast concrete columns with fiber-reinforced polymer (FRP) wrap and modifying reinforced concrete walls with infilled panels, buttresses, and drilled piers. Mechanical components such as pumps, valves, and piping were upgraded, and electrical components, including control panels and wiring, were replaced. Upon completion, the reservoir was cleaned, disinfected, and tested, including pressure testing of the roof system and bacteriological testing of the water.

Construction Management and Inspection Services for the Curtner Road Booster Station Upgrade Project and Washington Booster Station Flow Meter Project, Alameda County Water District, Fremont, CA | *Construction Manager*

Provided CM and inspection services for the Curtner Road Booster Station Upgrade Project and the Washington Booster Station Flow Meter Project. Facilitated weekly and ad-hoc meetings with the District, the contractor, and the construction team, ensuring effective communication among all parties involved. Reviewed submittals and RFIs, and coordinated change orders as necessary. The Curtner Road Booster Station upgrades encompass mechanical, plumbing, electrical, controls, site, and structural improvements. The enhancements to the Washington Booster Station include the installation of a new flow meter, flow meter vault, associated appurtenances, and electrical equipment.

Construction Management and Inspection Services for the Alvarado Avenue and Vallejo Street Sewer Improvements, City of Santa Rosa, Santa Rosa, CA | *Construction Manager*

Project elements include performing activities within public rights-of-way, including oversight of traffic control and SWPPP issues; engineered trench bracing and shoring for junction structure approximately 23 feet below grade; 1,275 LF of 8-inch PVC and ductile iron water main; water main shutdown and tie-in coordination with residents and City staff; 620 LF of 8-inch PVC sewer

main; 19 4-inch residential sewer laterals; abandonment and removal of existing asbestos pipe infrastructure; five fire hydrants; seven ADA-compliant concrete curb ramps; and approximately 1,800 tons of asphalt concrete pavement placement. Construction value: $1.4M

Construction Management and Inspection Services - Secondary Treatment Plant Upgrade and Recycled Water Expansion, Las Gallinas Valley Sanitary District, San Rafael, CA | *Resident Engineer*

Key components of the project include the construction of a new electrical building and associated duct banks; construction of a new primary pump station, anoxic and aeration basins, RAS collection structure, two new clarifiers, mechanical thickeners, and a new dichlorination system; expansion of the recycled water facility including new filter feed pumps, membrane skids, and distribution pumps; yard piping, grading, and paving. Maintaining existing plant operations has been a continuous challenge with many complex tie-ins and bypasses. Significant pre-planning and coordination have been required to transition smoothly to the new process. Value engineering has been incorporated to re-sequence construction of the new clarifiers, saving time on completion of the project and providing the District with an improved process layout and some much-needed Equalization storage. Construction value: $56M

Wastewater Treatment Plant Improvements, City of Williams, Williams, CA | *Construction Manager*

$13.3M Wastewater Treatment Plant expansion. Due to substantial delays with project funding, the project start date was pushed into the winter months requiring ongoing negotiations with the general contractor and re-sequencing the order of work. The area available for the new construction was very limited, requiring extensive coordination with the general contractor and subcontractors. The project was completed on schedule, within budget, with no claims and a low change order percentage. The project involved the addition of a new influent raw sewage pump station; headworks; Biolac aeration system; clarifier; filter feed pump station; disk filters; Trojan UV system; solids handling facilities; and effluent storage facilities to replace an existing aerated pond treatment plant. New MCC buildings and a Laboratory/Administration building were constructed, and a SCADA system was installed to monitor and control the plant.

Wastewater Treatment Plant Improvements Construction Management and Inspection Services, City of Live Oak, Live Oak, CA | *Construction Manager/Inspector*

Construction Manager/Inspector for the $18.3 million Wastewater Treatment Plant expansion during the closeout phase, under trying circumstances.. Assisted with successful coordination and negotiation with the contractor resulting in the project being completed on schedule, within budget and with no claims. The project involved the addition of a new influent raw sewage pump station, headworks, Biolac aeration system, clarifier, filter feed pump station, disk filters, Trojan UV system, solids handling facilities, and effluent storage facilities to replace an existing aerated pond treatment plant. New MCC buildings and a Laboratory/Administration building were constructed and a SCADA system was installed to monitor and control the plant.

Treatment Plant Improvements, Mt. View Sanitary District, Martinez, CA | *Construction Manager/Inspector*

Construction Manager/Inspector for several improvement projects at the District's tertiary wastewater treatment plant. This required daily close coordination with plant O&M staff on the congested site to keep the plant operating to meet NPDES discharge permit requirements.

Bryan Truce

Construction Manager

PROFESSIONAL SUMMARY

Bryan Truce is a construction manager with more than 20 years of experience delivering water, wastewater, environmental, transportation, and heavy civil infrastructure projects from planning and design through construction. His experience includes multidisciplinary coordination, collaborative delivery, constructability review, cost estimating, project controls, and construction-phase services for municipal and public infrastructure clients.

TOTAL YEARS OF EXPERIENCE
20

EDUCATION
BS, Civil Engineering, University of Nevada, Reno, 2007

MS, Civil Engineering, University of Hawaii at Manoa, 2017

PROJECT EXPERIENCE

Various Projects, Verdantas, Folsom, CA | *Project Manager*

Led multidisciplinary planning and design delivery for municipal water infrastructure projects across Northern California. Coordinate civil, structural, mechanical, electrical, and environmental disciplines to produce aligned planning and design deliverables. Develoedp work plans, scopes, budgets, schedules, and engineer's opinions of probable construction cost to support reliable project execution. Facilitated client, agency, consultant, and internal coordination meetings focused on decisions, risks, action items, and schedule alignment. Supported proposal development and delivery strategy by contributing technical approach, scope definition, and project planning input. Identify delivery risks early and guide practical, client-focused solutions that preserve scope, budget, schedule, and quality objectives.

Various Projects, Auburn Construction, Sacramento, CA | *Project Manager*

Managed delivery of $35M in municipal groundwater well projects for Sacramento Suburban Water District from construction through closeout. Owned scope, schedule, budget, quality, safety, procurement, change management, and owner communication for active construction projects. Led subcontractors, engineers, inspectors, vendors, and public agency stakeholders through coordinated issue resolution and decision-making. Tracked project financial performance through forecasts, cost reviews, change orders, procurement planning, and contract administration. Facilitated client meetings and resolved field challenges to reduce schedule impacts and maintain owner confidence.

Various Projects, W.M. Lyles Construction, Sacramento, CA | *Alternative Delivery Project Manager*

Led collaborative delivery planning for major CMAR and Design-Build water and wastewater infrastructure pursuits and projects. Coordinated engineering disciplines during design development to align constructability, cost, schedule, and owner objectives. Facilitated constructability reviews, risk workshops, and value-focused discussions with owners, engineers, and contractors. Integrated owner requirements, design team input, and contractor perspectives into practical delivery strategies. Contributed execution-focused technical approach, pricing input, and delivery planning to support successful proposals.

Various Projects, Granite Construction, Honolulu, HI | *Design Manager*

Managed design coordination and construction-phase engineering support for large-scale transportation infrastructure projects. Coordinated multidisciplinary design teams supporting the $1.5B Honolulu Rail Transit Project. Managed project interfaces among owners, designers,

contractors, and specialty consultants to maintain alignment across delivery phases. Led design reviews focused on constructability, technical quality, risk mitigation, and schedule performance. Supported project controls through forecasting, cost tracking, change management, and documentation of delivery decisions.

Various Projects, Kiewit Infrastructure West, Various U.S. Locations | *Estimator/Project Engineer/Superintendent*

Project Manager for all mechanical work associated with the Southeast Connector Project and Bridge Installation, Reno, NV. Superintendent for $100 million dollar pump station and pipeline rehabilitation for the Crystal Spring Reservoir, San Bruno, CA. Construction Engineer for Mt. Vernon Ethan Plant, Mt. Vernon, IN, coordinating all mechanical installation of $30 million dollar distillation gallery. Construction Engineer for Fairfield Water Treatment plant, Fairfield, CA, coordinating onsite structural support for concrete activities. Assisted in quantity takeoffs for estimates concerning bridges, treatment plants, and civil earthwork projects up to $200M.

Michael S. Godinho, RCI

Construction Inspector (Civil/Structural/Architectural)

PROFESSIONAL SUMMARY

Michael Godinho has 23 years of extensive field experience serving municipal, special purpose districts, and private sector clients. Work has included construction management and inspection services, site restoration construction service, managing and performing special inspections for all disciplines of work, performing sample collection and analysis, and remedial site investigations. Experience also includes regular interactions with regulatory agencies to ensure compliance with federal, state, and local guidelines.

TOTAL YEARS OF EXPERIENCE
23

EDUCATION
Coursework, Fresno City College

Coursework, American River College

CERTIFICATIONS
Registered Construction Inspector (RCI), American Construction Inspectors Association (6061)

10-Hour Safety Training Certification, OSHA

30-Hour Construction Safety and Health, OSHA

Electrical Inspection Training

First Aid, Cardiopulmonary Resuscitation (CPR)

Nuclear Gage Safety Training, APNGA

8-Hour Hazardous Waste Site Supervisor 29 CFR 1910.120

PROJECT EXPERIENCE

Construction Services for Digester and Thickener Facilities Upgrade Project, City of San Jose, Water Pollution Control, San Jose, CA | *Lead Construction Inspector*

$180 million project to upgrade the wastewater treatment plant, including four digester rehabilitations, new pipe rack installation, DAFT system upgrades, new thickened sludge area, new polymer system, new odor control system, site piping, new flare, and site improvements. The project had multiple multimillion-dollar change order works. Provided daily inspection of concrete, reinforcing, structural steel, high-strength bolting and anchors, pumps, piping, and mechanical installation. Coordinated and managed testing. Documented work performed, reviewed pay applications, managed contractors' extra work and maintained record drawings.

Clean Water Program Construction Management and Inspection Services, City of San Mateo, San Mateo, CA | *Inspector*

Provided daily onsite construction inspection for the as-needed construction management, constructability review, contract administration, and inspection support services for the collection system portion of the $950M CWP. The Dale Avenue Pump Station Project includes the replacement of dry weather and wet weather flow pumps and pumping appurtenances; electrical equipment, including transformer, motor control centers, and programmable logic controllers; replacement of a diesel generator; ancillary systems required to operate the pumping station; sections of force main and surge tanks; CIPP lining of 2,400 LF of concrete 33-inch force mains.

Newell Dam Inlet/Outlet Pipeline Construction Management Services, City of Santa Cruz, Santa Cruz, CA | *Lead Construction Inspector*

Coordinated and managed the contractor's shutdowns with the plant operations and maintenance staff. Daily inspection of concrete, reinforcing, masonry, structural steel, high strength bolting and anchors, installation of piping, mechanical, architectural, electrical and instrumentation. Coordinated and managed testing and startup services. Daily documentation of work performed. Reviewed pay applications, RFI's, and change orders. Managed contractors extra work and maintained record drawings.

Construction Management for the Water Quality Control Plant Wet Weather and Digesters Improvements, City of South San Francisco, South San Francisco, CA | *Construction Inspector*

Provided daily onsite construction inspection for construction management, constructability review, and inspection support services for the $50M improvements project. The project addresses operational deficiencies and reliability of the Water Quality Control Plant (WQCP) and eliminates near-shore discharges to Colma Creek during peak wet weather flows. The WQCP is located near the San Francisco Bay shoreline therefore, significant groundwater dewatering effort was encountered during the construction of a secondary clarifier and two storm water pump stations.

10-MG Water Storage Tank & Dual Purpose Pump Station Construction Management and Inspection Services, City of Roseville, Roseville, CA | *Inspector*

Provided construction and special inspection for 10-MG prestressed water storage tank. This project included tank construction, excavation, site grading, piping, valve vaults, offsite drainage, paving, electrical, and SCADA. 40 mgd pump station that provides 18,750 gpm of capacity for filling 16 mg water storage tanks and approximately 8,000 gpm for supplying water to the City's Pressure Zone 2. Coordinated and managed the contractor's shutdowns with the operations and maintenance staff. Daily inspection of concrete, reinforcing, masonry, structural steel, high strength bolting and anchors, installation of pumps, piping, mechanical, architectural, electrical and instrumentation. Coordinated and managed testing and startup services. Daily documentation of work performed, reviewed pay applications, RFI's, change orders, managed contractors' extra work, and maintained record drawings.

Laguna Treatment Plant Disinfection Improvements Inspection Services, City of Santa Rosa, Santa Rosa, CA | *Inspector*

Inspection of concrete, rebar, bypass system, pump station, electrical, instrumentation, and diversion pipeline for the LTP Disinfection Improvements Project. Completed Daily Construction Reports, including taking digital photos of construction progress. Documented all warnings given to the contractor regarding safety hazards. Reviewed monthly Contractor payments. Created a Punch List of outstanding items to be completed. Created a Record Plan with redlined revisions showing changes occurring during construction that were observed. Managing documentation and flow of information using Procore. Responsibilities include daily observations for a 42-inch diversion pipeline, 8-inch pump drain, influent channel, UV disinfection facility and load facility, diversion structure, stormwater pump station, and miscellaneous electrical and instrumentation and control equipment.

Wastewater Treatment Plant Disinfection Facility Construction Management and Inspection Services, Linda County Water District, Marysville, CA | *Lead Construction Inspector*

Provided construction and special inspection for concrete chlorine contact basin, chemical storage and feed building, administration/electrical building, an emergency power system, an effluent pump station, 36-inch diameter in-plant piping, associated site work including grading, paving repair, miscellaneous piping, and plant electrical system upgrade from 230-volt to 480-volt system. Coordinated and managed the contractors plant shutdowns with the plant operations and maintenance staff. Daily inspection of concrete, reinforcing, masonry, structural steel, high strength bolting and anchors, installation of pumps, piping, misc. mechanical, architectural, electrical and instrumentation. Coordinated and managed testing and startup services. Daily documentation of work performed, reviewed pay applications, RFI's, change orders and managed contractors extra work and maintained record drawings.

RESOLUTION NO. 2026-72

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH KENNEDY/JENKS CONSULTANTS, INC. IN AN AMOUNT NOT TO EXCEED $928,483 FOR CONSTRUCTION MANAGEMENT AND INSPECTION FOR THE CARMEL WOODS AND PESCADERO ROAD SEWER MAIN REHABILITATION PROJECT (#21-05)

-oOo-

WHEREAS, the rehabilitation of the District's sewer mains will reduce risk of interruption of critical services and improve the business continuity of the District; and

WHEREAS, the construction phase of the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project will require construction management and inspection services during construction; and

WHEREAS, Kennedy/Jenks Consultants has submitted an acceptable professional services proposal and is well qualified to provide these services at a competitive rate;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Carmel Area Wastewater District (CAWD) is convinced by the staff report that approval of a professional services agreement is necessary because the services rendered will provide construction management and inspection services on behalf of the District during rehabilitation of the District's sewer mains, which is necessary to reduce the risk of interruption of critical District services; and

The Board of Directors further finds that the approval of this resolution furthers the Mission of the District to treat wastewater in a cost-effective manner and return clean water to the environment; and

The Board of Directors authorizes the General Manager to enter into a professional services agreement in a not-to-exceed amount of $928,483 with Kennedy/Jenks Consultants for construction management and inspection services for the Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on November 19, 2026 by the following vote:

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

_____
Robert Seigfried, President of the Board

ATTEST: _____
Domine Barringer, Board Clerk

General Manager Comments

Guide Dogs for the Blind



TODAY'S GUESTS

Sharon Casey

Leader, Salinas Puppy Raisers

Domine Barringer

Board Clerk, Carmel Area Wastewater District

Raising Kirby, a future guide dog

We Believe…



Everyone deserves to live the life they want to live and move through the world safely and confidently

What is Puppy Raising?



What is a Guide Dog Trained To Do?



K9 Buddy Program



Ways to Get Involved with Guide Dogs



Raise a Future Guide Dog
Join a local puppy-raising club, like the Salinas Puppy Raisers
Guidedogs.com/puppy-clubs

Donate or Fundraise
Make a gift or organize a fundraiser with friends or neighbors

Volunteer Locally
Help with puppy sitting, club events, planning, or other support roles

Spread the Word
Tell others about volunteer opportunities and GDB's free services

Guidedogs.com

Guide Dogs for the Blind is a non-profit 501(c)(3) public charity (tax ID 94-1196195)

THANK YOU!



CARMEL AREA WASTEWATER DISTRICT

AD HOC COMMITTEE MEETING

Sea Level Rise

10:00 a.m. Monday, November 9, 2026

In person

** Signifies virtual attendance*

Prepared for administrative purposes only; meeting minutes are not required under the Brown Act for an Ad Hoc Committee.

Committee Members: President Siegfried (Present) Pro Tem Urquhart (Present)

Meeting started at 10:00 a.m.

Present: **President Siegfried, and Pro Tem Urquhart**

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer
Jeff Bandy, Principal Engineer
Alex Henson, Associate Engineer
*Simon Gary – GEI Consultants
Rebecca Verity, GEI Consultants

Absent:

1. **ADJOURNMENT:** The meeting will adjourn following discussion of the Sea Level Rise Planning.

The meeting was adjourned at 11:40 a.m.

As Reported To:

_____
Barbara Buikema, General Manager

APPROVED: _____
Robert Siegfried, President

DRAFT

PRIOR AD HOC DISCUSSION: Discuss Sea Level Rise Planning

Staff gave a presentation on the 2022 Long-Term Coastal Hazards Roadmap, outlining projected future local flood hazards based on Coastal Commission-adopted sea level rise projections, together with increased storm intensity and various sandbar scenarios. The presentation described how the planning horizons established in the 2022 report were tied to these sea level rise projections and local flood models in relation to existing WWTP operational thresholds.

Staff characterized the planning timeline as conservative based on current modeling, intended to keep CAWD "ahead of the curve" while allowing adequate time to conduct detailed studies and evaluate mitigation alternatives using criteria such as cost, feasibility, and long-term climate resiliency. The roadmap includes updating the flood models in 2032 to incorporate advances in climate data, sea level rise science, and observed conditions.

Under the roadmap, the CAWD Board is scheduled to select a preferred mitigation alternative by 2040, allowing sufficient time for design, permitting, and implementation, with completion targeted by 2060.

Director Urquhart stated that the 2022 report remains an acceptable roadmap to follow at this time and expressed full support for proceeding with the next study to further evaluate WWTP adaptation alternatives.

DRAFT

Other Items Before The Board

STAFF REPORT

To: Board of Directors

From: Jeff Bandy, Principal Engineer

Date: November 19th, 2026

Subject: Discussion – Reclamation Management Committee (RMC) Governance Sub-Committee (GSC) Update

RECOMMENDATION

It is recommended that the Board of Directors (BOD) discuss the update provided by staff participating in the Governance Subcommittee.

DISCUSSION

Since last month's BOD meeting, the Governance Subcommittee (GSC) met on October 27 and November 3. On October 27, the GSC discussed the status of the proposals that were received from Best, Best & Krieger (BBK) and BKS. A proposal from Aleshire & Wynder was not requested due to a potential conflict of interest stemming from an open Engagement Letter for legal services with Pebble Beach Company (PBC). Following this meeting, the GSC asked BKS to consider reducing their fees to better match those proposed by BBK. Subsequently BKS provided an updated proposal with lower fees.

On November 3, the GSC met to discuss the two proposals and select the firm. During this meeting, the GSC unanimously selected BKS due to their being well qualified to perform the work, their active engagement during the proposal period, and their willingness to negotiate their rates. Following selection of the firm, PBC began negotiating the contract with BKS, since they will be the custodial contract manager on behalf of the reclamation project. The GSC expects work to begin in December 2026, following completion of consent disclosures for each entity. The GSC will discuss the selection process at the November 10, Technical Advisory Committee (TAC) meeting and the subsequent RMC meeting on November 17.

CAWD/PBCSD Wastewater Reclamation Project

Governance Sub-Committee

(Ad-Hoc Meeting No.05)

Tuesday, October 27, 2026
9:00am

at

Pebble Beach Community Services District (Board Room)
3101 Forest Lake Road, Pebble Beach, CA
(In-Person Meeting)

MEETING MINUTES

1. Attendees:

   Judah Matthews (PBC) _X_ JJ West (IRWUG) _X_

   Dave Stoldt (MPWMD) _*_ Jeff Bandy (CAWD) _X_ Nick Becker (PBCSD) _X_

2. Approve minutes of Governance Sub-Committee (GSC) meeting held September 2, 2026.
   Draft minutes from the September 2, 2026, GSC meeting were reviewed and approved without amendments.

3. Review responses to RFP and select 3rd party to scribe updated operations and management agreement
   Member Bandy along with Member Matthews reported on the recently administrated Request for Proposal (RFP) process. The GSC solicited interest and submitted RFP materials to three law firms and subsequently received proposals from BKS Law Firm, PC (BKS) and Best Best & Krieger (BBK). Aleshire & Wynder (AW) expressed interest but noted having an open engagement letter with the Pebble Beach Company. Due to the open engagement letter, GSC members Bandy and Matthews concluded it would not be appropriate to recommend moving forward with a proposal from AW. Proposals received from BKS and BBK were responsive to the RFP but differed in presented scope of work and associated costs. The GSC advised both law firms be contacted and given an opportunity to refine their proposals providing additional clarity on project scope and related costs. Member Bandy and member Matthews will work together to re-engage both law firms, request submittal of updated proposals, and report back to the GSC to make final selection for engagement.

4. Review matrix of agreements submitted by Director Weiland
   GSC members reviewed the documents provided by Director Weiland and acknowledged their appreciation for consolidating pertinent information from many of the project agreements into a single matrix. The matrix could serve as reference for future GSC discussions.

5. Confirm list of matters to be included on the September 8, 2026 Reclamation Management Committee agenda
   - GSC September 2, 2026 meeting minutes
   - Receive report on GSC's selection of 3rd party to scribe updated operations and management agreement
   - Recommend the RMC increase the FY2026-27 Budget for related 3rd party legal services.

6. Miscellaneous communication and/or information
   No miscellaneous communication and/or information was reported.

7. Consider motion to adjourn to next meeting to be held on Tuesday, November 10, 2026, at 9:00 a.m.
   Meeting adjourned at 10:12 a.m.

**Absent from the meeting*

Entity	Core role under agreements	RMC representation	Particularly significant rights / responsibilities	Where to look in matrix
CAWD	Owner/operator of specified Reclamation Project facilities; public agency with governing Board; lead/Administrative Board functions under the Management Agreement.	2 representatives	Ownership and responsibility for specified facilities; day-to-day implementation through GM; Advanced Treatment Component approval rights; permits/compliance; financial and reserve responsibilities; Board action where legally required.	Ownership; Voting & Decision Authority; CAWD & PBCSD; Finance; Expansion
PBCSD	Owner/operator of specified distribution/storage Project facilities; public agency with governing Board.	2 representatives	Ownership and responsibility for specified distribution facilities; day-to-day implementation through GM; Forest Lake Component approval rights; permits/compliance; financial and reserve responsibilities; Board action where legally required.	Ownership; Voting & Decision Authority; CAWD & PBCSD; Finance; Expansion
PBC	Private Project participant, Expansion funder/guarantor and recycled-water customer, with specifically negotiated protections.	1 representative	RMC vote; specified Expansion approvals, cost/change protections, inspection/operating-deficiency rights, insurance rights, surplus-water consent rights and financial commitments. These private-party rights are flagged in the detailed matrix for review of their scope, purpose, duration, and relationship to public-agency governance authority.	Voting & Decision Authority; PBC; Finance; Expansion; Water; Risk
IRWUG	Representative of recycled-water irrigation users; party to specified governance/protection provisions.	1 representative	Voting RMC member since 2013; specified insurance and surplus-water rights. These private-party/user-representative rights are flagged in the detailed matrix where they create specific consent or approval authority.	Voting & Decision Authority; IRWUG / Users; Water; Risk
MPWMD	Water-sales, billing/collection, revenue and specified financing/contract administration functions.	No RMC voting seat identified in the Management Committee definition	Right to sell recycled water; temporary water ownership for sale/distribution; billing/collection; application of Operating Revenues; specified payment and financing functions.	MPWMD; Finance; Water

Section	Date	Document	Parties	Role / status
01	1987-11-16	Memorandum of Understanding	CSD / PBCSD	Historical foundation; later agreements supersede/implement portions
02	1989-10-03	Fiscal Sponsorship Agreement	MPWMD / PBC	Financing/fiscal sponsorship
03	1990	Original Construction & Operation Agreement	MPWMD / CSD / PBCSD / PBC	Historical; amended and restated in 2004
04	1990-08-01	Ancillary Project Cost Agreement	Cal-Am / PBC	Ancillary project cost allocation
05	1991-02-22	Management Agreement	CSD(CAWD) / PBCSD	Core CAWD-PBCSD ownership/management/governance agreement
06	1992-12-01	Financing Implementation Agreement	MPWMD / PBC	Financing implementation; amended 2004
07	1992-12-01	Trust Agreement	Trustee / MPWMD	1992 COP trust/debt structure; amended 2004
08	1992-12-01	Water Purchase Agreement	MPWMD / CSD(CAWD) / PBCSD	MPWMD purchase/payment mechanism; amended 2004
09	1992-02-14	Water Sales Agreement — Cypress Point	MPWMD / Buyer	Historical sales agreement; amended/restated 2004
10	2004-12-15	Amended & Restated Construction & Operation Agreement	MPWMD / CAWD / PBCSD / PBC	Primary integrated C&O governance document
11	2004-12-15	Supplemental Financing Agreement	MPWMD / PBC	Expansion financing; supplements rather than supersedes FSA
12	2004-12-15	Financing Implementation Agreement — 1st Amendment	MPWMD / PBC	Amends 1992 FIA
13	2004-12-15	Trust Agreement — 1st Amendment	Trustee / MPWMD	Amends 1992 Trust Agreement
14	2004-12-15	Water Purchase Agreement — 1st Amendment	MPWMD / CAWD / PBCSD	Amends 1992 WPA
15a	2004-12-15	Amended & Restated Water Sales Agreement — Cypress Point	MPWMD / Cypress Point	Customer-specific rights/charges/use
15b	2004-12-15	Amended & Restated Water Sales Agreement — PBC	MPWMD / PBC	Customer-specific rights/charges/use
16	2013-12-15	Agreement adding IRWUG voting member to RMC	MPWMD / CAWD / PBCSD / PBC / IRWUG	Amends RMC composition; IRWUG becomes voting member
17	2013-04-01	Water Sales Agreement — Carmel-by-the-Sea	MPWMD / City of Carmel-by-the-Sea	Customer-specific sale of recycled water

Area / Party	1. Agreement-based right / responsibility / authority	2. Current practice — intentionally blank for later	3. Comments / issues / possible approaches	Source
OWNERSHIP & FUNDAMENTAL PROJECT RESPONSIBILITIES				
Project ownership — CAWD	CAWD owns the reclamation Facility and the portion of the Distribution System pipeline from the Facility to the southwestern edge of Lasuen Drive; under the 2004 Restated C&O Agreement, CAWD and PBCSD own the Original Project in the manner established by the Management Agreement.		CAWD retains authority and responsibility for the facilities it owns, except where specific decision-making authority is assigned by the agreements to the RMC or another party.	1991 Management Agreement §1; 2004 Restated C&O §2.1(b)
Project ownership — PBCSD	PBCSD owns the remainder of the Distribution System pipeline from Lasuen Drive to the PBCSD boundary and the Distribution System pipelines and storage facilities within PBCSD boundaries.		Ownership allocation is specific by physical component; it does not by itself give unilateral policy authority over the whole Project.	1991 Management Agreement §1
Joint design / construction / operation / maintenance	CAWD and PBCSD jointly design, construct, operate and maintain the Project through the Management Committee; the 2004 agreement allocates responsibility for their respective components and makes the Management Committee the governing decision forum for Project matters prescribed in the agreement.		The agreements establish joint Project responsibilities while allocating ownership and day-to-day responsibilities for particular Project components between CAWD and PBCSD. Specific RMC decision-making requirements are identified separately in the Voting & Decision Authority section.	1991 Management Agreement §3; 2004 Restated C&O §§2.1(b), 5.1, 6.1–6.2
VOTING & DECISION AUTHORITY				
VOTING & DECISION AUTHORITY — RMC composition	The Management Committee consists of two CAWD representatives, two PBCSD representatives, one PBC representative, and one IRWUG representative. The 2013 agreement amended the 2004 definition that had expressly made IRWUG non-voting; the amended definition contains no non-voting limitation for IRWUG.		The executed agreement chain therefore establishes six RMC representatives with voting status. This does not mean that every decision is governed by the same voting threshold or that every representative has identical special consent/approval rights.	2013 Agreement §2; 2004 Restated C&O §1.34 as amended
VOTING & DECISION AUTHORITY — original general voting rule	The 1991 Management Agreement provided that a quorum consisted of at least one CAWD representative, one PBCSD representative and the PBC representative, and—except where the Four-Party Agreement provided otherwise—three affirmative votes were required for Management Committee action.		This general rule predates the 2013 addition of IRWUG as a voting member. The 2013 agreement changes the committee definition but does not, on its face, restate this older quorum/three-vote provision. The effect on the general voting threshold should therefore be treated as a question requiring confirmation rather than assumed.	1991 Management Agreement §5(a); 2013 Agreement §2
VOTING & DECISION AUTHORITY — scope of RMC decisions	Voting members make the decisions prescribed by the 2004 Restated C&O Agreement concerning design, construction, management, operation, maintenance, repair, replacement, renovation and improvement of the Project on behalf of CAWD/PBCSD Boards, except matters requiring legally binding Board action.		RMC authority is broad within the contractual Project sphere, but it is delegated and subject to express limits. It should not be equated with the full governmental authority of the CAWD or PBCSD Boards.	2004 Restated C&O §6.1(a)
VOTING & DECISION AUTHORITY — matters requiring Board action	The 2004 Restated C&O Agreement states that matters requiring legally binding action by the CAWD and/or PBCSD Boards include, without limitation, execution of agreements, adoption of any budget, and initiation of legal action. RMC may make recommendations on matters requiring Board approval or ratification.		This is a critical boundary: an RMC decision or recommendation is not a substitute for governing-Board action where legally binding Board action is required.	2004 Restated C&O §§6.1(a), 6.1(d)
VOTING & DECISION AUTHORITY — annual Project budget	RMC must cause an annual Project budget to be developed and approve it at least 30 days before the Fiscal Year. Every RMC member may participate in budget development, but only voting members approve the annual budget.		RMC budget approval must be read together with §6.1(a), which identifies adoption of any budget as requiring legally binding Board action. The documents therefore distinguish RMC approval from formal Board adoption.	2004 Restated C&O §§5.2(a), 5.2(c), 6.1(a)
VOTING & DECISION AUTHORITY — unbudgeted expenses	An expense constitutes an O&M Expense only if it is included in the approved annual Project budget or is approved in writing by each voting member of the Management Committee.		For an expense outside the approved budget, the agreement expressly requires written approval of every voting member—not merely an ordinary RMC vote.	2004 Restated C&O §5.2(c)
VOTING & DECISION AUTHORITY — post-debt O&M voting	After the Certificates are fully paid, O&M Expenses generally require approval by a simple majority of voting Management Committee members. A five-voting-member threshold applies in the circumstance specified in §5.2(c) where recycled-water pricing would exceed the historic Annual Charge benchmark described there.		This is an express example of decision-specific voting thresholds. It should not be generalized to matters governed by other provisions.	2004 Restated C&O §5.2(c)
VOTING & DECISION AUTHORITY — Project Expansion component approvals	For specified Project Expansion design/construction matters, CAWD and PBC each have approval rights for the Advanced Treatment Component, while PBCSD and PBC each have approval rights for the Forest Lake Component. Approval may not be unreasonably withheld or delayed.		These are special component-specific approval rights, not ordinary RMC votes. PBC's approval right exists alongside the public agency that owns/is responsible for the applicable component. Private-party governance significance: this provision gives PBC and/or IRWUG a specific approval or consent right. In reviewing any successor governance arrangement, distinguish a right protecting a defined contractual, financial, or customer interest from broader public-agency governance authority, and examine the right's stated scope, purpose, and duration.	2004 Restated C&O §4(a)

VOTING & DECISION AUTHORITY — Expansion final cost estimate	The Final Cost Estimate for the Project Expansion is subject to PBC review and approval, which may not be unreasonably withheld or delayed.	This is a specific PBC approval right associated with Expansion financing/cost exposure; it should not be described as a general superior governance right. Private-party governance significance: this provision gives PBC and/or IRWUG a specific approval or consent right. In reviewing any successor governance arrangement, distinguish a right protecting a defined contractual, financial, or customer interest from broader public-agency governance authority, and examine the right's stated scope, purpose, and duration.	2004 Restated C&O §4(a)
VOTING & DECISION AUTHORITY — Expansion changes/change orders	After approval of the Project Expansion design, scope, schedule and Final Cost Estimate, material changes require PBC written approval. The agreement also requires PBC written approval for specified additional change orders when aggregate costs exceed the Final Cost Estimate plus contingency.	Again, this is a specific contractual consent right tied to Expansion cost exposure, separate from ordinary RMC voting. Private-party governance significance: this provision gives PBC and/or IRWUG a specific approval or consent right. In reviewing any successor governance arrangement, distinguish a right protecting a defined contractual, financial, or customer interest from broader public-agency governance authority, and examine the right's stated scope, purpose, and duration.	2004 Restated C&O §4(b)
VOTING & DECISION AUTHORITY — Capital Reserve alternative source	After the Certificates are retired, the Capital Reserve Fund is the first source for future Project Capital Costs unless the Management Committee unanimously agrees to use another source.	This is an express unanimity requirement.	2004 Restated C&O §5.5(c)
VOTING & DECISION AUTHORITY — surplus recycled water	For the larger surplus-water process described in §3.3(b)(iii), CAWD/PBCSD may request authorization; MPWMD provides notice to PBC and IRWUG; and PBC and IRWUG must unanimously agree, each in its sole discretion, that supply exceeds irrigation and desirable-storage needs before the specified sale process proceeds. MPWMD may initiate the process only with CAWD/PBCSD consent.	This is a special consent structure, not an ordinary RMC vote: PBC and IRWUG hold a joint unanimity right on the specified surplus determination, while CAWD/PBCSD also retain the consent role stated in the agreement. Private-party governance significance: this provision gives PBC and/or IRWUG a specific approval or consent right. In reviewing any successor governance arrangement, distinguish a right protecting a defined contractual, financial, or customer interest from broader public-agency governance authority, and examine the right's stated scope, purpose, and duration.	2004 Restated C&O §3.3(b)(iii)
VOTING & DECISION AUTHORITY — CAWD/PBCSD Board referral	When an RMC matter is referred for governing-Board action, each public-agency Board considers it. If both approve, the Administrative Board implements the action ministerially. If either disagrees, the Management Agreement provides a joint-board procedure.	This procedure reinforces that certain decisions move from RMC consideration to the elected public-agency Boards rather than being finally determined by private RMC participants.	1991 Management Agreement §8
VOTING & DECISION AUTHORITY — CAWD/PBCSD joint-board impasse	Under the 1991 Management Agreement, if the CAWD and PBCSD Boards disagree on a referred matter, a joint meeting may be called; the Boards act under the quorum and voting procedure specified in §8. If the required approval is not obtained, the matter returns to the Management Committee.	The exact legacy board-size/quorum mechanics should be checked against current governing-board structure before operational reliance, but the agreement clearly creates a public-agency Board-level impasse process.	1991 Management Agreement §8
VOTING & DECISION AUTHORITY — binding arbitration after impasse	If the Management Committee cannot resolve a matter returned after the CAWD/PBCSD Board impasse process within the period specified in the Management Agreement, the matter proceeds to binding arbitration under §9.	This is the contractual endpoint of the CAWD/PBCSD impasse mechanism unless later agreements altered it.	1991 Management Agreement §9
CAWD & PBCSD — Public Agency Governance and Responsibilities			
RMC appointment — CAWD/PBCSD	Each Board of Directors may appoint/elect its own representatives and replace them under procedures adopted by that Board.	No agreement basis identified for another participant selecting or approving CAWD/PBCSD representatives.	1991 Management Agreement §4
RMC governance rules	RMC may adopt rules/procedures/bylaws for its operations, but rules may not conflict with the governing agreements or applicable law.	Useful place to distinguish procedural rules from substantive enlargement of authority.	1991 Management Agreement §5; 2004 Restated C&O §6.1(b)
Open meetings / Brown Act	RMC meetings must be open to the public and called, noticed, held and conducted under the Ralph M. Brown Act, subject to lawful closed sessions.	A continuing mandatory governance constraint.	1991 Management Agreement §5(b); 2004 Restated C&O §6.1(g)
CAWD Administrative Board / lead agency	CAWD is designated lead agency for CAWD/PBCSD Project operations/actions and its Board is Administrative Board, authorized to carry out as a ministerial function actions approved by RMC and, where necessary, CAWD/PBCSD Boards.	Administrative Board status is ministerial in the 1991 agreement; it should not be read as independent substantive authority to override RMC/Board decisions.	1991 Management Agreement §7
General Managers — day-to-day implementation	CAWD and PBCSD General Managers are responsible, subject to RMC direction/control, for day-to-day implementation of their respective Project duties, with staff assistance from their agencies.	The agreements place accountable day-to-day implementation with the CAWD and PBCSD General Managers, subject to RMC direction and control.	2004 Restated C&O §6.2; 1991 Management Agreement §6
General Managers — reporting / escalation	General Managers must report regularly to RMC on construction/operation of their portions and present matters requiring Board approval/ratification, payment requests, policy matters, and any other categories RMC determines appropriate.	The governing text names the General Managers as the accountable day-to-day implementers, subject to RMC direction/control.	2004 Restated C&O §6.2
General Managers — payment requests	Each General Manager prepares payment requests for Capital Costs and O&M Expenses for that agency's portion of the Project.	Administrative processing authority should not be confused with authority to approve unbudgeted spending.	2004 Restated C&O §6.2
CAWD/PBCSD — standards of operation	Project must be owned, operated, maintained and serviced by CAWD/PBCSD in accordance with applicable regulations, good engineering practice and prudent business practices, so as to produce required recycled water.	Important limitation: payment duty is tied to available Revenue Fund monies; financing backstop obligations are addressed separately.	2004 Restated C&O §5.3(a)

Budget revision — CAWD/PBCSD protection	After COP retirement, CAWD or PBCSD may request budget revision if the approved budget is reasonably insufficient to meet Project operating/capital obligations. If RMC does not satisfactorily act within 30 days, the requesting agency may invoke an independent engineering/operations audit process whose decision on budget adjustments is final and binding.	Strong protective right for the public operating agencies; relevant if customer/funder votes constrain necessary O&M.	2004 Restated C&O §5.2(d)
Operating projections — voting member right	Any voting RMC member may request operating-result projections through fiscal year end. GM must use best efforts to deliver to all members within 30 days.	Applies equally to voting members after 2013, including IRWUG.	2004 Restated C&O §5.2(f), as amended 2013
Net operating deficiency — consulting engineer	If projections indicate likely Net Operating Deficiency, at request of any voting member RMC must retain a consulting engineer to review O&M and recommend actions. If PBC requests, RMC must cause Project to promptly comply with reasonable recommendations; costs are O&M Expenses.	Another special PBC right tied to its financial backstop role; it is specific, not a general grant of superior governance authority.	2004 Restated C&O §5.2(f)
MPWMD — Rights & Responsibilities			
MPWMD — recycled water sales right	As consideration for financing the Original Project, MPWMD received the right and covenant to sell Recycled Water to irrigation-area owners and other authorized users.	Strong basis for MPWMD's sales/contract administration role; not a general RMC voting seat.	2004 Restated C&O §2.1(a)(i)
MPWMD — temporary ownership of recycled water	MPWMD owns recycled water required for sale/distribution from completion of treatment until payment by the user, while CAWD/PBCSD own the recycled water subject to MPWMD's sale rights and buyers' purchase/use rights.	Useful example of overlapping ownership and contractual rights; avoid simplifying to 'MPWMD owns the water' or 'CAWD/PBCSD own the water' without qualification.	2004 Restated C&O §2.1(a)(ii), §2.1(b)(iii)
MPWMD — billing / collection	MPWMD has authority/responsibility to cause owners and surplus-water purchasers to be billed and to cause bills to be collected.	Strong basis for MPWMD's sales/contract administration role; not a general RMC voting seat.	2004 Restated C&O §2.1(a)(iii)
MPWMD — Operating Revenues	MPWMD causes Operating Revenues to be applied in the contractual priority and retains Operating Revenues for Project costs, including O&M, Bond Carrying Costs, reserve requirements, COP debt service and other Project costs.	Financial administration is extensive but is contractually separate from voting governance authority.	2004 Restated C&O §2.1(a)(iv)–(v)
MPWMD — O&M payment responsibility	MPWMD is responsible for paying Project O&M Expenses and paying CAWD/PBCSD under the Water Purchase Agreement, but only to the extent funds are available from the Revenue Fund as specified.	Financial administration is extensive but is contractually separate from voting governance authority.	2004 Restated C&O §5.5(a)
PBC — Rights, Responsibilities & Special Consent Rights			
PBC — RMC voting and special approval rights	PBC has one voting representative on the RMC and also holds specific approval/consent rights for certain Project Expansion, financial, insurance and surplus-water matters.	PBC and IRWUG are voting members of the RMC for matters within the RMC's contractual decision-making authority. In addition to that voting status, the agreements grant PBC and IRWUG specific approval, consent, and protective rights on certain matters, as identified elsewhere in this matrix. Their RMC voting status does not extend to matters requiring legally binding action by the CAWD or PBCSD governing Boards.	2013 Agreement §2; 2004 Restated C&O §§3.3, 4, 5.2, 5.4
Annual inspection at PBC request	At PBC's request, CAWD/PBCSD General Manager(s) must cause annual Project inspection by a consulting engineer acceptable to RMC; report goes to each RMC member; at PBC request, disclosed deficiencies must be promptly corrected. Costs are O&M Expenses.	This is a substantive special right held by PBC that is different from an ordinary RMC vote.	2004 Restated C&O §5.3(b)
IRWUG / Recycled-Water Users — Rights & Responsibilities			
IRWUG — RMC voting and special rights	IRWUG has one voting representative on the RMC under the 2013 amendment and also holds specific rights concerning insurance and specified surplus-water determinations.	PBC and IRWUG are voting members of the RMC for matters within the RMC's contractual decision-making authority. In addition to that voting status, the agreements grant PBC and IRWUG specific approval, consent, and protective rights on certain matters, as identified elsewhere in this matrix. Their RMC voting status does not extend to matters requiring legally binding action by the CAWD or PBCSD governing Boards.	2013 Agreement §2; 2004 Restated C&O §§3.3, 5.4
Financial Responsibilities, Budget & Reserves			
Financial information rights — all RMC members	Each RMC member has rights to initial budget drafts, final draft at least 30 days before submission, comments on budgets and financial statements, and at its own expense to review/audit Project books and records on reasonable notice.	Confirms that voting rights are not identical across all decisions; some matters carry heightened thresholds.	2004 Restated C&O §5.2(e)
Separate accounts / budgets	CAWD, PBCSD and MPWMD each must maintain separate accounts and budgets for Operating Revenues received and O&M Expenses incurred.	Current financial architecture appears consistent with separate-account requirement.	2004 Restated C&O §5.2(g)
O&M Reserve Fund	O&M Reserve Fund is transferred to and controlled by CAWD/PBCSD; used for O&M timing/shortfalls, not COP principal/interest or Bond Carrying Costs. CAWD/PBCSD select investments allowing immediate use. MPWMD replenishes from Operating Revenues as budgeted/requested.	Applies equally to voting members after 2013, including IRWUG.	2004 Restated C&O §5.5(b)
Capital Reserve Fund	Capital Reserve Fund is transferred to and controlled by CAWD/PBCSD. After COP retirement it is first source for future Project Capital Costs unless RMC unanimously agrees to another source. CAWD/PBCSD select investments.	Unanimity is expressly required to choose another first source after debt retirement.	2004 Restated C&O §5.5(c)

Capital-cost reimbursement	After Supplemental Financial Commitment, PBC, MPWMD, IRWUG, CAWD and PBCSD may seek reimbursement from Escrow proceeds for qualifying Expansion Capital Costs previously advanced; MPWMD approves requests, not unreasonably withheld/delayed, after evidence of actual costs.	All named participants can have reimbursement rights; advancement of funds is not necessarily a permanent contribution.	2004 Restated C&O §4(f)
Project Expansion / Capital Projects			
Project Expansion — responsibility by component	CAWD and PBCSD each are responsible for design/construction of their respective Project Expansion portions that they will own, operate and maintain, subject to RMC approval rights.	Component responsibility is not unilateral: specified design/construction decisions are subject to RMC and special PBC approval rights.	2004 Restated C&O §4
Project Expansion — funding condition	CAWD/PBCSD are not obligated to commence construction until they receive funds and/or a PBC financial guarantee reasonably satisfactory to them comprising the Supplemental Financial Commitment.	Control belongs to CAWD/PBCSD under the 2004 text; source and replenishment remain tied to Project revenues.	2004 Restated C&O §4
Project Expansion — PBC contractor/manager role	PBC may design and act as construction contractor or manager for a component only with approval of CAWD and/or PBCSD, as applicable to the component.	PBC financing does not create an automatic right to manage construction.	2004 Restated C&O §4
Expansion design/construction — notice/comment rights	Each voting RMC member receives advance written notice and reasonable time to comment/suggest on initial/final design, cost estimates, contracting criteria, contracts, awards, schedule, bonds/insurance and disbursements.	Broad participation right for all voting members.	2004 Restated C&O §4(a), as amended 2013
Expansion — contract beneficiary rights	Each entity with voting representation on RMC and MPWMD is designated third-party beneficiary of construction contracts and payment/performance bonds for the Project Expansion.	Broad participation right for all voting members.	2004 Restated C&O §4(b)
Expansion — capital-cost payments / shortfalls	CAWD/PBCSD pay approved Expansion Capital Costs from Escrow Account proceeds. If insufficient, they notify PBC and PBC deposits additional funds within 10 business days.	This is one of the clearest examples of unequal/special voting or consent rights tied to subject matter.	2004 Restated C&O §4(c)
Expansion — monthly accounting	During design/permitting/construction through final disbursement, CAWD/PBCSD must submit monthly accounting to MPWMD and PBC, in acceptable form/detail, for disbursements from the Escrow Account for their respective portions.	Specific financial reporting obligation tied to Expansion funds.	2004 Restated C&O §4(c)
Water Sales, Allocation & Surplus Water			
Surplus recycled water — limited CAWD/PBCSD disposition	In specified circumstances the agreement authorizes CAWD/PBCSD to sell or dispose of defined quantities of Surplus Recycled Water for approved beneficial uses without further PBC/IRWUG approval, subject to reservoir/quantity and cost/revenue conditions.	Contract creates narrow operator discretion; it is not unlimited.	2004 Restated C&O §3.3(b)(i)–(ii)
Surplus sales revenues	All revenues from MPWMD sale of surplus under §3.3(b)(iii) are Operating Revenues of the Project.	Consistent with Project-revenue treatment.	2004 Restated C&O §3.3(c)(ii)
Risk, Insurance, Indemnification & Compliance			
Permits / approvals	CAWD/PBCSD must timely obtain, diligently prosecute, comply with and maintain all governmental permits/approvals and private rights/consents necessary to construct their portions and operate the Project.	Clear operating-agency compliance duty.	2004 Restated C&O §4(d)
Insurance — Project	CAWD/PBCSD must maintain Project insurance. PBC and IRWUG together reasonably determine required coverages; if they disagree, generally the more extensive coverage governs, with a special cost-allocation rule where IRWUG seeks more coverage while COPs are outstanding.	Direct funding obligation for PBC within the defined Supplemental Financial Commitment.	2004 Restated C&O §5.4(a)
Insurance — Secondary Facilities	CAWD/PBCSD determine reasonable baseline Secondary Facility coverage using accepted wastewater utility practices, must provide insurance/risk information on request, and must purchase additional available coverage requested by PBC/IRWUG, with incremental cost treated as O&M Expense.	Balances operator judgment over baseline coverage with PBC/IRWUG right to require additional coverage.	2004 Restated C&O §5.4(a)
Insurance — additional insureds / notice	Project/Secondary Facility policies must name MPWMD, PBC and IRWUG Owners as additional insureds and provide at least 30 days' written notice before material termination/amendment/modification; policies/certificates must be supplied as specified.	Concrete information and protection right.	2004 Restated C&O §5.4(a)
Casualty restoration	CAWD or PBCSD, as applicable, must use available casualty-insurance proceeds to expeditiously repair/rebuild damaged Project or Secondary Facility improvements.	All named participants can have reimbursement rights; advancement of funds is not necessarily a permanent contribution.	2004 Restated C&O §5.4(b)
CAWD/PBCSD indemnification	Each party must defend, indemnify and hold the other harmless from damages, liabilities, losses and costs arising from its breach of the Management Agreement.	Bilateral breach indemnity between operating agencies.	1991 Management Agreement §12
Amendment, Termination, Dispute Resolution & Other Governance Protections			
Management Agreement amendment restriction	While COPs/refinancing debt remain outstanding, CAWD/PBCSD may not amend the Management Agreement in a way that could impair Project obligations or adversely affect protected rights under related financing/C&O agreements.	Relevant historically; determine whether any covered debt remains outstanding before treating restriction as active.	1991 Management Agreement §10; 2004 Restated C&O §6.3
Management Agreement term	Management Agreement continues until terminated by mutual agreement of CAWD/PBCSD, operation of law or judicial decree.	Absent later termination, it remains part of the agreement chain, subject to later amendments/restatements.	1991 Management Agreement §11

No partnership / agency	Management Agreement expressly states it does not create a joint venture, partnership or principal-agent relationship between CAWD and PBCSD.	Important when describing the RMC or joint Project: contractual collaboration is not itself a separate partnership entity.	1991 Management Agreement §14
Assignment	Neither CAWD nor PBCSD may assign Management Agreement rights/obligations except to a successor agency.	This is not merely custom; it is an executed amendment among MPWMD, CAWD, PBCSD, PBC and IRWUG.	1991 Management Agreement §16

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: November 19, 2026

Subject: Carmel Area Wastewater District Defined Benefit Pension Plan (CAWD DB) Cost of Living Adjustment (COLA) proposal

RECOMMENDATION

It is recommended that the Board make a motion authorizing staff to move forward with the following:

- Approve, in concept, awarding a 2% annual COLA to individuals currently employed at CAWD with a service interest in legacy Carmel Area Wastewater District Defined Benefit Pension Plan (CAWD DB). Final and formal approval will happen at a public meeting prior to adoption of the COLA.
- Approve legal services for preparation of documents to amend pension plan to allow for a COLA
- Approve payment of an actuary to attend the adoption meeting
- Approve holding a public meeting to disclose actuarial costs
- Approve Board President signature on statement indicating understanding of current and future costs of the benefit

DISCUSSION

The Salary and Benefits Committee was approached by a staff member with a request to award a 2% annual COLA to the legacy CAWD DB. The plan does not currently have a COLA provision and employees that remain in the plan would like to have the CAWD DB have a similar benefit level as the CalPERS Plan. Currently our CalPERS contract provides for a 2% annual COLA.

The Salary and Benefits Committee has met twice and reaffirmed that they agree this is a reasonable request from the employees and offers a way to "equalize" those still on the old legacy plan with CalPERS.

In order to make the information more digestible, information has been summarized in Question/Response format

1. **Does the District have the authority to amend the plan to add a COLA?**

   Yes, Section 8.1 of the plan document gives the District the right to amend the plan.

2. **Which participants may the District extend the COLA to?**

   Legal counsel believes the District may extend the COLA to any or all, of the participants who still have a benefit under the legacy plan: the 6 active employees, the 2 separated vested employees, and five current retirees. The District is not required to extend the COLA to all three groups. Legal counsel recommends we exclude from the COLA participants whose benefits were previously paid in full in a lump sum or settled through an annuity purchase – these individuals no longer have a benefit payable from the plan.

   The Salary and Benefits Committee recommends the benefit only be extended to active employees. This includes those who have separated or retirees as they are or will be receiving the benefit they were promised at the time of separation. Federal tax law doesn't require the District to provide the COLA uniformly to all participants. Because it is a local government plan, it is exempt from the Internal Revenue Code nondiscrimination, coverage, and minimum-participation requirements.

3. **Does the California prohibition on gifts of public funds come into play?**

   California's anti-gift rule should not prevent the District from extending a COLA. California courts have long recognized that public pension benefits are based on the employee's pensionable status and are not mere gratuities. Courts therefore have upheld amendments that increase pension benefits via a Cost of Living Adjustment.

4. **Must the District extend the COLA to any particular participant group?**

   No, neither federal tax law nor California law requires the District to extend the COLA to any participant group. The amendment need only identify the covered group using clear, objective eligibility terms.

5. **Could the District require employees to share the cost of the COLA?**

   Yes, but any cost-sharing requirement should apply only to the active employees who participate in the legacy plan and will receive the new COLA. For represented employees, the contribution requirement would need to be implemented through collective bargaining.

6. **What COLA formula should the District use?**

   The District should consider both the legal constraints and the actuarial and administrative cost. The simplest approach would be an annual COLA equal to the lesser of 2% or the applicable Consumer Price Index (CPI) increase.

   The Salary and Benefits Committee is recommending a flat 2% annual COLA.

7. **Once adopted, can the COLA be reduced? (Reservation of Authority)**

   Potentially, if the COLA amendment is carefully drafted. Under California's vested-right rule, pension benefits – including COLAs – provided to active employees generally become protected contractual pension rights. The scope of this right depends on the terms of the benefit that the District adopts.

   Counsel recommends drafting the amendment (and any Memorandum Of Understanding (MOU) provision implementing the COLA) to expressly define the COLA as an adjustable benefit and specify the circumstances when the District may increase, decrease, suspend, or otherwise modify future adjustments.

8. **What does Government Code section 7507 require?**

   Before adopting the COLA, the District must comply with Government Code section 7507's actuarial and public disclosure requirements. The District must:

   - Make the actuarially determined future costs public at a public meeting at least two weeks before adopting the COLA;
   - Adopt the COLA outside the consent calendar;
   - Have an actuary available at the adoption meeting if the statutory cost threshold requiring attendance is met; and
   - Have the District's chief executive acknowledge in writing that they understand the current and future cost of the benefit.

9. **At what point can we move to prepare plan amendment and Board materials?**

   Once we confirm the participant groups and COLA formula, we can prepare the plan amendment, any MOU provision, and if needed, the related staff report and Board resolution. These documents should clearly specify the eligible participants, effective date, COLA formula, applicable conditions, and the reservation of authority as discussed in #7 above.

FINANCIAL

This proposal is a recommendation for an annual COLA equal to the lesser of 2% or the applicable CPI increase.

Additional recommendations include:

- Making the COLA effective in the second calendar year after retirement.
- Making any COLA effective July 1 each year to follow the plan year.

"Flat" 2% COLA – Historical data

Twenty years of Consumer Price Index as presented by Bureau of Labor Statistics – average is 2.86%

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2006		2.9		3.2		3.9		3.8		2.5		3.4	3.2	3.2	3.3
2007		3.2		3.3		3.4		2.6		3.3		3.8	3.3	3.3	3.2
2008		2.8		2.9		4.2		4.2		3.6		0.0	3.1	3.3	3.0
2009		1.2		0.8		0.2		0.2		0.1		2.6	0.7	0.7	0.8
2010		1.8		1.7		1.1		1.0		0.9		1.5	1.4	1.7	1.1
2011		1.7		2.8		2.4		2.9		3.2		2.9	2.6	2.2	3.0
2012		3.0		2.1		2.6		2.8		3.2		2.2	2.7	2.6	2.8
2013		2.4		2.4		2.6		2.0		1.6		2.6	2.2	2.4	2.1
2014		2.4		2.8		3.0		3.0		3.2		2.7	2.8	2.7	3.0
2015		2.5		2.4		2.3		2.6		2.6		3.2	2.6	2.5	2.7
2016		3.0		2.7		2.7		3.1		3.6		3.5	3.0	2.8	3.2
2017		3.4		3.8		3.5		3.0		2.7		2.9	3.2	3.6	2.9
2018		3.6		3.2		3.9		4.3		4.4		4.5	3.9	3.4	4.3
2019		3.5		4.0		3.2		2.7		3.0		2.5	3.3	3.7	2.9
2020		2.9		1.1		1.6		1.6		1.1		2.0	1.7	2.0	1.4
2021		1.6		3.8		3.2		3.7		3.8		4.2	3.2	2.5	3.9
2022		5.2		5.0		6.8		5.7		6.0		4.9	5.6	5.4	5.8
2023		5.3		4.2		2.9		3.4		2.8		2.6	3.7	4.4	2.9
2024		2.4		3.8		3.2		2.7		2.4		2.4	2.8	3.0	2.5
2025		2.7		1.3		1.5		2.5		(X)		3.0	2.2	1.9	2.5
2026		2.5		3.8		3.8		3.4						3.2	

X : Data unavailable due to the 2025 lapse in appropriations

The District's actuarial firm was asked to determine the cost of an annual COLA for only current active (6) employees effective July 1,2026 (Scenario 1) and the same 2% annual for all plan participants (Scenario 2).

Under Scenario 1 (listed on Nicolay Consulting document) it results in a Unfunded Accrued Liability of $316,377, and would require an actuarially determined annual contributions of $70,500 to be made for 5 years to pay off the shortfall. If the COLA were extended to all plan participants, the annual cost over 5 years is estimated to be $191,998 each year. As of the 06-30-25 actuarial funding report the Actuarial Value funded percent is 106%.

Legal Costs Proposal - $11,850 - $19,750 not to exceed $20,000
Actuarial Costs Proposal - $2,500
The costs may be paid out of general reserves or from the plan. Refer to Section 7.3 (j)

> "The Trustee, in addition to all powers and authorities under common law, statutory authority, including the Act, and other provision of the Plan, shall have the following

powers and authorities, to be exercised in the Trustee's sole discretion:

(j) To employ suitable agents and counsel and to pay their reasonable expenses and compensation and such agent or counsel may or may not be agent or counsel for the Employer."

Finally – we must be very clear on who is eligible for this benefit. Currently the recommendation is for "active" employees only. There are six people still employed who are active in the plan. Unfortunately, one individual has decided to retire effective December 12, 2026, which means it is likely that he will not be eligible for the benefit. We have discussed this with the employee and it appears he accepts the loss of potential benefits.

Carmel Area Wastewater District

Pension Plan

July 1, 2025 Actuarial Report for Funding

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Certification

At the request of Carmel Area Wastewater District we have performed an actuarial valuation of Carmel Area Wastewater District Pension Plan (the Plan) for the purpose of determining

- the Plan's funded status as of 7/1/2025,
- the Actuarially Determined Contribution (ADC) for the plan year,

The results included in this report may not be appropriate for other purposes and should not be relied on for any other purposes without first contacting Nicolay Consulting Group (NCG). Specifically, the results of this report are not appropriate to assess the Plan's sufficiency for plan termination or de-risking activities, or disclosure in company financials. This report should not be disclosed to other parties without prior consent from NCG. When shared, this report should be shared in its entirety. No party other than the District may rely on the results of this report for any reason.

The valuation is based on the understanding that the Plan is a governmental plan as defined in IRC §414(d). The Plan is not subject to the funding requirements, among others, of ERISA.

The valuation assumes that the Plan will continue in its current form, without amendment. We make no determination about the Plan Sponsor's intentions to continue the Plan in its current form, or the Plan Sponsors ability to make contributions when due. The contributions calculated as part of the valuation were determined based on standard actuarial practices and outline a potential contribution pattern intended to fund benefits over a reasonable timeframe such that assets will be sufficient to cover plan benefits. Any number of other contribution patterns may be available to fund plan benefits. As a governmental plan, annual minimum contributions are not required to be made by law, however, consistently funding less than the actuarially determined contributions included in this report may jeopardize the ability to pay benefits when due.

This report sets forth the principal results of the valuation. The report is based on actual experience through 7/1/2025 and the provisions of the plan in effect on 7/1/2025. The results summarized in this report are based on participant data provided by the District as of 7/1/2025, and on financial data from the Trustee. We have reviewed the data provided for reasonableness compared to prior data collections, however, we have not audited the data. Where data was missing, we have made assumptions we believe to be reasonable given the purpose of the measurement. In general, we have relied on the data as provided. The accuracy of the valuation and results summarized in this report are directly contingent on the accuracy of the data provided. Any errors or omissions in the provided data will cause the results of our report to differ.

Prior year information is included for comparison purposes only and any assumptions, caveats, assumptions, or limitations on reliance from the prior year report should be reviewed prior to relying on the prior year information included. Results have not been rounded as a matter of convenience and does not imply a specific level of accuracy.

Actuarial assumptions were selected by the plan sponsor. The selected discount rate of 4.50% is lower than could be supported based on the Plan's current investment mix resulting in a measurement that is

likely conservative. NCG has reviewed the assumptions and believes them to reasonable and suitable for the purposes of this actuarial measurement.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following:

- Plan experience differing from that anticipated by the economic or demographic assumptions;
- Changes in economic or demographic assumptions;
- Increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period);
- Changes in plan provisions or applicable law.

We did not perform an analysis of the potential range of future measurements due to the limited scope of our engagement.

The valuation was based on results generated in ProVal, a third-party valuation system. Use of this software required us to code the plan provisions, assumptions, and methods outlined in this report. We reviewed the output for reasonableness at a high level and also reviewed sample calculations in detail. We are not aware of any material weaknesses or limitations in the software or its parameterization. We certify that the amounts presented in the accompanying report have been appropriately determined according to the actuarial assumptions stated herein.

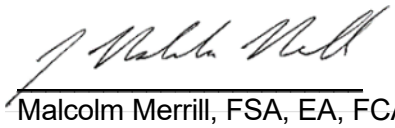
The results included in this report have not been adjusted for any events subsequent to the measurement date, nor are we aware of any subsequent events that would significantly alter the included results. To the best of our knowledge, we have reflected all applicable plan provisions in preparing these results.

The undersigned actuaries are members of the American Academy of Actuaries, Society of Actuaries and/or the Conference of Consulting Actuaries and meet the Qualification Standards for Actuaries Issuing Statements of Actuarial Opinion in the United States and to render the actuarial opinion contained herein.

We would be pleased to answer any questions on the material contained in this report.



James Ferreri, ASA
Actuarial Analyst



Malcolm Merrill, FSA, EA, FCA
Vice President and Senior Consulting Actuary
Enrolled Actuary No. 23-8053

Key Valuation Results

	7/1/2025	7/1/2024
Contributions		
Actuarially Determined Contribution (ADC)	$0	$20,639
As % of Payroll	0%	3.0%
Funding Maintenance Contribution (FMC)	$0	$4,457
As % of Payroll	0%	0.6%
Actual Contribution	TBD	$109,127
As % of Payroll	TBD	15.9%
As % of ADC	TBD	528.7%
Assets		
Market Value of Assets (MVA)	$6,839,964	$6,142,322
Actuarial Valuation Assets (AVA)	6,364,745	5,870,543
Ratio of AVA to MVA	93%	96%
Return on MVA (trailing one-year)	12.8%	12.0%
Funded Status		
Accrued Liability	$6,027,762	$5,969,578
MVA Funded Percent	113%	103%
MVA Unfunded Liability	$(812,202)	$(172,744)
AVA Funded Percent	106%	98%
AVA Unfunded Liability	$(336,983)	$99,035
Demographic Data		
Headcount		
Active	6	6
Terminated Vested	2	2
Retired	5	5
Beneficiary	0	0
Disabled	0	0
Total	13	13
Total Payroll	$962,923	$939,262
Covered Payroll	$716,780	$686,143
Average Covered Payroll	$119,463	$114,357
Key Assumptions		
Discount Rate	4.50%	4.50%
Salary Scale	3.50%	3.50%
COLA	0.00%	0.00%
Administrative Expenses	$0	$0

Discussion of Key Results

Unfunded Accrued Liability

The Plan's Unfunded Accrued Liability, or UAL, is the amount of promised plan benefits earned to date, in today's dollars, that are not covered by assets currently on hand. In general, the lower the UAL, the more secure the promised benefits are. The Plan's UAL decreased from $99,035 to $(336,983) during the prior plan year. The key changes in UAL are outlined below.

	UAL
Prior year	$99,035
Expected UAL in Current Year	82,393
Unexpected change due to:	
Contribution (Above)/Below ADC	(90,457)
Admin Expenses Above/(Below) Expected	2,590
Assumption Changes	(14,337)
Plan Changes	0
Asset (Gain)/Loss	(312,946)
Other Plan Experience	(4,226)
Current Year	**$(336,983)**

Another way to assess the Plan's funded situation is the funding percent. The funding percent is the percent of benefits earned to date that current plan assets (with future asset returns) are expected to be able to cover. During the prior plan year, the funded percent decreased from 98% to 106%.

Actuarially Determined Contribution

Plan benefits are funded by employer contributions and asset returns. The Actuarially Determined Contribution (ADC) is one pattern of contributions that if followed is expected to accumulate assets sufficient to pay benefits when owed. The ADC is a function of the Plan's adopted funding policy.

The ADC is $0, a decrease of $20,639 over the prior year.

Funding Maintenance Contribution

It is our understanding that this plan is intended to be a tax qualified pension plan. As a governmental plan under IRC Code Section §414(d), the Plan is exempt from the funding requirements of ERISA, however, it is still required that the plan be funded (benefits must be paid from a qualified trust, and not company assets). The Funding Maintenance Contribution (FMC) is not a funding recommendation but is helpful in determining a contribution policy. The FMC is the contribution amount that is projected to result in a UAL in the next year that is unchanged from the current UAL of $(336,983).

If contributions consistently fall short of the FMC, it is expected that the dollar amount of the Plan's funding shortfall will increase. If contributions consistently exceed the FMC, it is expected that the dollar amount of the Plan's funding shortfall will decrease.

To maintain the Plan's beginning of year unfunded accrued liability (UAL), a contribution is required equal to the sum of:

- The cost of new benefits being earned in the upcoming year (Normal Cost),
- plus expenses expected to be paid from Plan assets,
- plus interest on the unfunded liability.

The Funding Maintenance Contribution is $0.

Amortization Period

A portion of contributions will go towards funding the interest on unfunded liability and cost of accruals. Contributions in excess of these amounts will pay off the Plan's unfunded liability. In the prior year, contributions exceeded the interest on unfunded liability and the cost of accruals by $107,098. If this amount were annually paid towards the unfunded liability, the unfunded would be paid off in 0 years.

	Amortization Period
Based on contributions made during plan year ending:	
2025	0
2024	Infinite
2023	0
2022	0
2021	0

Key Changes

Since the prior year, the base mortality table was updated from the PUB-2010 general, above median mortality table to the PUB-2016 general, above median mortality table. This represented the latest public plan mortality experience study completed by the Society of Actuaries. This change resulted in a reduction in plan liabilities. The mortality projections scale has remained unchanged.

History of Key Valuation Results

	7/1/2025	7/1/2024	7/1/2023	7/1/2022	7/1/2021
Contributions					
Actuarially Determined Contribution	$0	$20,639	$0	$0	$0
As % of Covered Payroll	0%	3.0%	0%	0%	0%
Funding Maintenance Contribution	$0	$4,457	$0	$0	$0
As % of Covered Payroll	0%	0.6%	0%	0%	0%
Actual Contribution	TBD	$109,127	$0	$0	$0
As % of Covered Payroll	TBD	15.9%	0%	0%	0%
As % of ADC	TBD	528.7%	100.0%	100.0%	100.0%
Projected UAL Amortization Period	0	Infinite	0	0	0
Funded Status					
Accrued Liability	$6,027,762	$5,969,578	$5,644,720	$5,500,816	$5,512,764
Market Value of Assets	$6,839,964	$6,142,322	$5,662,100	$5,608,182	$6,705,582
Actuarial Value of Assets	$6,364,745	$5,870,543	$6,081,734	$6,053,791	$5,957,082
Return on MVA (trailing one-year)	12.8%	12.0%	4.2%	(13.9)%	24.8%
MVA Funded Percent	113%	103%	100%	102%	122%
AVA Funded Percent	106%	98%	108%	110%	108%
UAL	$(336,983)	$99,035	$(437,014)	$(552,975)	$(444,318)
Demographic Data					
Active	6	6	6	6	6
Terminated Vested	2	2	3	3	3
Retired/Beneficiary/Disabled	5	5	4	4	4
Total	13	13	13	13	13
Total Payroll	$962,923	$939,262	$843,629	$804,534	$784,366
Covered Payroll	$716,780	$686,143	$843,629	$804,534	$784,366
Key Assumptions					
Discount Rate	4.50%	4.50%	4.50%	4.50%	4.50%
Salary Scale	3.50%	3.50%	3.50%	3.50%	3.50%
COLA	0.00%	0.00%	0.00%	0.00%	0.00%
Administrative Expenses	$0	$0	$0	$0	$0

Assets

Plan Holdings

Investment Category	7/1/2025	7/1/2024
Equities		
Domestic Large Cap	$2,368,678	$3,929,300
Domestic Small/Mid Cap	0	0
International Developed	0	0
Emerging Markets	0	0
Fixed Income		
Domestic	$1,900,342	$2,073,142
Emerging Market	0	0
International	0	0
Government	0	0
Alternatives		
Hedge Fund	$0	$0
Commodities	0	0
Real Estate	0	0
Cash and Equivalents	$473,431	$139,880
Other/Unclassified	$2,097,513	$0
Receivable Contributions	$0	$0
Total	$6,839,964	$6,142,322

*Sufficient detail to divide Equity and Fixed Income investments into subcategories was not provided, therefore, the total equity investment has been listed as Domestic Large Cap, and the entire fixed income has been listed as Domestic.

Reconciliation of Market Value of Assets

	7/1/2025	7/1/2024
Market Value of Assets, Beginning of Year	$6,142,322	$5,662,100
Additions		
Employer Contributions	$109,127	$0
Employee Contributions	0	0
Interest and Dividends	266,371	118,656
Increase in Investment Value	528,209	582,366
Investment Expenses	(15,825)	(33,103)
Other	0	0
Total	$887,882	$667,919
Deductions		
Benefit Payments	$(187,707)	$(185,267)
Administrative Expenses	(2,533)	(2,430)
Other	0	0
Total	$(190,240)	$(187,697)
Market Value of Assets, End of Year	$6,839,964	$6,142,322
Return		
Net of Investment Expenses	12.8%	12.0%
Expected Asset Return (net of investment expenses)	$274,600	$250,571
Asset Gain/(Loss) in excess of expected return	$504,155	$417,348

Determination of Actuarial Value of Assets

Volatility of plan asset returns is the single largest source of volatility to the ADC and plan funded status. To help reduce this volatility, a method of smoothing any asset gains (returns in excess of the expected 4.50%) or losses (returns in deficit of the expected 4.50%) has been adopted. Asset smoothing will not have a long-term impact on the cost to fund the Plan but will help smooth the pattern of contributions and volatility of the funded status.

Market Value of Assets (MVA)			$6,839,964
Previous Asset Gain/(Loss)	Amount	Weighting	Weighted
2024	$504,155	67%	$336,103
2023	417,348	33%	139,116
Total	$921,503		$475,219
Adjusted Assets			$6,364,745
Minimum (85% of MVA)			5,813,969
Maximum (115% of MVA)			7,865,959
Actuarial Value of Assets (AVA)			**$6,364,745**
Ratio of AVA to MVA			93%

Plan Liabilities

The true liability of the Plan sponsor is to pay the benefits earned by plan participants – a series of cashflows that is expected to extend for approximately 80 years in the future. For convenience, these cashflows are discounted back to the valuation date using the long-term expected rate of return on assets to produce a single liability number which represents the value of assets needed today to fully fund all future benefits.

Plan liabilities can be determined based only on benefits earned to date (Accrued Liability) or can include the cost of future benefit accruals as well (Present Value of Future Benefits). The excess of the Present Value of Future Benefits over the Accrued Liability represents the value of future benefit accruals, and COLAs. The Actuarial Cost method adopted by the plan determines how the cost of future accruals is divided up amongst future years. The annual cost of the next year's accruals is referred to as the Normal Cost. The plan uses the Projected Unit Credit to determine the Accrued Liability and Normal Cost.

Actuarial Accrued Liability

	7/1/2025	7/1/2024
Active		
Due to:		
Retirement	$3,216,750	$3,098,413
Terminations	0	0
Death	0	0
Disability	0	0
Employee Contributions	0	0
Total Active Accrued Liability	$3,216,750	$3,098,413
Terminated Vested	$232,831	$220,014
Retired	2,578,181	2,651,151
Beneficiary	0	0
Disabled	0	0
Total Inactive Accrued Liability	$2,811,012	$2,871,165
Total Accrued Liability	$6,027,762	$5,969,578
Future Accruals for Active Participants	$0	$0
Present Value of Future Benefits	$6,027,762	$5,969,578
Normal Cost	$0	$0
As % of Covered Payroll	0%	0%

Reconciliation of Unfunded Accrued Liability

	Actuarial Accrued Liability	Actuarial Value of Assets	Unfunded Accrued Liability
Beginning of Prior Year	$5,969,578	$5,870,543	$99,035
Normal Cost	0	N/A	0
Interest	264,454	260,457	3,997
Benefit Payments	(187,707)	(187,707)	0
Actuarially Determined Contribution	N/A	20,639	(20,639)
Expected Admin Expenses	N/A	0	0
Expected	$ 6,046,325	$5,963,932	$82,393
Unexpected			
Contributions	N/A	$90,457	$(90,457)
Admin Expenses	N/A	(2,590)	2,590
Asset Returns	N/A	312,946	(312,946)
Assumption Changes	(14,337)	N/A	(14,337)
Method Changes	0	N/A	0
Plan Changes	0	N/A	0
Other Plan Experience	(4,226)	N/A	(4,226)
Unfunded Accrued Liability	$6,027,762	$6,364,745	$(336,983)

Actuarial Contributions

Actuarial Determined Contribution

	7/1/2025	7/1/2024
Unfunded Liability	$(336,983)	$99,035
Amortization Period	5	5
Discount Rate	4.50%	4.50%
Payroll escalation factor	3.50%	3.50%
Effective Amortization Rate	0.97%	0.97%
Normal Cost	$0	$0
Amortization of Unfunded Liability	0	20,190
Interest to Middle of Year	0	449
ADC	$0	$20,639
ADC as a Percent of Covered Compensation	0%	3.0%

Funding Maintenance Contribution

The FMC is the contribution amount that is projected to result in an Unfunded Accrued Liability in the next year that is unchanged from the current funding shortfall of $(336,983). This contribution amount is not recommended as a reasonable contribution policy as it is NOT projected to result in a plan attaining full funding.

The FMC is informational as it is the tread-water contribution rate. If contributions consistently fall short of the FMC, it is expected that the dollar amount of the Plan's funding shortfall will increase. If contributions consistently exceed the FMC, it is expected that the dollar amount of the Plan's funding shortfall will decrease.

To maintain the Plan's beginning of year unfunded accrued liability (UAL), a contribution is required equal to the sum of:

- The cost of new benefits being earned in the upcoming year (Normal Cost),
- plus expenses expected to be paid from Plan assets,
- plus interest on the unfunded liability.

Due to past asset smoothing, and future asset returns, the FMC may experience meaningful annual volatility.

	7/1/2025	7/1/2024
Actuarial Accrued Liability (AAL)	$6,027,762	$5,969,578
Actuarial Value of Assets	6,364,745	5,870,543
Unfunded Liability (UAAL)	$(336,983)	$99,035
Interest on Unfunded Liability	$(15,164)	$4,457
Normal Cost	0	0
Interest on Normal Cost	0	0
Admin Expenses	0	0
Interest on Admin Expenses	0	0
Funding Maintenance Contribution, Not less than 0	$0	$4,457
As percent of Covered Payroll	0.0%	0.6%

Unfunded Liability Amortization Period

Any contributions in excess of the prior year Funding Maintenance Contribution (FMC) will reduce the Plan's unfunded liability. It is possible to estimate the time until the Plan's unfunded liability will be paid off assuming the contribution to the unfunded liability remains constant each year.

	7/1/2025	7/1/2024
Prior Year Contribution	$109,127	$0
Interest to End of Year	2,428	0
Prior Funding Maintenance Contribution (FMC)	4,457	0
Contribution Towards Unfunded Liability	107,098	0
Unfunded Liability	$(336,983)	$99,035
Years to fully fund assuming level contributions towards Unfunded Liability	0	Infinite

Low Default Risk Obligation Metric (LDROM)

Actuarial Standard of Practice (ASOP) No. 4, Measuring Pension Obligations and Determining Pension Plan Costs or Contributions, requires the disclosure of a low-default-risk obligation measure (LDROM) of benefit costs accrued as of the valuation date using a discount rate based on high quality fixed income securities with cash flows that replicate expected benefit payments. This measure approximates the cost to purchase low-default-risk fixed income securities to fund the accrued benefit.

Traditional actuarial practice determines the plan liability using a long-term rate of return on assets. This liability does not fully demonstrate the economic value of the benefits being promised as the true economic value of the benefit payment is independent of how the plan's assets are invested. Instead, the traditional actuarial liability reflects the cost to the plan sponsor to fund the promised benefit assuming they are able to cover a portion of the plan cost via asset returns.

The difference between the liabilities on a low-default-risk basis and on the funding policy basis is the market value of the future investment risk being used to reduce required contributions before the risk premium is earned. This hypothetical cost would be paid by future generations (either through reduced benefits or higher contributions) if annual returns fall short of the funding policy discount rate of 6.00% over the funding horizon.

Benefit security for members of the plan relies on a combination of the assets in the plan, the investment income generated from those assets, and the ability of the plan sponsor to make necessary future contributions. If future returns fall short of 4.50%, benefit security could be at risk without higher than currently anticipated future contributions.

The funded status on a low-default-risk basis is not appropriate for assessing the sufficiency of plan assets to cover the cost of settling the plan's benefit obligations, nor is it appropriate for assessing the need for future contributions. The LDROM is helpful in demonstrating the potential cost of the risk being undertaken by investing in return seeking assets.

Low Default Risk Obligation Measure (LDROM)		
Discount Rate[1]	5.29%	
Actuarial Cost Method	Projected Unit Credit	
LDROM Accrued Liability		
Active	$2,984,105	
Terminated Vested	$218,108	
Retiree	$2,398,642	
Total		$5,600,855
Market Value of Assets		$6,839,964
Unfunded Accrued Liability (LDROM Basis)		(1,239,109)
Unfunded Accrued Liability (Funding Policy Basis)		$(812,202)
Hypothetical Cost of Future Investment Risk		$(426,907)

Risk Analysis

While the valuation results are based on the actuary's best estimate, future costs will fluctuate due to actual experience being different than assumed. We have identified the following risks that could affect the plan's future funding condition:

Risk	Risk Description
Investment Risk	There is a risk that actual assets returns will differ from those assumed. To the extent that asset returns underperform the expectation contributions higher than those determined in this valuation may be needed to secure promised benefits. As the selected assumption for investment returns is conservative, this risk is not as large as may be the case for other pension plans.
Asset/Liability Mismatch	Plan benefits owed are independent of asset performance and liabilities are measured based on long term expectations of future asset returns. As a result, it is unlikely that any change in assets due to market changes will be mirrored by a change in liabilities. This mismatch can result in the unfunded liability increasing or decreasing and consequently a change in the necessary contributions to fund promised benefits.
Demographic Risk	There is risk that participants' turnover, retirements, mortality and salary increases will be different than expected, leading to higher costs.

It is important for the Plan Sponsor to understand the implications of contribution and investment risk. If desired, an additional analysis could be conducted to demonstrate the impact to benefit security if contributions or investment returns are not in line with those assumed in the valuation.

Plan Maturity

The make-up of a plan changes over its lifetime. A young plan will have minimal plan assets, small liabilities, be made up of primarily active participants, and contributions to the plan will exceed benefits paid out of the plan. As the plan ages, these characteristics flip – the plan assets and liabilities will become larger, the plan will be weighted towards inactive employees, and contributions may no longer exceed benefit payments.

In general, as a plan matures it will become more difficult for the plan sponsor to address via contributions any shortfalls that may occur making the plan much more sensitive to the identified risks. This is because contributions to the plan are often a function of active payroll, or the revenue generated by the active workforce.

There are several ways to measure a plan's maturity.

	2025	2024	2023	2022	2021
Ratio of:					
Plan assets to payroll	954%	895%	671%	697%	855%
Retired liability to total plan liability	43%	44%	44%	46%	47%
Benefit Payments to Contributions	172%	Infinite	Infinite	Infinite	Infinite
Net Cashflows to Plan Assets	-1.3%	-3.3%	-3.7%	-3.3%	-3.9%
Duration of liability	8.9	9.3	10.0	N/A	N/A

The ratio of plan assets to payroll is useful as it can be interpreted as the percent of payroll contribution that is required to make up an asset loss. For example, if the plan lost 10% of their assets, a one-time contribution of 954% of payroll would be needed to restore the plan to its pre-loss funded position.

If the ratio of benefit payments to contributions exceeds 100%, then there are not enough liquid assets coming into the plan to cover promised benefit payments. This can result in the plan having to liquidate assets at inopportune times which can cause a drag on the plan's asset performance. If this ratio consistently exceeds 100% then the cashflows in coming years should be carefully considered in selecting plan investments.

The ratio of net cashflows to Plan assets is similar in use to the ratio of benefit payments to contributions, however, if the ratio is negative (benefit payments and expenses exceeded contributions) and exceeds the targeted investments held in cash then it is expected that plan investments need to be liquidated to pay plan benefits when due.

The Plan's liability duration is helpful as it demonstrates approximate percentage increase in plan liability due to a 1% decrease in the assumed discount rate. A very mature plan will tend to have a lower liability duration, however, this is also impacted by the presence of certain plan features such as lump sums or cost of living adjustments.

Summary of Participant Data

Participant Statistics

	7/1/2025	7/1/2024
Active	6	6
Average Age	56.9	55.9
Average Service	27.0	26.0
Total Payroll	$962,923	$939,262
Covered Payroll	$716,780	$686,143
Average Covered Payroll	$143,356	$137,229
Terminated Vested	2	2
Average Age	56.1	55.1
Average Monthly Benefit	$460	$437
Retired	5	5
Average Age	69.5	68.5
Average Monthly Benefit	$3,128	$3,128
Beneficiary	0	0
Average Age	N/A	N/A
Average Monthly Benefit	N/A	N/A
Disabled	0	0
Average Age	N/A	N/A
Average Monthly Benefit	N/A	N/A
Total	13	13

Active Age Service Chart

	Completed Years of Service											
Age Nearest	Under 1	1 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	34 to 39	35 to 39	40 & up	Total
Under 25												
25 to 29												
30 to 34												
35 to 39												
40 to 44												
45 to 49												
50 to 54						2		1				3
55 to 59							1	1				2
60 to 64												
65 to 69							1					1
70 & up												
Total						2	2	2				6

Inactive Participant Age and Benefit Summary

	Deferred Benefits		Receiving Benefits	
Age Nearest	**Number**	**Average Monthly Benefit**	**Number**	**Average Monthly Benefit**
Under 40				
45 to 49	1	$643		
50 to 54				
55 to 59				
60 to 64			1	$1,220
65 to 69	1	$948	1	$3,720
70 to 74			3	$3,567
75 to 79				
80 to 74				
85 to 89				
Over 89				
Total	2	$795	5	$3,128

Participant Status Reconciliation

	Active	Terminated Vested	Receiving Benefits	Total
Included in Prior Valuation	6	2	5	13
Changes:				
New Hire				
Rehire				
Nonvested Termination				
Vested Termination				
Retirement				
Death (w/ beneficiary)				
Death (w/o beneficiary)				
Lump Sum				
Other				
Subtotal	0	0	0	0
Included in Valuation	6	2	5	13

Summary of Plan Provisions

Effective Date	The plan was initially effective 7/1/1969. It was last restated effective 7/1/2003 and amended effective 1/1/2009.	
Eligibility	All employees hired prior to 10/29/2005.	
Accrued Benefit	2.5% of average earnings paid to the employee during the highest one plan year, multiplied by the number of years of accrual service.	
Normal Form of Benefits	Single Life Annuity with 120 payments guaranteed.	
Normal Retirement	Eligibility:	July 1 nearest 62nd birthday or completion of five years of plan participation, if later.
	Benefit:	Accrued benefit payable monthly as a single life annuity equal with 120 payments guaranteed.
Early Retirement	Eligibility:	None
	Benefit:	N/A
Severance Benefit	Eligibility:	Termination prior to attainment of Normal or Early Retirement eligibility.
	Benefit:	A deferred benefit payable at Normal Retirement equal to the Accrued Benefit times a vesting percent. The vested accrued benefit cannot be taken prior to attainment of Normal Retirement Date.
	Vesting:	20% upon 3 years of service, increasing by an additional 20% per year until 100% vested after 7 years of service.
Late Retirement	Eligibility:	Continued employment beyond Normal Retirement Date.
	Benefit:	Greater of A. or B. A. accrued benefit at Normal Retirement Date, increased actuarially to ultimate date of retirement, or B. accrued benefit based on all years of service
In-Service Retirement	Eligibility:	None
	Benefit:	N/A

Disability	Eligibility:	Total and permanent disability which lasts at least six months resulting in termination of employment.
	Benefit:	Immediate payment of the actuarial equivalent of the accrued benefit calculated the same as a retirement benefit, based on average earnings and accrual service as of the disability retirement date.
Death Benefits	Eligibility:	Death prior to commencement of benefits.
	Benefit:	The greater of the actuarial equivalent of the Vested Accrued Benefit (payable to married or unmarried participants), or the benefit the participant's spouse would have received if the participant had terminated on his date of death and elected to begin receiving his benefit under the automatic joint and 50% surviving spouse pension option commencing on his earliest retirement date.
Compensation	Form W2 compensation	
Years of Service	Total number of Years in which an employee is credited with at least 1,000 hours of service. No accrual service shall be credited after 10/29/2005. Participants employed on 10/29/2005 shall be credited with an additional 3 years plus 0.333 years for the period July 1, 2005 through October 21, 2005.	
Forms of Benefits	Single life annuity:	A monthly benefit payable to the plan participant. Upon the death of the participant, no additional benefit is owed.
	Joint and Survivor Annuity:	A monthly benefit payable to the plan participant. If the participant is survived by their named beneficiary, then payments of 50%, 66-2/3% or 100% of the monthly amount payable to the plan participant will continue to be paid for the lifetime of the named beneficiary.
	Lump Sum:	A single payment equal to the actuarial equivalent value of the vested accrued benefit.
Actuarial Equivalence	Interest: 6.25% Pre-retirement Mortality: None Post-retirement Mortality: 94 GAR (50% Male/50% Female)	
Benefits Not Valued	We are not aware of any significant plan benefits or provisions that have not been included in the valuation.	

Actuarial Methods

Actuarial Cost Method

Projected Unit Credit

Under the Projected Unit Credit cost method, the Accrued Liability is determined based on service accrued through date and earnings projected to expected benefit payment date. Consequently, the Accrued Liability includes the projected cost associated with future pay increases and the Normal Cost includes only the cost associated with future increases in service.

Asset Smoothing Method

3-Year Asset Smoothing Method

The actuarial value of assets are determined based on the smoothed market value (without phase-in). Under this method, a gain or loss for a year is determined by calculating the difference between the expected value of the assets for the year and the market value of the assets at the valuation date. The actuarial value of assets is equal to the market value of the plan's assets with gains subtracted or losses added at the rates described as follows:

(1) 2/3 of the prior year's gain or loss

(2) 1/3 of the second preceding year's gain or loss

The asset value determined under the method will be adjusted to be no greater than 115% and no less than 85% of the fair market value.

Valuation Procedures

No liability is held for nonvested, inactive participants who have a break-in-service, or for participants who have resigned, been terminated, or died, even if a break-in-service had not occurred as of the valuation date.

Actuarial Assumptions

Discount Rate (CO)	For funding: 4.50% *The investment yield assumptions has been set by the plan sponsor. Based on the 2025 JP Morgan Capital Market Assumptions, historical asset returns, and the Plan's current invest mix, we believe this assumption is conservative. If the assumption were increased, the Plan's funding shortfall would decline, and the Actuarially Determined Contribution would still be $0.* For LDROM: 5.29% *LDROM Discount Rate is equal to the single effective discount rate that would produce the same liability as discounting the plan's cashflows using the June 30, 2025 FTSE Above Median AA Pension Discount Curve.*
Inflation (FE)	2.5% per year for statutory limits.
Salary Scale (FE)	3.5% per year. *The salary scale assumption is based on actual salary increases during the 5 year period ending June 30, 2024.*
COLA	Not Applicable
Termination (FE)	None *Based on prior experience, and to be conservative, it is assumed that all participants will continue in employment until Normal Retirement Age.*
Retirement (FE)	100% assumed to retire at normal retirement age. *As the plan does not provide for early retirement, and late retirement benefits are actuarially equivalent to the Normal Retirement Benefit, assuming retirement at Normal Retirement Age is reasonable.*
Mortality (FE)	Pre-retirement: None Post-retirement: Society of Actuaries' PubG(A)-2016 Healthy Annuitant Mortality, projected generationally based on scale MP-2021. *Mortality rates are set in accordance with recent mortality studies completed by the SOA. Based on employee compensation, the above median mortality rates were selected. No pre-retirement mortality is selected to approximate the value of the death benefit under the plan.*

Disability (FE)	None. *Based on prior experience, and to be conservative, it is assumed that all participants will continue in employment until Normal Retirement Age.*
Form of Payment	50% of participants elect a lump sum, 50% elect a 10-year certain and life annuity.
Admin Expenses	None. Returns are assumed to be net of all fees.
Adjustment for Subsequent Events	We are not aware of any events subsequent to the valuation date that would meaningfully impact the results of the valuation.

NICOLAY CONSULTING

M E M O R A N D U M

DATE: JULY 13, 2026

TO: BARBARA BUIKEMA

FROM: NICOLAY CONSULTING GROUP

SUBJECT: CARMEL AREA WASTEWATER DISTRICT (CAWD) – PENSION COLA COST ANALYSIS

BACKGROUND

At the request of Carmel Area Wastewater District, we have performed an actuarial cost analysis for the Carmel Area Wastewater District Pension Plan (the Plan) for the purpose of determining the funding impact of an annual cost-of-living adjustment (COLA) effective July 1, 2026. We analyzed the following scenarios:

- Scenario 1: Automatic 2.0% annual COLA for all current active employees effective July 1, 2026
- Scenario 2: Automatic 2.0% annual COLA for all plan participants effective July 1, 2026

SUMMARY OF FINDINGS

The following table compares the final July 1, 2025, funding results with the impact of implementing Scenario 1 and Scenario 2 described above. Additional details are included in the attached exhibit.

	Final 7/1/2025 Funding Results	Scenario 1	Scenario 2
Liability	$6,027,762	$6,681,122	$7,226,369
Actuarial Value of Assets (AVA)	$6,364,745	$6,364,745	$6,364,745
Unfunded Accrued Liability (UAL)	($336,983)	$316,377	$861,624
Actuarially Determined Contribution (ADC)	$0	$70,500	$191,998

The addition of a 2% annual COLA first increasing benefits on July 1, 2026, will result in the plan once again having a funding shortfall, and by extension, we would recommend annual contributions of $70,500 be made for 5 years to pay off the new shortfall. If the COLA were extended to all participants, the annual cost over 5 years is estimated to be $191,998.

Based on the 2025 JP Morgan Capital Market Assumptions, historical asset returns, and the Plan's current invest mix, we believe that the 4.5% discount rate is conservative. If we are understating the returns the trust can earn, then we will be overstating current plan liabilities, and therefore, the required

DRAFT

amount to pay off the shortfall under Scenarios 1 and 2. While this sort of conservatism is generally a good thing, as the plan winds down, overly conservative estimates could result in excess assets in the Plan once all benefits are settled. Transitioning to a liability driven investing (LDI) approach may be advisable.

The increase in liability from Scenario 1 to Scenario 2, $653,360, represents the additional retirement benefits to be given to employees no longer employed by the District. Funding these additional benefits for former employees will cost an additional $121,498 per year for 5 years. Most employers view retirement benefits as a tool to attract, retain, and compensate employees, and consequently, spending money on former employees runs counter to standard practice. That being said, former employees are occasionally granted additional benefits under certain circumstances, for instance, when a plan is overfunded and the plan sponsor wishes to allocate a portion of overfunding to prior employees during the period overfunding accumulated (generational equity), when legally required to in order to provide increases to active employees, or when the organization feels there is a moral imperative to help protect former employees against inflation.

We recommend you discuss any potential legal implications due to adding a COLA with legal counsel.

DATA, ASSUMPTIONS, CAVEATS

All data, assets, methodology, and assumptions used in this analysis, other than the COLA assumption, are consistent with the final July 1, 2025, Actuarial Report for Funding sent to the District on November 11, 2025. This analysis is based on the provisions of the plan in effect on 7/1/2025 and on financial data from the Trustee as of 7/1/2025.

In preparing this analysis, we have utilized the data collected for the 2025 actuarial valuation. Prior to use in the annual valuation, we reviewed the data provided for reasonableness compared to prior data collections, however, we did not audit the data. Where data was missing, we made assumptions we believe to be reasonable given the purpose of the measurement. In general, we have relied on the data provided. The accuracy of the results summarized in this report are directly contingent on the accuracy of the data provided. Any errors or omissions in the data provided will cause the results of our report to differ.

Actuarial assumptions were selected by the plan sponsor. We believe the selected discount rate of 4.50% is lower than what could be supported based on the Plan's current investment mix, resulting in a measurement that is likely conservative. NCG has reviewed the assumptions and believes them to reasonable and suitable for the purposes of this actuarial measurement. Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following:

- Plan experience differing from that anticipated by the economic or demographic assumptions;
- Changes in economic or demographic assumptions;
- Increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period);
- Changes in plan provisions or applicable law.

We did not perform an analysis of the potential range of future measurements due to the limited scope of our engagement.

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The results included in this report may not be appropriate for purposes other than those stated in this report and should not be relied on for any other purposes without first contacting Nicolay Consulting Group (NCG). Specifically, the results of this report are not appropriate to assess the Plan's sufficiency for plan termination, derisking activities, or disclosure in company financials.

Contributing to fully fund the Plan at a point in time does not guarantee additional funding may not be required in the future. Adverse demographic experience, investment performance, plan expenses, and other factors could result in the Plan again requiring contributions.

CERTIFICATION

Except where otherwise stated, all assumptions and methods have been based on those included in the Nicolay Consulting Group (NCG) actuarial valuation as of July 1, 2025. We have relied on the data provided to us by Carmel Area Wastewater District without any independent audit or verification.

This report should not be disclosed to other parties without prior consent from NCG. When shared, this report should be shared in its entirety. No party other than the District may rely on the results of this report for any reason.

The undersigned consultants meet the US Qualification Requirements for Actuaries Issuing A Statement of Actuarial Opinion. We are not aware of any relationship that would inhibit, or appear to inhibit, our impartiality in performing this work.

NICOLAY CONSULTING GROUP

James Ferreri

James Ferreri, ASA
Actuarial Analyst

Malcolm Merrill, FSA, EA, FCA
Vice President & Senior Actuary

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NICOLAY CONSULTING

Carmel Area Wastewater District
2% COLA Pricing Analysis
Based on assumptions and data used for 7/1/2025 Funding Report

	Final 7/1/2025 CAWD Funding Results	Scenario 1: 2% COLA for all Active Employees effective 7/1/2026	Scenario 2: 2% COLA for all Participants effective 7/1/2026
Valuation Date	7/1/2025	7/1/2025	7/1/2025
Discount Rate	4.50%	4.50%	4.50%
Headcount			
Active	6	6	6
Terminated Vested	2	2	2
Retired/Beneficiaries in Payment	5	5	5
Total	13	13	13
Liability			
Active	3,216,750	3,870,110	3,870,110
Terminated Vested	232,831	232,831	276,736
Retired/Beneficiaries in Payment	2,578,181	2,578,181	3,079,523
Total	$6,027,762	$6,681,122	$7,226,369
Change	N/A	653,360	1,198,607
Change (%)	N/A	10.84%	17.94%
Assets			
7/1/2025 Market Value of Assets (MVA)	$6,839,964	$6,839,964	$6,839,964
7/1/2025 Actuarial Valuation Assets (AVA)	$6,364,745	$6,364,745	$6,364,745
Unfunded Accrued Liability (UAL) - MVA Basis	(812,202)	(158,842)	386,405
Unfunded Accrued Liability (UAL) - AVA Basis	(336,983)	316,377	861,624
Funded Percent (MVA)	113.5%	102.4%	94.7%
Funded Percent (AVA)	105.6%	95.3%	88.1%
Actuarially Determined Contribution (ADC)			
Accrued Liability	6,027,762	6,681,122	7,226,369
Actuarial Value of Assets (AVA)	6,364,745	6,364,745	6,364,745
Unfunded Accrued Liability	(336,983)	316,377	861,624
Amortization Period	5	5	5
Discount Rate	4.50%	4.50%	4.50%
Normal Cost	-	-	-
Amortization of Unfunded Liability	-	68,965	187,819
Interest to Middle of Year	-	1,535	4,179
Actuarially Determined Contribution (ADC)	$0	$70,500	$191,998

Information/Discussion Items

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: November 19, 2026

Subject: Pebble Beach Community Services District (PBCSD) - Regular Board Meeting on October 30, 2026

DISCUSSION

This report summarizes the District's financial position, actions taken on resolutions and contracts, recycled water and irrigation conditions, and wastewater flow data relevant to PBCSD. It covers agenda items from the October 30, 2026, meeting that are of specific interest to this District:

- Total cash balance at the end of September 2026 was $38.7M, of which $30.5M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues. Separately, user fees cover 22% of the total actual cost of wastewater operations.

- Budget year-to-date reflects total current revenues of $734K or 1% of budget. Total expenditures (including capital outlays) of $2.4M or 8% of operating budget and 2% of capital outlay budget.

- Adopted Resolution 26-28 authorizing purchase of three replacement vehicles for Battalion 25, 28 and Division 20 position for an amount not to exceed $400K.

- Approximately 42 million gallons (MG) or 129 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 37% of permitted capacity. The current storage volume is equal to the historic 5-year average of 42 MG or 129 AF.

- Dry weather and mild temperatures through the end of September and beginning of October resulted in steady decreases in the volume at Forest Lake Reservoir.

- Average daily wastewater flow of 355,000 gallons per day (GPD) was measured in September at the PBCSD-Carmel gate. This represents 31% of the total average daily flow at the Carmel Area Wastewater District (CAWD) treatment facility. The measured PBCSD flows were 1% above the five-year average of 351,000 GPD for the month of September. The CAWD total flows were 3% above the five-year average of 1,129,000 GPD for September.

- Total irrigation water demand for the 2026 calendar year through September was 876 AF. Total demand for the calendar year is 5% above the 5-year annual average usage of 833 AF and is 3% above the 32-year average annual usage of 852 AF. Total irrigation demand through September was 6% above the 2025 total annual demand of 825 acre feet.

- Alternative Source Water – all diversion facilities that have been running since May were turned off on October 19, 2026. All wells (4) remain offline. Total production for the 2026 calendar year to-date was approximately 32 AF.

- Staff delivered an update on the status of capital improvement programs. Pump Station P4 fabrication of the motor control cabinet will be delayed until early 2027 due to long lead time for manufacturing of the steel cabinet enclosure.

- The Board approved Resolution 26-29 declaring the bid from KJ Woods Construction, Inc., as lowest responsible bid and authorized the General Manager to enter into a contract for a total amount not to exceed $1,950,000 for the 2026-27 Sewer Replacement Project.

- Adopt Resolution 26-30 approving Amendment No. 01 to Project Assignment 61 with E2 Consulting Engineers, Inc., increasing consulting contract by $100K for construction support services for the 2026-27 Sewer Replacement Project for a total amount not to exceed $280K.

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

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 26	39.498	27.145	12.353	31.275%
Aug – 26	38.956	26.927	12.029	30.878%
Sept - 26	34.809	24.161	10.648	30.590%
Oct - 26	34.433	24.242	10.191	29.597%
Total	**147.696**	**102.475**	**45.221**	**30.618%**

STAFF REPORT

To: Board of Directors

From: Patrick Treanor, District Engineer
Alex Henson, Associate Engineer

Date: November 19th, 2026

Subject: Sewer Replacement Construction Update

RECOMMENDATION

This report is an update on sewer replacement projects. Informational only; no action required.

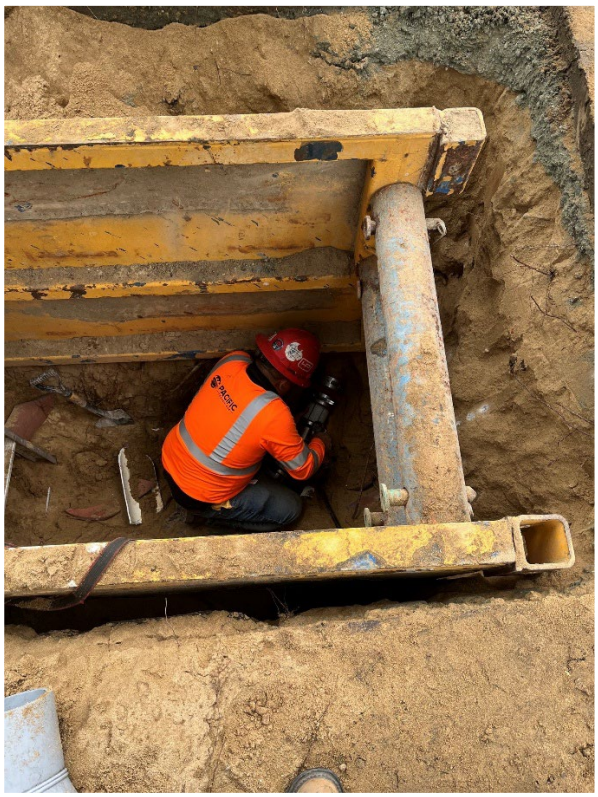
Santa Rita & Guadalupe St Project

General Contractor	Pacific Trenchless Inc.	
Contract Value		
Contract Bid Amount	$3,397,815	
Change Orders	Cost	% of Bid Amount
Value Added Change Order Cost (1)	$2,398,891	70.6%
Non Value Added Change Order Cost (2)	$12,445	0.3%
Total Change Order Cost	$2,411,336	70.9%
Contract Time		
Notice To Proceed	June 30th, 2025	
Estimated Contract Completion Date	December 4th, 2026	
Contract Progress Summary		
Total Linear Footage	14,414 (2.73 Miles)	
% Linear Footage Completed	95%	
% Project Time Expended	93%	
% Project Cost Expended	68% (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

Santa Rita & Guadalupe St Project - Photos









Carmel Meadows Sewer Pipeline Repair

General Contractor	Brett George Company	
Contract Value		
Contract Bid Amount	$262,225	
Change Orders	Cost	% of Bid Amount
Value Added Change Order Cost (1)	$0	0%
Non Value Added Change Order Cost (2)	$11,869	4.5%
Total Change Order Cost	$11,869	4.5%
Contract Time		
Notice To Proceed	April 21st, 2026	
Estimated Contract Completion Date	November 13th, 2026	
Contract Progress Summary		
Completed to date:	Manhole rehabilitation and replacement, trail widening, installation of retaining wall, pipe supports	
% Project Completed	70%	
% Project Time Expended	75%	
% Project Cost Expended	77% (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

Carmel Meadows Project - Photos






FUNDING

N/A Information Only

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: November 19, 2026

Subject: Community Service Area (CSA) 50 Meeting Report Held On November 9, 2026

RECOMMENDATION

Receive Report- Informational no action required. This report is informational only.

DISCUSSION

- Approved minutes of last meeting on December 10, 2025

- Housing & Community Development Department Project Updates

    - Val Verde Project (74 units) the project is in "condition compliant status" which means they have 2 years to complete a hydraulic analysis. Currently the developer has dropped out of the project. The landowner will need to find a new developer.
    - Rio Road Project (34 units) the project is in preliminary status – no formal submittal has been received at this time. They have 4 months to respond.
    - Point Lobos Park & Ride Project was approved at Planning Commission in October 2026 and is currently on appeal to the Board of Supervisors. The project is operated by State Parks and the Point Lobos Foundation. CSA 50 has concerns about the use of the facility if it is threatened by a storm and authorized a letter to the Board of Supervisors voicing their concerns.

- Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Project Update

    - The County is holding $33M from state grants and waiting for $27M from Federal Emergency Management Agency (FEMA).
    - FEMA has indicated that if the County does "anything" the project will become ineligible.
    - All permits and environmental approvals have been obtained.

- The funding decision is currently in the hands of the Office of Management and Budget. As Rachel Saunders, Big Sur Land Trust commented, "its political". There may well be no action taken as long as the current administration remains in office.

- Rancho Canada Village Project
  - There is a drainage area with an 84" pipe that the developer paid 50% of to extend partially. To complete the connection there was an agreement to split the costs 50% developer + 50% (CSA 23 & CSA 50). This equates to $266,750 for each CSA. CSA 50 has included $180K in the 2026-27 budget.
  - No later than sixty days (60) following sign-off of final inspection of the Pipe, the County agrees to reimburse the Owner for one half the amount required to fabricate and install the pipe.

- Engineer's Report and Prop 218 Election
  - In April 2025 the CSA50 Advisory Committee recommended the Board of Supervisors directed Public Works to proceed with the preparation of an Engineer's Report and complete Proposition 218 election.
  - The Board of Supervisors adopted a resolution directing Public Works to complete an election; however, they are planning a joint Engineer's Report and election for CSA23 and CSA 50. Both elections must pass or fail.
  - Total cost of election is estimated to be $100K, that will be split between CSA 23 and CSA 50.
  - Completion of the Engineer's Report is on hold pending:
    - Completion of the final inspection of the 84" pipe and reimbursement of the developer
    - A decision regarding updating the Balance Hydrologics 2014 Report recommendation on flooding in Val Verde area
    - A determination must be made whether to include the interior drainage improvement and flood control improvements in the Engineer's Report.
    - County Engineer, Tom Moss suggest the vote should be held in Fiscal Year 2027.

- El Nino Update
  - Forecast from National Oceanic and Atmospheric Administration (NOAA) is that there is a 100% chance of a very strong El Nino event through the fall and winter.
  - October 13, 2026 the Board of Supervisors provided Public Outreach presentation update.
  - October 21, 2026 District 5 held a Town Hall.
  - Various Monterey County Websites report on El Nino updates.

- The Riverside Way Pond maintenance has been completed and the pump installed on 11-04-26.
- The Mission Fields Pond maintenance has been completed and the pump was installed on 11-03-26.
- Rio Road Ditch was mowed and sediment was removed from the inlets and outlets. The homeowners are responsible for their private property.
- Rio Road Tie-back level vegetation has been cleared.
- Mission Field Road storm drain repairs have been completed.

- Evacuation Orders
  - The Sherriff's Office has authority to issue evacuation orders. Those orders are generally made in consultation with Fire and the County Department of Emergency Management.
  - An Evacuation Guide to El Nino threat is available at: https://www.readymontereycounty.org/prepare/evacuation-guide

- Operations and Maintenance Manual – staff has been working on a manual and they gave an update on its progress. They had a surveyor sent out to evaluate various elevations.

- A review of financial statement was given. Ending fund balance 2026 $714,579. Ending budgeted balance 2027 $259,954. This assumes payment of $80K for Balance Hydrologics 2014 report update, $180K for 84" pipe and $100K for and appraisal and Engineer's Report and Prop 218 Election.

FUNDING
N/A – Informational item only no action required



El Nino Preparedness 2026/27





El Nino Preparedness Goals & Objectives:

No Injuries

Teamwork

Preparation

No Permit Violations

No SSO's

Examples of Preparation

Carmel Area Wastewater District

Sewer Pump Station Emergency Response Plan



Carmel Highlands PS

104 Highlands Drive

© 2025 DKF Solutions Group, LLC

No SSO's

All Lift stations have a response plan

Teamwork

Operations will assist when needed. Collections will have Primary and Secondary on-call staffing.

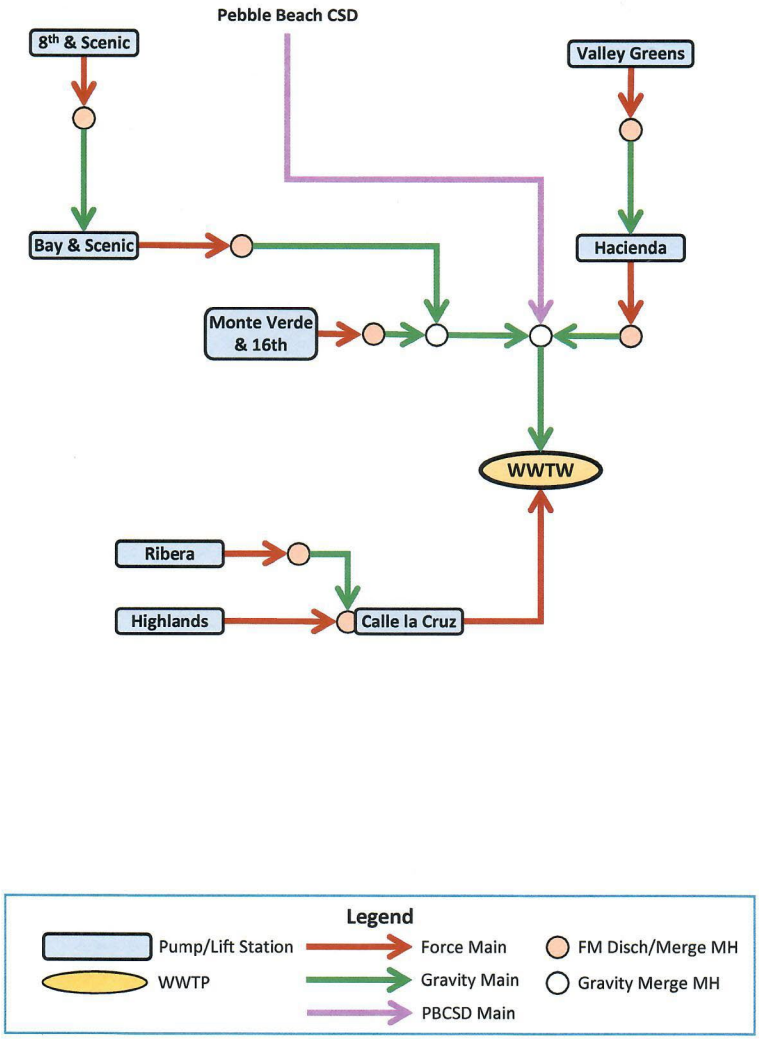
Preparation

New pump station generators installed at Highlands, Calle La Cruz & 8th & Scenic.



5 Pump Station Network

Pump Station Network One-Line Diagram



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No SSO's

Pump station network map makes it easy for ALL staff members to gain a better understanding of the lift station network.

Portable by-pass equipment serviced and tested.



Standby power is serviced and prepared



Plant Standby Generator 1

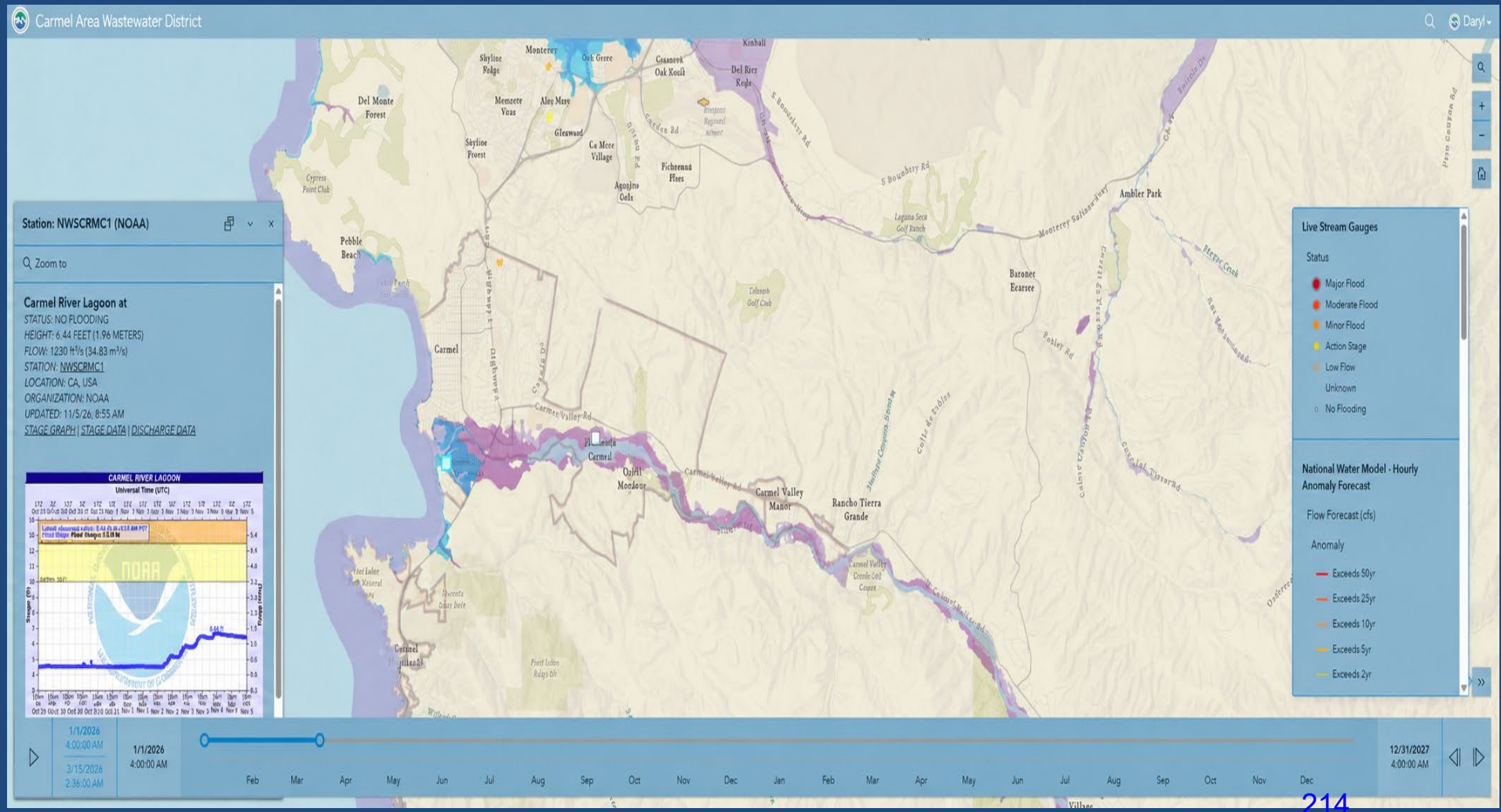
Portable Generators serviced and prepared



Emergency Inventory Equipment

- 5 Portable Generators
- 4 Portable By-Pass Pumps
- By-pass trailer with 1200’ of hose, plugs, small trash pumps for emergency sewer line bypass.
- Supply of sand and sandbags.
- Agua Dam for treatment plant flooding is staged.

Leveraging Technology for Predictive Flooding





Questions ?

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: *No regular PBCSD Board meeting is scheduled for November 2026.* *Friday, December 11, 2026, at 9:30 a.m. – Pro Tem Urquhart is scheduled to attend.*
Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for: *Date to be determined in January 2027 (meeting begins at 6:00 p.m.) – President Siegfried is scheduled to attend the meeting.*
Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for: *Date to be determined in January 2027, at 9:30 a.m. – Director Cole and Director Weiland are scheduled to attend.*

Adjournment